

COLLEGE OF PROFESSIONAL AND GRADUATE STUDIES

(F = Classes offered in the Fall, S = Classes offered in the Spring, SU = Classes offered in the Summer,
D = Classes offered upon Demand, O = Odd years, E = Even years)

SCHOOL OF BEHAVIORAL SCIENCES AND EDUCATION

DEPARTMENT OF EDUCATION

General Study

EDUC 3000/3012 STUDENT LEADERSHIP

The purpose of this course is to provide new and future students with learning opportunities to develop knowledge, attitudes and skills necessary to be effective in leadership positions both on campus and after graduation. Upon completion of the course, Orientation Leaders will have gained the skills necessary to facilitate and team teach 1001 Freshman Orientation. The course will utilize a variety of learning strategies and activities including lecture, discussion, reflection, guest lectures, student presentation, role-playing, community service, and simulation exercises. Course can be taken for zero credit or two hours credit.

Early Childhood

ECED 4163 PERCEPTUAL DEVELOPMENT IN INFANTS AND TODDLERS

Study of hereditary and environmental determinants of perceptual development of infants and toddlers and their effects on the learning process of children with and without disabilities. **Prerequisite:** Admission to Teacher Education Program. **S**

ECED 4423 PLAY METHODS AND MATERIALS IN PRESCHOOL AND KINDERGARTEN

A survey of the use of play as a learning and socializing process. Special emphasis will be given to topics such as theories, types, stages of play, and play materials and equipment in relationship to various play environments and therapies. **Prerequisite:** Admission to Teacher Education Program. **F**

ECED 4463 THE EXPRESSIVE ARTS

Development of concepts and methods in art, music and literature appropriate for early childhood education. **Prerequisite:** Admission to Teacher Education Program. **F**

ECED 4483 EXPLORING THE CHILD'S WORLD

Development of concepts and methods in math, science and social studies appropriate for early childhood education. **Prerequisite:** Admission to Teacher Education Program. **S**

ECED 4533 GUIDANCE OF THE PRESCHOOL CHILD

An introduction to developmentally appropriate practice in the guidance of young children; emphasis on developmental needs, behavior of preschool children, methods and principles of guidance. Two hours laboratory participation per week. **Prerequisite:** Admission to Teacher Education Program. **S**

ECED 4583 EARLY CHILDHOOD AND KINDERGARTEN EDUCATION

A survey of current practices, programs, and innovations in early childhood education. Emphasis is placed upon the young child's cognitive, social, emotional, and physical development. **Prerequisite:** Admission to Teacher Education Program and PSYCH 3413. **F, SU**

ECED 4612 PRACTICUM IN EARLY CHILDHOOD EDUCATION

Observation experiences; planning and conducting the early childhood education program under instructor's supervision. (Four hours per week laboratory participation; one hour conference.) **Prerequisite:** Admission to Teacher Education Program. **Corequisite:** ECED 4612L.

Educational Foundations

EDUC 2113 FOUNDATIONS OF EDUCATION

Introduction to the historical, philosophical, and social foundations of education and their relationships to teaching as a profession. Current issues in education are also introduced and discussed. Laboratory experiences as an observer/aid in the public schools and procedures for admission to teacher education are included. **F, S, SU**

EDUC 3321 MULTICULTURAL/SPECIAL POPULATION

Study of multicultural education and how teachers work with students of different backgrounds and cultures. Also will study concepts of inclusion, mainstreaming, and least restrictive environment, for students who have been identified as handicapped. **Prerequisite:** Admission to Teacher Education Program, the Pre-professional semester, and concurrent enrollment in Student Teaching and the Four Week Block sequence of EDUC 3321, EDUC 4021, and EDUC 4041. **F, S**

EDUC 4021 CONTEMPORARY ISSUES IN EDUCATION

A four-week block course required of all students seeking a degree or certification in Teacher Education. The class provides candidates with essential knowledge, skills, and resources needed during the student teaching block experience. The class also includes two days of observation in the assigned cooperating classroom and one field trip to diversely populated school sites. **Prerequisites:** Admission to Teacher Education Program, the Pre-Professional Semester, and concurrent enrollment in Student Teaching and the Four-Week Block Sequence of EDUC 3321, EDUC 4021, and EDUC 4041. **F, S**

EDUC 4041 CLASSROOM MANAGEMENT

Students learn to effectively manage attention, momentum, discipline, space, time, and routines in the classroom in order to facilitate optimal student learning. Students learn to understand and apply principles of motivation to enhance student achievement through knowledge of the role of expectations, climate, and personal relationship building. Students develop a personal management system tailored to their individual philosophies and personalities as well as to the needs and traits of students and the social realities of schools and communities. **Prerequisites:** Admission to Teacher Education Program, the Pre-professional semester, and concurrent enrollment in Student Teaching and the Four Week Block sequence of EDUC 3321, EDUC 4021, and EDUC 4041. **F, S**

Elementary Education

ELEM 3453 LANGUAGE ARTS IN THE ELEMENTARY SCHOOL

A course considering the scope and nature of an exemplary program of instruction in the language arts. **Prerequisite:** Admission to Teacher Education Program. **F, S, SU**

ELEM 3513 CONTENT, METHODS AND MATERIALS IN MATHEMATICS FOR ELEMENTARY TEACHERS

Study of the scope of mathematics in the elementary school with emphasis on developmental learning, methods and materials for teaching. **Prerequisite:** Admission to Teacher Education Program. **F, S, SU**

ELEM 3522 CONTENT, METHODS AND MATERIALS IN SOCIAL STUDIES FOR ELEMENTARY TEACHERS

Emphasis is placed upon organization of a unified and correlated social studies program and the development of resource units. **Prerequisite:** Admission to Teacher Education Program. **F, S, SU**

ELEM 4222 PHONICS AND PENMANSHIP

A study of the phonetic elements in the English language, in addition to instruction in cursive and manuscript writing. **Prerequisite: Admission to Teacher Education Program. F, S, SU**

ELEM 4352 TEACHING SCIENCE IN ELEMENTARY SCHOOLS

A course that emphasizes the inquiry-discovery approach to the teaching of elementary science. Course content includes: the structure and processes of science; thinking skills; intellectual development of children; organizing science activities and curricula; and teacher responsibilities. **Prerequisite: Admission to Teacher Education Program.**

ELEM 4463 CHILDREN'S LITERATURE

Survey of appropriate children's literature and a study of interests and abilities governing the choice of literature for K-8 grades. **Prerequisites: Admission to Teacher Education Program and RDNG 3423. F, S, SU**

ELEM 4613 EDUCATIONAL TESTS & MEASUREMENTS

Study of assessment procedures to improve the teaching-learning process through the utilization of norm-referenced and criterion-referenced measures. Students construct, administer, score, and/or interpret tests. **Prerequisite: Admission to Teacher Education Program. F, S, SU**

ELEM 4665-4765 STUDENT TEACHING IN THE ELEMENTARY SCHOOL

Directed observation, participation and student teaching under the guidance of an assigned elementary classroom teacher. **Prerequisites: Admission to Teacher Education Program; the Pre-Professional Semester; and concurrent enrollment in the Four-Week Block Sequence of EDUC 3321, EDUC 4021, and EDUC 4041. F, S**

ELEM 4833 PRINCIPLES OF TEACHING IN THE ELEMENTARY SCHOOL

An in-depth study of the elementary school and its roles/purposes in American society with major emphasis toward subject integration, content delivery techniques and overall responsibilities of elementary teachers. **Prerequisite: Admission to Teacher Education Program. F, S, SU**

Library Media

LIBED 3423 MEDIA AND TECHNOLOGY

A study of the use of computers and other media equipment in an instructional setting. The main vehicle of instruction will be modular and include the procedures to produce instructional materials using Microsoft Office Application Programs. Integration of the Internet with Microsoft Office is an integral part of the instruction. **F, S, SU**

Reading

RDNG 0122 IMPROVEMENT OF READING

Designed for self-improvement in basic reading skills. Designated materials are utilized for correction of reading skill deficiencies, vocabulary development and phonetic analysis. **F, S**

RDNG 3423 THE TEACHING OF READING I

Basic principles of reading instruction; techniques and materials for teaching reading; a study of readiness, word recognition skills, comprehension, critical reading, study skills, and vocabulary development. **F, S, SU**

RDNG 3432 THE TEACHING OF READING II

A continuation of RDNG 3423, with emphasis on word recognition, vocabulary, and comprehension. **Prerequisites: Admission to Teacher Education Program and RDNG 3423. F, S, SU**

RDNG 4443 DIAGNOSTIC PRACTICES IN TEACHING OF READING

Practice course with actual reading disability cases with whom the techniques of diagnosis and treatment of reading difficulties are used. **Prerequisites: Admission to Teacher Education Program and RDNG 3423, RDNG 3432. F, S, SU**

Secondary Education

SECED 4813 EDUCATIONAL TESTS/MEASUREMENTS

Use of test instruments in evaluation of the secondary student. Students select and interpret norm-referenced tests; construct and interpret criterion-referenced tests. **Prerequisite: Admission to Teacher Education Program. F, S, SU**

SECED 4823 PRINCIPLES OF TEACHING IN THE SECONDARY SCHOOLS

An in-depth study of the secondary school and its roles/purposes in American society with major emphasis toward subject integration, content delivery techniques, and overall responsibilities of secondary teachers. **Prerequisite: Admission to Teacher Education Program. F, S, SU**

SECED 4843 TEACHER'S COURSE IN SCIENCE

Methods, problems, and resources in teaching science in the secondary school. Problems and topics in the middle school and high school are presented. Required for teacher certification in science areas. **Prerequisite: Admission to Teacher Education Program. FO**

SECED 4865-4965 STUDENT TEACHING IN THE SECONDARY SCHOOL

Directed observation, participation, and student teaching in the major content area under the guidance of an assigned secondary classroom teacher. **Prerequisites: Admission to Teacher Education Program, the Pre-Professional Semester, and concurrent enrollment in the Four-Week Block Sequence of EDUC 3321, EDUC 4021, and EDUC 4041. F, S**

Special Education

SPCED 3132 EXCEPTIONAL CHILDREN

An overview of the development of special education, with a major focus on the intellectual, psycho-social behavior, educational need and programs for exceptional children and adolescents. **F, S, SU**

SPCED 3213 FOUNDATIONS OF MILD/MODERATE DISABILITIES

A comprehensive overview of characteristics, identification, and placement of students with mild and moderate disabilities. The course offers a study of causative-correlation factors and the effect they have on students throughout the various developmental stages. The course involves various educational trends and issues facing students, parents, and teachers that fall under this category. **Prerequisite: Admission to Teacher Education Program. S, SU**

SPCED 3312 PROCEDURES FOR TEACHING MILD/MODERATE INTELLECTUAL DISABILITIES

The course offers a study and development of teaching techniques, scientific-based instructional strategies and curriculum models for teaching preschool to adult students with mild/moderate intellectual disabilities. Note: Requirement of 16 hours of supervised field experience. **Prerequisite: SPCED 3213 and Admission to Teacher Education Program. S**

SPCED 3432 ASSESSMENT, DIAGNOSIS/EVALUATION OF EXCEPTIONAL CHILD

Study of formal and informal assessment procedures appropriate for the evaluation of students of all ages with exceptional learning needs. Students construct, administer, score and/or interpret norm-referenced tests and informal assessment procedures. Response to intervention and alternative testing criteria is emphasized. **Prerequisite: Admission to the Teacher Education Program. F**

SPCED 3433 ASSESSMENT OF EXCEPTIONAL INDIVIDUALS

Study of formal and informal assessment procedures appropriate for the evaluation of all ages with special learning needs. Students construct, administer, score and/or interpret norm-referenced tests, and informal assessment procedures. **Prerequisite: Admission to Teacher Education Program. F, SU**

SPCED 4323 PROCEDURES FOR TEACHING

MILD/MODERATE EMOTIONAL/BEHAVIORAL DISORDERS

Scientific and research-based strategies to prevent, alter, improve, and maintain social, emotional, and academic behaviors of students with exceptional learning needs in a variety of classroom settings. Curriculum covers Manifestation Determinations, Functional Behavior Assessments, Behavior Intervention Plans, and IEP goals for students in a variety of classroom settings. Note: This course includes a requirement of 16 hours of supervised field experience. **Prerequisite: Admission to Teacher Education Program. SU**

SPCED 4362 SEMINAR IN LEGAL & ETHICAL PRACTICES

Study of Special Education law as it affects teachers and professionals in the public school. Special emphasis is placed on policies and procedures, Manifestation Determinations, Alternate placements, Individual Education Planning (IEP) and due process. This course is team taught by administration and special education faculty. **Prerequisite: Admission to Teacher Education Program. F**

SPCED 4422 PROCEDURES FOR TEACHING AUTISM SPECTRUM DISORDERS

A comprehensive overview of the characteristics, identification, and placement of students with Autism Spectrum Disorders. The course offers a study of causative-correlation factors and the effect they have on the students throughout the various developmental stages. The course involves scientific-based teaching strategies and techniques which includes various educational trends and issues facing students, families, and teachers. **Prerequisite: Admission to the Teacher Education Program. F**

SPCED 4623 PROCEDURES FOR TEACHING MILD/MODERATE LEARNING DISABILITIES

Study and development and practice of scientific and research based teaching techniques, instructional strategies and curriculum models for teaching students with mild or moderate learning disabilities in a variety of educational settings throughout the lifespan. Note: This course includes a requirement of 16 hours of supervised field experience. **Prerequisite: Admission to Teacher Education Program. F**

SPCED 4821 PRACTICUM – MILD OR MODERATE DISABILITIES

Supervised experiences in designing and implementing educational, recreational, and leisure time activities. **Prerequisite: Admission to the Teacher Education Program.**

SPCED 4862 COLLABORATION AND PLANNING IN SPECIAL EDUCATION

Study of curriculum issues and instructional strategies for teaching students with exceptional learning needs in a variety of classroom settings. Emphasis is placed on the understanding of Oklahoma state special education policies and procedures and completion of state forms. **Prerequisite: SPCED-3213 and Admission to Teacher Education Program. S**

SPCED 4872 TRANSITIONAL PLANNING AND TEACHING AT THE SECONDARY LEVEL

Study of scientific research-based educational strategies and curriculum models for secondary students with exceptional learning needs and transitional programs from birth to adulthood. Introduction to the components and development of the Transition Service Plan component of the Individualized Education Program. **Prerequisite: Admission to Teacher Education Program. SU**

DEPARTMENT OF KINESIOLOGY

KINES 1133 WELLNESS CONCEPTS AND EXERCISE APPLICATIONS

The course is designed to provide the student with a philosophy of living that encourages a higher quality of life and a state of well-being. Lifestyle choices are identified and explained in regard to proper exercise, weight management, stress management, substance use, sexually transmitted diseases, health care, nutrition, cardiovascular disease prevention, and cancer prevention. Assessment techniques and development of individual prescriptions in the areas of muscular strength, muscular flexibility, cardiovascular endurance, body composition, and nutrition are studied.

Lifetime leisure skills are identified and developed to provide a well-rounded exposure to wellness. **F, S, SU**

KINES 1153 NUTRITION

A study of the basic principles of nutrition including dietary standards, food habits, nutrients, metabolism, special diets, food fads, and dietary needs of all age groups. **F, SU**

KINES 1161 WELLNESS CONCEPTS/EXERCISE APPLICATIONS LAB

Designed to develop assessment techniques and to develop individual prescriptions in the areas of muscular strength, muscular flexibility, cardiovascular endurance, body composition, and nutrition. Lifetime leisure skills are identified and developed to provide a well-rounded exposure to wellness. **D**

KINES 1201 ELEMENTARY SWIMMING

Instruction in the basic strokes: American crawl, elementary back, side stroke, back crawl, and breast stroke. For non-swimmers, adjustment to water, floating, and treading. **D**

KINES 1351 ELEMENTARY BOWLING

The fundamental skills of bowling including instruction in stance, approach, delivery, aiming, and follow-through. Practice in etiquette, scoring, terminology, and forms of competition. **F, S**

KINES 1391 CROSS COUNTRY

Prerequisite: Varsity participation. F

KINES 1411 ELEMENTARY GOLF

The fundamental skills of golf including instruction in stance, strokes, clubs, rules, terminology, etiquette, scoring, etc. **D**

KINES 1471 ELEMENTARY TENNIS

Basic instruction in the theory and practice of skills, rules, terminology, etiquette, and game strategy for singles and doubles play. **D**

KINES 1511 PHYSICAL FITNESS

Theory and practice of aerobic and weight training activities with learning experiences designed to promote individual fitness. **F**

KINES 1621 SOFTBALL

Prerequisite: Participation in varsity intercollegiate softball. F

KINES 1631 BASEBALL

Prerequisite: Varsity participation. F, S

KINES 1661 BASKETBALL

Prerequisite: Varsity participation. F, S

KINES 1681 VOLLEYBALL

Prerequisite: Varsity participation. F, S

KINES 1691 FOOTBALL

Prerequisite: Varsity participation. F, S

KINES 1711 SOCCER

Prerequisite: Varsity participation. F, S

KINES 1751 TEAM SPORTS

Designed more for women students. Theory and practice of soccer, volleyball, and selected team sports; basic skills, rules, strategy and game play. **D**

KINES 1781 TEAM SPORTS

Instruction and practice in the following team sports: Basketball, softball, and track and field. **D**

KINES 1811 INDIVIDUAL SPORTS

Instruction and practice of fundamental skills of badminton, racketball, tennis, and track and field; knowledge of rules, techniques and strategies associated with play. **D**

KINES 1932 TECHNIQUES AS APPLIED TO GYMNASTICS, FITNESS, & AQUATICS

A study of basic skills, techniques, practices, and methodologies of gymnastics, aquatics, and fitness. The gymnastics component includes work in tumbling and on the various apparatus. The aquatic component will stress progressive learning techniques and aquatic skills of necessity. The fitness component will focus on techniques for attainment as well as assessment of wellness/fitness criteria. The course is designed primarily for the practitioner and is required of all Physical Education and Recreation Majors. **F, S**

KINES 1942 TECHNIQUES AS APPLIED TO INDIVIDUAL SPORTS

A study of basic skills, techniques and practices utilized in various individual sports. Emphasis on application and analysis of principles essential for successful participation in the various sports. The course is designed primarily for the practitioner and is required of all Physical Education and Recreation Majors and endorsement students. **F, S**

KINES 1952 TECHNIQUES AS APPLIED TO TEAM SPORTS

A study of basic skills, techniques and practices utilized in various team sports. Emphasis on application and analysis of principles essential for successful participation in the various sports. The course is designed primarily for the practitioner and is required of all Physical Education and Recreation Majors and endorsement students. **F, S**

KINES 2111 RACQUETBALL

Designed for both male and female participants. Basic instruction in skills, techniques and strategies essential for play in the sport. **D**

KINES 2141 RODEO

Prerequisite: Varsity participation. F, S

KINES 2151 WALKING FITNESS

Learn the basic skills for walking. Learn the proper warm-up and cool down procedures. Work on self-assessment of your personal fitness. Monitor your walking with a pedometer. **S**

KINES 2212 FIRST AID

Knowledge in accident prevention, emergency treatment, and care of injuries and illness. American Red Cross standards. **F, S, SU**

KINES 2222 INTRODUCTION TO KINESIOLOGY

An introduction to the discipline. The course includes the study of program organization and management; history and philosophy; trends and issues; career potential and planning; and an introduction to physical education, health, recreation and exercise science. **F, S**

KINES 2242 SPORTS OFFICIATING

Designed to provide an exposure in both women's and men's sport officiating. The course will provide theory and practice in officiating sports like softball, flag football, basketball, volleyball, and other appropriate women's and men's intramural sports. Practical experience in officiating women's and men's intramurals. **F, S**

KINES 2502 CARE AND PREVENTION OF ATHLETIC INJURIES

A study of preventive measures in the athletic and physical education programs. **F, S, SU**

KINES 2601 PARTICIPATION IN INTERCOLLEGIATE SPORTS

Designed for students participating in varsity sports: football, basketball, baseball, track, tennis, golf, softball, rodeo, and soccer. **Prerequisite: Approval by the coach of the respective sport. S**

KINES 3133 TEACHING HEALTH IN PUBLIC SCHOOLS

A course designed to study the science of personal and community health, the psychology of teaching health elements of child growth and development and adolescent health problems; planning and organizing for teaching mental health, nutrition, disease control and program appraisal. Understanding the role of health education in the total educational effort. **S**

KINES 3333 SAFETY EDUCATION

Safety Education is a course of study designed to provide safety information of a general nature appropriate to today's living. A knowledge base is developed in the areas of home safety, driver safety, job safety, recreation safety, and skill development as well as coping techniques for each. **D**

KINES 3353 HEALTH AND AGING

This course is an interdisciplinary introductory course in geriatrics which examines the processes of normal human aging as well as the common diseases and disorders that affect older persons. This course is designed to provide upper division undergraduate students with an overview of critical issues related to aging and health. Topics covered include: physiology of aging, health behaviors, age-related diseases, managing illness, medical care, and death and dying. Particular attention is given to preventive strategies that maximize function to help more individuals achieve a healthy old age. **F**

KINES 3393 NUTRITION FOR CHILDREN

A study of the basic knowledge of nutrition with emphasis on the nutritional needs of children and ways of implementing nutrition education. Health and fitness related games and activities appropriate for elementary and early childhood levels will also be addressed. **S, SU**

KINES 3443 KINESIOLOGY AND ANATOMY

The study of anatomy, osteology and the muscular system which affect and/or are affected by movement and sports related performance. **F, S, SU**

KINES 3553 METHODS AND MATERIALS IN ELEMENTARY HEALTH, PHYSICAL EDUCATION & RECREATION

Theory and practice in teaching physical education activities at the elementary level with emphasis on methods, materials, planning, and conducting elementary programs. Health-related subject matter appropriate for elementary level will also be addressed. **Prerequisite: Admission to Teacher Education Program. F**

KINES 3662 EXERCISE PROGRAMMING FOR SPECIAL POPULATIONS

This course is designed to increase the understanding in the areas of exercise and special populations. This course will provide current information regarding exercise programming, fitness assessment and evaluation. The student will learn to modify exercise for individuals and groups based on age, medical conditions, and special needs. The areas covered will include but are not limited to: coronary heart disease, diabetes, asthma, obesity, osteoporosis, arthritis, pregnancy, and physically and mentally challenged. **F**

KINES 4001-4 INDIVIDUAL STUDY IN HEALTH, PHYSICAL EDUCATION AND RECREATION (TOPIC)

Independent study of specified topic in health, physical education, and recreation for undergraduate students. Credit one to four semester hours. **D**

KINES 4011-4 SEMINAR IN HEALTH AND PHYSICAL EDUCATION

Group study of specified topic for health, physical education and recreation for the undergraduate student. Credit one to four semester hours. **D**

KINES 4052 SOCIOLOGY OF SPORTS

Study of sports in society as they relate to: Competition at all levels, sports for youngsters, minorities in sports and future of sports. **S**

KINES 4063 LEGAL ASPECTS IN PHYSICAL EDUCATION, RECREATION, AND ATHLETICS

An in depth analysis and study of legal liability for the practitioner as it relates to physical education, recreation and athletics. The course presents an overview of legal issues, duties and liability as they relate to student rights, teacher rights, and conduct of programs, as well as causes and prevention of accidents which could result in liability suits. **F**

KINES 4073 EVALUATION IN PHYSICAL EDUCATION

Knowledge and principles in techniques of evaluation and measurement and test construction in physical education. **S**

KINES 4113 ORGANIZATION AND ADMINISTRATION OF HEALTH, PHYSICAL EDUCATION & RECREATION

A study of the organization and administration of physical education programs in the public schools, colleges, and with special populations. **D**

KINES 4122 ORGANIZATION AND ADMINISTRATION OF ATHLETICS

A study of the organization and administration of athletic programs for the public schools and colleges. **F**

KINES 4222 ORGANIZATION AND MANAGEMENT OF INTRAMURALS

A study of the content and conduct of intramural sports. Practical experience. **D**

KINES 4234 EXERCISE PHYSIOLOGY

A study of conditions that are related to the learning of movement-oriented skills, improvement of motor performance, and physiological effects of exercise. **F, S**

KINES 4243 THERAPEUTIC AND PRESCRIPTIVE PHYSICAL EDUCATION

A course designed to increase knowledge and understanding of the uniqueness of individuals with special needs. Emphasis in modifying physical activities for exceptional children; motor testing; analyses of skill development and principles in techniques of evaluation/assessment in physical education. **F**

KINES 4251 INTERMEDIATE RODEO

Varsity rodeo participation. **F, S**

KINES 4262 MOTOR LEARNING

A study of the body of knowledge underlying the development of successful instruction and training strategies critical for skill acquisition. Motor learning issues are viewed from a behavioral perspective with emphasis on application and performance. **S**

KINES 4283 PRINCIPLES OF COACHING

This course is designed for the coaching profession both on and off the court. It entails coaching philosophy, motivational and communication techniques, team management, and much more. This course is for future coaches in the public or private school, club teams, municipal parks (youth sports) and other sports areas. **S**

KINES 4333 PRINCIPLES AND HISTORY OF HEALTH AND PHYSICAL EDUCATION

Introduction to physical education, history of physical education; concepts and principles related to biological, psychological, and sociological factors that affect development of the individual. **D**

KINES 4353 MOTOR DEVELOPMENT

The study of the acquisition and development of motor skills such as standing, balancing, moving, and manipulating objects as encountered in a child's environment. The further identification and study of the various developmental stages as children pass from early childhood, to middle childhood and to late childhood. **D**

KINES 4383 DEVELOPMENT OF PROGRAMS, FACILITIES AND MANAGEMENT

This course will incorporate the study of programs, facilities and management skills to meet the demands of working in exercise science, fitness, sports management or recreation. It will include an in-depth look into areas such as program and facility design, budget issues, personnel, etc. **S**

KINES 4443 METHODS OF TEACHING SAFETY EDUCATION

Methods and materials in the conduct of public school safety program. **D**

KINES 4533 CONSUMER HEALTH EDUCATION

A course designed to identify facts and to establish knowledge important to the consumer of today regarding products such as foods, drugs, services, facilities, practices and health information in order to make educated decisions in our everyday lives. **S**

KINES 4541 CAPSTONE EXPERIENCE IN HPE

The Capstone Experience in Health and Physical Education course is designed to be a capstone experience for the HPE major in Teacher Education. The course is the academic crowning point for the major. Information is offered to the student regarding entry into the teaching professional semester and the profession. State comprehensive testing and information is also covered. Additionally, opportunities in the profession and the professional application of the knowledge they have acquired are addressed. **Prerequisite: Admission to Teacher Education Program. Corequisite: KINES 4553. F**

KINES 4553 TEACHERS COURSE IN HEALTH AND PHYSICAL EDUCATION

Problems, methods, and materials for teaching physical education in grades K-12. **Prerequisite: Admission to Teacher Education Program. Corequisite: KINES 4541. F**

KINES 4802 THEORY OF COACHING FOOTBALL

Designed more for male students. Knowledge and preparation in techniques and methods of coaching football. **F**

KINES 4832 THEORY OF COACHING BASKETBALL

Fundamentals and techniques applied to coaching basketball. **F, S**

KINES 4842 THEORY OF COACHING WOMEN'S BASKETBALL

Fundamentals and techniques applied to coaching women's basketball. **D**

KINES 4862 THEORY OF COACHING BASEBALL

Knowledge and preparation in techniques and methods applied to coaching baseball. **S**

KINES 4873 CURRICULUM CONSTRUCTION IN HEALTH, PHYSICAL EDUCATION AND RECREATION

A study of the methodology of developing curriculum materials in health, physical education and recreation. **D**

KINES 4883 EXERCISE PRESCRIPTION AND TESTING

This course is designed to give the student an introduction to field and laboratory tests used to assess physical fitness components as well as the utilization of principles of exercise prescription. The student will develop the knowledge and skills to design exercise prescription programs for apparently healthy individuals as well as individuals who have a cardiac, pulmonary or metabolic condition. **Prerequisite: KINES 4234. S**

KINES 4892 THEORY OF COACHING TRACK AND MINOR SPORTS

A study of the techniques of coaching track and minor sports. **D**

KINES 4995 PRACTICUM IN EXERCISE SCIENCE

A practicum provides the Exercise Science major with a field experience where the student has an opportunity for "hands on" work in one of the many avenues of Exercise Science. The goal of the professional experience is to introduce the major to practicing professionals and their respective organizations, involving 200 hours of practicum experience in Exercise Science. These experiences give the student a personal look at their future professional occupations. Their skills and knowledge are enhanced and they have an opportunity to confirm or modify their career goals. **F, S, SU**

KINES 4997 PRACTICUM IN EXERCISE SCIENCE

A practicum provides the Exercise Science major with a field experience where the student has an opportunity for "hands on" work in one of the many avenues of Exercise Science. The goal of the professional experience is to introduce the major to practicing professionals and their respective organizations, involving 280 hours of practicum experience in Exercise Science. These experiences give the student a personal look at their future professional occupations. Their skills and knowledge are enhanced and they have an opportunity to confirm or modify their career goals. **F, S, SU**

Sports Management

SPRTM 3402 CURRENT EVENTS IN RECREATION AND SPORTS MANAGEMENT

The course will be an analysis on current events in the business, finance, economy, education, athletics, (public schools, private high schools, high

schools, college and intramural programs), international sports, professional sports, and any other arena in which trends are having an effect on sports in general. Special attention to how these affect the perception of the sport, the rules of the sport, and those involved will be given. **D**

SPRTM 3412 EVENT SAFETY IN SPORTS AND RECREATION

This course is designed to give the student a knowledge base to develop, design and implement courses of action to ensure safe production, promotion and execution of sporting events at various facilities. **F**

SPRTM 3503 SPORTS MANAGEMENT

Theory and practice of sports management. Topics include sports management, marketing, human resource management, contracting, and related areas. **F, S, SU**

SPRTM 3513 SPORTS FINANCE

The student examines the use of sport organization's financial information for decision making. It is structured around both financial accounting and management accounting technologies. The student will concentrate on analysis of financial statements, structured analysis using internal accounting information, and budgeting and control issues for parks and recreation, collegiate athletics and professional sport. **F**

SPRTM 3523 LEADERSHIP IN SPORT

This course is designed to provide an examination of effective sport leadership techniques and practices. Student will examine general concepts of leadership (theories, principles, traits and skills), study examples of team bonding, create and construct exercises which will enhance team work, team interaction, or problem solving. This course is also designed to give students a practical look at the different types of leadership so the student may see how successful those types are in given situations. **F, SU**

SPRTM 3533 OLYMPISM AND OLYMPICS

This course is designed to give the student the basic understanding of the ideals and ideas that encompass the Olympic movement, the histories of the Modern Olympic games. The student will also be given critical thinking exercises to research the Olympic movement throughout the world. **S, SU**

SPRTM 4001-4 INDIVIDUAL STUDY IN SPORTS MANAGEMENT

Individual study of specified topics for Sports Management. **F, S, SU**

SPRTM 4122 RECREATION & SPORTS MANAGEMENT LAW

An intense study of legal issues relating to recreation and sports management. **F**

SPRTM 4132 RECREATION & SPORTS EMPLOYMENT LAW

An intense study of legal issues relating to employment/human resource management in parks, recreation and sports agencies. **F**

SPRTM 4142 ETHICS IN RECREATION AND SPORTS MANAGEMENT

The course is dedicated to the study of sports management ethics and the manner in which ethics can be applied and implemented in an individual's personal and professional life. Ethics in sports can dictate coaching philosophies, business transactions, contract negotiations and professional relationships, and therefore is one of the key components in sport management. **D**

SPRTM 4152 RECREATION AND SPORTS MANAGEMENT STATISTICS

Designed to provide the student with a solid foundation in the field of statistics. The course is taught through the lens of recreation and sport management. Topics include measures of central tendency, analysis of variance, multiple regression analysis, etc. **D**

SPRTM 4163 SPORTS NUTRITION

This course is to equip the student with the tools necessary for counseling an athlete in the area of nutrition. Although this course is strongly sports oriented, it is also helpful to those people who want to know how to maximize the body's movement potential through nutrition. **S**

SPRTM 4502 RODEO MANAGEMENT

Theory and practice of rodeo management. Includes rodeo planning, marketing, and execution. **F, S**

SPRTM 4513 GOLF MANAGEMENT

Theory and practice of golf course management. Special emphasis will be placed on fiscal and human resource management issues, PGA standards, marketing, and turf management practices. **F, S**

SPRTM 4523 SPORTS REPRESENTATION

This course is designed to give the student the basic understanding of the ideals and processes involved with representation of athletes in the four major sport arenas of MLB, NFL, NBA and NHL. This is not a certification course of any of those sports but instead a theory course as to how to proceed in representing an athlete and what pitfalls to look for when talking with representatives from teams. **F, S**

SPRTM 4533 SPORTS INFORMATION MANAGEMENT

Sports Information Management will provide the student with an overview of the sports information field. Topics will include marketing, fundraising, statistics, and media contact. **F, S**

SPRTM 4573 FITNESS PROGRAM MANAGEMENT

This course is designed to provide the student with the knowledge, organization, and techniques to create, maintain and adjust fitness programs in individual and team settings. The student will also be asked to evaluate workout facilities, create total programs (including cardio, resistance, and nutrition) for individuals, create sport specific/goal specific programs for individuals and teams using budgetary considerations. **F, S**

DEPARTMENT OF PARKS AND RECREATION MANAGEMENT

Natural Resource Management

NRM 2103 WILDLAND FIRE MANAGEMENT

This course will provide the student with extensive exposures to the theory and practice of wildland fire management.

NRM 2112 ADVANCED FIREFIGHTING METHODS

This course is designed to further the student's knowledge of portable pumps, the use of water, and the use of fireline reference tools. **Prerequisite:** NRM 2103.

NRM 2122 IGNITION OPERATIONS

This course provides instruction relating to the functional roles and responsibilities associated with wildland firing operations. **Prerequisite:** NRM 2103.

NRM 2132 FIRELINE LEADERSHIP & ICS

Prepare student for leadership role in firefighting with a detailed look into the incident command system. Student will complete courses that are recognized by federal governmental agencies that participate in wildland fire activities. **Prerequisite:** NRM 2103.

NRM 2993 INTERNSHIP IN WILDLAND FIRE MANAGEMENT

Practical application, devoted to serving an apprenticeship in a wildland fire management setting. Student will serve under selected wildland fire professional in a local, state, federal or non-profit agency. **Prerequisite:** NRM 2103.

NRM 2996 INTERNSHIP IN WILDLAND FIRE MANAGEMENT

Practical application, devoted to serving an apprenticeship in a wildland fire management setting. Student will serve under selected wildland fire professional in a local, state, federal or non-profit agency. **Prerequisite:** NRM 2103.

NRM 3112 INTRODUCTION TO PARKS AND WILDLIFE LAW ENFORCEMENT

This course provides an overview of the Parks and Wildlife Law Enforcement Field.

NRM 4001-4 INDIVIDUAL STUDY IN NATURAL RESOURCE MANAGEMENT

Individual study in a natural resource management area and/or associated field.

NRM 4011-4 SEMINAR IN NATURAL RESOURCE MANAGEMENT

Group study of specified topic in Natural Resource Management for the undergraduate student.

NRM 4172 NATURAL RESOURCE LAW

An intensive study of federal and Oklahoma Laws relating to land, water, wildlife and environmental management.

NRM 4182 LAND USE PLANNING

Land use planning is the study of uses of land both urban and rural including protection of agricultural land. Protection of wildlife through land use planning is studied. Land use issues also include water rights and usage, conservation, eminent domain, zoning, and environmental concerns with particular emphasis on land use laws and regulations applicable to Oklahoma.

NRM 4201 THE PARK RANGER

Theory and practice of park law enforcement.

NRM 4211 GAME AND FISH LAW

Introduction to federal and state laws pertaining to game and fish management.

NRM 4352 WILDLAND FUEL REDUCTION

This course combines classroom instruction with practical field exercises to demonstrate effective fuel reduction on wildlands. **Prerequisite:** NRM 2103.

NRM 4773 NATURAL RESOURCE RECREATION MANAGEMENT

Theory and practice of natural resource and park area management. Special attention is placed on the organization and administration of state and federal level natural resource areas. Interpretive techniques in natural, cultural, and historical sites are discussed as well. **F, S**

NRM 4782 RESOURCE INTERPRETATION

This course provides the student with knowledge, skills, and abilities in the field of resource interpretation. Topics will include interpretation of natural, cultural, and historic resources.

NRM 4792 LAND USE PLANNING

The course exposes the Parks and Recreation Management student to the broad field of land use planning. Topics include zoning and environmental use of restrictions.

NRM 4802 WILDLAND FIRE ECOLOGY

This course will explore the field of wildland fire ecology. Topics will include fire dependent wilderness ecosystems and the restoration of fire dependent ecosystems through the use of prescribed fire.

NRM 4812 WILDLIFE MANAGEMENT

This course explores the process of balancing the needs of wildlife with the needs of humans.

NRM 4993-4998 INTERNSHIP IN NATURAL RESOURCE MANAGEMENT

Practical application devoted to serving an apprenticeship in a natural resource management setting. Student will serve under selected natural resource management professional in a local, state, federal or non-profit agency.

Parks and Recreation Management

PRM 2102 FOUNDATIONS OF PARKS AND RECREATION

An introduction to the field of parks and recreation management. Provides an overview of the historical and philosophical foundations of the discipline.

PRM 2201 BASIC HANDGUN

This course is designed to expose the Parks and Wildlife Law Enforcement student to the fundamentals of handgun safety and field use.

PRM 3113 SAILING, CANOEING, HIKING, AND CLIMBING

Basic instruction and practice in techniques applied to sailing, canoeing, hiking, rappelling, and other adventure activities. **F, S**

PRM 3122 WILDERNESS FIRST AID

Designed to provide the student with a solid background in backcountry medicine. Emphasis is placed on practical, improvised wilderness first aid techniques. **F**

PRM 3132 WILDERNESS SURVIVAL

Theory and practice of survival/primitive living in remote, wilderness settings. Topics include edible plants, shelter building, snare construction, bow and drill construction/fire starting, implement construction, etc. **F, S**

PRM 3133 EMERGENCY RESPONSE

This course deals with the fundamentals of response to emergency situations. Successful completion of the course leads to American Red Cross certification in Emergency Response and CPR for the Professional Rescuer. **F**

PRM 3142 ADVANCED WILDERNESS SURVIVAL

Theory and practice of advanced survival in remote, wilderness settings. Topics include advanced foraging, water procurement, shelter construction, and fire starting. This course is held entirely in wilderness settings. Three nights of camping are required. Students will procure the entirety of their meals and water from the surrounding environment. **SU**

PRM 3152 SCUBA

Theory and practice of skills and techniques, selection of equipment, safety procedures, and physics of scuba diving. **Prerequisite:** Advanced swimming skills. **F, S**

PRM 3161 LIFEGUARDING

Theory and practice of lifeguarding. Leads to American Red Cross certification in Lifeguarding, First Aid, CPR for the Professional Rescuer, and Automated External Defibrillator. **S**

PRM 3171 LIFEGUARD INSTRUCTOR

Based on requirements of the American Red Cross Lifeguard Instructors Certification course. Successful completion leads to certification with the American Red Cross as a lifeguard instructor. Lifeguard instructor course is designed to produce basic and advanced lifeguarding skills. **D**

PRM 3181 ROCK CLIMBING

Theory and practice of rock climbing. This physically demanding, overnight course involves instruction in knot tying, natural and artificial anchor rigging, top-rope climbing techniques, and placement of artificial climbing protection. **SU**

PRM 3211 OUTDOOR EDUCATION / ADVENTURE PROGRAMMING

Designed to increase knowledge and understanding of a variety of activities associated with outdoor education and adventure programming including: low and high challenge course, artificial rock climbing, canoeing, sailing, rappelling, and rappelling self-rescue. Historical background and theoretical perspectives of outdoor education and adventure programming will be discussed. **SU**

PRM 3221 OUTDOOR EDUCATION FOR TEACHERS

Designed to expose current and prospective teachers to a variety of outdoor education and adventure activities that can be conducted on or near school grounds. Topics include: initiative games, low ropes course activities, group processing, knot tying, topographic map reading, compass techniques, field guide use, and hiking. Exposure to historical background and theoretical perspectives of outdoor education and adventure programming. **D**

PRM 3262 ADVANCED SCUBA / SLAM

Theory and practice of advanced SCUBA techniques including SCUBA lifesaving and accident management techniques. Leads to YMCA

certification in Advanced SCUBA and SLAM (SCUBA Lifesaving and Accident Management). S

PRM 3421 BASIC ROPES COURSE FACILITATION

Exposure to the fundamentals of challenge course facilitation. Topics include low and high course facilitation, knot tying, climbing, rappelling, rappelling self-rescue, rope rigging, and ropes course rescue. Emphasis placed on psychological and sociological outcomes associated with challenge course programming. SU

PRM 3432 ROPES COURSE FACILITATION

Theory and practice of challenge course facilitation. Topics include low and high course facilitation, knot tying, climbing wall facilitation, rappelling, rappelling self-rescue, rope rigging, ropes course rescue, and prussiking. Emphasis placed on psychological and sociological outcomes associated with challenge course programming. F, S

PRM 3441 HIGH ANGLE RESCUE

Rope rescue techniques and practices. Including rappelling, rappelling self-rescue, rappelling pick-offs, victim stokes basket packaging, lowering and raising. SU

PRM 3452 ADVANCED ROPES

Theory and practice of advanced challenge course facilitation, rock, and rescue site management. Topics include all areas of high challenge course facilitation, knot tying, high element rigging and ropes course rescue. Other topics will include rappelling, rappelling self rescue, and fixed line ascension. Special attention will be given to rock climbing and rappelling anchor rigging as well as high angle rescue techniques including rappelling pick-off rescues, victim stokes basket packaging, lowering, and raising. S

PRM 3552 BACKPACKING

This course provides the student with knowledge, skills and abilities in backpacking. This off-campus course includes map and compass reading, route finding, weather interpretation, and expedition leadership.

PRM 3663 RECREATION MANAGEMENT

Theory and practice of parks, recreation, and leisure service management. Topics include fiscal management, human resource management, and risk management in the parks and recreation field. F, S

PRM 3692 PRINCIPLES OF ARCHERY

This course is designed to expose the student to the theory and practice of traditional and modern archery

PRM 3702 RECREATIONAL AREAS AND FACILITIES MANAGEMENT

Theory and practice of recreational areas and facilities management. Special emphasis is placed on planning and design of parks, recreational, and sporting areas and facilities. S

PRM 4001-4 INDIVIDUAL STUDY IN PARKS AND RECREATION MANAGEMENT

Individual study of specified topic for Parks and Recreation Management for the undergraduate student. Credit 1-4 semester hours.

PRM 4011-4 SEMINAR IN PARKS AND RECREATION MANAGEMENT

Group study of specified topic for the Parks and Recreation Management undergraduate student. Credit of one to four semester hours. D

PRM 4113 RISK MANAGEMENT IN RECREATION

Designed to expose parks and recreation management/park law enforcement majors and minors to current trends and issues relating to risk management and legal liability minimization. F, S

PRM 4163 COMMUNITY RECREATION

Organization and administration of community based parks and recreation areas, facilities, and programs. F, S

PRM 4221 SMALL CRAFT SAFETY

Theory and practice of small craft safety and boating law.

PRM 4231 CUSTODY AND CONTROL

Theory and practice of criminal custody and control techniques. Special emphasis is placed on compliance, handcuffing, and defensive techniques.

PRM 4241 FIREARM SAFETY

Theory and practice of law enforcement firearm use and safety. Special emphasis is placed on defensive handgun and shotgun safety, management, deployment, and marksmanship.

PRM 4332 ADVANCED FIREFIGHTING METHODS

This course is designed to further the student's knowledge of portable pumps, the use of water and the use of fireline reference tools. Prerequisites: PRM 4301 and PRM 4322.

PRM 4383 BASIC MAN TRACKING

Basic Man Tracking is designed to increase knowledge, skills, and abilities in the field of law enforcement and search and rescue tracking.

PRM 4404 LEGAL ISSUES

This course deals with the criminal law portion of the Oklahoma Basic Council on Law Enforcement, Education and Training Academy.

PRM 4421 TRAFFIC LAW

Police responsibility in traffic control, organization of traffic and patrol division, routine traffic duties and accident reports. Organization and operations of centralized records division; study of standard police forms and reports. Prerequisite: Legal Issues PRM 4404.

PRM 4433 CRIMINAL INVESTIGATIONS I

General principles of police investigation, evaluation, processing and assignment of complaints, methods of obtaining evidence and interviewing techniques. Corequisite: PRM 4633. Criminal Investigations II.

PRM 4441 RADAR OPERATIONS

Basic operation and theory of Laser and/or RADAR units as a tool for purposes of determining speed of moving vehicles. Develop understanding of underlying principles for proper operation and evaluation of visual and audio cues for assessing speed.

PRM 4452 SFST/DRUG RECOGNITION

Recognition and evaluation of impaired driving suspects, from initial observation of the vehicle to the arrest and processing of the suspect. Enforcement strategies and issues surrounding Miranda, Implied Consent, and documentation of observations and evidence for the purpose of courtroom testimony.

PRM 4512 COMMUNITY POLICING

This course deals with the community policing and community relations portion of the Oklahoma Basic Council on Law Enforcement, Education and Training Academy.

PRM 4633 CRIMINAL INVESTIGATIONS II

General principles of police investigation, evaluation, processing and assignment of complaints, methods of obtaining evidence and interviewing techniques. Corequisite: PRM 4433 Criminal Investigations I.

PRM 4641 TERRORISM

Inform the student of various terrorist indicators, probable targets, investigative resources, and appropriate response. Develop an understanding of the historical roots of modern day terrorism. Become familiarized with various terrorist groups and the religious ideology of militant extremists.

PRM 4663 OUTDOOR RECREATION

A study of philosophy, principles, and concepts of outdoor recreation program planning. Focuses on the development of outdoor recreation, outdoor adventure, and organized camping programs. F

PRM 4664 FIREARMS

Care and use of police firearms including legal provisions and restrictions. Open only to Collegiate Officer Program (COP) students.

PRM 4674 DEFENSIVE TACTICS

The study and practice of methods of defense employed by police officers. Lab: three hours per week. Open only to Collegiate Officer Program (COP) students.

PRM 4683 PATROL PROCEDURES

An examination of the types and methods of patrol activities. Studies include patrol techniques, hazard awareness, decision-making and tactical considerations.

PRM 4712 OUTDOOR LEISURE EDUCATION SEMINAR

Group study in assigned topics of outdoor leisure education: Basic outdoor skills and techniques with emphasis on camping, adventure activities and environmental education. **D**

PRM 4722 ALPINE ADVENTURE PROGRAM

This course provides the opportunity to gain knowledge, skills and abilities in the area of alpine adventure education.

PRM 4881 TACTICAL CARBINE

This course is designed to expose the Parks and Wildlife Law Enforcement student to the tactical use of the modern law enforcement carbine.

PRM 4993-8 INTERNSHIP IN PROFESSIONAL RECREATION

Practical application, devoted to serving an apprenticeship in a professional parks and recreation setting. Students serve under selected recreational professionals in a variety of local, state, federal and non-profit agencies. **F, S, SU**

DEPARTMENT OF PSYCHOLOGY

Educational Psychology

EDPSY 3413 CHILD PSYCHOLOGY

Study of the phases of growth and development from conception through childhood. Emphasis is placed on cognitive and personality changes as they relate to educational environments. **Prerequisite: PSYCH 1003. F, S, SU**

EDPSY 3433 ADOLESCENT PSYCHOLOGY

A realistic examination of the categories of behavior, developmental growth stages, family relationships, and social influences from late childhood through early adulthood as they apply to the school and classroom environments. Major emphasis is also directed to competency mastery of the Competencies for Licensure and Certification and to the objectives for the Professional Teaching Examination presented by the Oklahoma Commission for Teacher Preparation. **Prerequisites: PSYCH 1003. F, S, SU**

EDPSY 3653 EDUCATIONAL PSYCHOLOGY

A study of the theoretical foundational concepts and practical applications of developmental factors, learning capability, principles and techniques, and teacher roles and responsibilities are presented as they apply to the secondary classroom. Major emphasis is also directed to competency mastery of the Competencies for Licensure and Certification and to the objectives for the Professional Teaching Examination as presented by the Oklahoma Commission for Teacher Preparation. **Prerequisites: PSYCH 1003 and Admission to Teacher Education Program or minor in Child Development. F, S, SU**

Psychology

PSYCH 1003 GENERAL PSYCHOLOGY

A general education course which provides an overview of psychology with an emphasis on the applied areas in the field. **F, S, SU**

PSYCH 2423 SOCIAL PSYCHOLOGY

A scientific survey of the social determinants of behavior including a review of contemporary theory and methodology involved in studying social behavior. **Prerequisite: PSYCH 1003. F, S**

PSYCH 2433 PSYCHOLOGICAL STATISTICS

Statistical methods applied to the behavioral sciences. An introduction to the concepts and applications of descriptive and inferential statistics. Covers topics from central tendency to analysis of variance. **Prerequisite: PSYCH 1003. F, S, SU**

PSYCH 3201-4 CONTEMPORARY PROBLEMS IN PSYCHOLOGY (TOPIC)

Analysis of current topics in psychology. This course offers the student and instructor an opportunity to explore in depth selected problems of current interest. Credit one to four semester hours. **Prerequisite: PSYCH 1003. F, S, SU**

PSYCH 3213 DEVELOPMENTAL PSYCHOLOGY

A study of the physical, cognitive, psychological, and social development of the individual from the prenatal period through the aging adult. **Prerequisite: PSYCH 1003. F, S, SU**

PSYCH 3224 RESEARCH METHODS

Introduce students to the common psychological methods and process of studying theories of human behavior and mental processes as they apply to multiple settings. The course emphasizes evaluating research in everyday environments. **Prerequisite: PSYCH 1003 and PSYCH 2433. Corequisite: PSYCH3224L Research Methods Lab. F, S**

PSYCH 3224L RESEARCH METHODS LAB

Introduce students to the common psychological methods and process of studying theories of human behavior and mental processes as they apply to multiple settings. The course emphasizes hands on evaluation of research in everyday environments. **Prerequisite: PSYCH 1003 and PSYCH 2433. Corequisite: PSYCH 3224. F, S**

PSYCH 3233 LEARNING AND MEMORY

Overview of traditional and contemporary principles and theories of learning and memory. **Prerequisite: PSYCH 1003. S**

PSYCH 3243 CROSS-CULTURAL PSYCHOLOGY

Identifies psychological similarities and differences among various cultural groups within American society and explores cultural issues in a psychotherapeutic setting. **Prerequisite: PSYCH 1003. F**

PSYCH 3253 PSYCHOLOGICAL TESTS

The construction, validation, and interpretation of psychological tests with emphasis on the application of tests to the clinical evaluation of the individual. **Prerequisite: PSYCH 1003 and PSYCH 2433. F**

PSYCH 3323 ABNORMAL PSYCHOLOGY

A study of the history, theories, principles, and causes of abnormal behavior including an analysis of various therapy techniques. **Prerequisite: PSYCH 1003. F, S, SU**

PSYCH 3333 BEHAVIOR MANAGEMENT

Provides an introduction to behavior modification techniques in applied settings. The major focus of the course is on the application of operant conditioning principles, the implementation of behavior modification techniques, and the measurement and evaluation of program effectiveness in a variety of settings. **Prerequisite: PSYCH 1003. F, S**

PSYCH 3363 PSYCHOLOGY OF PERSONALITY

An analysis and comparison of major personality theories including a review of research that tests propositions from the various theories. **Prerequisite: PSYCH 1003. F, SU**

PSYCH 4011-4 SEMINAR IN PSYCHOLOGY (TOPIC)

Seminar in selected areas of psychology with special emphasis placed upon theories and application in the topic areas. **Prerequisite: PSYCH 1003. F, S**

PSYCH 4113 ISSUES IN CHEMICAL DEPENDENCY TREATMENT

Explores issues related to chemical abuse, dependency, and addictive behaviors with a focus on current treatment approaches. **Prerequisite: PSYCH 1003. S**

PSYCH 4123 THEORIES AND PRINCIPLES OF PSYCHOTHERAPY

Fundamental skills and principles of therapy are derived from the major theories of psychotherapy. Includes experiential teaching such as role playing and simulated problems. **Prerequisite: PSYCH 1003. S**

PSYCH 4133 PSYCHOLOGY OF SPORTS

A lecture/seminar course that will examine the effect of psychological and emotional factors on sport and exercise performance, and the effect of sport and exercise involvement on psychological and emotional factors. The course will examine educational, research and applied information on the topic. **Prerequisite: PSYCH 1003. SU**

PSYCH 4203 PSYCHOLOGY OF WOMEN

This course is designed to examine the differences in behaviors and mental experiences of women and men. An emphasis will be placed on developing an understanding of how differences between men and women are explained both by various professions and the public. **By Signature Only. Prerequisite: PSYCH 1003. S**

PSYCH 4223 MEDIA AND MENTAL ILLNESS

Designed to develop an increased student understanding of the impact of psychological dysfunctions demonstrated by areas of instruction which include interactive effects, interpersonal relationships, cultural attitudes toward psychological disorders, effects of institutional treatment, and responses to abnormal behavior. **Prerequisite: PSYCH 1003 and PSYCH 3323. F, SU**

PSYCH 4313 INTRODUCTION TO CLINICAL PSYCHOLOGY

Broad overview of diagnosis and treatment of major psychological disorders and psychotherapeutic interventions (treatment). Emphasis placed on professional and theoretical problems and goals of psychotherapy. **Prerequisite: PSYCH 1003. F**

PSYCH 4323 FORENSIC PSYCHOLOGY

This course is designed to examine the psychological issues inherent in the various legal processes found in the United States. The central focus is developing an understanding of the research methods psychology uses to address the questions of human behavior; from this starting point we will examine the social, cognitive, clinical and developmental psychological research that is most helpful in evaluating current legal practices and explanations of human behavior. **Prerequisite: PSYCH 1003.**

PSYCH 4333 PHYSIOLOGICAL PSYCHOLOGY

A study of the physiological basis of behavior. Emphasis placed on the structure and function of the neuron, synapse and different components of the nervous system as well as sensory and motor processes and physiological substrate of sleep. **Prerequisite: PSYCH 1003. F**

PSYCH 4371-4 PSYCHOLOGICAL RESEARCH (TOPIC)

Directed research on a special problem in psychology. Research may be basically experimental or involve intensive study of the literature of a special problem. **Prerequisite: PSYCH 1003; departmental permission. F, S, SU**

PSYCH 4391-4 ADVANCED SEMINAR IN PSYCHOLOGY (TOPIC)

Intensive study of specific topics and problems in psychology by means of lecture, discussions, and supervised research conducted in the laboratory and the field. Credit one to four semester hours. **Enrollment by departmental permission. D**

PSYCH 4533 LANGUAGE DEVELOPMENT

Covers the general issues and theories pertaining to language development as well as an overview of language and speech disorders. **Prerequisite: PSYCH 1003. S, SU**

EVERETT DOBSON SCHOOL OF BUSINESS AND TECHNOLOGY

DEPARTMENT OF BUSINESS AND COMPUTER SCIENCE

Accounting

ACCTG 2213 PRINCIPLES OF FINANCIAL ACCOUNTING

Financial accounting concepts related to the processes and principles of accrual accounting and the preparation of financial statements and reports for parties external to the firm. **Prerequisite:** F, S, SU

ACCTG 2313 PRINCIPLES OF MANAGERIAL ACCOUNTING

Continuation of ACCTG 2213 to include further discussion of corporations, managerial accounting concepts and objectives, planning and control of sales and costs, analysis of costs and profits. **Prerequisite:** ACCTG 2213. F, S, SU

ACCTG 3213 ACCOUNTING INFORMATION SYSTEMS

A study of the application of information technology to accounting systems. **Prerequisites:** ACCTG 2313 and ENTRP 3113. F

ACCTG 3313 INTERMEDIATE ACCOUNTING I

An introduction to the conceptual framework of accounting and generally accepted accounting principles. Emphasis upon current asset and liability relationships. **Prerequisite:** ACCTG 2313. F, S

ACCTG 3323 INTERMEDIATE ACCOUNTING II

Continuation of course 3313, with emphasis upon the remaining balance sheet accounts. **Prerequisite:** ACCTG 3313. F, S

ACCTG 3493 ANALYZING FINANCIAL STATEMENTS

How financial data are generated and their limitations, techniques for analyzing the flow of business' funds, and methods for selecting and interpreting financial ratios. **Prerequisite:** FINAN 3343. D

ACCTG 3713 COST ACCOUNTING

A study of the processes used for cost accumulation, measurement and use. Emphasis is placed on planning and controlling of costs, report preparation and cost analysis. **Prerequisites:** ACCTG 2313 and ECONO 2463. S

ACCTG 4003 INDIVIDUAL STUDY IN ACCOUNTING (TOPIC)

Independent study of selected topics under the supervision of an accounting faculty member. **Prerequisite:** Instructor, Advisor, and Chair approval. D

ACCTG 4013 SEMINAR IN ACCOUNTING (TOPIC)

Group study of specified topics in accounting. **Prerequisite:** Instructor and Advisor approval. D

ACCTG 4113 ACCOUNTING FOR GOVERNMENT/NON-PROFIT ORGANIZATIONS

A study of fund accounting and reporting in relation to government entities, health care and educational institutions. **Prerequisite:** ACCTG 2313 and ACCTG 3313. D

ACCTG 4213 AUDITING I

Audit procedure, classification of audits, audit working papers and reports, methods of verification of financial statements, practical applications, maintenance and improvement of internal controls. **Prerequisites:** ACCTG 3323 and ACCTG 3713. F

ACCTG 4223 COMPUTERIZED ACCOUNTING

This course provides applied exercise with computerized integrated accounting systems. Students will be using popular professional software packages. The emphasis will be on the concept of computerized accounting in general rather than on specific software. **Prerequisite:** ACCTG 2313 or equivalent. D

ACCTG 4253 INTRODUCTION TO COMPUTER FORENSICS

The course focuses on clear and authoritative instructions about the field of computer forensics as it applies to the investigative process; from the collection of digital evidence to the presentation of Computer Forensic Examination findings in a court of law. Upon successful completion of the course, students will have a basic understanding of the computer forensic process, the scientific procedure involved in accounting, law enforcement, and computer sciences. Topics also include the science of computer forensics and how it relates to and is utilized within the judicial system of the United States. **Prerequisite:** ACCTG 2313 or equivalent. D

ACCTG 4313 INCOME TAX ACCOUNTING I

Introduction to general concepts of federal income tax law as it applies to individuals, corporations, partnerships, fiduciaries and estate gift tax. **Prerequisite:** ACCTG 2313. F

ACCTG 4323 INCOME TAX ACCOUNTING II

A continuation of the study of federal income, estate and gift taxes with emphasis on technical knowledge needed by accounting majors. **Prerequisite:** ACCTG 4313. S

ACCTG 4333 INTERNSHIP IN ACCOUNTING

Directed experience working in an organization at a level requiring professional duties and responsibilities. A detailed journal and term report are required. Open only to students majoring in Accounting who have completed 80 credit hours and at least 70% of the common professional component. Further details can be obtained in the Chair's office. **Prerequisite:** Approval by the supervising faculty, advisor, and Chair. D

ACCTG 4513 AUDITING II

Continuation of Auditing I to include Computer Assisted Audit Tools (CAAT) and case studies in auditing. **Prerequisites:** ACCTG 4213. D

ACCTG 4613 ADVANCED ACCOUNTING

A study of accounting topics of an advanced nature including partnerships, fiduciaries, parent and subsidiary accounting. **Prerequisite:** ACCTG 3323. S

ACCTG 4623 ACCOUNTING THEORY

Advanced accounting concepts and standards. Emphasis is placed on both a historical and contemporary perspective of the development of generally accepted accounting principles. **Prerequisite:** ACCTG 3323. D

ACCTG 4643 GLOBALIZATION OF ACCOUNTING, FINANCE & INVESTMENTS

A study of accounting for operations of multinational enterprises as they relate to a wide variety of regulatory, social and environmental influences. Subjects include the foreign currency translation, foreign exchange risk management, financing tools, and investments related to global entities. **Prerequisites:** ACCTG 2313 and FINAN 3343. *FINAN 3663 recommended.* D

ACCTG 4763 ADVANCED COST/MANAGERIAL TOPICS

Topics of an advanced nature dealing with special cost analyses and decision-making techniques. **Prerequisite:** ACCTG 3713. D

ACCTG 4853 COMPUTER FORENSICS ANALYSIS

This course will offer students the knowledge and skills necessary to install, configure, and effectively use AccessData's Forensic Toolkit (FTK). Students will demonstrate proficiency in the skills needed to conduct an effective Windows-based computer forensic examination to locate and analyze evidence found during the examination of computer systems. Students will take the AccessData Certified Examiner (ACE) certification course as the final examination and, if the proficiency requirements are met, receive the ACE Certification at the conclusion of the course. **Prerequisite:** ACCTG 4253. D

Computer Science

COMSC 1023 COMPUTERS & INFORMATION ACCESS

Introduction to computers, computer software, and the use of computers to access information for general education students. Includes an introduction to computer hardware, microcomputer operating systems, and computer applications, including word processing, spreadsheets, PowerPoint, e-mail, and database. **F, S, SU**

COMSC 1033 COMPUTER SCIENCE I

This course is an introductory programming course using the Java language. It covers an overview of the Java Virtual Machine. This course focuses on algorithm design, problem-solving strategies and program design. Topics covered include variables, types, expressions and control structures. Additional topics are standard input/output; file input/output; file streams; single and multi-dimensional arrays; searching; sorting; and recursion and its relation to iteration. This course also introduces object-oriented programming concepts such as classes and objects; syntax of class definitions; methods and parameter passing. **F, S**

COMSC 1053 COMPUTER SCIENCE II

This course is a continuation of Computer Science I. Object-oriented programming concepts such as class inheritance, encapsulation and polymorphism are covered using the Java language. Topics covered using Java include abstract classes; interfaces; GUI programming; event-driven programming; data abstraction through use of classic data structures list, stack and queue; and object oriented thinking and design. Emphasis will be on program design, modularity, debugging, and documentation. **Prerequisite: COMSC 1033. F, S**

COMSC 1103 INTRODUCTION TO INFORMATION SECURITY

This course is an overview of the fundamentals of a practical information security program with special emphasis on information security awareness, security systems development, implementation, and maintenance. This course provides an integrated, comprehensive, up-to-date coverage of the information security policies, process, computer science techniques, security tools, and awareness vital to information security. The classroom instruction provides a practical approach (case scenarios) of both the principles and practice of information, computer, and network security for the enterprise and home. **S**

COMSC 1433 VISUAL BASIC PROGRAMMING

This course provides students with the knowledge and skills needed to develop applications in Microsoft Visual Basic .NET for the Microsoft .NET platform. The course focuses on user interfaces, object-oriented programming, language syntax, and implementation details. It also introduces ADO.Net for database access and files input/output and dynamic arrays. **F, S**

COMSC 2011-4 SEMINAR IN COMPUTER SCIENCE

Group study of specified beginning and intermediate level topics in computer science. Credit: 1-4 semester hours. **D**

COMSC 2043 DISCRETE STRUCTURES

Introduction to discrete mathematics for computer science. Sets, functions, propositional and predicate logic, Boolean algebra, graph theory, matrices, proof techniques, combinatorics and finite state machines. **Prerequisites: COMSC 1033 and MATH 1513. F**

COMSC 2413 DATA STRUCTURES

This course introduces the techniques needed to manipulate commonly occurring data structures. It begins reviewing the Java approach to data abstraction and continues treatment of how to create and maintain various data structures as arrays, stacks, queues, linked lists, binary search trees, hash and binary heaps. Algorithms (e.g. divide and conquer, time complexity, sorting, Big O) and efficiency are also discussed. **Prerequisite: COMSC 1053. F**

COMSC 2463 PROGRAMMING IN C# AND .NET

Introduction to programming in C# for students with programming experience. Programming topics include network sockets, multithreading, and advanced applications using C# such as development of database driven applications using C#, ADO.NET, and ASP.NET. **Prerequisite: COMSC 1033. S**

COMSC 2473 PROGRAMMING IN C++

Emphasis in this course will be object-oriented C++. Topics include definition of class, data abstraction, pointers, member functions, friend functions, static class member, operator overloading, inheritance, virtual function, polymorphism, template, exception handling, reusability, generic algorithms in C++, introduction to Standard Template Library, files and standard input/output, single and multi-dimensional arrays, and advanced algorithms for searching and sorting. Extensive programming exercises in C++ are required. **Prerequisite: COMSC 1033 or familiarity with a modern programming language. F**

COMSC 2603 NETWORK SECURITY

This course will take an in-depth look at network defense concepts and techniques. It will examine theoretical concepts that make the world of networking unique. This course will also adopt a practical hands-on approach when examining network defense techniques. Along with examining different network defense strategies, this course will explore the advancement of network implementation, as well as, timeless problem solving strategies. **Prerequisite: COMSC 1103. F**

COMSC 3013 COMPUTER ARCHITECTURE

Study of a modern computer system as a layered structure. Digital logic, micro programming, Von Neumann machines, operating systems, assembly and high-level virtual machines, emphasizing fundamental concepts of each layer in the hierarchy and relationships between the layers. **Prerequisite: COMSC 2413. S**

COMSC 3043 SYSTEMS PROGRAMMING

The aim of this course is to introduce students to the concepts essential for understanding how to make use of the resources provided by a multi-processing operating system. Particular attention is paid to utilities that may be available for systems management tasks and to questions of inter-process communication. The course falls fairly naturally into five parts: utilities, system calls, networking, inter-process communication, the OSI network model, Sockets and Remote Procedure Calls. The system of reference is Linux/Unix. **Prerequisite: COMSC 2413. S**

COMSC 3053 OPERATING SYSTEMS

Introduction to different types of operating systems, overview of operating system architecture, processes, shared resources, security, memory management, resource allocation, scheduling deadlocks, and file management. Emphasis will be on the algorithms associated with the above concepts and implementing them as programming assignments individually. **Prerequisite: COMSC 1053. F**

COMSC 3133 SOFTWARE ENGINEERING

Techniques and procedures for developing software products and supporting documentation. Emphasis on software life cycle models and teamwork in the development of software products. **Prerequisite: COMSC 2413. S**

COMSC 3153 DATA COMMUNICATIONS AND NETWORKS

This course is an introduction to data communication technology and protocols/standards, local area networks, wide area networks, and the Internet is provided. The trends in regulation and telecommunications technology applicable to the transmission of voice, data, and images are examined. **Prerequisite: COMSC 2043. S**

COMSC 3253 INTRODUCTION TO COMPUTER FORENSICS

The course focuses on clear and authoritative instructions about the field of computer forensics as it applies to the investigative process; from the collection of digital evidence to the presentation of Computer Forensic Examination findings in a court of law. Upon successful completion of the course, students will have a basic understanding of the computer forensic process, the scientific procedure involved in accounting, law enforcement, and computer sciences. Topics also include the science of computer forensics and how it relates to and is utilized within the judicial system of the United States. **D**

COMSC 3353 SYSTEMS ANALYSIS AND DESIGN

A study of the techniques for needs analysis development of requirements specifications for an application system is undertaken in this course. The implementation of operational systems and selection of hardware/software are examined in detail. The importance/impact of organizational behavior is evaluated in the context of support systems

design. Topics such as System Development Life Cycle (SDLC) and Rapid Application Development (RAD) will be covered. Process analysis and design, development of functional specifications, physical design, and operational design will be discussed in test cases presented to and by students. **Prerequisite: COMSC 1053. F**

COMSC 3403 DATABASE SYSTEMS

Introduction to relational databases, study of relational database model, entity relationship modeling, normalization, SQL, transaction management and concurrency control. Includes implementation and maintenance of databases using Database Management Systems (DBMS) software products. **Prerequisites: COMSC 1023 and COMSC 1053. F, S**

COMSC 3513 IS PROJECT MANAGEMENT

This course will train the students in planning, scheduling, and controlling an Information System (IS) project during its life cycle. Techniques for planning, scheduling, and controlling projects will be discussed and applied. Demonstrations and exercises in using project-management software (such as Primavera and MS project) are provided. Students will be given an opportunity to develop and execute an IS project and address issues such as staffing, scheduling, risk assessment and control, and project close-out. **Prerequisite: COMSC 1023. F**

COMSC 3603 HARDWARE/SOFTWARE CONCEPTS

This course provides an overview of computers and computer systems. It covers topics such as systems architecture, the relationships between hardware architecture, systems software, applications software, communications protocols, and storage technologies. The relationship between the design parameters of hardware and systems software and the development process for application programs are analyzed. The emerging Internet technologies including hardware and software are discussed. **F**

COMSC 3853 COMPUTER FORENSICS ANALYSIS

This course will offer students the knowledge and skills necessary to install, configure, and effectively use AccessData's Forensic Toolkit (FTK). Students will demonstrate proficiency in the skills needed to conduct an effective Windows-based computer forensic examination to locate and analyze evidence found during the examination of computer systems. Students will take the AccessData Certified Examiner (ACE) certification course as the final examination and if the proficiency requirements are met, receive the ACE Certification at the conclusion of the course. **Prerequisite: COMSC 3253. D**

COMSC 3913 WEB DEVELOPMENT

A study of web development using Macromedia Dreamweaver. Covers static and dynamic content, links, page layout, cascading styling sheets, and media objects. A significant student project is required. **F**

COMSC 3933 MULTIMEDIA SYSTEMS-DESIGN AND EVALUATION

An investigation of multimedia systems and their applications. Techniques and processes for creating professional presentations based on utilization of sound, clip art, video, and text will be studied. Students will also examine the effect of multimedia presentations on social issues associated with the application environment. **S**

COMSC 4001-4 INDEPENDENT STUDY IN COMPUTER SCIENCE

Specified projects in computer science. One to four credit hours. **D**

COMSC 4011-4 COMPUTER SCIENCE SEMINAR

Group study of specified advanced topics in computer science. One to four credit hours. **D**

COMSC 4033 PRINCIPLES OF PROGRAMMING LANGUAGES

The aim of this course is to introduce students to the general principles and concepts underlying programming languages, including such topics as syntax and its specification, exception handling and memory management. Students will see how these topics fit into different types of programming languages which can be classified as logical, procedural, and object oriented. **Prerequisite: COMSC 2043. F**

COMSC 4043 GEOGRAPHIC INFORMATION SYSTEMS

Fundamental concepts of Geographic Information Systems (GIS), elements of GIS, analysis of spatial information, real-world applications, map creation and analysis. Primary objective is to investigate interactive GIS application rather than develop expert users. **D**

COMSC 4133 DESIGN AND ANALYSIS OF COMPUTER ALGORITHMS

Topics include asymptotic notations and analysis, big-O, recurrence relations, sorting (quick sort, merge sort...) and searching algorithms, divide and conquer, dynamic programming, basic graph algorithms, the greedy method, backtracking, NP-completeness. **Prerequisites: COMSC 2413. F**

COMSC 4143 SERVER MANAGEMENT

This course provides students with experience in using the Windows Server and Mac Server. Students will gain knowledge and skills needed to manage server accounts and resources, maintain server resources, monitor server performance, as well as safeguard data. **Prerequisites: COMSC 1103 and COMSC 2603 or permission of the instructor. D**

COMSC 4173 MOBILE APPLICATIONS AND RESPONSIVE WEB DESIGN

Course will focus on building application for mobile devices using the Android environment based upon the Linux V2.6 kernel. It will also include responsive website development where the website automatically changes to fit the device's screen size. **Prerequisite: COMSC 1033.**

COMSC 4453 ADVANCED DATABASE SYSTEMS

The course covers advanced topics in databases. Possible topics include multimedia databases, data on the Web, data mining and data warehousing as well as emerging issues and concepts in database design, implementation, and management. **Prerequisite: COMSC 3403. S**

COMSC 4513 BUSINESS INTELLIGENCE

This course starts with an analysis of information support systems that serve the management at all levels in the decision-making process. The decision-support system information is derived from various models and databases within the organization and/or outside the organization. Theoretical concepts related to artificial intelligence (AI) are studied. A study of various commercially available expert systems will be undertaken in the context of decision support systems test cases. **S**

COMSC 4753 COMPUTER GRAPHICS

Design of graphics systems. Development of algorithms needed to implement both two and three dimensional graphics. Experience with a variety of graphics devices and software packages. **Prerequisites: COMSC 1053 and MATH 1613.**

COMSC 4913 E-COMMERCE WEB DEVELOPMENT

Topics include introduction to scripting; JavaScript and VB Script, dynamic HTML; Object Model, Collection Model and Event Model, Server Side Web Application Development with Scripting; accessing database and server data, Active Server Pages (ASP.NET), design and implementation of e-commerce transaction applications. Students will create sites for online order and other information processing using Microsoft's ASP.NET technology. **Prerequisite: COMSC 3913. S**

COMSC 4921-3 COMPUTER SCIENCE INTERNSHIP

Designed to prepare the students to cope with the professional challenges in the computer field. Students must complete two hundred forty hours of employment with an approved employer in the area of computer information support or development. Reports, meeting with other interns, and a presentation to the faculty are required. **Prerequisites: COMSC 2413 and departmental approval. D**

COMSC 4953 CS/IS CAPSTONE

Students will work in small groups under the supervision of a faculty advisor on real-world problem/requirement defined by a client in consultation with the advisor. The project team will work like a contractor and handle all facets of the project including cost estimation, scheduling, project management and control, technical work, documentation, and client interface. The final product of the program will be a project report. **Prerequisite: Senior Standing. S**

Entrepreneurship

ENTRP 1123 INTRODUCTION TO BUSINESS

Introductory course for students of all business disciplines and undecided majors. Survey of basic principles, forms, and practices involved in administration of a business firm. Not open to junior or senior majors or minors in the School of Business. **D**

ENTRP 3113 INTRODUCTION TO MIS

Introduce issues relevant to management, information and computer systems. Intended to provide students with an overview of information systems. Students will gain knowledge in organizing, monitoring and controlling information systems resources and addressing management problems using computerized information systems. **Prerequisite: Basic knowledge and ability to use a computer system and COMSC1023. F, S, SU**

ENTRP 3123 LEGAL ENVIRONMENT OF BUSINESS

An introduction to the legal system in the United States. Students are encouraged to analyze case law and legal precedent. Primary legal topics covered include constitutional, administrative, contract, tort and criminal law. **Prerequisite: Junior standing. F, S**

ENTRP 3173 INFORMATION/RECORDS MANAGEMENT SYSTEMS

Introduction to the field of records management, awareness of the rapid changes in records management technology, and the growing career opportunities available in the records management field. Content includes a study of various filing systems and use of database software. **D**

ENTRP 3223 COMMERCIAL LAW

A study of the Uniform Commercial Code dealing with the sale of goods, commercial paper, secured transactions, debtor-creditor relations, documents of title and agency. **Prerequisite: ENTRP 3123. S**

ENTRP 3313 REAL ESTATE

Principles of the real estate industry including fundamentals of career requirements and licensing, rights and interests in land, forms of ownership, transferring title, contract law, title insurance, sources of financing, property valuation and title closing. **Prerequisite: Junior standing. S**

ENTRP 3423 BUSINESS COMMUNICATION

A survey course of communication skills needed in the business environment. Content includes writing memoranda, letters, reports, resumes, and electronic messages; delivering oral presentations; and developing interpersonal skills. Critical thinking and problem solving skills are emphasized. Development of these skills is integrated with the use of technology. **Prerequisites: ENGL 1213 and COMM 1313. F, S**

ENTRP 3723 INTERNATIONAL BUSINESS

An examination of international business theory and practices. Subjects include the study of the international business environment and its impact in the areas of finance, balance of payments, politics and laws, differing cultures, logistics, marketing, human resources management, and organization. **Prerequisite: MNGMT 3233. D**

ENTRP 3823 QUANTITATIVE METHODS IN BUSINESS

This course addresses the component of quantitative skills needed in all areas of business. These skills include mathematical, statistical, forecasting and operations research. Computer utilization is used in analyzing and solving business related problems. **Prerequisites: MATH 1513 and ECONO 2463. F, S, SU**

ENTRP 3923 ADVANCED COMPUTER BUSINESS APPLICATIONS

An advanced study of computer software to prepare students for computer applications used in business courses and in the workplace. Content includes word processing, spreadsheet, database, and presentation software. **Prerequisite: COMSC 1023. D**

ENTRP 4003 INDIVIDUAL STUDY IN ENTREPRENEURSHIP (TOPIC)

Independent study of selected topics under the supervision of a general business faculty member. **Prerequisite: Instructor, Advisor, and Chair approval. D**

ENTRP 4013 SEMINAR IN ENTREPRENEURSHIP (TOPIC)

Group study of special topics in general business. **Prerequisite: Instructor and Advisor approval. D**

ENTRP 4123 PROFESSIONAL ISSUES

In-depth study of human relations, job search, job interviewing, resume writing, etc., along with a study of current research/publications on workplace developments. **S**

ENTRP 4333 INTERNSHIP IN ENTREPRENEURSHIP

Directed experience working in an organization at a level requiring professional duties and responsibilities. A detailed journal and term report are required. Open only to students majoring in Entrepreneurship who have completed 80 credit hours and at least 70% of the common professional component. Further details can be obtained in the Chair's office. **Prerequisite: Approval by the supervising faculty, Advisor, and Chair. D**

ENTRP 4513 BUSINESS INTELLIGENCE

This hands-on course includes building Web 2.0 systems and the process of creating an effective, competitive organization for today's marketplace. This course begins with the basic concepts of management systems and progresses through blogging, wikis, and how to use these tools to create a knowledge capture system that allows companies to build strategy for knowledge as an asset. The course introduces the knowledge model used in the Malcolm Baldrige National Quality Award and its application to education and business settings. **S**

Finance

FINAN 3213 RISK MANAGEMENT

Designed to provide knowledge of principles that underlie risk management and insurance; detailed study of various kinds of insurance coverage. **Prerequisite: ECONO 2263 and ECONO 2363. F**

FINAN 3313 REAL ESTATE

Real estate lending and investment including fundamentals of analysis, valuation, and appraisal for real estate investments; and sources of mortgage funds in primary and secondary markets. **Prerequisite: Junior standing. S**

FINAN 3343 BUSINESS FINANCE

A survey course with emphasis on the financial characteristics of modern U.S. corporations. **Prerequisite: MATH 1513 and ACCTG 2313. F, S, SU**

FINAN 3353 PERSONAL FINANCIAL PLANNING

Financial planning with emphasis on the needs of the individual and family. **Prerequisite: D**

FINAN 3493 ANALYZING FINANCIAL STATEMENTS

How financial data are generated and their limitations, techniques for analyzing the flow of business' funds, and methods for selecting and interpreting financial ratios. **Prerequisite: FINAN 3343. D**

FINAN 3663 INVESTMENTS

Consideration of the nature of investment, such as stocks, bonds, securities markets and their operations and an analysis of corporate financial statements. **Prerequisites: ECONO 2263 and ECONO 2363. S**

FINAN 4003 INDIVIDUAL STUDY IN FINANCE (TOPIC)

Independent study of specified topics under the supervision of a finance faculty member. **Prerequisite: Instructor, Advisor, and Chair approval. D**

FINAN 4013 SEMINAR IN FINANCE (TOPIC)

Group study of specified topics in finance. **Prerequisite: Instructor and Advisor approval. D**

FINAN 4063 FINANCIAL INSTITUTIONS AND MARKETS

The study of financial markets and institutions, government regulation, planning, and analysis. **Prerequisite: FINAN 3343. S**

FINAN 4123 MANAGERIAL ETHICS

The study of managerial ethics in a dynamic and changing environment. Stakeholders and issues management approaches are reviewed in the decision making process. Both classical and contemporary concepts are explored as an aspect of managerial ethics. Management decisions that are value-laden will be assessed in the moral context. The student will gain knowledge in managing corporate social responsibility and individual ethical leadership. **Prerequisite: MNGMT 3233. S**

FINAN 4213 COMMERCIAL BANK MANAGEMENT

Financial management of the banking firm including theories and practices of bank asset management, banking markets and competition. **Prerequisite: FINAN 3343. F**

FINAN 4233 SMALL BUSINESS FINANCE

The purpose of this course is to present an overview of what entrepreneurial finance is about. It will convey to you the importance of understanding and applying entrepreneurial finance methods and tools to help ensure an entrepreneurial venture is successful. A life cycle approach to entrepreneurial finance is used to cover venture operating and financial decisions faced by the entrepreneur as a venture progresses from an idea through to harvesting the venture. **Prerequisite: FINAN 3433. D**

FINAN 4263 FINANCIAL MANAGEMENT

Advanced study of finance, includes case studies. **Prerequisite: FINAN 3343. S**

FINAN 4333 INTERNSHIP IN FINANCE

Directed experience working in an organization at a level requiring professional duties and responsibilities. A detailed journal and term report are required. Open only to students majoring in Finance who have completed 80 credit hours and at least 70% of the common professional component. Further details can be obtained in the Chair's office. **Prerequisite: Approval by the supervising faculty, Advisor, and Chair. D**

FINAN 4393 INTERNATIONAL FINANCE

An examination of international financial markets and their impact on macroeconomic institutions. Designed to develop an understanding of exchange rate determination, foreign exchange policy, and international macroeconomic policy. **Prerequisites: ECONO 2263, ECONO 2363, and FINAN 3343. D**

FINAN 4513 PORTFOLIO MANAGEMENT I

First of two courses addressing the tools and processes available to manage the cash resources and meet the financial goals of the individual investor/enterprise. Students will construct, manage, track, and report results of an investment portfolio. **Prerequisite: Instructor approval. D**

FINAN 4523 PORTFOLIO MANAGEMENT II

A continuation course of FINAN 4513. **Prerequisite: FINAN 4513 and Instructor approval. D**

FINAN 4763 OPTIONS, FUTURES AND DERIVATIVE SECURITIES

A comprehensive course in the valuation and trading of all derivative securities including futures and options; to provide an understanding of the participant's differing objectives relative to profits. **Prerequisites: FINAN 3343 and FINAN 3663. D**

Management

MNGMT 3233 MANAGEMENT

An introductory management course dealing with the fundamental principles of management such as planning, organizing, directing,

controlling and evaluation. This course addresses fundamental theory and the applications. **Prerequisite: Junior standing. F, S, SU**

MNGMT 3243 PROMOTIONAL STRATEGY

The course provides an in-depth study of the promotional tools available to the firm, individual, or organization including personal selling, sales promotion, advertising, and public relations and publicity. There is particular emphasis on strategic elements of the choices in developing the presentations. **Prerequisite: MNGMT 3233. S**

MNGMT 3313 REAL ESTATE

Real estate lending and investment including fundamentals of analysis, valuation, and appraisal for real estate investments; and sources of mortgage funds in primary and secondary markets. **Prerequisite: Junior standing. S**

MNGMT 3333 HUMAN RESOURCE MANAGEMENT

Introduces the student to modern methods of selection, testing, training, and solving basic personnel and human resource management problems. **Prerequisite: Junior standing. F, S**

MNGMT 3433 DYNAMICS OF ORGANIZATIONAL MANAGEMENT

In this course learners will examine governance and control, social responsibility, organizational structure and design, culture, the global environment, effects of technology, and change as it relates to organizations. **Prerequisite: MNGMT 3233. F, S**

MNGMT 3533 ORGANIZATIONAL BEHAVIOR

Provides an understanding to behavior in organizational settings. Emphasis will be given to understanding, predicting, and controlling human behavior in both traditional as well as group- and team-oriented organizational structures. Application is accomplished through extensive use of group interaction and in-class experiential exercises. **Prerequisite: MNGMT 3233. F, S**

MNGMT 4003 INDIVIDUAL STUDY IN MANAGEMENT (TOPIC)

Independent study of selected topics under the supervision of a management faculty member. **Prerequisite: Instructor, Advisor, and Chair approval. D**

MNGMT 4013 SEMINAR IN MANAGEMENT (TOPIC)

Group study of special topics in management. **Prerequisite: Instructor and Advisor approval. D**

MNGMT 4123 MANAGERIAL ETHICS

The study of managerial ethics in a dynamic and changing environment. Stakeholders and issues management approaches are reviewed in the decision making process. Both classical and contemporary concepts are explored as an aspect of managerial ethics. Management decisions that are value-laden will be assessed in the moral context. The student will gain knowledge in managing corporate social responsibility and individual ethical leadership. **Prerequisite: MNGMT 3233. S**

MNGMT 4133 PRODUCTION/OPERATIONS MANAGEMENT

Production and operations problems of manufacturing and service firms; use of quantitative techniques to aid in decision making; decision areas include strategy, process and capital planning, facility layout, design of work systems, quality, just-in-time inventory systems, transportation, location planning, learning curves, linear programming and reliability. **Prerequisites: ECONO 2463 and MNGMT 3233. F, S**

MNGMT 4163 MANAGERIAL LEADERSHIP

This course examines the impact of leadership on organizational effectiveness through a study of numerous theories of leadership. A conceptual understanding of the individual, interpersonal, and institutional impact of strong moral leadership in relation to strategic objectives is discussed. Emphasis is placed on exploring contemporary leadership issues and the development of effective leadership skills. **Prerequisite: MNGMT 3233 or ORGL 4333. S**

MNGMT 4183 SALES SKILLS & MANAGEMENT

The course will focus on the terminology, principles, practices, and processes involved in sales and sales management. The course is a fun way to develop the necessary skill set to successfully sell products and

learn the unique nature of sales management. Extensive case studies, group work, and oral presentations will be involved. **Prerequisites: MNGMT 3233 and MRKTG 3143. D**

MNGMT 4213 CRISIS MANAGEMENT

Crisis occurs at the personal, organized, local, state, and national level. All organizations, private, public and not-for-profit are faced with the possibility of disasters that impact their ability to successfully continue operations. On a smaller scale, crisis can create convenient planning, preparation, response, recovery, and the organizational transition that must occur after recovery from a crisis. **Prerequisite: MNGMT 3233. D**

MNGMT 4223 INNOVATIVE MANAGEMENT TECHNOLOGIES

Innovation is a concern in all organizations. In fact, innovation is a building block to the creation of sustainable competitive advantage. All organizations must learn to incorporate and use technology to innovate all systems and processes in their organizations. This course will discuss the use of technology in management functions. The focus is on innovative collaborative technologies that increase creativity and efficiency. Technologies discussed will include: Enterprise Resource Planning (ERP), Human Resource Information Systems (HRIS), problem solving and decision making software, brainstorming software, web conferencing, SMART boards, Joomla and Drupal. **Prerequisite: MNGMT 3233. D**

MNGMT 4233 SERVICES MARKETING

This course examines the special attributes of services that make the marketing and management of services different and more challenging than the marketing of goods. As services dominate the economics of the industrialized world, students will learn a managerial approach to competing in an ever-increasing competitive and technological world. The course is lecture, discussion, and project-based. **Prerequisite: MNGMT 3233. S**

MNGMT 4243 PRACTICAL MANAGEMENT SKILLS

This course will focus on developing practical management skills that transfer knowledge from theoretical courses into practical application. Each student will have an opportunity to address: time management, organization methods, managing meetings, leading a team through a problem solving initiative, creating a change management plan – Gap analysis, communicating a plan in writing and verbally, interviewing and appraising performance, and providing verbal feedback. **Prerequisite: MNGMT 3233. D**

MNGMT 4283 TEAM MANAGEMENT

This course give participants answers to hard questions and provides proven solutions to some of management's greatest challenges: dealing with conflict productively, increasing creativity, managing diversity, evaluating and rewarding team performance, and motivating and leading people. **Prerequisite: MNGMT 3233. D**

MNGMT 4313 EVENT MANAGEMENT

This course gives learners the opportunity to conceptualize, plan, and manage an event for a charitable organization during the course period. This provides learners with hands-on experience in managing a team, managing the creative process, managing the development of a plan of action, managing a budget, managing communication channels, and managing the event. The goal of this course is to learn how to create and manage a successful event while providing a service to our community. **Prerequisite: MNGMT 3233. D**

MNGMT 4323 PROJECT MANAGEMENT

This course gives learners the opportunity to conceptualize, plan, and manage an individual project. The project may be personal or business related. This provides learners with hands-on experience in planning the management of a team, management of the creative process, management of the development of a plan of action, management of a budget, management of communication channels, and management of the entire project. The goal of this course is to learn how to create and manage a successful project using project management methodology. **Prerequisite: MNGMT 3233. D**

MNGMT 4333 INTERNSHIP IN MANAGEMENT

Directed experience working in an organization at a level requiring professional duties and responsibilities. A detailed journal and term report are required. Open only to students majoring or minoring in Management

who have completed 80 credit hours. Further details can be obtained in the Chair's office. **Prerequisite: Approval by the supervising faculty, Advisor, and Chair. D**

MNGMT 4433 ENTREPRENEURSHIP & NEW VENTURE

A comprehensive course that examines entrepreneurial attitudes and understandings. It focuses on the application of management functions to the operation of small firms: feasibility of owning a business; financial planning and credit management; production and marketing decision making; the role of e-commerce; and human resources management. It focuses on the various steps and procedures necessary for the building of a successful venture. Students are introduced to the theory and practice of entrepreneurship through readings, case studies, web assignments, and a business plan project. **Prerequisites: FINAN 3343 and MNGMT 3233. F**

MNGMT 4633 INTERNATIONAL MANAGEMENT

A course designed to involve the student with the theories, concepts, problems, and practices encountered in managing the multi-national business firm. **Prerequisite: MNGMT 3233. F**

MNGMT 4923 STRATEGIC MANAGEMENT AND POLICY

A comprehensive course in business policy formulation and strategy development, integrating all aspects of business management. The course is designed to introduce students to the theory and practice of strategic management using a variety of readings and cases and other pedagogical tools and techniques. **Prerequisites: Senior classification, FINAN 3343 and MNGMT 3233. Strongly recommend that this class be taken during the last semester of undergraduate coursework. F, S, SU**

Marketing

MRKTG 3143 PRINCIPLES OF MARKETING

The course provides an overview of the Marketing process structured around the concept of the "Four P's of Marketing." The course is intended as a foundation course for those who will pursue further coursework in the discipline and as a survey course of Marketing's importance to the firm for those who will not. **Prerequisite: Junior standing. F, S, SU**

MRKTG 3243 PROMOTIONAL STRATEGY

The course provides an in-depth study of the promotional tools available to the firm, individual, or organization including personal selling, sales promotion, advertising, and public relations and publicity. There is particular emphasis on strategic elements of the choices in developing the Promotional Mix. The course may require case studies and oral presentations. **Prerequisite: MRKTG 3143. S**

MRKTG 3263 RETAIL MANAGEMENT

This course is designed to help students understand the nature and function of retailing, as well as the strategies used by retailers. To analyze environmental influences on retailing, including consumers, competition, and legal regulations. To understand the management aspect of retailing, including finances, organization, and facilities, and relates principles of retailing to accounting, marketing, and management principles. To explore the selection process of retail markets. To demonstrate knowledge and understanding of the process of managing the retail mix. To become familiar with the five buying functions. **Prerequisite: MNGMT 3233 and MRKTG 3143. D**

MRKTG 3313 REAL ESTATE

Principles of the real estate industry including fundamentals of career requirements and licensing, rights and interests in land, forms of ownership, transferring title, contract law, title insurance, sources of financing, property valuation and title closing. **Prerequisite: Junior standing. S**

MRKTG 3443 CONSUMER BEHAVIOR

An examination of individual and family behaviors in the marketplace using research methods, principles, and theories found in the social sciences with specific focus on demographics, family life cycle, family dynamics, roles, cultural & ethnic influences and individual and group decision making. **Prerequisite: MRKTG 3143. F**

MRKTG 4003 INDIVIDUAL STUDY IN MARKETING (TOPIC)

Independent study of selected topics under the supervision of a marketing faculty member. **Prerequisite: Instructor, Advisor, and Chair's approval. D**

MRKTG 4013 SEMINAR IN MARKETING (TOPIC)

Group study of specified topics in marketing. **Prerequisite: Instructor and Advisor approval. D**

MRKTG 4123 SERVICES MARKETING

This course examines the special attributes of services that make the marketing and management of services different and more challenging than the marketing of goods. As services dominate the economics of the industrialized world, students will learn a managerial approach to competing in an ever-increasing competitive and technological world. The course is lecture, discussion, and project-based. **Prerequisite: MRKTG 3143. S**

MRKTG 4133 SPORTS MARKETING

An in-depth study of the application of marketing principles and concepts in the sports industry. Includes sponsorships, branding, promotions, public relations, licensing, and sports consumer research and behavior from the perspective of both participants and spectators. **Prerequisite: MRKTG 3143. D**

MRKTG 4143 MARKETING MANAGEMENT

The course is intended as a capstone course for Marketing majors. It examines strategic alternatives available for an overall Marketing Plan. **Students are encouraged to have as many marketing courses as possible before taking this course.** The course may use case studies to illustrate and analyze real marketing decisions and may require preparation of a Marketing Plan. **Prerequisites: MRKTG 3143 and Senior Standing. D**

MRKTG 4183 SALES SKILLS & MANAGEMENT

The course will focus on the terminology, principles, practices, and processes involved in sales and sales management. The course is a fun way to develop the necessary skill set to successfully sell products and learn the unique nature of sales management. Extensive case studies, group work, and oral presentations will be involved. **Prerequisites: MNGMT 3233 and MRKTG 3143. D**

MRKTG 4243 MARKETING RESEARCH

The course is designed to prepare the student to be an informed, effective user of marketing research; to acquaint the student with the importance of well-developed research questions; to address those questions using the appropriate basic research design; and, to select an adequate sample with which to answer those questions. The course provides an overview of research techniques available for collecting information to answer specific research questions. **Prerequisites: MRKTG 3143 and ECONO 2463. F**

MRKTG 4331-3 INTERNSHIP IN MARKETING

Directed experience working in an organization at a level requiring professional duties and responsibilities. A detailed journal and term report are required. Open only to students majoring or minoring in Marketing who have completed 80 credit hours. Further details can be obtained in the Chair's office. **Prerequisite: Approval by the supervising faculty, Advisor, and Chair. D**

MRKTG 4443 CHANNELS OF DISTRIBUTION

The focus of this course is on supply chain management from the perspectives of suppliers, intermediaries, and ultimate organizational users of goods, ideas, and services. The importance and impact of relationship marketing is examined and analyzed. Case studies and oral presentations are utilized. **Prerequisite: MRKTG 3143. D**

MRKTG 4543 INDUSTRIAL MARKETING

The course examines the terminology, principles, practices, and processes involved in marketing goods and services to businesses, governmental agencies, and institutions. Extensive case studies, group work, and oral presentations may be involved. **Prerequisite: MRKTG 3143. D**

MRKTG 4643 INTERNATIONAL MARKETING

The course expands the scope of marketing principles from a domestic market to the considerably broader and increasingly important and competitive international arena. The course emphasizes such major topics as cultural differences, legal and monetary considerations, and adaptations to the domestic marketing mix. **Prerequisite: MRKTG 3143. S**

DEPARTMENT OF ENGINEERING TECHNOLOGY

The Department of Engineering Technology schedules all major courses at night on a rotating semester basis.

TECH 1101 INTRODUCTION TO TECHNOLOGY

An orientation course for technology and undeclared students to help prepare the student to successfully accomplish their college career goals. **F, S**

TECH 1203 ENGINEERING DRAFTING

A beginning class in drafting which includes lettering, geometric construction, orthographic projection, sketching, and pictorial drawing. Concepts of computer aided drafting are introduced. **F, S**

TECH 1223 TECHNOLOGY AND SOCIETY

A survey course introducing the student to new and emerging technologies in relation to their economic, social, and global impact on society. **F, S**

TECH 1713 BASIC ELECTRICAL SCIENCE

Theory and practices of basic concepts of electricity. These concepts include an understanding of circuit properties, Ohm's law, Power Law, and basic components of circuits. **Prerequisite: MATH 1513. F, S**

TECH 2000-4 INDEPENDENT STUDY IN TECHNOLOGY (TOPIC)

Specified topic in technology. Credit one to four semester hours. **D**

TECH 2011-4 SEMINAR IN TECHNOLOGY (TOPIC)

Specified topic in technology for undergraduate students. Credit one to four semester hours. **D**

TECH 2413 NON-METALLIC MATERIALS & PROCESSES

An introductory course in the study of non-metallic materials, their properties, and the processes used to manufacture various products with them. Materials include, but are not limited to: polymers, plastics, composites, woods, and ceramics. **F, S**

TECH 2513 FABRICATION PROCESSES I

A study of common industrial metals, layout tools and procedures, welding and brazing processes, precision measuring instruments, fasteners, and assembly processes. **F, S**

TECH 2713 FUNDAMENTAL ELECTRONICS

A continuation of basic concepts focusing upon more complex circuit properties including impedance, linear circuit analysis, multiphase circuits, and magnetic devices. **Prerequisite: TECH 1713. S**

TECH 2813 DIGITAL DEVICES

A study of electronic digital techniques used in modern systems. Common Boolean gates and expressions are combined with VHDL and FPGA techniques. **Prerequisite: TECH 1713. FE**

TECH 3113 INDUSTRIAL SAFETY

Course emphasizes the recognition and prevention of unsafe working conditions. OSHA regulations are emphasized. **F, S**

TECH 3143 TECHNICAL PRESENTATIONS

Extensive practical exercises in research, reading and writing of technical descriptions, explanations of processes, instructions, service manuals, progress reports and industrial proposals. **Prerequisites: ENGL 1213 F, S**

TECH 3173 ENVIRONMENTAL REGULATIONS

A study of the significant acts of environmental legislation, the role of various federal agencies, the history of environmental regulation and other environmental concerns. **SE**

MFET 3183 STATICS AND STRENGTHS

The study of force systems in two dimensions, equilibrium, moments, bending, stress, and strain. **Corequisite: MFET 3183L. Prerequisites: MATH 1613 and PHY 1044. F**

TECH 3263 MACHINE DRAFTING I

Drawing machine parts with emphasis on auxiliary views, sections and dimensioning. Computers will be used for producing drawings. **Prerequisites: TECH 1203. F, S**

TECH 3413 PRODUCTION PROCESSES

The study of industrial materials and processes from an engineering viewpoint. **Prerequisite: TECH 2513. S**

MFET 3433 AUTOMATION/ROBOTICS

A survey of automated manufacturing and related activities. **F**

TECH 3463 MANUFACTURING OPERATIONS I

The study of management, productivity, quality, design, and work measurement in industry. **F**

TECH 3513 MATERIALS TESTING AND ANALYSIS

Testing materials for compression, tension and shear, using modern testing and measuring equipment. **Prerequisites: MATH 1513 or MATH 1613. F**

TECH 3523 FABRICATION PROCESSES II

Application of precision measuring instruments, foundry practices, ferrous metal heat treating, traditional industrial machine tools and a study of powder metallurgy. **Prerequisite: TECH 2513. S**

TECH 3613 POWER SYSTEMS

A study of energy sources, the devices that convert energy into useful work, and the control and transmission of power through mechanical units and fluids. **F, S**

TECH 3823 INDUSTRIAL ELECTRONICS

A study of machine controls and processes. Topics include solenoids, relays, sensors, contactors, switches, timers, counters, analog control, and introductory programmable controllers. **Prerequisite: TECH 2713. FO**

TECH 3833 COMMUNICATIONS ELECTRONICS

A study of wireless techniques for communicating voice, data, and visual information. The course covers AM, FM, UHF, and microwave techniques. **Prerequisite: TECH 2713. F**

TECH 3843 TELECOMMUNICATIONS

A study of wired technologies for communicating voice, data, and visual information. The course covers telephony, VoIP, networking circuits and protocols, and basic wiring metrics. **Prerequisite: TECH 2713. S**

TECH 4000-4 INDEPENDENT STUDY IN TECHNOLOGY (TOPIC)

Specified topic in technology. Credit one to four semester hours. **D**

TECH 4011-4 SEMINAR IN TECHNOLOGY (TOPIC)

Group study of specified topics in technology for undergraduate students. Credit one to four semester hours. **D**

MFET 4020 PROFESSIONAL CERTIFICATION REQUIREMENTS

Non-credit course required of all students who seek professional certification in Engineering Technology and Industrial Technology. **Prerequisite: Senior classification. F, S**

TECH 4123 INDUSTRIAL SUPERVISION

Principles and practice of industrial supervision and leadership are presented. Topics include the duties and responsibilities of the supervisor in an industrial setting. Specifically communication, group dynamics, employee behavior, ethics, current training techniques, health and safety,

labor relations, and the supervisor's responsibility for productivity and quality are addressed. **SO**

TECH 4223 ELECTRONICS CAPSTONE

A culminating experience for senior electronics students to research and design a practical electronic circuit. Students are required to design, prototype, and manufacture an electronic device. **Prerequisite: Senior status in Electronics Engineering Technology. S**

TECH 4243 3D CAD SOLIDWORKS

An advanced course in 3D computer applications. Parametric model drawings, assembly, presentation, and detail drawings are produced using Solidworks software. **F, S**

TECH 4373 ECONOMIC DECISION ANALYSIS

The course is designed to provide the student with an understanding of methods and practices for evaluating the economic impact of decisions concerning products and processes and an ability to analyze financial documents used to assess organizational performance. **Prerequisite: MATH 1513. S**

TECH 4433 QUALITY CONTROL

The study of statistical process control and quality management techniques. **Prerequisite: ECONO 2463 or MATH 3413. F**

MFET 4443 MATERIALS HANDLING AND FACILITY PLANNING

A study of the factors influencing location, layout, and planning of industrial facilities. **Prerequisite: TECH 1203. S**

TECH 4454 COMPUTER AIDED MANUFACTURING (CAM)

Applications, operations, and evaluation of computer-integrated manufacturing and design systems. **Prerequisite: TECH 1203. S**

TECH 4493 MANUFACTURING OPERATIONS II

Economic aspects of industry and manufactured processes. **Prerequisite: TECH 3463. S**

TECH 4514 MACHINE TOOL PROCESSES

Provides advanced activities related to industrial processes, industrial machines and characteristics of machine tools. Additional topics include safety operating procedures, precise measuring instruments, advanced foundry practices, and characteristics of metal and their behavior during manufacturing processes. **Prerequisite: TECH 3523. F**

MFET 4753 SENIOR CAPSTONE

The development and completion of an independent senior project generally conducted with an outside manufacturing company. The student will be required to generate and analyze data, design a solution and present work to the company assigned. This work will encompass presentations and a detailed project paper submitted to SWOSU. **Prerequisite: MATH 2823 and Senior standing. F.**

TECH 4813 NETWORKING & DISTRIBUTED CONTROLS

A study of communication networks commonly found in commercial and industrial settings. Common computing networks and industrial control networks are addressed. **Corequisite: TECH 4813L. Prerequisite: TECH 1713. FE**

TECH 4833 MICROPROCESSORS & EMBEDDED CONTROLS

An exploration of the hardware and software of embedded control systems and microprocessors. Focus is placed upon microprocessor programming, auxiliary requirements, interfaces, and control. **Prerequisite: TECH 2813. FO**

TECH 4843 INDUSTRIAL CONTROLS

A study of current practice of controlling equipment and machines. Emphasis is placed on control systems and schemes using programmable controllers. **Corequisite: TECH 4843L. Prerequisite: TECH 1713. FE**

TECH 4900 ORIENTATION TO INDUSTRIAL INTERNSHIP

Non-credit course to be completed before internship. Students will develop: personal resume, letter of application, cover letter, and formulate positive interviewing techniques to be used in obtaining an internship. **Prerequisite: Junior Standing. S**

TECH 4903 MANUFACTURING ENTERPRISES

A study of the manufacturing industry that emphasizes planning and production aspects. Students will establish a manufacturing corporation then develop, produce and market a product. **D**

TECH 4913 INDUSTRIAL INTERNSHIP

Student must complete a minimum of 160 clock hours of employment with an approved industry, submit a formal report of experience and a supervisor's evaluation. Students with documented industrial experience may select approved elective courses in lieu of internship. **Prerequisite: TECH 4900. D**

TECH 4916 INDUSTRIAL INTERNSHIP

Student must complete a minimum of 320 clock hours of employment with an approved industry, submit a formal report of experience and a supervisor's evaluation. Students with documented industrial experience may select approved elective courses in lieu of internship. **Prerequisite: TECH 4900. SU**

Aviation Education

TECH 3013 THEORY OF FLIGHT

This course is offered as private pilots' ground school and consists of instruction in basic theory of flight computer, federal aviation regulations and radio navigation service of aircraft. **D**

TECH 3023 IN-FLIGHT INSTRUCTION

Meets the flying requirements for a Private Pilot Certificate. Includes all maneuvers and cross-country flying required by the Federal Aviation Administration for issuance of a Private Pilot Certificate. Requires a minimum of 20 flight hours with an instructor and 20 hours of solo flight. **D**

TECH 3033 ADVANCED THEORY OF FLIGHT

Ground school instruction covering advanced aviation technology, aerodynamics, advanced navigation computers and plotters. Fulfills ground school needed for passing new private pilots' written exam. **D**

TECH 3093 COMMERCIAL PILOTS' GROUND SCHOOL AND FLIGHT LAB

Covers a review of private pilot requirements and fulfills 80 hours ground school instruction needed for passing commercial pilots' written exam. **D**

REACH HIGHER DEGREE COMPLETION PROGRAM

Organizational Leadership

ORGL 3113 FOUNDATIONS OF ORGANIZATIONAL LEADERSHIP AND PERSONAL DEVELOPMENT

This course is an introduction to the Organizational Leadership Bachelor of Science Program. Essential components will include: overview of program expectations; principles of adult learning; resources for success, including library, campus and online resources and mentoring relationships; personal wellness/stress and time management techniques; study and test-taking skills; and basic computer skills for working in an online environment. **Prerequisite: Admission to the Reach Higher/ORGL program.**

ORGL 3223 PROFESSIONAL COMMUNICATION

A study of communication in the workplace within a framework of organizational ethics. Essential components and course content include: listening, verbal and nonverbal communication, written expression, and professional presentation methods. **Prerequisite: ENGL 1113, ENGL 1213, COMM 1313. Open to admitted ORGL program students (as required course) and to non-business major (as free elective).**

ORGL 3333 DATA ANALYSIS AND INTERPRETATION

This course will enable the student to develop an understanding of the application and interpretation of basic data analysis. Essential components and course content will include basic data analysis from a user perspective. Hands-on exercises will enable students to utilize Excel to solve problems and interpret results. **Prerequisites: MATH 1513 and Junior standing. Open to admitted ORGL program students (as required course) and to non-business majors (as free elective).**

ORGL 3443 SURVEY OF FISCAL MANAGEMENT

A managerial overview of fiscal management within organizations. Essential components and coursework content will include: understanding the components and articulation of financial statements; knowledge and application of financial ratios leading to an understanding of organizational performance across time and in comparison to industry standards; utilization of financial information in the acquisition of capital and budgeting decisions; and rudimentary understanding of cash flows. **Prerequisite: Junior standing. Open to admitted ORGL program students (as required course), to business majors (as business elective), and to non-business majors (as free elective).**

ORGL 4113 ETHICS AND ORGANIZATIONS

This course is designed to examine the dynamics of workplace and personal ethics through the study of basic philosophical theories. Essential components and course content will include: leadership in the context of self-governance; responsibility; adherence to principles; integrity; and constancy of purpose. Current case studies will be used to apply ethical theories. **Prerequisite: Junior standing. Open to admitted ORGL program students (as required course), to business majors (as business elective), and to non-business majors (as free elective).**

ORGL 4223 THE INDIVIDUAL, THE ORGANIZATION, AND SOCIETY

An examination of contemporary issues that affect organizations. Essential topics include environmental stewardship; social responsibility of the organization; effects and implications of globalization; the status of individual freedom within the organization; diversity; and the ramifications of technological change. This seminar course will be organized around student discussion and topical papers. **Prerequisite: Junior standing. Open to admitted ORGL program students (as required course), to business majors (as business elective), and to non-business majors (as free elective).**

ORGL 4333 LEADING AND MANAGING

This course is a study of theories that influence leadership and management with application to a variety of work situations. Essential components and coursework content will include: basic leadership and behavior styles; negotiation; critical thinking; change; conflict resolution; ethics and social responsibility; and diversity in the workplace. Assessment of personal leadership abilities and personality traits will be included. **Prerequisites: ENGL 1113 and ENGL 1213 and Junior standing. Open to admitted ORGL program students (as required course) and to non-business majors (as free elective).**

ORGL 4443 MARKETS AND STAKEHOLDERS

This course introduces the student to the concept of markets and stakeholders. Essential components and course content will include: an overview of competitive markets; buyer behavior; development of new markets and products; marketing communication; distribution channels; pricing; and marketing mix strategies. It will include a discussion of external environmental factors and stakeholder analysis. Students will be able to evaluate market needs, select target markets and develop an appropriate market mix. **Prerequisites: Junior standing. Open to admitted ORGL program students (as required course) and to non-business majors (as free elective).**

ORGL 4553 CAPSTONE

This course provides the student the opportunity to integrate concepts and theories covered in the core with their area of focus. Students will design and implement a capstone project related to their area of focus culminating in a written and oral presentation. This course must be taken in the student's final enrollment period.

ORGL 4993 PROFESSIONAL INTERNSHIP

Supervised professional-level assignment with an organization, firm, government agency, or not-for-profit entity within the selected area of focus. **Prerequisite: Completion of other ORGL required courses in major or minor program.**

SCHOOL OF NURSING AND ALLIED HEALTH SCIENCES

ALLIED HEALTH SCIENCES

The Allied Health curricula are structured to provide competence in certain allied health sciences with majors in Health Information Management, Health Care Administration, and Health Science. Bachelor of Science degrees may be obtained in each of the majors listed above.

Allied Health

ALHLT 1401 ALLIED HEALTH CAREERS

An investigative review of career opportunities in the allied health sciences. The role of allied health professionals with present and projected needs is discussed and evaluated. Includes two hours of lecture per week for the first eight weeks. **F, S**

ALHLT 2045 EMERGENCY MEDICAL SERVICES I

Emergency Medical Responder (EMR) training providing knowledge/skill for lifesaving interventions while waiting for/assisting higher level EMS personnel at ER sites & during transport. Includes EMS systems, operations, research, workforce safety and wellness, documentation, system/therapeutic communication, medical/legal ethics, anatomy/physiology, medical terminology, pathophysiology, lifespan development, public health, pharmacology, airway management, respiration, artificial ventilation, patient assessment, principles of medicine, shock, resuscitation, trauma & special patient populations. **Corequisite: 2045L. F, S (1st 8 Weeks)**

ALHLT 2055 EMERGENCY MEDICAL SERVICES II

Emergency Medical Technician (EMT) training providing advanced knowledge/skill for care/transportation of critical and emergency patients. Course includes advanced training in EMS systems, operations, research, workforce safety/wellness, documentation, system/therapeutic communication, medical/legal ethics, anatomy/physiology, medical terminology, pathophysiology, lifespan development, public health, pharmacology, airway management, respiration, artificial ventilation, patient assessment, principles of medicine, shock and resuscitation, trauma and special patient populations. **Corequisite: 2055L. Prerequisites: ALHLT 2045 and 2045L. F, S (2nd 8 Weeks)**

ALHLT 2453 MEDICAL TERMINOLOGY

Provides the building blocks for effective communication in the health care environment and teaches the foundation of prefixes, suffixes and root-words of Greek and Latin origin commonly used in medical vocabulary. Word part combination practices, pronunciation, and spelling is emphasized. The course presents a basic foundation of anatomy/physiology, and diagnostic/therapeutic modalities which are parallel to medical vocabulary. A basic introduction of pharmacological principles and common drugs used in medical treatment is also introduced. Three hours of lecture per week. **F, S, Online SU**

ALHLT 3043 HEALTH STATISTICS

This is a course in health related statistics and statistical applications in the medical sciences. Statistical principles will be taught along with data collection and display techniques as well as utilization of formulas used by health care facilities. Two hours of lecture per week with 2 hours of lab for application techniques. **Prerequisite: MATH 1513 or MATH 1143. Corequisite: ALHLT 3043L. F, S, Online & Traditional**

ALHLT 3053 ADVANCED MEDICAL TERMINOLOGY

A continuation of ALHLT 2453 Medical Terminology focusing on a more in-depth study of medical vocabulary. Students will use basic medical terminology knowledge to interpret medical charts and investigate different types of medical writing and review. **Prerequisite: ALHLT 2453. F, S, Online**

ALHLT 3073 DIAGNOSTICS, DRUGS, AND THERAPEUTICS

An introduction to pharmacology that includes investigation into the history of drugs, drug design, routes of administration, and develops a

basic understanding of drug categories used to treat different body systems. Laboratory measures and diagnostic tests will also be explored. **Prerequisite: ALHLT 2453. F, S, Online**

ALHLT 3183 CULTURAL COMPETENCE IN HEALTHCARE

An introduction of cultural awareness and sensitivity as it relates to healthcare and the professional environment with emphasis on strategies needed to provide culturally competent care. The course will explore cultural beliefs about health and illness and will discuss the impact of cultural and ethnic issues in the healthcare environment and the professional workplace. Three hours of lecture in an online format per week. **S, Online**

ALHLT 3193 THE U.S. HEALTHCARE SYSTEM

An overview of the methods by which health care services are provided and financed in the United States including access and delivery along the health care continuum. Three hours of lecture per week. **F, S, Online SU**

ALHLT 3861-4 HEALTH SCIENCE INTERNSHIP

A designated period of focused shadowing devoted to observing and participating in activities within health care professions. Students will serve under the mentorship of a licensed/certified practitioner in health care and document their experiences in a formalized manner. This elective is available to anyone who has an interest in pursuing a career in health care. Credit one to four semester hours. **Prerequisites: ALHLT 3193 and ALHLT 4043. F, S, SU**

ALHLT 3933 HEALTHCARE MANAGEMENT

Strategic Management and Finance in Healthcare. Principles of management and leadership as related to health care organizations including organizational behavior, strategic management of human resources, considerations relative to cultural competency and diversity, collective bargaining, management of costs and revenue and implementation of policies related to quality of care and services. Three hours of lecture per week. **F, S, SU, Online all semesters**

ALHLT 3963 HEALTHCARE PROJECT MANAGEMENT

An upper level course for students in various healthcare programs. All students will acquire life skills necessary to succeed as an employee in healthcare. These skills include strategic planning, team building, project management, organizational leadership & governance and regulatory compliance. All students will be required to participate in a semester long service learning team project. **Prerequisite: ALHLT 3933. F, S**

ALHLT 3971 HEALTH CARE FIELD EXPERIENCE

A designated period of focused shadowing devoted to observing and participating in activities within a specific health care profession. Students will serve under the mentorship of a licensed/certified practitioner in one health care field and document their experiences in a formalized manner. This elective is available to anyone who has an interest in pursuing a career in health care. Completed during breaks, interims or summer. Credit 1 hour. **Prerequisite: Instructor signature.**

ALHLT 3972-8 HEALTH CARE INTERNSHIP

A designated period of practical experience devoted to serving an apprenticeship in health care administration. Students will serve under selected administrators in the areas of hospital, long term care, mental health care, home health, governmental health, voluntary health, and health research project administration. Credit two to eight semester hours. **Prerequisite: ALHLT 3963. F, S, SU**

ALHLT 4043 HEALTHCARE LAW & ETHICS

Healthcare law, ethics, and privacy. An introduction to the U.S. Legal System with subsequent emphasis on legal implications relative to the delivery of health services including privacy and security of health information. Three hours of lecture per week. **F, S, SU, Online all semesters**

ALHLT 4074 PATHOPHYSIOLOGY

This course analyzes structure and function of the human body related to disease and injury with a focus on processes within the body that result in the signs and symptoms of disease. Four hours of lecture per week.
Prerequisite: ALHLT 2453 and BIOL 3704. **F, S**

ALHLT 4081 HEALTH SCIENCE SENIOR SUMMIT

A capstone course designed to offer the undergraduate health science student the opportunity to integrate the health care practices and principles they have learned throughout their academic curriculum. The course will focus on preparing the student for the next phase of their health care career be it entry into the health care workforce or entry into the next level of their chosen professional program. Senior Standing. **F (1st 8 Weeks)**

ALHLT 4093 EPIDEMIOLOGY

Factors that influence the occurrence, distribution, control, and prevention of disease will be examined. Emphasis is on infectious disease problems, but noninfectious diseases are considered. Three hours of lecture per week. **F, S, Online SU**

ALHLT 4123 HEALTHCARE REVENUE CYCLE

This Revenue Cycle course provides a firm foundation in healthcare financial management. The course will teach students the skills necessary to evaluate the performance of revenue cycle systems and processes. This course enables students to develop an understanding of the components of the revenue cycle, the best methods of bench-marking performance, and proven methods of improving cash flow. In addition, students will learn about the latest technology, business office staffing, resource management, and recent government regulations related to revenue cycles. **F, Online**

Health Information Management Program Professional Health Information Management Courses

HIM 3033 INTRO TO HEALTH INFORMATION

An introduction to the field of health information. Centers around basic functions of a Medical Record/Health Information Department. Two hours of lecture and three hours of lab per week. **Corequisite:** HIM 3033L. **F, Online**

HIM 3122 INTRO TO ELECTRONIC HEALTH RECORDS

This course is intended for individuals who are interested or involved in electronic health records (EHRs). Provides value to students as they are drawn into the challenges & improvements enabled by EHRs. The EHR is the "bridge to everywhere." It bridges the diverse roles of many medical specialties and allied healthcare occupations. The EHR must bridge the gap between medical data and decision-making and the limitations of unaided human cognition. The EHR must be a key enabler between growing medical knowledge and daily practice in institutions, clinics and offices around the USA. Two hours of lecture per week. **S, Online**

HIM 3123 ADVANCED ELECTRONIC HEALTH RECORDS

This course will continue to build upon concepts presented in HIM-3022. Most healthcare executives are recognizing the EHRs are essential for doing business today. The changes that accompany the computerization of health information are huge. The advanced EHR course will provide the latest trends and applications related to EHRs and an in-depth understanding of specific key areas associated with EHRs within the US healthcare system. Students will gain insight into elements of the EHR process, implementation, and ongoing management of EHR systems. **Corequisite:** HIM 3123L. **Prerequisite:** HIM 3122. **F, Online**

HIM 3333 CODING I

This course provides information on health related coding systems which are utilized for data retrieval and reimbursement by type of service. ICD-9-CM coding principles are covered. Data retrieval relating to manual or automated systems are discussed. The course includes two hours of lecture and three hours of lab per week. **Corequisite:** HIM 3333L. **Prerequisite:** ALHLT 4074 and HIM 3352. **F, Online**

HIM 3343 CODING II

This course provides information on CPT coding principles and the outpatient prospective payment system as well as effective management of coding services for both inpatient and outpatient systems. The course includes four hours of lecture and six hours of lab per week for the first eight weeks. **Prerequisite:** HIM 3333. **Corequisite:** HIM 3343L. **S, Online**

HIM 3363 HEALTHCARE COMPLIANCE AND RISK MNGMT

This course will give students a practical understanding of the laws and regulations encountered daily by healthcare compliance professionals. It will provide students with an ability to identify specific regulatory issues present in the healthcare environment and understand penalties associated with violations of such regulations. Students will learn to conduct basic legal research and where to find resources to interpret healthcare regulations. **F, Online**

HIM 3453 HEALTHCARE REIMBURSEMENT

Healthcare firms are very unique in the manner in which they receive compensation for the service that they provide. In this course students will learn why the revenue function is so different for healthcare firms as compared to other industries. The course will also provide an overview of various types of reimbursement and classifications systems utilized in collecting, retrieving and maintaining clinical data utilized in the U.S. for many types of healthcare facilities. The prospective payment system utilized by CMS is of primary focus as well as CMS contract oversight activities. **S, Online**

HIM 4023 HEALTH INFORMATION APPLICATION

Presents information on various regulatory, ancillary, and specialty areas within the field of Health Information Management. Includes a study of utilization review, accrediting agencies, cancer registry, JCAHO and Medicare requirements, medical staff services, mental health records, ambulatory care, long-term care and other types of alternate care sites. The course includes two hours of lecture and three hours of lab per week. **Corequisite:** HIM 4023L. **S, Online**

HIM 4033 HEALTH INFORMATION MANAGEMENT

This course provides information on managerial aspects of Health Information Management. The course includes four hours of lecture and six hours of lab per week for the first eight weeks. **HIM Senior Standing Only. Corequisite:** HIM 4033L. **S**

HIM 4051 PROFESSIONAL PRACTICE

Professional practice experience in affiliate hospital medical record/health information departments and other ancillary health related organizations. Designed for applications of classroom activities in a clinical setting. Offered Fridays each fall semester for senior students and each spring semester for junior students. Includes weekly review session. **Online**

HIM 4063 REGISTERED HEALTH INFORMATION ADMINISTRATOR EXAM PREPARATION COURSE

This course is designed to prepare a graduate of any CAHIM Accredited RHIA program a set study and preparatory method for the national RHIA exam. The course will include a self-guided schedule by the instructor to allow the student to prepare and practice for the National registry exam. **SU, Online**

HIM 4073 HEALTH DATA ANALYSIS

This course consists of acquiring, managing, analyzing, interpreting, and transforming data into accurate, consistent, and timely information. Tasks include: analysis of health data using appropriate testing methods to generate findings for interpretation; interpretation of analytical findings by formulating recommendations for clinical, financial, and operational processes; and the ability to validate results through qualitative and quantitative analysis in order to confirm findings. Students will learn basic research design, methods and be able to explain the role of biomedical research. **Prerequisites:** HIM 4023 & ALHLT 3043 and lab. **S, Online**

HIM 4082 HIM PROFESSIONAL REVIEW

A capstone course designed to review learned HIM professional applications, practice, and principles to assist in preparing the student to successfully complete the national registration exam and to be able to

successfully meet the entry level competencies of the HIM profession.
HIM Senior Standing Only. S

HIM 4093 HEALTH DATA INFORMATICS

This course will introduce Health Informatics including definitions, theory, technologies, workflow and expectations in the informatics field, tools, and professional organizations. There will be a focus on healthcare informatics as it brings together healthcare-generated information with technology for the purpose of improving quality of care in a cost-effective manner.

HIM 4113 HEALTHCARE QUALITY MEASURES

This course examines strategies by which healthcare facilities identify healthcare quality issues within their organization, utilize best practice guidelines to implement improvement strategies and establish metrics from which success is measured. Healthcare quality reporting strategies are explored such as Joint Commission Core Measures and Sentinel Events and the CMS Q10 Clinical Warehouse. Role delineation related to healthcare quality/performance improvement is delineated for the healthcare administrator as well as the professional and medical staff. **F, Online**

HIM 4153 MANAGEMENT PRACTICUM

A five-week professional practice experience in the Medical Record/Health Information Department of a selected facility. Includes observation/practice in the functional and managerial activities, followed by a one-week review session. Scheduled during the second eight weeks of the spring semester, senior year. **HIM Senior Standing Only.**

OCCUPATIONAL THERAPY ASSISTANT

OTA 1013 INTRO TO OCCUPATIONAL THERAPY

This course is designed to establish a knowledge base for the prospective OTA in that it emphasizes the human element of health care and the role the Occupational Therapy Assistant performs in providing this component. It focuses on the history and philosophy and gives an overview of assessment, evaluation and performance areas as well as the tools of practice. Theoretical frameworks and approaches and basic concepts of human development are also covered. **Prerequisites: General Education Requirements and acceptance into the Occupational Therapy Assistant Program. F**

OTA 1023 KINESIOLOGY FOR OTA

This course builds on basic anatomic and physiologic concepts of human movement, emphasizing the kinesiological, anatomic and functional aspects of the skeletal musculature of the human body and their application to human motion. **Prerequisites: General Education Requirements and acceptance into the Occupational Therapy Assistant Program. F**

OTA 1102 THERAPEUTIC MEDIA

The purpose of this course is to acquaint the student with basic craft techniques which may be utilized in a variety of treatment settings. Properties of crafts will be discussed and their application to different populations. **Prerequisites: General Education Requirements and acceptance into the Occupational Therapy Assistant Program. F**

OTA 2002 HEALTH CARE SYSTEMS AND OCCUPATIONAL THERAPY MANAGEMENT

This course will teach the OTA student the trends of health care in the past, present, and future. It will also explore various occupational therapy management styles, techniques, and applications. Proper documentation, methods, and reasoning for quality assurance will be covered. This course will also deal with fiscal management of occupational therapy service, the marketing of occupational therapy staff, and the importance and variety of research in occupational therapy services. **Prerequisites: Acceptance into the Occupational Therapy Assistant program.**

OTA 2022 FIELDWORK I-A

This fieldwork experience will consist of exposure in various settings where occupational therapy services may be present. These experiences will allow the student to observe occupational therapy or other health related services. Students will do this to gain a better understanding of what OT is, where it may be found, and how it fits in with other related services. Students will also use this experience to develop

professionalism, observation, and documentation skills. **Prerequisites: Acceptance into the Occupational Therapy Assistant program. F**

OTA 2102 THERAPEUTIC ACTIVITIES

This course provides the student with experience conducting individual and group activities, promoting the idea of therapeutic use of self. This course will acquaint the student with life skills activities, games, and everyday coping skills. This course will emphasize adaptation techniques for a variety of life activities and their purpose in treatment, and will introduce a variety of additional therapeutic techniques and applications. **Prerequisites: Satisfactory completion of Semester I in Occupational Therapy Assistant specific course work. F**

OTA 2113 PHYSICAL DYSFUNCTION AND TREATMENT TECHNIQUES

This course includes the study of occupational therapy principles, techniques of evaluation, and methods of treatment for individuals with problems in physical function. This course will present assessment and evaluation of occupational performance, therapeutic mechanism, and intervention strategies in treating individuals with neurological and orthopedic dysfunction as well as discharge planning and written documentation of client behavior and performance. **Prerequisites: Satisfactory completion of Semester I of Occupational Therapy Assistant specific course work. S**

OTA 2122 FIELDWORK I-B

In this course students will be able to initiate and apply concepts and techniques learned during academic preparation for practical situations. Students will work with clinical instructors, patients/clients, and team members in a therapeutic milieu. Written documentation and actual treatment will be the focus. **Prerequisites: Satisfactory completion of Semester I of Occupational Therapy Assistant specific course work. S**

OTA 2133 PEDIATRIC CARE IN OT

This course offers a comprehensive study in the approach of OT treatment in pediatrics. The course content will include normal development, diagnostic problems, frames of reference, documentation, and theory as it relates to pediatric intervention. It will also cover family/caregiver issues as related to pediatric OT and an introduction to pediatric evaluations, and basic concepts to human development. **Prerequisites: Satisfactory completion of Semester I Occupational Therapy Assistant specific course work. S**

OTA 2143 ELDERCARE IN OCCUPATIONAL THERAPY

This course offers a wide variety of treatment programs, media and modalities useful in working with late-life adults. It includes a comprehensive review of the aging process, with all of its psychosocial and physical ramifications. It is also a study of concepts of aging and intervention techniques to be employed in different practice settings, and specific concerns of working with both the well elderly and those with dysfunction; individually or in groups. **Prerequisites: Satisfactory completion of Semester I Occupational Therapy Assistant specific course work. S**

OTA 2153 PSYCHOSOCIAL DYSFUNCTION AND TREATMENT TECHNIQUES

This course includes the principles and techniques of evaluation and treatment for individuals who present emotional, cognitive, and psychosocial problems. Intervention strategies with selected individuals with psychosocial disturbances are covered. Emphasis is placed on oral and written documentation of client behavior and treatment techniques. **Prerequisites: Satisfactory completion of Semester I in Occupational Therapy Assistant specific course work. S**

OTA 2203 FIELDWORK II-A

This fieldwork experience enables the student to apply knowledge and skills learned in the classroom to practical situations. Students will be assigned to various clinical settings. The students will collaborate with fieldwork educators, client/patients, and team members. They will practice using occupation to restore wellness in clinical settings. **Prerequisites: Satisfactory completion of Semester 1 and Semester 2 of Occupational Therapy Assistant specific course work. SU**

OTA 2212 DISEASE PATHOLOGY

This course is designed to help OTA students become familiar with the various mental and physical health problems commonly dealt with in Occupational Therapy practice. This course will introduce the etiology, prognosis, signs and symptoms of these health problems. **Prerequisites:** **Acceptance into the Occupational Therapy Assistant program.** **F**

OTA 2213 FIELDWORK II-B

This fieldwork experience is a continuation of OTA 2203, Fieldwork II-A. **Prerequisites:** **Satisfactory completion of Semester 1 and Semester 2 of Occupational Therapy Assistant specific course work; OTA 2203 Fieldwork II-A.** **SU**

PHYSICAL THERAPIST ASSISTANT

PTA 1012 INTRODUCTION TO PHYSICAL THERAPY

This course will present the purpose, philosophy, and history of physical therapy and its relationship to other health care delivery systems. The student will be able to delineate the roles of physical therapy personnel, identify requirements for medical communication and documentation, and be made aware of the medical-legal aspects including professional ethics. **F**

PTA 1023 BASIC HUMAN NEEDS

The student will be able to define "normal" in respect to vital signs, posture, range of motion and muscle function. He/she will be able to perform accurate testing of muscle strength and joint motion. The student will also be instructed in activities of daily living, proper body mechanics, and transfer techniques. Practical application of these techniques will be practiced in the laboratory. **F**

PTA 1113 THREATS TO BASIC HUMAN NEEDS

The student will identify underlying circumstances and phases of disease and dysfunction, perform techniques to prevent secondary disabilities using special equipment as needed. Practical application of these techniques will be practiced in the laboratory. **S**

PTA 1213 PAIN MANAGEMENT I

Students will be instructed in the various theories of pain, correctly positioning and draping patients for pain relief and for protection of modesty; heat/cold application, effectively administering massage and lymphatic intermittent pressure, relaxation and postural exercises; applying cervical and lumbar traction; paraffin, hydrotherapy; medical asepsis; and bandaging and dressing. Practical application of these techniques will be practiced in the laboratory. **F**

PTA 1224 THERAPEUTIC EXERCISES I

Instruction will be given on rehabilitation techniques and neurophysiological approaches to treatment. Joint mobilization, range of motion, aquatics, amputees, prosthetics, and orthotics are introduced. Students will identify architectural barriers and make modifications to overcome the limitations they impose. Gait-training techniques with assistive devices will be performed. Practical application of these techniques will be practiced in the laboratory. **F**

PTA 2013 PAIN MANAGEMENT II

Students will learn the principles and applications of various therapeutic modalities; electrotherapy, iontophoresis diathermy, biofeedback, laser, fluidotherapy, infrared, taping, ultrasound, and light therapy. Practical application of these techniques will be practiced in the laboratory. **S**

PTA 2024 THERAPEUTIC EXERCISE II

Therapeutic exercises related to children are presented. Developmental sequences and primitive reflexes are introduced. Students will be instructed in cardiopulmonary treatments including cardiac rehabilitation and chest physical-therapy techniques. Practical application of these techniques will be practiced in the laboratory. **S**

PTA 2032 CLINICAL PRACTICUM I

Clinical experience in local health care facilities to observe and practice PTA skills learned in class and lab sessions. Students will be under the supervision of a registered physical therapist and/or registered physical therapist assistant. **F**

PTA 2112 PTA SYSTEMS/PROBLEMS

The student will assist the physical therapist in selected evaluation treatment and administrative activities, summarize the progression of comprehensive rehabilitation programs for major disabilities, describe and utilize selected administrative records and charge systems in physical therapy, discuss measures for quality assurance and cost containment, review proper ways to write a resume, and review for national board examinations. **S**

PTA 2133 CLINICAL PRACTICUM II

Students are given the opportunity to practice PTA skills which have been acquired through the PTA Program in Physical Therapy Departments. Students will be under the supervision of a registered physical therapist and/or registered physical therapy assistant. **S**

NURSING

NURSING (Professional Nursing Courses)

NURS 2212 INTRODUCTION TO PROFESSIONAL NURSING

The profession of nursing is explored through the philosophy and conceptual framework of the School of Nursing. The historical development of nursing and nursing education are linked to current nursing practice. Ethical and legal aspects of nursing, as they affect the student entering nursing, are incorporated into the course. Student accountability and professionalism are introduced and developed. Two hours theory.

NURS 3126 COMMUNITY NURSING

The emphasis is on a broad scope of experiences, from maintenance of health and prevention of illness, to promotion of wellness of communities, families, and individuals. **Corequisite:** NURS 3126L.

NURS 3156 FUNDAMENTALS OF NURSING

Emphasis is on the acquisition and use of assessment and technical tools for the delivery of health care. **Prerequisites:** Admission to Nursing Major and NURS 2212. **Corequisites:** NURS 3156L and NURS 3283.

NURS 3236 ACUTE AND CHRONIC CARE I

The student will explore the holistic health needs of adult clients. Emphasis is on application and analysis of competency necessary to restore health of the acutely ill client. **Corequisite:** NURS 3236L.

NURS 3256 CHILD HEALTH NURSING

Emphasis on nursing care of the child from infant through adolescence. **Corequisite:** NURS 3256L.

NURS 3273 NURSING RESEARCH

Emphasis is on skill competency in the use of the research process in nursing practice and application of evidence-based practice.

NURS 3283 PHARMACOLOGY

Focuses on therapeutics of pharmacological principles and theory as applied to nursing in the dosage calculation and administration of drugs. **Prerequisites:** Admission to the major & NURS 2212. **Corequisite:** NURS 3156.

NURS 4001-02 INDIVIDUAL STUDY IN NURSING

Individual study of specified topic in nursing. Credit one to two semester hours. **Prerequisite:** Admission to upper division nursing major and signature of Associate Dean of Nursing.

NURS 4143 CHALLENGES FOR NURSES IN TODAY'S HEALTHCARE SYSTEM

Current issues in healthcare that impact nursing practice with an emphasis on patient safety.

NURS 4286 NURSING LEADERSHIP

An exploration of leadership and management concepts and their impact on nursing practice and the delivery of health care. Leadership and management competencies will be implemented in a variety of practice settings. **Corequisite:** NURS 4286L.

NURS 4346 ACUTE AND CHRONIC CARE II

Emphasis on care of the adult and pediatric patient in the critical care setting. **Corequisite:** NURS 4346L.

NURS 4356 FAMILY HEALTH

Emphasis is on understanding and caring for the expanding family's health care needs including health promotion and health restoration throughout the life span. **Corequisite:** NURS 4356L.

NURS 4376 PSYCHOSOCIAL NURSING

Emphasizes the psychodynamics of health and use of the therapeutic process in the prevention, promotion, restoration, and/or maintenance of mental health among individuals, families and groups. **Corequisite:** NURS 4376L.

NURS 4383 NURSING ELECTIVE

The exploration of selected professional, political, social, legal and/or ethical theory as related to nursing practice in a specified practice setting. **Corequisite:** NURS 4383L.

RN to BSN Courses

These courses are specifically designed for the licensed RN returning to school for a baccalaureate degree.

NURS 4603 BRIDGING NURSING PARADIGMS

The profession of nursing is explored through the philosophy and conceptual framework of the School of Nursing. The historical development of nursing and nursing education are linked to current nursing practice. Concepts unique to career ladder nurses are explored in depth. Taken in the first semester of nursing course work. Three hours theory. **Prerequisite:** Admission to the RN to BSN Program.

NURS 4613 NURSING STATISTICS AND EVIDENCE-BASED PRACTICE

This course emphasizes competency in use of the research process and statistics in nursing practice. Topics include the basics of research and statistics, descriptive and inferential statistics, parametric and nonparametric tests, types of tests, reliability and validity, evidence-based practice, the research process, and research critiques. Three hours theory. **Prerequisite:** NURS 4603.

NURS 4623 WELLNESS THROUGH HEALTH PROMOTION

Emphasis on health promotion and illness prevention throughout the lifespan, and acquisition/review and use of assessment skills. Holistic health and wellness-focused interventions are introduced. Three hours theory. **Prerequisite:** NURS 4603.

NURS 4633 ETHICS AND CARING

Exploration of the legal and ethical aspects of professional nursing practice when caring for clients at various places along the health continuum. Emphasis will be given to the ethics of care as a paradigm for ethical decisions. **Prerequisite:** NURS 4603.

NURS 4643 THEORY AND PRACTICE ELECTIVE

The exploration and application of selected professional, political, social, legal, and/or ethical theory as related to nursing practice in a specified practice setting. **Prerequisite:** NURS 4603.

NURS 4653 NURSING INFORMATICS

Students explore and analyze the use of electronic technology to manage information and enhance evidence-based nursing practice, including the arenas of nursing administration, education, research, and direct patient care. Other areas of focus include ethical and legal issues associated with informatics. Three hours theory. **Prerequisite:** NURS 4603

NURS 4663 COMMUNITY BASED NURSING ACROSS THE HEALTH CONTINUUM

Exploration of the theoretical concepts and clinical practice of nursing in and with communities. Community nursing practice with the goal of health promotion and maintenance will be emphasized. Clinical experiences will focus on the development and implementation of practice strategies to facilitate the health of entire communities. Three hours theory and practicum project. **Prerequisite:** NURS 4603

NURS 4673 CONTEMPORARY NURSING LEADERSHIP

An exploration of leadership and management concepts and their impact on nursing practice and the delivery of health care. Leadership and management competencies will be implemented in a variety of practice settings. Three hours theory and practicum project. **Prerequisite:** NURS 4603.

NURS 4683 ADVANCED PHYSICAL ASSESSMENT

Students acquire advanced physical assessment and clinical reasoning skills, and apply comprehensive assessment skills to case studies depicting a variety of lifespan stages and settings. The emphasis is on

health promotion, disease prevention, risk assessment, and nursing intervention. Three hours theory. **Prerequisite: NURS 4603**

**NURS 4693 ISSUES AND CONCEPTS FOR
PROFESSIONAL PRACTICE**

An exploration of the impact of advanced education on practice and the nurse's response to current trends and issues influencing health care delivery. Emphasis is placed on the interface between individual and professional development. Taken in the last semester of nursing course work. Three hours theory. **Prerequisite: NURS 4603**