

# College of Liberal Arts & Sciences - Catalog

**Catalog in effect:** Students' degree requirements are generally governed by the catalog in effect when they matriculate for a degree so long as enrollment is continuous. Students may choose to meet the requirements of any subsequent catalog published during their enrollment but not of an earlier catalog. Former students who are readmitted must meet the graduation requirements in the catalog at the time of re-enrollment.

# Academic Requirements

## General Degree Requirements

The BAcc, BA, BASM, BME, BS, BSN, BM, and BSE degrees require a minimum of 124 hours of credit. The AA and the AS degrees require 62 hours of credit.

### Requirements for a 2nd Bachelor's Degree

1. **Students with a CMU Degree.** To be eligible for a second bachelor's degree, a student must complete at least 26 hours in addition to those counted for first degree. These hours must be earned in courses approved by the Dean of the University, must be taken at Central Methodist University, and must satisfy all the specific course requirements for the second degree.
2. **Students with a Bachelor's Degree from another institution.** To be eligible for a second bachelor's degree, a student must satisfy all the specific course and degree requirements for the second degree.

### Cumulative GPA

In the work offered as a basis for graduation, a student must have attained a "C" average (2.00 on a 4.00 scale) for all courses and for all courses taken in residence. The BSE, the BME, and Missouri teacher certification require a minimum 2.75 cumulative and cumulative residential grade point average, 3.0 GPA in the content area, and a 3.0 over-all GPA in the professional education sequence, and no grade lower than a "C" in the professional education sequence. Additional grade point and other standards are stated for individual programs.

### Upper-Level (Junior and Senior) Courses

Courses numbered 100-299 are designed primarily for Freshmen and Sophomores. Courses numbered 300-499 are for Juniors and Seniors; Freshmen should not enroll in these courses.

For bachelor's degrees, at least 36 hours must be in 300-level courses or higher. These are offered primarily for Juniors and Seniors and generally require advanced knowledge. At least 15 hours at the 300-400 level must be in the major field. These may be counted in the 36 upper college hours. Courses taken at the lower divisional level from either a two year or four year institution may meet content requirements to enroll for an upper-division course, but do not count as upper-division credit toward the required 36 hours of 300-level coursework.

### Academic Majors and Minors

All students must have a major field of study and a secondary field of study (either a second major, a minor, or the alternative to the minor). Requirements for the major and minor in each academic field are described in this catalog on each discipline's pages; academic disciplines are listed alphabetically.

**Academic Majors.** Central Methodist University believes that every person with a college education should have one or more areas of both in-depth and extensive knowledge. The academic major insures that all graduates have one or more widely recognized fields of study in which they can function at a sophisticated, advanced level. Students choose a degree program, and within it they choose an academic major. Within the major field, students again have both some freedom of course selection as well as a structure of requirements to fulfill.

All BA and BS degrees require the completion of one of the following: (a) a major and a minor, (b) a double major, or (c) a major and at least 17 hours outside of the department of their major and in addition to the General Education Common Core requirements.

For the BA and BS degrees, majors require at least 27 hours, and they may not require more than 40 hours in the discipline named as the major. Students may, however, elect courses beyond the 40 hours required in the major field. All undergraduate degrees other than the BA and BS require a major with at least 27 hours, but the major is not limited to 40 hours.

If selecting a double major, students must complete degree plans for both programs and must complete all requirements for each major. At least 27 hours of coursework in each major must be distinct from the other major. That is, at least 27 semester hours in each major cannot be counted in the courses which satisfy the other major.

**Academic Minors.** Degree programs must include a significant secondary field of study (at least 17 hours) or a set of corollary courses (at least 17 hours) in addition to the major and the General Education Common Core program. To fulfill this requirement, students have the following options:

1. Select a second major (see "double major" above).
2. Select an academic minor from a number of fields on the basis of further support for the major or personal interest. Minors require at least 17 hours. Students must submit at least 44 distinct semester hours in the major and minor combined.
3. Select an alternative to the minor— a set of courses (at least 17 hours from outside their major department and in addition to the General Education Common Core requirements) that would enhance their educational experience.

Students should select one of these options in consultation with their advisors. Some degree programs provide an alternative to the minor in assuring a secondary field or fields of significant study.

## Electives - As Provided By Each Degree Program

As a part of every college education, students should explore areas of interest beyond what is required of them. These interests, formally pursued in college courses, may form the basis for continued learning throughout life. Formal college education should support and encourage such continued, informal learning.

## Limitations

A maximum of 14 hours in any combination of applied Music courses which have been approved by the faculty may be applied toward the BA degree. No more than three (3) activity courses in Physical Education may be applied toward any degree.

## Residence

Candidates for a baccalaureate degree must complete at least 30 of the last 36 hours of credit in residence at Central Methodist University. Exceptions to this residence requirement may be made in the case of military veterans whose programs of study have been approved by the Dean of the University. For extraordinary circumstances, students may petition the Faculty Committee on Academic

c Standards and Admissions. A candidate for the associate degree must earn the last 24 hours of credit in residence at Central Methodist University. Students enrolled in Cooperative Programs are not required to meet the residence rule.

## Assessment

Central Methodist University is committed to providing quality education and to assuring that students gain the knowledge and skills necessary to be successful after they graduate. In order to assure the continuing improvement of its educational programs, the College of Liberal Arts and Sciences has a "Program to Assess Student Academic Achievement." All students and faculty are involved in this program through various tests, class assignments, surveys, etc. conducted throughout the undergraduate program. This program seeks to measure student learning in general education and the major fields of study. The results of this ongoing study of student learning are used for continuing improvement of the curriculum and instruction.

## English Usage

Each student must demonstrate proficiency in written and spoken English before receiving a degree. This may be accomplished by receiving a passing grade in either EN305 or EN306. Those who have successfully completed six hours in composition before entering CMU will receive credit for EN110/EN111 and must still take and pass EN305 or EN306. For spoken English, students must either successfully complete a proficiency examination, or CT101 (Public Speaking) or transfer in an equivalent course.

## Foreign Language Requirement

The BA degree requires six to eight hours of a single foreign language. Students whose native language is other than English who seek a degree requiring foreign language have the following options:

1. fulfill the foreign language degree requirement stated by the degree;
2. take six (6) hours of 300-level literature in their native language if that language is offered at CMU; or
3. take six (6) hours in oral and written communications in addition to the general education requirements of EN110/111 or EN 120; EN222; EN305 or 306; and CT 101.

## University Policy for Math Placement

ACT (Math Subscore)	Compass	Course
< 20	0-41	MA090 - Computer-Assisted Pre-Algebra
20-21	42-49	MA103I - College Algebra (Intensive) - 5 hr course
> 21	> 49	MA103 - College Algebra - 3 hr course

## General Education Hours: All Degrees

The university learning principles and outcomes were adopted in Spring 2016. Six of the 9 ULOs will be used to assess the general education common core (31-32 hours). The ULOs are intentionally broad statements that guide a culture of learning and allow for a holistic approach to assessment. The ULOs can be assessed through a selection of courses, standardized measures, and student experiences analyzed together, to build a truer picture of student life and learning. The University understands education to be concerned with the formation of the self, not merely with providing information to an individual who is unchanged by it. Liberal education is formative as well as informative.

The educational program described in the following pages is intended to fulfill the mission of CMU by providing a curriculum that enables students to embody the mission of CMU through acquiring habits of mind, habits of heart, and habits of action that embody the university learning principles and outcomes. The development of such habits requires both knowledge and mental discipline in many fields of study. Our curriculum is designed to help students make responsible life choices with deep concern for the common good. CMU graduates should be able to place themselves firmly in the statements of “I am, I can, I will,” built into the university wide assessment process, commonly known as the Wheel.

The implementation process for the new competencies will be developed fully during the 2016/17 academic year. The information below does apply, but is by no means inclusive. General Education Competencies and Requirements: Additional Information

1. The 6 ULOs designated as General Education competencies are for the Common Core.
2. All baccalaureate degrees will be required to have the same 31.5-32 hour Common Core competencies and requirements.
3. Courses in the major will not count in the Common Core.
4. Each course taught as part of General Education meet the General Education competencies. Competencies met by each course will be listed on the course syllabus.

General Education Transfer Policies: Transfer credit will be accepted for courses generally equivalent to those in the General Education Program. Depending on hours transferred, students may be able to have some general education requirements waived. See the academic catalog for additional details.

All baccalaureate degrees will be required to satisfy the same Common Core competencies and requirements. Also, courses in the major will not count in the Common Core.

## General Education Competencies

### Communication (articulate, multimodal)

1. Students are articulate, able to speak and write clearly and effectively.
2. Students are multimodal, able to interpret and express ideas through multiple modes of communication **Curiosity (discover, analyze)**
3. Students can discover, explore, and seek solutions based on accumulated knowledge and current research.
4. Students can analyze, evaluate, interpret, and summarize data. **Community (serve, respect)**
5. Students will serve others and be ethical and informed citizens.
6. Students will understand and respect diversity, including other’s viewpoints, positions, and beliefs

All baccalaureate degrees will be required to satisfy the same competencies and requirements. Also, courses in the major will not count toward general education. Note: Prerequisite coursework may increase the total hours, depending on student placement in courses.

<b>Degree</b>	<b>Common Core</b>	<b>Additional Gen. Ed. Requirements</b>	<b>Notes</b>	<b>Total hours - General Education</b>
AA	29.5-33	15-16		44.5-49
AS	28.5-29			28.5-29
BA	31.5-32			52.5-56
BAcc	31.5-32	12	Students applying to graduate school or for certification usually have 130 to 150 hours at graduation, including 6-15 additional hours of General Education.	43.5-44
BASM	31.5-32	21-22		53.5-56
BME	31.5-32	11		42.5-43
BM-Piano/Organ	31.5-32	11		42.5-43
BM-Vocal	31.5-32	11		42.5-43
BS	31.5-32	21-22		52.5-56
BSAT	31.5-32	19-20		50.5-52
BSE-Early Childhood	31.5-32	18		49.5-50
BSE-Elementary, Special Ed., & Middle School	31.5-32	18	Students in BSE-Elementary will continue in the core subjects they will teach (e.g. Mathematics, Geography)	49.5-50
BSE-Physical Ed. & Health	31.5-32	5		36.5-37
BSN	31.5-32	29		60.5-61

\*\*\*Additional hours will be required if MA099 and MA103I are required.

# Academic Divisions

The College of Liberal Arts and Sciences at Central Methodist University is comprised of seven academic divisions: Accounting, Business, and Economics (BUS); Fine and Performing Arts (FA); Health Professions (HP); English, Foreign Languages, Philosophy, and Religion (HUM); Professional Education (EDU); Science, Mathematics, and Computer Science (SCI); and Social Sciences (SOSC). Each division offers programs leading to a number of undergraduate degrees.

<b>Academic Divisions</b>	<b>Associated Departments</b>	<b>Chair (2016-2017)</b>
Accounting, Business, and Economics (BUS)	Accounting, Business, and Economics	Prof. Julie Bennett 660-248-6250
Fine and Performing Arts (FA)	Music, Theatre Arts, and Art	Dr. Dori Waggoner 660-248-6321
Health Professions (HP)	Athletic Training and Nursing	Prof. Megan Hess 660-248-6359
English, Foreign Languages, Philosophy, and Religion (HUM)	English, Foreign Languages (Spanish, French, German), Philosophy, and Religion	Dr. Annette Van, 660-248-6332
Professional Education (EDU)	Education and Physical Education	Prof. Sally Hackman 660-248-6633
Science, Mathematics, Computer Science (SCI)	Astronomy, Biology, Chemistry, Computer Science, Environmental Science, Geology, Mathematics, and Physics	Dr. James Gordon 660-248-6253
Social Sciences (SOSC)	Communication, Criminal Justice, History, Political Science, Psychology, and Sociology	Dr. Beth Gold 660-248-6641

# Associate Degree Templates

## Associate of Arts Degree - min. 62 hrs.

See specific AA degree concentrations for requirements specific to those programs.

[Common Core](#) (28.5-31 Hours)

<b>Foundations</b>	<b>11.5-12 hours</b>
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA090 and/or MA103I)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab	4 hours
Tier Two: Additional General Education Requirements (15-16 Hours)	
Humanities or Fine Arts: When choosing a Humanities course, <a href="#">guidelines</a>	9 hours
When choosing a Fine Arts course, <a href="#">guidelines</a>	
Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">guidelines</a>	3 hours
Science: <a href="#">guidelines</a>	3-4 hours
<b>Concentration (# Hours Varies-see specific degree requirements)</b>	
<b>Electives (To Complete Min. 62 Hours)</b>	

## Associate of Science Degree Template - min. 62 hrs.

See specific AS degree concentrations for requirements specific to those programs

[Common Core](#) (28.5-31 Hours)

<b>Foundations</b>	<b>11.5-12 hours</b>
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours

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Math/Algebra/Statistics	3 hours (5-8 hours if taking MA090 and/or MA103I)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab	4 hours
<b>Concentration (# Hours VARIES-see specific degree requirements)</b>	
<b>Electives (To Complete Min. 62 Hours)</b>	

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# Course Delivery Methods

Central Methodist University delivers course content using different methods, thereby offering students a variety of learning environments.

## Delivery Definitions

The following definitions of educational delivery methods are based on the Sloan Consortium's (2010) course classification system. For the purposes of these definitions, synchronous is defined as class instruction and student learning occurring at the same time (for example, in the classroom from 9-9:50 a.m. on Mondays, Wednesdays, and Fridays); asynchronous is defined as class instruction and student learning occurring at different times (viewing a recorded lecture for the first time three days after it is conducted, for example). Please note that these definitions pertain to the delivery method and not to course content.

- **Traditional course:** 0% of course content delivered online. No online technology is used. Course content is delivered in the classroom. Instructor and student interactions occur face-to-face in the classroom.
- **Web-Facilitated course:** 1-29% of course content delivered online. Web-based technology is used to enhance a face-to-face course. Course materials (handouts, assignments, lecture notes, syllabi) are stored and available to students online in the Learning Management System. Instructor and student interactions occur face-to-face in the classroom.
- **Hybrid/Blended course:** 30-79% of course content delivered online. Instructor and student interactions occur both in the classroom and online. The number of classroom meetings is reduced to a minimum of two meetings for an eight-week course and a minimum of four meetings for a sixteen-week course. All classroom meetings are synchronous.
- **Online course:** 80+% of course content is delivered online. Instructor and student interactions occur online through: discussion, chat, web conferencing, and other activities. Asynchronous class meetings may be conducted using Elluminate; however, there is no requirement for a minimum number of meetings. Students are able to interact with one another and the instructor through the online Learning Management System.

**NOTE:** Online courses are offered through the College of Graduate and Extended Studies. Fayette (CLAS) students who wish to enroll in an online course must obtain the permission of his or her academic advisor and of the Provost. Students should contact their academic advisors for further details. In most cases, CGES undergraduate tuition applies for any CGES undergraduate courses (see current CGES catalog for undergraduate tuition per credit hour). The Provost might waive CGES tuition if a required CLAS course is unavailable on ground in Fayette, if a CGES course alleviates an unavoidable CLAS schedule conflict, and/or if a CGES course is needed for timely graduation. For CLAS Special Education majors, CGES courses are counted in load (as part of the CLAS tuition) since Special Education courses are available only online for both colleges. If the student's Fayette (on-ground CLAS) hours do not total more than 12 hours and if the Provost does not waive a student's CGES tuition for the online course(s), the student will be considered a part-time Fayette (CLAS) student, which will affect the student's financial assistance and athletic/performance eligibility.

## Assessment

Assessment for Central Methodist University's online degree programs happens in a variety of ways. Some course instructors have their tests proctored by an approved person while other instructors use less structured evaluation methods.

Assignments, quality discussion postings and research papers are a large part of most online coursework at Central Methodist University and will most directly affect a student's final grade in any given course.

## Proctored Exam Information

A proctored exam is one that is taken under supervision. According to Central Methodist's policy, a proctored exam must be taken at one of our CMU locations or by a pre-approved professional.

Check your online course syllabus to see if your class requires proctored exams.

# Undergraduate Degree Program Model

The Values Statement, Mission Statement, and Educational Goals of Central Methodist University are pledges about the character of the College of Liberal Arts and Sciences and the education it seeks to provide to all students. As these pledges make clear, the University understands education to be concerned with the formation of the self, not merely with providing information to an individual who is unchanged by it. Liberal education is formative as well as informative. At their best, both liberal arts education and education for professional preparation provide the intellectual knowledge, skills, and disciplines from which the student constructs his or her unique character as well as prepares for a career and for life.

The educational program described in the following pages is intended to fulfill the mission of the College of Liberal Arts and Sciences by providing a curriculum that enables students to reach the Educational Goals of the College of Liberal Arts and Sciences through acquiring the habits of mind, habits of heart, and habits of action that embody the good. The development of such habits requires both knowledge and mental discipline in many fields of study. Habits of mind should move beyond knowledge toward wisdom. And wisdom requires an understanding that decisions and actions should be based on both knowledge and the will to do the good. Our curriculum is designed to help students make responsible life choices with deep concern for the common good.

## General Education Competencies and Requirements: Additional Information

1. All baccalaureate degrees will be required to have the same 31.5-32-hour Common Core competencies and requirements.
2. Courses in the major will not count in the Common Core.
3. Each course taught as part of General Education will meet the General Education competencies. Competencies met by each course will be listed on the course syllabus.
4. The core competencies are for the Common Core.
5. Assessment of additional General Education requirements may be a part of the major or professional program assessment.
6. Courses under the section "Understanding Human Nature and Exploring the Nature of the Universe" have specific competencies, but these courses should continue to emphasize information fluency and oral and written communications as part of the course. Where appropriate, these courses should also emphasize math literacy and wellness.

**General Education Transfer Policies:** Transfer credit will be accepted for courses generally equivalent to those in the General Education program. Depending on hours transferred, students may be able to have some general education requirements waived.

	Take CMU101 & CMU102?	Take PE111?	Take CMU201?
0-29 transfer hours without one full-time semester of study on a university campus	Yes	Yes	Yes
0-29 transfer hours with one full-time semester of study on a university campus	No	Yes	Yes
30-59 transfer hours	No	No	Yes
# 60 transfer hours	No	No	No

# Degree Requirements

## General Education Common Core (All Degrees)

Common Core	Hours	Which Courses Satisfy Competencies? *
<b>Foundations</b>	<b>14.5-17 Hours sub-total</b>	
Competency: Students will develop skills to help them achieve academic and professional excellence and a foundation for lifelong learning. See General Education Competencies for more information.		
CMU101/102	1.5-2 hours	CMU101/102
Wellness	1 hour	PE111 Wellness (Army Physical Training fulfills this requirements)
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)	EN110 College Composition I / EN111 College Composition II (required of students whose ACT English subscore is < 20)  OR EN120 College Comp I/II
Oral Communications	3 hours	CT101 Public Speaking
Math/Algebra/Statistics	3 hours (5-8 if taking MA099 and MA103I)	MA 090 Computerized Pre-Algebra and (required of students whose ACT Math subscore is 19 and below)  MA103I College Algebra (Intensive) (Required of students who have a 20-21 ACT subscore)  MA103 College Algebra (ACT subscore of 22 or above required)  MA105 Elementary Statistics  MA118 Calculus and Analytic Geometry I  MA224 Mathematics for Elementary and Middle Grade Teachers (Only Early Childhood Education majors may count MA224 in the Common Core.)
Advanced Writing	3 hours	EN305 Expository Writing  EN306 Technical Writing
<b>Understanding Human Nature</b>	<b>13 Hours sub-total</b>	
Competency: Students will develop their understanding of human nature in order to assess issues and solve problems from a variety of perspectives and in order to develop as socially responsible leaders. See General Education Competencies for more information.		
Religion	3 hours	RL122 Religion/Human Adventure
Social Science with Constitution	3 hours	HI117 Development of the United States I  HI118 Development of the United States II

		PS101 Intro American Govt.
Leadership	1 hour	CMU201 Intro to Leadership (ROTC students may substitute MSL220 & MSL222.)
Literature	3 hours	EN2221 Intro to Literature
Valuing OR Social Science (specified courses with prefix CJ, EC, HI, PL, PS, PY, or SO)	3 hours	<p>VALUING</p> <p>PL105 Intro Philosophy</p> <p>SOCIAL SCIENCE</p> <p>CJ100 Intro Criminal Justice</p> <p>EC122 Economics for Educators</p> <p>EC201 Macroeconomics</p> <p>EC202 Microeconomics</p> <p>HI101 World History I</p> <p>HI102 World History II</p> <p>HI117 Dev. of the U.S. I</p> <p>HI118 Dev. of the U.S. II</p> <p>PS101 Intro American Govt.</p> <p>PY101 Intro Psychology</p> <p>SO101 Intro Sociology</p> <p>SO102 Social Problems</p> <p>SO150 Intro Anthropology</p>
<b>Exploring the Nature of the Universe    4 hours sub-total</b>		
Competency: Students will explore the nature of the universe in a variety of dimensions and will develop their values and beliefs. See General Education Competencies for more information.		
Science with Lab: May count specified courses with the AS, BI, CH, ES, GL, and PH prefixes. May count SC101 but no other SC courses.	4 hours	<p>AS101 Descriptive Astronomy</p> <p>AS102 Descriptive Astronomy: Beyond the Solar System</p> <p>BI101 General Biology</p> <p>BI102 General Biology</p> <p>BI105 Intro Environmental Science</p> <p>BI106 Human Biology</p> <p>BI108 Biodiversity</p> <p>CH111 Gen. Chemistry</p> <p>CH114 General Chemistry with Qualitative Analysis</p> <p>GL105 Exploring Geology</p> <p>PH111 Gen. Physics</p> <p>PH112 Gen. Physics II</p> <p>PH205 Calculus Physics</p> <p>SC101 Conceptual Physical Science</p>

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**Total Common Core Hours**                      **31.5-32 hours**

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**General Education Transfer Policies:** Transfer credit will be accepted for courses generally equivalent to those in the General Education program. Depending on hours transferred, students may be able to have some general education requirements waived. See the chart below.

	<b>Take CMU101 &amp; CMU102?</b>	<b>Take PE111?</b>	<b>Take CMU201?</b>
0-29 transfer hours without one full-time semester of study on a university campus	Yes	Yes	Yes
0-29 transfer hours with one full-time semester of study on a university campus	No	Yes	Yes
30-59 transfer hours	No	No	Yes
# 60 transfer hours	No	No	No

\*To be listed as satisfying any General Education competency, faculty teaching or administering a course must apply for such listing through the faculty's Committee on Academic Affairs, which, in consultation with the Committee on Assessment, will endorse or not endorse such listing. If endorsed, the proposal then goes to the full faculty for approval.

# Minors

Accounting

Applied Law Enforcement

Art

Biology

Business

Chemistry

Child Development

Coaching

Communication

Computer Science

Criminal Justice

Economics

Education

English

Environmental Science

Graphic Design

History

Interdisciplinary Studies

Marine Biology

Marketing

Mathematics

Military Science

Music

Philosophy

Physical Education

Physics

Political Science

Psychology

Religion

Religion and Church Leadership

Science and Earth Science

Social Science

Sociology

Spanish

Sports Management

Theatre

# Special Courses, Programs, and Education Opportunities

**Special Problems Courses.** 1-5 semester hours. Offered by most departments and numbered 260, 360, or 460 depending on the level of study expected, Special Problems courses consist of a program of independent study or research on a topic of special interest to an individual student. Each course is designed to study topics either not covered or treated only briefly in other courses in the curriculum. A written course proposal or abstract adequately describing the project must be prepared by the student and approved by the supervising instructor, the division chair, and the academic advisor, prior to the regular period for registration. Special Problems may be repeated for credit. Prerequisite: Written approval by those named above.

**Special Topics Courses.** 1-5 semester hours. Offered by most departments and numbered 190, 290, 390, or 490 depending on the level of study expected, Special Topics courses will be offered from time to time on topics of importance in the discipline—topics which are not covered or which are treated only briefly in other courses in the curriculum. Special Topics courses may cover topics of special interest to an instructor and a particular group of students, or they may be an experimental course being considered for addition to the curriculum. Special Topics may be repeated for credit for different topics. [After two course offerings on the same topic, departments must request that the course be added to the curriculum.] Prerequisites: Those specified by the instructor in the Course Schedule.

**Internships and Field Experiences** are available in most departments with varying hours of credit depending on the design of the learning experience. They are all numbered as either 268, 368, or 468. Each internship is individually arranged by the student, a supervising instructor who assigns the final grade, and a supervisor/instructor on the site of the internship experience. Students complete a separate, multi-page registration form describing the learning experience. This form must be signed and approved by the student, supervising instructor, Division Chair, and Dean of the University prior to registration for the Internship course.

## Honors Program

The Honors Program is designed to empower students by offering alternative educational opportunities. These alternatives come in the form of Honors classes, either at the 100, 200, or 300 level. In these classes students will be given opportunities for greater exploration and more rigorous analysis of course content. Great emphasis is placed on the development of oral and written communication, as well as on critical thinking.

All entering students who have a GPA of 3.5 or above or an ACT of 26 or higher are eligible to enter the program. Students with a GPA of 3.0 or above and a ranking in the top ten percent of their high school class, may petition the Honors Committee by sending a letter indicating why they wish to participate in the Honors Program.

After being accepted into the program, the student must maintain a 3.5 or higher GPA and complete 12 hours of Honors coursework in order to graduate with Honors. Three hours of the 12 must be a Senior Honors thesis or an appropriate substitute. (Substitutes for Senior thesis work are arranged at the divisional level and in consultation with the Honors Committee.) The required twelve hours of Honors coursework must be taken over the course of at least two semesters.

## Study Abroad

Students wishing to study abroad for credit should consult Cathy Baxter in Office of Admission, for assistance in selecting a program. Generally, students should begin planning study abroad at least one year prior to leaving the country for studies. Before studying abroad, students must consult with Ms. Baxter and with the Registrar to determine whether the students' planned courses will transfer to CMU for credit. Some scholarship money is available. Obtain a scholarship application from Cathy Baxter.

## Pre-Professional Programs

Since liberal arts education is essential to sound professional education, the College of Liberal Arts and Sciences provides an opportunity for students to study both a liberal arts and a pre-professional curriculum in their choice of a number of pre-professional areas before entering professional schools. With thoughtful planning, transfer to the professional schools can be made without loss of credit or time. Such programs are available to students interested in engineering, journalism, law, library science, home economics, medicine, dentistry, dental hygiene, medical technology, pharmacy, occupational and physical therapy, the ministry, religious education and social work.

## Pre-Law Program

The Pre-Law Program is a co-curricular support service open to all students of the College of Liberal Arts and Sciences who are interested in learning more about career opportunities in the practice of law. As such, the program has two primary goals: (1) to



provide students with the information and advising necessary for them to make informed decisions as to whether or not a career as a lawyer is for them, and (2) to provide serious pre-law students with support services designed to assist them in selecting and gaining admission to an appropriate law school.

The University has a pre-law club and a chapter of the international law fraternity, Phi Alpha Delta. Participation in PAD is open to all pre-law students with at least a 3.0 GPA. The pre-law club is open to all interested students.

No particular course of study (major or minor) is a prerequisite for admission or success in law school. Today's law students may have undergraduate degrees in Political Science, English, Business, Psychology, natural science, History, foreign languages, Education, Music, or other subjects. Therefore, the main guide to undergraduate study should be the student's own interests and talents. Since the successful study and practice of law can be based on any of a large number of college backgrounds, pre-law students are advised to select a major which interests them and in which they believe they can show their best work.

The skills most related to success in the study and practice of law can be developed or improved through study of any academic field in the College of Liberal Arts and Sciences. Still, we recommend the following general guidelines to pre-law students for making curricular decisions: A lawyer must be able to communicate effectively in oral and written expression. Words are the tools of the lawyer's trade; therefore, lawyers must be able to speak and write well. In addition, law students must develop the capacity for creative and critical thinking, since they must be able to reason logically from given premises to tenable conclusions and to do so quickly and under pressure.

To assist pre-law students in preparing for law school, a Pre-law Handbook is published by the pre-law program. That handbook contains a list of recommended courses for the consideration of pre-law students. Copies of the Pre-law Handbook may be obtained free of charge from the Dr. John Carter, Professor of Political Science and Director of the Pre-Law Program.

A list of recommended courses is provided to assist in identifying individual courses that may have special value in preparing for law school and a legal practice. This list is intended to supplement the CMU's general education requirements, as well as the specific requirements of whichever academic major the student may elect. Some of the courses listed may fulfill specific academic requirements of the university and/or one or more of its departments of study.

### **Recommended Pre-Law Preparation Courses**

1. Communication Skills Area
  - a. AC201 Principles of Accounting I
  - b. AC202 Principles of Accounting II
  - c. CT201 Public Relations
  - d. CT306 Media Law
  - e. CT320 Interpersonal Communication
  - f. EN305 Expository Writing
  - g. EN306 Technical Writing
2. Human Institutions and Values
  - a. AC340 Income Tax
  - b. AC350 Accounting for Governmental and Not-for-Profit Organizations
  - c. BU341 Business Law-Contracts
  - d. BU342 Business Law-Commercial
  - e. CJ202 Criminal Law
  - f. CJ301 Constitutional Aspects of Criminal Justice
  - g. PL306 Ethics and the Professions
  - h. PS101 Introduction to American Government
  - i. PS308 American Constitutional Law and the Judicial Process
  - j. PS309 Law in American Society
  - k. PS318 American Legislative Politics
3. Critical Thinking
  - a. EC201 Macroeconomics
  - b. EC202 Microeconomics
  - c. EC330 Law and Economics
  - d. MA105 Elementary Statistics
  - e. PL101 Introduction to Logic
  - f. PL105 Introduction to Philosophy
  - g. PL311 The Study of Knowledge
  - h. SO350 Social Theory

## Pre-Professional Health Program

The Pre-Professional Health Program is open to all students interested in the health sciences. Of all Pre-Professional Health students who choose to pursue the following specialty areas, most will be required to minor in Chemistry: Optometry, Veterinary Medicine, Genetic Counseling, Dentistry, Pharmacy, Podiatry, Chiropractic Medicine, Public Health, Physical Therapy, Occupational Therapy, Osteopathic Medicine (DO), and Allopathic Medicine (MD). Most of these specialty areas also strongly recommend taking MA118 Calculus and Analytical Geometry I. An ACT of at least 26 from high school is required for most of these programs. While at CMU, students should have at least a 3.75 GPA, with no Cs in any Science or Math courses. Some of these programs allow an ACT less than 26, a GPA less than 3.75, and a minor other than Chemistry. Some of these programs do not have a specialty exam to pass with a specific score; the GRE is accepted instead. Consult members of the Pre-Professional Health Advisory Committee for specific information. Students in this program receive intensive advising throughout their college experience.

The Pre-Professional Health Program has three goals. First, the program helps students grow in self-knowledge and in understanding of the requirements and lifestyles of various professions, and assists them in making career decisions. Students in our program go on to become successful physicians, optometrists, veterinarians, dentists, podiatrists, pharmacists, physical therapists, physician assistants, occupational therapists, or other clinical health professionals. Other students enter graduate programs and pursue careers in public health or research. Second, the program encourages breadth of educational preparation and provides assistance in successful placement into appropriate professional schools. Third, the program strives to promote professionalism and maturity of perspective.

While a particular major or minor for pre-Professional Health students is not prescribed, each professional school has certain course requirements of which the student will be advised. Additionally, the following are important components of all students' pre-professional preparation. (1) Pre-Professional Health students should have a strong liberal arts background, the ability to communicate well (both orally and in writing), and strong interpersonal skills. Students work toward development of these requirements through their general education curriculum and electives as well as other aspects of the Pre-Professional Health program. (2) All students are given help in finding meaningful internship experiences. Students have done internships at the Fayette Medical Clinic and in a variety of hospitals, private offices, clinics, and clinical research facilities. (3) Interested students may pursue research opportunities at on-campus with faculty direction and at off-campus locations. Students have worked at NIH-, NSF-, and NASA-funded programs. (4) Pre-Professional Health students are encouraged to develop an attitude of service and to initiate or participate in community service and other humanitarian endeavors. (5) The following courses are either required or recommended for most Pre-Professional Health students: BI101, 102, 107, 205, 305, 306, 308, 315, 364, 368, 380; CH111, 114, 317, 341, 342; CS121 or 122; MA103 (or MA101/102), 104, 105, 118; PH111 or 205, 112 or 206; PL306; PY101, 301; SC225 and SC425; and the Honors Colloquium and Honors Thesis.

The Pre-Professional Health Advisory Committee actively helps students prepare for entry into professional schools. The committee meets regularly with each student to discuss the student's academic and social adjustment to the University and to discuss pre-professional preparation. The committee sponsors a yearly career fair, at which physicians, other health professionals, medical researchers, and admissions representatives from various professional and graduate schools discuss lifestyles, professional issues, and admission requirements. Speakers also visit campus to discuss with students a variety of special-interest topics. Committee members help students prepare for entry tests such as the MCAT, GRE, OAT, DAT, and PCAT. In the Junior and Senior year, students receive help in the application process and are given mock interviews.

Most Pre-Professional Health students belong to AED (Alpha Epsilon Delta, national pre-health professions honor society), BBB (Beta, national biological honor society), and Student Affiliates of the American Chemical Society. These groups visit medical, professional, and graduate schools, pharmaceutical companies, and other sites of interest. Students of AED administer a mock MCAT plus entry tests for any other professional school needed, each semester. They also attend national conventions and have been honored with awards for their outstanding activities and service. AED and BBB meet jointly and regularly to discuss issues in medical ethics and to plan service projects. Consult a member of the Pre-Professional Health Advisory Committee for more information.

## Pre-Ministry Program

Service to the faith community is an exciting and important part of one's spiritual journey. Whether as ordained clergy, paid church staff, or active lay volunteer, success in ministry requires proper preparation. Central Methodist's Pre-Ministry program is designed to provide students with the knowledge, skills, and experience necessary to minister effectively in a number of different settings and circumstances. The Pre-Ministry program is open to all students, regardless of academic major or denominational affiliation, who feel a calling to serve. The program includes:

- Academic coursework in Bible, Christian History, and Religious Studies.
- Assistance in arranging internships, camp counseling, community outreach and other ministry opportunities.

- Providing contacts with seminaries from various mainline denominations.
- Arranging "peer mentoring" relationships in which seminary-bound students share their experiences with other interested students.
- Developing lay ministry programs in Youth Ministry, and Christian Education.
- Program in Church Certification in Music Ministry through the United Methodist Church.

For more information please contact Dr. Daryl Jefferies.

## Educator Certification Programs

Central Methodist University offers four-year programs designed to meet Missouri state certification requirements for early childhood, elementary, middle school, and secondary teachers. Complete descriptions of these programs are provided under "Education" in this catalog. Students interested in certification should study this section carefully and consult with members of the education faculty as soon as they enter the College of Liberal Arts and Sciences.

## cooperativeCooperative Programs

As a result of cooperative programs entered into by Central Methodist University and selected schools, it is possible for students to complete their BA or BS degrees and then advance their studies in engineering, law, and medicine.. These Cooperative Programs are referred to as the Accelerated MBA Program (Rockhurst University), Accelerated MBA (Maryville University), programs in Engineering (Missouri University of Science and Technology), the "3-3" program in Law (University of Missouri), the "3-4" KCUMB Partners Program in Osteopathic Medicine, and the Military Science Program (University of Missouri).

## Accelerated MBA Program

Upon completion of an undergraduate degree from CMU, students are eligible to enter Rockhurst University's Accelerated Master of Business Administration (MBA) Program. To be eligible, students' CMU undergraduate degrees must have included courses equivalent to and satisfying requirements for Rockhurst's Business minor; student also must satisfy requirements for admission to Rockhurst's MBA program, to include the appropriate GMAT score, as determined by Rockhurst University. Upon admission, students must complete a minimum of 30 hours of graduate Business courses beyond the Business minor or equivalent. CMU graduates must begin this MBA program within one year of completing their undergraduate degrees, and they must complete the Accelerated MBA Program within three years of receiving their undergraduate degree.

## "2-2" Program in Engineering

The College of Liberal Arts and Sciences has a transfer agreement with the Missouri University of Science and Technology in Rolla for Engineering students. After two years of course work at CMU, students may transfer directly into the Junior year at Rolla. Consult with the Chair of the Division of Science, Mathematics, and Computer Science for further information.

## "3-2" Program in Engineering

This program enables a student to obtain a BS degree from CMU and a BS degree in Engineering from the second school in five years. Students attend CMU for three years and then transfer to the engineering school. After one year of engineering studies which fulfills the requirements for the BS degree, students will request a transcript to be sent to CMU in order for the BS degree to be conferred. Then, after two years of engineering studies which fulfill the requirements for the engineering degree, the student will be awarded a BS in Engineering by the engineering school. In certain instances, additional summer sessions may be necessary to complete requirements for the engineering degree. Combined programs in engineering have been formalized between CMU and Missouri University of Science and Technology at Rolla. Arrangements with other schools are also possible. Consult with the Chair of the Division of Science, Mathematics and Computer Science for further information.

## "3-3" Program in Law

CMU pre-law students are eligible to apply for the University of Missouri's 3-3 Program in Law. This program, administered by the School of Law of the University of Missouri, is for exceptional students. Undergraduate students who wish to pursue this course to law school complete all general education requirements for their bachelor's degree during their first six semesters at CMU and apply for admission to the University of Missouri during their third year of undergraduate study. CMU pre-law students who enter MU Law School through this program will qualify to earn their baccalaureate degree by transferring appropriate hours of credits from the Law School to meet remaining graduation requirements at CMU. (Note that the University of Missouri suggests that most students will be best served by obtaining their bachelor's degree prior to entering MU Law School.) Please consult with Dr. John Carter, Director of the Pre-law Program and Professor of Political Science, for further information.

## "3-4" Partners Program in Osteopathic Medicine

This program enables Pre-Professional Health students to apply to Kansas City University of Medicine and Biosciences (KCUMB) in the fall of the Sophomore year. If accepted, they may complete all CMU general education requirements for the program in three years. During the summer after the Sophomore year, the student must complete a five-day med-prep course at KCUMB. The MCAT, normally required for admission to KCUMB, is not required of students applying through our Partners Program. Students matriculate at KCUMB as full-time first-year students following their Junior year at CMU. They receive their bachelor's degree from CMU following successful completion of their first-year at KCUMB. Consult a member of the Pre-Professional Health Advisory Committee for specific requirements of this program.

## Accelerated MBA program with Maryville University

The Accelerated MBA program with Maryville University is open to students with junior standing, a 3.3 undergraduate GPA, and who are admitted to the MBA program by Maryville University. Students are able to enroll in six hours of undergraduate coursework at CMU that will count toward the MBA and to also enroll in six hours of coursework from Maryville University's MBA that will count toward the undergraduate degree program at CMU. For additional information contact the Business, Accounting and Economics division.

## The Military Science Program

The College has cooperative arrangements with the U.S. Army and U.S. Air Force which allows students to enroll in Military Science courses offered at the University of Missouri-Columbia. This program allows students to qualify for commission as second lieutenants by the end of their Senior year. Military Science classroom instruction is provided on campus or at the University of Missouri-Columbia, while the leadership labs are conducted at the University of Missouri-Columbia in conjunction with the Cadet Corps. Students are expected to maintain a grade point average of at least 2.0 to remain in the ROTC program. Various scholarships are available for CMU students. For more information, contact Capt. Shane Parks, U.S. Army National Guard and CMU's ROTC coordinator, at [ROTC@centralmethodist.edu](mailto:ROTC@centralmethodist.edu). For additional information, consult the Military Science section of this catalog.

## Tier Two Degree Requirements

The second level of General Education Requirements (known as "Tier Two") differs from one degree program to the next. Before selecting any courses for Tier Two requirements, determine whether a degree program specifies what must be taken.

### Bachelor of Arts: Additional General Education Competencies

BA1. Students will understand the historical, cultural, and social contexts of the humanities and of the fine arts.

BA2. Students will articulate a critical response to works in the humanities and in the fine arts.

BA3. Students will enlarge their experience through the study of works in the humanities and in the fine arts.

BA4. Students will study a foreign language to increase their understanding of their own language, to expand their understanding of other cultures and peoples, and to add to their research abilities by expanding available sources to those in other languages.

BA5. Students will build on their foundational skills in science and in social science to prepare them to be informed citizens.

### Bachelor of Arts: Additional General Education Requirements

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
Humanities or Fine Arts	9 hours	BA1,2,3
Social Sciences (CJ, CT, EC, HI, PS, PY, SO)	3 hours	BA5
Science	3-4 hours	BA5
Foreign Language	6-8 hours	BA4
Total Additional Hours	21-24 hours	
Total General Education Hours	52.5-56	

### Bachelor of Science: Additional General Education Competencies

BS1. Students will understand the historical, cultural, and social contexts of the humanities and of the fine arts.

BS2. Students will articulate a critical response to works in the humanities and in the fine arts.

BS3. Students will enlarge their experience through the study of works in the humanities and in the fine arts.

BS4. Students will develop skills for data-driven analysis.

BS5. Students will build on their foundational skills in science and social science to prepare them to be informed citizens.

### Additional General Education Requirements: Bachelor of Science

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
Humanities or Fine Arts	6 hours	BS1,2,3,
Social Sciences (CJ, CT, EC, HI, PS, PY, SO)	6 hours	BS5
Science	3-4 hours	BS5
Analytical Skills (Research Methods, Math above MA103, and Applied Computer Skills)	6-8 hours	BS4

Total Additional Hours	21-24 hours
Total General Education Hours	52.5-56

## Associate of Arts Degree Core Requirements

Common Core	Hours	Competencies
Foundations	12.5-13 hours	
CMU101/102	1.5-2 hours	I-See Goal for Foundations
Wellness	1 hour	8
Freshman Writing	3 (6 hours if taking EN110 & EN111)	1,2,3,4,5
Oral Communications	3 hours	1,2,3,4,5
Math/Algebra/Statistics	3 hours	6,7
Understanding Human Nature	13 hours	
Religion	3 hours	9,10,11
Social Science with Constitution	3 hours	12,13,14,15
Leadership	1 hour	18
Literature	3 hours	16,17
Valuing or Social Science (PY, SO, ECON, HI, PS, Ethics, ANTH, PL, CT)	3 hours	Valuing-9,10,11 Social Science-12,13,15
Exploring the Nature of the Universe	4 hours	
Science with Lab	4 hours	19,20,21,22
Total Common Core Hours	29.5-30 hours	

## Associate of Arts Degree Additional General Education Competencies

- AA1. Students will understand the historical, cultural, and social contexts of the humanities and of the fine arts.
- AA2. Students will articulate a critical response to works in the humanities and in the fine arts.
- AA3. Students will enlarge their experience through the study of works in the humanities and in the fine arts.
- AA4. Students will build on their foundational skills in science and in social science to prepare them to be informed citizens.

## Associate of Arts Degree: Additional General Education Requirements

Additional General Education Requirements	Hours	Competencies
Humanities or Fine Arts	9 hours	AA1,2,3
Social Sciences (CJ, CT, EC, HI, PS, PY, SO)	3 hours	AA4
Science	3-4 hours	AA4
Total Additional Hours	15-16 hours	
Total General Education Hours	44.5-46	

## Associate of Science Degree Core Requirements

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
Foundations	12.5-13 hours	
CMU101/102	1.5-2 hours	I-See Goal for Foundations
Wellness	1 hour	8
Freshman Writing	3 (6 hours if taking EN110 & EN111)	1,2,3,4,5
Oral Communications	3 hours	1,2,3,4,5
Math/Algebra/Statistics	3 hours	6,7
Understanding Human Nature	13 hours	
Religion	3 hours	9,10,11
Social Science with Constitution	3 hours	12,13,14,15
Leadership	1 hour	18
Literature	3 hours	16,17
Valuing or Social Science (PY, SO, ECON, HI, PS, Ethics, ANTH, PL, CT)	3 hours	Valuing-9,10,11 Social Science-12,13,15
Exploring the Nature of the Universe	4 hours	
Science with Lab	4 hours	19,20,21,22
Total Common Core Hours	29.5-33 hours	

## Bachelor of Science in Education Degrees: Additional General Education Competencies

BSE1. Students will understand the historical, cultural, and social contexts of the humanities and of the fine arts.

BSE2. Students will articulate a critical response to works in the humanities and in fine arts.

BSE3. Students will continue to develop their competencies in mathematics and in the sciences.

BSE4. Students will develop skills to use technology to enhance their classroom teaching.

BSE5. Students will understand the government, the history, and the economic systems of the United States.

## Bachelor of Science in Early Childhood Education: Additional General Education Requirements

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
Humanities or Fine Arts: AR186, AR188, or MU188	3 hours	BSE 1,2
Additional Science with/without Lab:	3-4 hours	BSE3
CS122ED	1 hour	BSE4
PY210 Educational Psychology	3 hours	BSE5
Additional Bachelor of Science in Education, ECE hours	11 hours	

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Total General Education Requirements 41.5-43 hours

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## Bachelor of Science in Elementary Education, Special Education, or Middle School: Additional General Education Requirements

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
CS122ED	1 hour	BSE4
Humanities or Fine Arts: AR186, AR188, or MU188	3 hours	BSE 1,2
Additional Science with/without Lab	3-4 hours	BSE3
MA224	4 hours	BSE3
Must take Economics, Geography	6 hours	BSE5
Additional Hours	18 hours	
Total General Education Requirements	49.5-50 hours	

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## Bachelor of Science in Physical Education and Health: Additional General Education Requirements

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
BI107 Anatomy	4 hours	BSE3
CS122ED	1 hour	BSE4
Humanities or Fine Arts	3 hours	BSE 1,2
Additional Hours	11 hours	
Total General Education Requirements	42.5-43 hours	

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Note: In addition, students in the BS in Elementary Education program will continue their studies in the core subjects they will teach. (e.g., mathematics, geography)

## Bachelor of Music Education: Additional General Education Competencies

BME1. Students will understand the cultural, social, and psychological contexts in which they will be working, teaching, and making music.

BME2. Students will incorporate these understandings into their professional persona.

## Bachelor of Music Education: Additional General Education Requirements

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
Psychology: PY210, PY223, and PY342	8 hours	BME 1,2
History, Government, or Anthropology	3 hours	BME 1,2
Total Additional General Education Requirements	11 hours	

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Total General Education Requirements 42.5-43 hours

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## Bachelor of Music-Voice: Additional General Education Competency

BMV1. Students will develop language and theatrical skills necessary for academic and/or professional careers in music.

## Bachelor of Music-Voice: Additional General Education Requirements

Additional General Education Requirements	Hours	Competencies
Foreign Language-Two languages, if available	8 hours	BMV1
Theatre Arts-acting or stage movement	3 hours	BMV1
Total Additional General Education Requirements	11 hours	
Total General Education Requirements	42.5-43 hours	

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## Bachelor of Music-Keyboards: Additional General Education Competencies

BMK1. Students will study a foreign language to increase their understanding of the cultural contexts in which they will be working, teaching, and making music.

BMK2. Students will broaden their academic or entrepreneurial skills.

## Bachelor of Music-Keyboards: Additional General Education Requirements

Additional General Education Requirements	Hours	Competencies
Foreign Language (two languages if available)	8 hours	BMK1
Social Science or Business	3 hours	BMK2
Total Additional General Education Requirements	11 hours	
Total General Education Requirements	42.5-43 hours	

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## Bachelor of Accountancy: Professional General Education Competencies

BAC1. Students will develop technological and analytical skills required by the accounting profession.

BAC2. Students will develop the ability to deal effectively with ethical dilemmas, to provide ethical leadership, and to understand the responsibility of accounting in society.

BAC3. Students will demonstrate a basic understanding of the determinants of long-run economic growth and of short-run economic fluctuations (the business cycle) and the opportunities and challenges these create for business.

## Bachelor of Accountancy: Professional General Educational Requirements

Additional General Education Requirements	Hours	Competencies
Statistics	3 hours	1
Applied Computer Skills	3 hours	1

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Ethics: PL306 Ethics and the Professions	3 hours	2
Economics	3 hours	3
Total Professional General Education Requirements	12 hours	
Total General Education Requirements	43.5-44 hours	

Note: Students applying to graduate school or for certification usually have 130 to 150 hours at graduation including 6-15 additional hours of general education

## Bachelor of Applied Science in Management: Professional General Education Competencies

BASM1. Students will develop technological and analytical skills required by management.

BASM2. Students will develop the ability to deal effectively with ethical dilemmas, to provide ethical leadership, and to understand the responsibility of business in society.

BASM3. Students will demonstrate an understanding of the importance of microeconomic thinking to the effective management of business enterprises.

## Bachelor of Applied Science in Management: Professional General Education Requirements

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
Statistics	3 hours	1
Applied Computer Skills	3 hours	1
Ethics: PL306 Ethics and the Professions	3 hours	2
Economics: EC314 Managerial Economics	3 hours	3
Total Professional General Education Requirements	12 hours	
Total General Education Requirements	43.5-44 hours	

## Bachelor of Science in Nursing: Professional General Education Competencies

BSN1. Students will broaden their understanding of human nature for the purpose of developing therapeutic relationship skills and communication skills necessary in health care.

BSN2. Students will understand the basic structure of and function of the human body.

BSN3. Students will improve critical thinking skills to support evidence-based practice.

## Bachelor of Science in Nursing: Professional General Education Requirements

<b>Additional General Education Requirements</b>	<b>Hours</b>	<b>Competencies</b>
Humanities or Fine Arts	3 hours	BSN1

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): Must include PH101 General Psychology OR SO101 Introduction to Sociology, whichever not taken in the Common Core. Must include a 200- or 300-level PY or SO	6 hours	BSN1
Science Required courses: BI107 Human Anatomy (4) and BI107L (1) BI205 General Physiology (4) and BI205L (1) BI305 Microbiology (3) and BI305L (1) CH107 Chemistry for Allied Health (3)	17 hours	BSN2
Analytical Skills (Statistics): AH316 Data Analysis for Nursing Practice or MA105 Elementary Statistics	3 hours	BSN3
Allied Health AH200 Introduction to Adaptation Nursing w/ lab AH314 Pathophysiology	6 hours	BSN3
Elective course	2-2.5 hours	
Total Professional General Education Requirements	37 hours	
Total General Education Requirements	69 hours	

## Bachelor of Science in Athletic Training: Professional General Education Competencies

BSAT1. Students will develop the critical thinking, decision-making, and communication skills necessary for success in athletic training, allied health care, and in a broad spectrum of professions in today's society.

BSAT2. Students will understand the basic structure of and function of the human body.

BSAT3. Students will demonstrate an understanding of ethical leadership, academic excellence, social responsibility, and human nature.

## Bachelor of Science in Athletic Training: Professional General Education Requirements

Additional General Education Requirements	Hours	Competencies
Science: • BI 102 w/lab • BI 107 Human Anatomy • BI 205 General Physiology • CH 107 Allied Health Chemistry or CH111 General Chemistry	16-17 hours	2
MA 105 Statistics AND CT 214 Web Page Design required	6 hours	1
Social Sciences: PY210 Educational Psychology OR PY223 Developmental Psychology	3 hours	3
Humanities	3 hours	3

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Total Professional General Education Requirements      28-29 Hours

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Total General Education Requirements      59.5-61 Hours

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If given a choice of courses to satisfy a Tier Two requirement, consult the following section. Students may not double-apply Common Core courses elsewhere; students may double-apply courses in Tier Two to the major or the minor.

## Fine Arts Courses

Fine Arts courses include survey courses, which examine the monuments and major figures of a visual or performing art, examine the social and cultural contexts and influences on this visual or performing art, and provide sufficient study of and exposure to the visual or performing art to enable the student to begin to comprehend the aesthetic and to offer an informed response to the aesthetic. Fine Arts requirements also can be satisfied by studio art courses that include instruction in history and theory.

CMU's faculty designated these as "Fine Arts" courses:

- AR111 Art Appreciation (3)
- AR116 Basic Photography (3)
- AR121 Basics of Design (3)
- AR130 Studio Art (3)
- AR186 Art History I (3)
- AR188 Art History II (3)
- EN212 Introduction to Cinema (3)
- MU145 History of Jazz (3)
- MU188 Music Appreciation (3)
- MU202 Musical Theatre and Opera on DVD/Video (3)
- TA103 Basic Principles of Theatre (3)
- TA111 Acting I (3)
- TA113 Script Analysis (3)
- TA211 Acting II (3)
- TA245 Oral Interpretation (3)
- TA250 Stage Makeup (3)
- TA253 Stagecraft (3)
- TA384 Theatre History I (3)
- TA386 Theatre History II (3)

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## Foreign Language Requirement

The BA degree requires six to eight hours of foreign language. Students whose native language is other than English who seek a degree requiring foreign language have the following options: (1) fulfill the foreign language degree requirement stated by the degree, (2) take six hours of 300-level literature in their native language if that language is offered at CMU, (3) take six hours in oral and written communications in addition to EN110/111 or EN 120, EN305 or 306, and CT 101.

## Humanities Requirements

Some degree programs designate which course(s) a student must take to fulfill the Humanities courses for Tier Two of the General Education curriculum. If no such designation exists, students may not count courses taken as part of the Common Core but instead must select courses from the following:

- **ENGLISH (EN):** EN212 (or satisfies "Fine Arts" requirement), EN216, EN224, EN236, EN238, EN334, EN312, EN323, EN324, , EN335, EN340, EN342, and EN348. EN190/ 290/390/490 satisfy Tier Two requirements unless otherwise indicated. EN160/260/360/460 do not satisfy Tier Two requirements.
- **PHILOSOPHY (PL):** PL105, PL225 (cross-listed with RL225), PL311, PL303, PL304, PL306, PL310, and PL314 (cross-listed with RL314). PL190, 290, and 390 satisfy Tier Two requirements unless otherwise indicated. PL 160/260/360/460 do not satisfy Tier Two requirements.

- **RELIGION (RL):** RL201, RL202, RL203, RL225 (cross-listed with PL225), RL301, RL302, RL303, RL310, RL314 (cross-listed with PL314), RL331, RL332, RL333, and RL336. Unless otherwise indicated, RL190/290/390/490 satisfy Tier Two requirements. RL160/260/360/460 do not satisfy Tier Two requirements.
- **SPANISH (SP):** SP203 and SP204. Unless otherwise indicated, SP190/290 satisfy Tier Two requirements. SP160/260 do not satisfy Tier Two requirements.
- **THEATRE (TA):** TA388

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## Mathematics Requirements

To fulfill Mathematics requirements, students must take courses with the MA (Mathematics) prefix.

## Analytical Skills Requirements

Some degree programs designate which course(s) a student must take to fulfill Analytical Skills courses for Tier Two of the General Education curriculum. Unless otherwise designated, students pursuing a Bachelor of Science degree must select from these courses:

- BU225 Computer Applications in Business
- PL101 Introduction to Logic
- a course in Research Methods (CJ/HI/PS/PY/SO 331 and PS/PY/SO 334 have been designated for students majoring in the Social Sciences.)
- a Math above MA103
- an Applied Computer Skills course

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Students may not apply any SC160/260/360/460 courses for the Analytical Skills requirement. Students may not count courses taken as part of the Common Core.

## Science Requirements

Some degree programs designate which course(s) students must take to fulfill Science requirements in Tier Two of the General Education curriculum. If no such designation exists, students must take courses with the AS (Astronomy), BI (Biology), CH (Chemistry), ES (Environmental Science), GL (Geology), or PH (Physics) prefix or SC101 and SC103 (but no other SC courses unless specified)-excluding courses numbered 160/260/360/460. Students must have met all prerequisites for these courses. Students may not count courses taken as part of the Common Core.

## Social Sciences Requirements

Some degree programs designate which course(s) students must take to fulfill Social Sciences requirements in Tier Two of the General Education curriculum. If no such designation exists, students must take courses with the CJ (Criminal Justice), CT (Communication), EC (Economics), HI (History), PS (Political Science), PY (Psychology), or SO (Sociology) prefix—excluding any Social Science 190/290/390/490, 160/260/360/460, and 268/368/468. Students may not count courses taken as part of the Common Core.

# General Information

## CMU at a Glance

Central Methodist University provides a broad range of undergraduate liberal arts and professional education programs. It is co-educational, private, and church-related, and its Fayette campus is largely residential.

The College of Graduate and Extended Studies (CGES) has locations throughout the state of Missouri.

CMU also offers the Master of Education degree, the Master of Music Education degree, the Master of Science in Clinical Counseling, and the Master of Science in Nursing.

- Founded in 1854 and affiliated with the United Methodist Church
- Governed by a 39-member self-perpetuating Board of Trustees
- Fifteen-to-one student/faculty ratio; class sizes average 21 students

## Location & History

The home campus of Central Methodist University is located in historic Fayette, MO, midway between St. Louis and Kansas City, a region of exceptional natural beauty. The ninety-four acre campus is distinguished by its majestic shade and ornamental trees and is designated a National Historic District. Officially authorized to operate as Central College in March 1855, by the legislature of the State of Missouri, the College had antecedents as far back as 1841 when the Methodist Episcopal Church South operated Howard High School on the present site. Classes began at Central College in 1857.

Efforts to unify the educational interests of the church in Missouri led to the absorption of Howard-Payne College by Central College in 1922. This merger was quickly followed by the concentration of all educational interests of the Methodist Episcopal Church South in Missouri, in Central College. Following this plan, the Central College for Women at Lexington, Scarritt-Morrisville College at Morrisville, and Marvin College at Fredericktown were closed in 1924-25, and Central College acquired their assets.

In 1939, with the merger of the Methodist Episcopal Church, the Methodist Episcopal Church South, and the Methodist Protestant Church, Central College was designated as the one undergraduate educational institution in Missouri for what later became the United Methodist Church. In 1961, the Board of Curators changed the College's name from Central to Central Methodist College.

In 1989, Central Methodist College, in cooperation with Mineral Area College in Park Hills, Missouri, began baccalaureate degree completion programs which afford opportunities for citizens of that region, who have completed their AA degree (or who have 60 hours of college credit), to earn a bachelor's degree. In 1994, Central Methodist College, in cooperation with East Central College in Union, Missouri, began baccalaureate degree completion programs at ECC so that citizens of that region could earn a bachelor's degree. In 1996 the College began offering the Master of Education degree on all three campuses. Since that time, CMU has established partnerships with State Fair Community College (SFCC), Three Rivers College (TRC), and other corporate partners.

In May 2004, the Central Methodist University Board of Trustees voted to change the name of the institution to Central Methodist University. This name change recognized the growth in graduate and extended studies programs and more appropriately describes the Central Methodist University of the 21st century.

## Values, Mission, and Educational Goals

### Who we Are

Central Methodist University is known for its high quality undergraduate and graduate educational programs, its values-centered learning experiences and longstanding church relationship, its strong liberal arts tradition, its emphasis on character and leadership development, and the success of its graduates through their further educational and professional pursuits. Characterized by academic excellence and proactive, personalized student services, programs are offered in Fayette and statewide via distance learning technologies as well as through partnerships with schools, churches, hospitals, and other institutions of higher education.

### Values

Central Methodist University affirms its Wesleyan heritage and its unique place as the only United Methodist-related University in Missouri. The location of its main campus in a small, historic, rural community provides an opportunity for students to live and to learn in a safe setting. The University values its strong liberal arts. CMU and its outreach activities foster a tradition, providing a foundation for excellent professional programs environment in which a diverse student body can develop intellectually, socially,

and spiritually. University life emphasizes honesty, integrity, civility, and a strong sense of personal responsibility as integral elements of character and leadership. Central Methodist University nurtures a spirit of community and caring among students, faculty, and staff.

## Mission

Central Methodist University prepares students to make a difference in the world by emphasizing academic and professional excellence, ethical leadership, and social responsibility.

## Statement on Civility (from CMU Creed)

Civility is upholding the values of respect, kindness, and diplomacy in our direct and indirect interactions with others. Diversity is recognizing differences between people and perceiving these differences as an asset to the community

## CMU's Guiding Vision Statement and the University Learning Principles

Central Methodist University will be recognized and valued as an institution delivering distinctive academic programs of excellence, nested within a robust and supportive campus environment, preparing students for making a living and living a life.

To ensure that educational experiences at CMU engender the ideals incorporated in the mission and vision statements, the faculty, administration, and trustees adopted new university wide learning principles and associated outcomes in the Spring of 2016. Six of the nine outcomes will be used to assess the general education program (the first two outcomes listed for each principle). The remaining higher order outcome will be assessed at the senior, graduating student level.

### Communication (articulate, multimodal, professional)

1. Students are articulate, able to speak and write clearly and effectively.
2. Students are multimodal, able to interpret and express ideas through multiple modes of communication.
3. Students are professional, able to adapt to and interact with others in a confident, responsible, and engaged manner.

### Curiosity (discover, analyze, create)

1. Students can discover, explore, and seek solutions based on accumulated knowledge and current research.
2. Students can analyze, evaluate, interpret, and summarize data.
3. Students can create and innovate using critical thinking and collaborative skills.

### Community (serve, respect, lead)

1. Students will serve others and be ethical, informed citizens.
2. Students will understand and respect diversity, including others' viewpoints, positions, and beliefs.
3. Students will lead creatively and collaboratively to produce positive changes in the broader world.

## Creed for CMU

The Central Methodist University community, consistent with its United Methodist heritage, strives for academic excellence, individual achievement, and social responsibility. As members of that community we believe in:

seeking knowledge, truth, and wisdom

Knowledge refers to the accumulation of facts or ideas. But mere knowledge of facts cannot inform us as to what constitutes the truth. To seek truth means to go beyond the simple facts; it requires that we recognize that facts alone cannot determine what is good or just, that we must be open to other ways of seeking and knowing truth. Habits of the mind should move us beyond knowledge towards wisdom, which requires an understanding that decisions and actions should be based on both knowledge and the will to do good.

valuing freedom, honesty, civility, and diversity

For the academic enterprise to be successful there must be the free, open, and civil exchange of diverse ideas, opinions and information. Ideas and opinions must be shared and compared in order for the best to emerge. Learning is the heart of the academic enterprise and it is only possible when all parties assume the responsibilities appropriate to their roles. Academic integrity consists of the accurate depiction of the actual work or performance of any person. Academic integrity and academic honesty require that each person accept the obligation to be truthful in all academic endeavors. Civility is upholding the values of respect, kindness, and

diplomacy in our direct and indirect interactions with others. Diversity is recognizing differences between people and perceiving these differences as an asset to the community.

living lives of service and leadership and

The uniting of knowledge and active faith is a cornerstone of Wesleyan tradition. Academic excellence coupled with acts of kindness and service to the local and global community are indicators of character development on the CMU campus. There are many styles of leadership. Servant leadership, as exemplified in the life of Jesus, is a model for the CMU community.

taking responsibility for ourselves and the communities in which we live.

Being a part of CMU affects not only ourselves, but also the community in which we live. We must all be responsible for our actions and their consequences, but we should also be dedicated to one another. As individuals and as a community we must demonstrate responsible life choices with a deep concern for the common good.



# Academic Calendar 2017-18

<b>Fall Semester</b>	<b>Fall 2017</b>
Faculty & Staff Fall Workshop	August 17, 2017
Freshmen Arrive	August 18, 2017
Upperclassmen Return	August 20, 2017
Registration Validation	August 21, 2017
Classes Begin	August 21, 2017
Last Day to Add an online course (Term I)	August 23, 2017
Convocation	August 24, 2017
Last Day to Add & Drop w/o "W"	August 25, 2017
Labor Day (no classes all day)	September 4, 2017
Family Weekend	September 30, 2017
Homecoming Weekend	October 14, 2017
Mid-Term Grades Due	October 17, 2017
Pre-Registration for Spring Begins	October 18, 2017
Fall Break (no classes all day)	October 23, 2017
Thanksgiving Recess Begins	November 18, 2017
Thanksgiving Recess Ends	November 26, 2017
Last Day to Drop Courses w/"W"	November 27, 2017
Last Day of Classes	December 8, 2017
December Commencement	December 9, 2017
Number of classes for the semester	42 MWF/30 TR
Final Exams	Dec.11-14, 2017
Final Grades due by 8 a.m.	December 18, 2017
Students may view grades on myCMU	December 20, 2017
<b>January Term</b>	<b>January, 2018</b>
Registration for ONLINE January Classes	October 18, 2017
Regular Registration (non-online January classes)	October 18, 2017
ONLINE January Session Begins	December 18, 2017
January Session Ends	January 12, 2018
Final Grades due by 8 a.m.	January 15, 2018
Students may view grades on myCMU	January 16, 2018
<b>Spring Semester</b>	<b>Spring 2018</b>
Residence Halls Open	January 14, 2018

Registration Validation	January 15, 2018
Martin Luther King, Jr., Day (no classes)	January 15, 2018
Classes Begin	January 16, 2018
Last Day to add an Online Course (Term III)	January 17, 2018
Last Day to Add & Drop w/o "W"	January 19, 2018
Mid-Term Grades Due	March 12, 2018
Spring Recess Begins	March 17, 2018
Spring Recess Ends	March 25, 2018
Pre-Registration for May, Summer, & Fall	March 26, 2018
Good Friday (no classes all day)	March 30, 2018
Service Day—no classes except labs	April 5, 2018
Last Day to Drop Courses w/"W"	April 20, 2018
Last Day of Classes	May 4, 2018
Number of classes per semester	23 MWF/29TR
Final Exams	May 7-10, 2018
Commencement (Fayette)	May 12, 2018
Final Grades due by 8 a.m.	May 14, 2018
Students may view grades on myCMU	May 21, 2018
<b>Summer Session</b>	<b>Summer 2018</b>
Summer Registration	March 26, 2018
Summer Classes Begin	May 14, 2018; June 4, 2018; and other dates
Last Day to Drop Summer Courses w/o "W"	One week before end of course
Fourth of July (no classes all day)	July 4, 2018
Summer Session ends	August 17, 2018
Summer Session grades due	August 20, 2018
Students may view grades on myCMU	August 21, 2018

# Financial Assistance

## Applying for Financial Assistance

Those students who are qualified to receive financial aid based on demonstrated financial need must complete the Free Application for Federal Student Aid (FAFSA). All applicants for Central Methodist University scholarships and grant funds should have their Free Application for Federal Student Aid filed by February 1 if they are to have priority in the awarding of funds. Financial Assistance awards are made as soon as the applicant has been accepted for admission, and the results of the FAFSA have been received by the Office of Financial Assistance.

Students may complete the FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students must designate Central Methodist University as a recipient of the need analysis report from the application. Our Title IV school code is 002453. The FAFSA application can be submitted after October 1. Each student must make application annually for renewal of all state and federal financial assistance by filing the Free Application for Federal Student Aid.

Central Methodist University reserves the right to modify financial awards initially or at renewal if the student receives additional aid, if there is a significant change in the parent's or student's income or assets, if there is incorrect information on the FAFSA application, if the student does not meet the prescribed requirements for a specific scholarship, or if there is a change in student status involving either enrollment or housing. A professional judgment determination will be made within 30 days after the submission of the required paperwork.

Students engaged in a study abroad program are eligible to receive Title IV Federal Student aid if the program is approved for credit by the University. The study abroad program does not have to be a required part of the student's degree program.

## Scholarships and Financial Assistance

The Office of Financial Assistance endeavors to assist deserving students and their families by making it financially possible to attend Central Methodist University. Scholarship and grant funds are provided in part by the generous gifts of alumni, curators and friends of the University. State and federal student assistance programs are also used to assist students financially in attending CMU. The primary criterion for determining the amount of financial assistance a student is eligible to receive is financial need. It is the responsibility of the student and his or her family to fund the educational cost of attending college. In addition, many scholarships and grants are awarded on the basis of academic excellence, leadership, character, and talent.

All students receiving institutional financial aid are required to live on campus unless, before the first day of the semester's classes, they are [1] married, [2] the custodial parent of a minor child living with them, [3] over 21 years of age, [4] in their fifth year of college, or, [5] living with a parent in the parent's primary residence within 35 miles of Fayette. To receive institutional aid or the state need-based grant, a student must be enrolled full time in an undergraduate CLAS degree program. To receive the Federal Stafford Loan, a student must be enrolled at least half time. The number of hours enrolled determines the amount, if any, of the Federal Pell Grant. Federal Pell Grant awards are limited to twelve semesters (600% of eligibility). Subsidized Federal Stafford loans are limited to 150% of a student's published degree program length.

The renewal of academic scholarships is based on the student's cumulative grade point average. Renewal of athletic or talent scholarships requires that the student meet the participation criteria established by the Division Chair or Athletic Director or coach.

Students will not receive any financial assistance if they owe refunds on grants or are in default on a loan previously issued by Central Methodist University or another college, or are not maintaining satisfactory progress in the course of study they are pursuing according to the standards and practices of the University. Please refer to the section below on Standards of Satisfactory Academic Progress to Maintain Financial Assistance Eligibility.

All funding is awarded in accordance with state and federal policies, and those policies set forth by the Enrollment Management Committee. Central Methodist University does not discriminate on the basis of race, color, sexual preference, religion, sex, national origin, age, or federally defined disability in its recruitment and admission of students. Concerns regarding financial aid should be filed first with the Director of Financial Assistance. Appeals may be made to the Vice-President of Finance and Administration.

## Student Employment

On-campus employment is available to students. Students must check with the Office of Financial Assistance to verify whether work-study awards will fit into their financial aid award package. Upon verification of eligibility, students should contact the Office of Career Development to apply for openings. Students may also contact departments for information on available positions.

Once a student has been selected for a position, they are required to complete a W-4 form and an I-9 form in the Payroll Office. Minimum wage rates are paid. Paychecks are available in the Business Office on the 10th of each month (September 10th - June 10th) for hours worked the prior month.

## Book Vouchers

The CMU Business Office will provide a book voucher to eligible students, upon request from the student, for use at the CMU Bookstore for needed textbooks and supplies. To be eligible for a book voucher, students must have all financial aid paperwork completed and be due a refund. Eligible students can request a book voucher once they have returned to campus for the semester, and a charge for the amount of the voucher will be placed against the student's account. Students can determine if they are due a refund by checking the financial assistance and billing and payment sections of their myCMU account or by calling the Business Office or Office of Financial Assistance. Even if eligible, students are not required to use the book voucher or purchase books through the CMU bookstore.

## Standards of Satisfactory Academic Progress to Maintain Financial Aid Eligibility- Undergraduate

(effective July 1, 2012)

All students who receive CMU, federal, or state financial aid must make satisfactory academic progress toward degree completion. There are two components used to measure academic progress: Cumulative Grade Point Average (GPA) and Pace of Completion. Minimum criterion for both components must be met to achieve satisfactory academic progress. Academic progress is reviewed at the end of each semester.

Outlined below are the minimum requirements to meet satisfactory academic progress:

- **Cumulative GPA:** Cumulative GPAs are calculated according to procedures outlined in CMU's General Academic Regulations.

Weighted Hours Attempted	Minimum Cumulative GPA
1 to 29	1.80
30 to 59	1.90
60 to 89	2.00
90 and beyond (including Graduate/Professional level)	2.00

**Pace of Completion:** Students must complete at least 67 percent of all coursework attempted. Students who receive financial aid from CMU are required to submit official transcripts from all previous institutions. Any hours that are transferred to CMU will be included in the number of credit hours attempted and earned. Incompletes and withdrawals are included in coursework attempted. Audited and remedial coursework is not included. Repeated coursework is included.

**Failure to Meet Satisfactory Academic Progress.** A student who fails to meet the minimum acceptable standards will receive a financial aid warning for a period of one semester via email. The student will be considered to be on Financial Aid Warning. All minimum requirements of satisfactory academic progress must be met by the end of the warning period to maintain financial aid eligibility. During a financial aid warning, a student is still able to receive financial aid. If the student improves his or her academic progress to at least the minimum standards, the warning will expire.

Students who have received a financial aid warning, and fail to meet minimum satisfactory academic progress during the warning period will have all federal, state, and institutional aid terminated, including student loans and work study. The student is considered to be on Financial Aid Suspension. Students will receive notification of financial aid suspension via email and first class mail at their permanent residence.

A student suspended from financial aid eligibility may appeal the decision and petition for financial aid reinstatement. Appeals must be made in writing to the Office of Financial Assistance for review by the Enrollment Management Committee. Appeals should document the circumstances that caused failure of academic progress, as well as a plan to improve progress to meet the minimum standards of satisfactory academic progress by the next review period. Any student who appeals and is approved will be considered on Financial Aid Probation. Students on financial aid probation will remain eligible for financial aid. Granted appeals may have additional stipulations outlined by the Enrollment Management Committee.

Students suspended from receiving financial aid can also re-establish eligibility by bringing their academic progress back into compliance with the minimum requirements of satisfactory academic progress.

**Maximum Financial Aid Eligibility.** Students must complete a degree program within a time frame of no longer than 150 percent of the published length of the degree program to receive Federal financial aid. All attempted, withdrawn, or transferred credits that apply to a student's degree program count toward the maximum time limit. For example, a student pursuing a Bachelor of Science in Athletic Training must complete 124 credit hours to meet the degree program requirements. The student may attempt up to 186 credit hours, after which time the student will be no longer be eligible for Federal financial aid.

Notice will be provided to students that have reached 100 percent of the published length of their degree program. Notice will be provided via email each time academic progress is reviewed until the student reaches 150 percent, at which time the student will no longer be eligible for Federal financial aid.

# United Methodist Heritage

"Unite the pair so long disjoined-knowledge and vital piety." These words from Charles Wesley provide the basis for (United) Methodism's involvement in higher education. John Wesley, Charles' older brother and the founder of Methodism, was the catalyst for uniting religious studies with the traditional liberal arts since John and Charles had grown up in an environment that stressed both religious and traditional educational formation. Thus the Wesleyan heritage has from the beginning incorporated both the religious and the liberal arts aspects of education.

When Jesus was questioned by a young lawyer as to what was the greatest commandment in the law, Jesus answered, "Love the Lord with all your heart, with all your soul, and with all your mind...and You shall love your neighbor as yourself" (Matthew 22:37,39).

To love God with one's mind

implies an intellectual love of God. It has always been the nature of the church to express itself through this form of love and worship of God. It is from this understanding that the Methodist Church launched its involvement in higher education on December 24, 1784, at the Christmas Conference in Baltimore, Maryland. The newly formed Methodist Church passed a resolution authorizing the establishment of Cokesbury College in Abingdon, Maryland. This event marked the beginning of a commitment to higher education by the church that has continued for over 200 years. Since that time more than 1,500 academies, colleges, and universities have been established by the (United) Methodist Church. In those years some have closed, some have merged with other colleges, and some have become state-supported institutions. Today in America there are 123 colleges, universities, and schools related to the United Methodist Church.

On April 13, 1853, Central Methodist University was founded by Nathan Scarritt and David Rice McAnally. The University was chartered on March 15, 1855, and the first classes were held September 18, 1857, with one building on one acre of ground, 144 students, and 3 faculty members. In what was to become a prophetic statement, Nathan Scarritt said, "Let our motto be, One Methodist College in Missouri, and Only One." Over the years eight other Methodist colleges and over 100 other schools were established in Missouri. Today the words of Scarritt have come to fruition. There is only one United Methodist-related university in the State of Missouri, Central Methodist University.

Throughout two centuries of church-related higher education, our "Wesleyan tradition has endeavored to avoid narrow sectarianism" (A College-Related Church by the National Commission on United Methodist Higher Education). That is, United Methodist institutions are committed to values-centered inquiry, critical thinking, and a liberal arts curriculum. The (United) Methodist Church has stressed five major concepts that have been the basis for the church to continue its support and involvement in higher education. Our Wesleyan heritage and traditions are defined by these five concepts

1. Education should be available to all people regardless of social standing, ethnic identity, or gender.
2. Education should appropriately relate faith and reason.
3. Education should help individuals make full use of their capabilities and experience for service.
4. Liberal and classical learning is critical, as well as professional and vocational training. Neither is subservient to the other.
5. Education should aim at high standards of student achievement based on deep concern for what is best for the person (from To Give the Key of Knowledge by the National Commission on United Methodist Higher Education).

Today there are new issues and challenges facing all levels of education. The over 200-year tradition of the United Methodist Church and what it believes vital in education continue to inform the current policy of church-related higher education. The United Methodist Church is involved in higher education because it is the nature of the church to express itself in the intellectual love of God. The Wesleyan heritage has supported the ideal of uniting knowledge and vital piety within a diverse community from the beginning. This nature and this ideal are clearly reflected in the statements of values, mission, and educational goals of Central Methodist University.

# University Officers & Board of Trustees

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# Student Expenses

Central Methodist University is a private, not-for-profit, gift-supported institution, deriving no direct income from taxes or other public funds. Tuition and fees cover only part of the instructional costs each year, and the remainder of the operating budget is income from the Endowment Fund, as well as gifts of alumni, (business) corporations, The United Methodist Church, and other friends of the University.

The Board of Trustees of Central Methodist University reserves the right to change the fees listed in this catalog without notice should the situation warrant a change. However, such changes will not occur during the current year in which a student is in attendance.

<b>Annual Direct Costs - Tuition, Room, Board, and Fees</b>	<b>2016-17</b>	<b>2017-18</b>
Tuition (12-18 hours per semester)	\$22,280	\$23,000
Average Room and Board	\$7,550	\$7,730
Fees	\$730	\$770
<b>Total Average Annual Direct Costs</b>	<b>\$30,560</b>	<b>\$31,500</b>
Average Book and Supply cost (estimated)	\$1,000	\$1,000
<b>Direct Costs - Breakdown per Semester</b>	<b>2016-17</b>	<b>2017-18</b>
Full-time tuition (12-18 hours)	\$11,140	\$11,500
Part-time tuition (7-11 hours, per credit hour)	\$930	\$960
Part-time tuition (1-6 hours and summer courses, per credit hour)	\$210	\$210
Overload tuition (for each hour over 18)	\$210	\$210
Residence Hall*	\$1,850	\$1,890
Meal Plan^	\$1,925	\$1,975
<b>Student Fees Per Semester: Mandatory (full-time or per credit hour, part-time) - 2017-18</b>		
Career Center Fee	\$25 or \$2.50	
Classroom Assessment Fee	\$110 or \$9.25	
Educational Resource Fee	\$120 or \$10	
Health Clinic Fee	\$30 or \$2.50	
Student Government Fee (2016-17 is \$70 or \$7)	\$90 or \$9*	
Yearbook Fee	\$10 or \$1	
<b>Other Fees (Not all fees are applicable to all students.) - 2017-18</b>		
Art Fee (per credit hour)	\$10	
<b>Athletic Training Program Fees**</b>		

CGES Student Service Fee (per credit hour)	\$15
<b>Continuing Education Credit Fees**</b>	
Credit by Examination	\$35
Credit by Exam, Nursing Clinical Performance	\$150 per course
Duplicate Diploma	\$25
Education Majors Background Check**	\$13.25 per transaction
Freshman Class Book (CMU101)	\$15
Graduation Fee	\$75
Greek Insurance	\$50, \$75 for new members
ID Card Replacement	\$10
Late Payment Fee	2% monthly of the balance due
Nursing ATI Supplemental Fee (AH318 & AH418)**	\$1012.50 each course
Nursing Criminal Background Check**	\$70
Nursing Background Check for MoSBN**	\$45
Nursing Immunization Tracker**/Castle Branch	\$30
Nursing NCLEX Registration**	\$200
Nursing Registration with FCSR**	\$11
Nursing TEAS Exam**	\$60
Nursing Urine Drug Screen**	\$42-63 depending on where screening is obtained
Nursing Junior Year Fees**	\$315
Nursing Senior Year Fees**	\$242
Online Service Fee	\$50
<b>Occupational Therapy Program Fees**</b>	
Overload Fee (more than 18 hours)	\$210
Orientation Fee	\$100
Parking Citations	\$15-100
Parking Permit (per semester)	\$30
Payment Plan Enrollment Fee	\$25-\$50
<b>Physical Therapist Assistant Program Fees**</b>	
Preceptor Fee	\$100
<b>Printing Costs</b>	
Private Music Lessons (per lesson, max \$250)	\$125
Re-Core & Replace Keys	\$75
Re-issued Payroll or Refund Check	\$25
Residence Halls - Damage Deposit	\$100
Returned Check	\$30
Science Laboratory Fee (per course, max \$100)	\$50

Security Check & FBI Fingerprint Screening for Education majors	\$43.05
Single Room Charge (per semester)	\$500
Sports Medicine/Athletic Training Physical (per semester)	\$75
Student Teaching Fees (flat rate)	\$625
Student Teaching Mileage Fee (only for those students teaching outside the 60-mile radius)	\$.50 per mile, up to \$500
Transcript Fees	Mailing \$7.25 Electronic Exchange: \$7.25 Electronic PDF: \$9 Fax Unofficial: \$7.50 Priority Mail: Add \$20 Priority Mail: Add \$15
Wire Transfer Payment Fee**	Domestic: \$20 International: \$50

\*\*Subject to changes initiated by the vendor

\* This is the average cost for a resident hall, this number will vary depending upon the residence hall chosen.

^This is the cost of a full meal plan (19 meals per week); the cost will vary depending on the meal plan chosen. Freshmen and Transfer students are required to have the 19 meal plan for the first year of attendance. See below.

#### **Tuition for Part-time or Audit Students**

1-6 Semester Hours (per credit hour)	\$210
7-11 Semester Hours (per credit hour)	\$930
Overload Charge (per credit hour over 18 hours)	\$210
High School Students	(one course per semester at half reg. tuition rate)
Graduate (M.Ed.) (per credit hour)	\$250
Graduate (MME) (per credit hour)	\$250
Graduate (MSM) (per credit hour)	\$380
Graduate (MSN) (per credit hour)	\$380
Graduate (MSCC) (per credit hour)	\$380
Undergraduate Online (per credit hour)	\$250
Undergraduate Online Service Fee (per online course)-applies only to students enrolled in 12 or more CLAS hours	\$50
Graduate Online (per credit hour)	\$290
CMU First Class (Dual Credit) (per credit hour)	\$80
CMU First Class (Dual Credit) Online (per credit hour)	\$120
Accelerated BSN (per credit hour)	\$540
Associate of Arts (Columbia, MO only) (per credit hour)	\$105

#### **Payment Regulations**

Fees and expenses are due and payable by the published due date; students will not be admitted to classes until arrangements concerning their settlement have been made at the Business Office. If financial obligations are not honored, the student will be denied certain university services (e.g., registration, transcripts, and food service). All payments not received within 10 days of the due date will be assessed a monthly late fee of 2% of balance.

Monthly payment options are available through NelNet. There are several payment plans available for the handling of student accounts. The total cost may be paid at the beginning of each semester. For more information about the payment plans, please write the Student Receivable Cashier, Central Methodist University, 411 Central Methodist Square, Fayette, MO 65248, or call 660-248-6207.

## refundRefunds and Withdrawal

A student who wishes to withdraw from the University must obtain a withdrawal form from the Director of Student Success in the Center for Learning and Teaching. **It is the student's responsibility to see that this withdrawal form is completed and filed with the Director of Student Success or Hall Director.** The form is NOT complete until it is returned to either the Director of Student Success or the Hall Director. The form requires signed clearance from the Residence Hall Director, Library, Financial Assistance Office, Scholarship Coach or Director (music/athletics), Director of Student Success, and Business Office. When the completed withdrawal form, together with the student ID Card, is filed, the University will adjust tuition in accordance with the following refund schedule:

Fall and Spring semesters	Refund
Withdrawal first and second weeks	90% of tuition
Withdrawal third and fourth weeks	50% of tuition
Withdrawal fifth, sixth, seventh, and eighth weeks	25% of tuition
After eighth week	None
<b>8 Week Course</b>	
Withdrawal first week	90% of tuition
Withdrawal second week	50% of tuition
Withdrawal third and fourth week	25% of tuition
After fourth week	None
<b>4 Week Course</b>	
Withdrawal first through second day of class	90% of tuition
Withdrawal third through fifth day of class	50% of tuition
Withdrawal sixth through tenth day of class	25% of tuition
Withdrawal after 10th day of class	None
<b>3 Week Course</b>	
Withdrawal first through second day of class	90% of tuition
Withdrawal third through fourth day of class	50% of tuition
Withdrawal fifth through eighth day of class	25% of tuition
	None

Board fees are refunded on a pro-rata basis. Room and incidental fees are non-refundable. Institutional financial aid will be charged back at the corresponding tuition refund percentage. Federal assistance will be refunded according to federal guidelines.

Students who do not officially withdraw or are administratively withdrawn from CMU may forfeit eligibility for a tuition refund. When students earn a zero grade point average (0.0 GPA) for a payment period, they are not eligible for a tuition refund despite the possibility that they may be subject to federal funds returns (See Return to Title IV Funds).

## Student Accounts

**Payments:** Remittances should be addressed to the Cashier, Central Methodist University, 411 Central Methodist Square, Fayette, MO 65248. For questions, call 660-248-6207.

**Outstanding Accounts:** Students who have outstanding accounts may not be allowed to take final examinations, to pre-register for the next semester, to have transcripts issued, to participate in commencement, or to receive diplomas until appropriate financial arrangements have been made with the Business Office. Room, Board, and other privileges may be suspended as a result of unsatisfactory payments. Past due accounts may be turned over to a collection agency with all related legal and collection fees also due from the student.

# Student Organizations

## General Honorary and Leadership

**Alpha Lambda Delta** is a national honors society for freshmen in the top ten percent of their Freshman class. Students are selected after first-semester grades are posted. Students must still be freshmen at the end of their first semester of classes at CMU in order to qualify for membership. (Advisor: Dr. Richard Bradley; colors: red, gold, white)

**Omicron Delta Kappa** is a national honorary leadership organization. Membership is limited to Juniors and Seniors and is based on achievement in scholastic and extracurricular activities. (Advisor: Dr. John Bellefeuille; colors: sky blue, white, and black)

**Sigma Epsilon Pi** is an honorary society organized for the purpose of giving special recognition to scholastic achievement in student life. Membership is limited to seven members of the faculty and ten percent of the Senior class. Students must have a minimum scholastic average of 3.3 for seven semesters. (Advisors: Prof. John Flanders and Prof. Maryann Rustemeyer)

**Alpha Chi National College Honor Scholarship Society** is a national honors society for the top ten percent of Juniors and Seniors. (Advisor: Dr. Richard Bradley; colors: white and blue)

## Athletic Training

**Student Athletic Training Association** (Advisors: Profs. Wade Welton and Jill Pratte)

## Biology

**Beta Beta Beta** is a national honorary Biological society. (Advisor: Dr. Paul Porneluzi and Prof. Greg Thurmon; colors: red and green)

## Business

**Delta Mu Delta** is a national honor society in Business Administration. (Advisor: Prof. John Flanders; colors: purple, gold, and white)

**Enactus** is an organization that develops and implements programs to inform the community about the free enterprise system. (Advisor: Prof. Julie Bennett)

## Chemistry

**Student Affiliates of the American Chemical Society** is a national professional organization in chemistry. (Faculty Advisor: Dr. James Gordon)

**Gamma Sigma Epsilon**, Upsilon Beta Chapter of the National Chemistry Honor Society. (Advisors: Drs. John Bellefeuille and James Gordon; colors: blue and white)

## Communication

**Pi Kappa Delta** is a national honorary fraternity in speech and debate. (Advisor: Prof. Collin Brink) Scholarly Communications Society (Advisor: Dr. Kristin Cherry)

## Criminal Justice

**Lambda Alpha Epsilon** is the national professional criminal justice fraternity. (Advisor: Prof. Teri Haack)

## Education

**Student Missouri State Teachers Association (SMSTA)** was founded in 1947. All students who are interested in a career in education must join a professional organization by their senior year. The Missouri State Teachers Association is the sponsoring organization. (Advisor: Prof. Barb Thurmon)

**Kappa Delta Pi, Alpha Eta Nu chapter**, an international honorary organization in Education, was founded in 1911 to foster excellence in education and promote fellowship among those dedicated to teaching. The Alpha Eta Nu chapter at CMU was founded in 2014.

## English

**Sigma Tau Delta** is a national honorary fraternity in English. (Advisor: Dr. John Porter; colors: cardinal and black)

## International Students

**International Eagles** is open to all students. (Staff Advisor: Cathy Baxter)

## Mathematics

**Kappa Mu Epsilon** is the national honorary undergraduate Mathematics fraternity. (Advisors: Dr. Jerry Priddy and Prof. Pam Gordy; colors: pink and grey)

## Music

**American Choral Directors Association** student chapter (Advisor: Dr. Claude Westfall)

**National Association for Music Education Collegiate (NAfME-C)** is a national organization of students interested in professional development in the field of Music education. (Advisors: Prof. Skip Vandelicht and Dr. Claude Westfall)

**Percussion Society** (Advisor: Prof. Skip Vandelicht).

**Phi Mu Alpha Sinfonia** is a national professional music fraternity for men of the Professional Inter-fraternity Conference and the National Music Conference. (Advisor: Prof. Skip Vandelicht; colors: red, black, and gold)

**Sigma Alpha Iota (SAI)** is an international fraternity for women in music. A student must have high scholastic standing and must have taken or enrolled in a Music class to be eligible for membership. (Advisor: Dr. Dori Waggoner; colors: red and white)

**Student-National Association of Teachers of Singing (S-NATS)** has fostered the formation of student chapters in order to advance knowledge about the professions of teaching and singing. The Student NATS chapter is an organization of students who can meet, hold events and discussions, participate, practice, and learn more about voice teaching as a profession and singing. (Advisor: Dr. Susan Quigley-Duggan)

## Nursing

**Student Nurses' Association (SNA)** is a constituent of the Missouri/National Student Nurses' Association (MOSNA/NSNA).

## Philosophy

**Phi Sigma Tau, Missouri Zeta Chapter**, is a national Philosophy honorary society. (Advisor: Dr. Daryl Jefferies; colors: white and purple)

## Pre-Health Professions

**Alpha Epsilon Delta** is a national pre-health professions honors society. (colors: red and violet)

## Pre-Law

**Phi Alpha Delta** is the national pre-law fraternity. (Advisor: Dr. John Carter; colors: gold and purple)

**Pre-Law Club** is for upperclassmen who plan to enter the law profession. (Advisor: Dr. John Carter)

## Psychology

**Psychology Club** is for students majoring in Psychology. (Advisor: Dr. Beth Gold)



**Psi Chi** is an honorary organization for students in Psychology. (Advisor: Jacqueline Anson)

## Religious

**Theta Alpha Kappa** is a national honor society for Religious Studies and Theology. (Advisor: Dr. Daryl Jefferies; color: scarlet)

**Campus Ministry** is a Christian fellowship open to all students. It focuses on worship and Christian service..

**Fellowship of Christian Athletes** a Christian sports organization.

**Navigators (Navs)** is an interdenominational international ministry. (Advisor: Dr. James Gordon)

## Service

**Alpha Phi Omega** is a national service fraternity following the principles of the Boy Scouts of America serving the entire community with projects of worthwhile endeavor. (Advisor: Prof. Joy Flanders; colors: royal blue and old glory gold)

## Social Science

**Pi Gamma Mu** is an international social science honor society. (Advisor: Dr. Kristin Cherry; colors: royal blue and white)

## Sociology

**Student Sociological Association** is for students studying Sociology. (Advisor: Dr. Brent Myer)

## Student Government

**The Student Government Association (SGA)**, of Central Methodist University includes all students of the College of Liberal Arts and Sciences. The President and Vice President are elected by the student body and other representatives are either elected or appointed. SGA assists in the coordination of all student activities on the campus and sponsors a wide range of special events and publications each year. (Advisors: Kenneth Oliver, Mark Stone, and Dr. Paul Perneluzi)

## Theatre

**Alpha Psi Omega** is a national honorary fraternity in Theatre. (Advisor: Dr. Mark Kelty; colors: light blue and amber)

## Social Fraternities and Sororities

These organizations have long traditions at the University and provide a wide variety of social activities and opportunities both for their members and for the campus as a whole. The Greek Council is the governing body of all Greek organizations. The council is composed of two delegates from each social organization. The council is charged with the coordination and monitoring of all Greek activities, including new member education and Greek Week. The Greek Council is advised by the Office of Student Development.

There are two national fraternities for men.

**Phi Delta Theta** (Advisor: Dr. Robert Wieggers)

**Tau Kappa Epsilon** (Advisor: Prof. Greg Thurmon)

There are two local fraternities for men.

**Alpha Phi Gamma** (Advisor: Prof. Collin Brink)

**Chi Delta** (Advisor: Prof. Eric Robinette)

**Delta Beta Tau**

There are two national sororities for women:

**Delta Xi Nu**

**Kappa Beta Gamma**

There are four local sororities for women:

**Alpha Gamma Psi** (Advisor: Jenny Anspach)

**Delta Pi Omega** (Advisor: Dr. Elizabeth Gold)

**Sigma Pi Alpha** (Advisor: Prof. Barb Thurmon)

**Zeta Psi Lambda** (Advisors: Drs. Brent Myer and John Porter)

# University Services

## Residence Halls

As a residential college, the Residence Life Program at Central Methodist University is central to student life on campus. The halls are safe, comfortable living environments that cultivate human interaction and personal growth. The Office of Student Development manages the Residence Life Program.

Each of the five campus residence halls offers a unique living environment. Howard-Payne and McMurry Halls are co-ed. Holt Hall houses women, and Burford and Woodward Halls house men. Residence halls are staffed by a professional residence hall director (RHD), graduate resident assistants (GA), and a student resident assistant (RA) staff. They are responsible for developing and planning programs that enhance and expand individual skills and knowledge. A housekeeping staff services the common areas. All CMU residence halls are equipped with coin-operated washers and dryers, vending machines with cold drinks and snacks, as well as cable TV in the lobby areas. Students receive cable television access (for their own TV), telephone service access (plug in their own phone), and Internet access service (for their own pc) to their room at no additional charge. There are also wireless network access zones on campus.

All students receiving institutional financial aid are required to live on campus unless, before the first day of classes, they are [1] married, [2] the custodial parent of a minor child living with them, [3] over 21 years of age, [4] in their fifth year of college, or, [5] living with a parent in the parent's primary residence within 35 miles of Fayette. However, all international students must live on campus for their first academic year if they are arriving directly from another country.

## Dining Facilities

Bergsten Dining Hall serves all resident students and is located on the third floor (plaza level) of the Student and Community Center (SACC). Students living in the residence halls are required to have a meal plan. Details and options may be obtained from the Business Office. Students who do not reside in the residence halls, faculty, and staff may purchase meals in the dining hall and are encouraged to do so. The Eyrie Cafe is located next to the dining hall and houses a snack bar along with game tables, computers, and a large screen television.

## Health Services

Before students matriculate at Central Methodist University they must provide statements concerning their health and list any physical limitations. Health forms are provided by the University. All resident students must provide proof of health insurance each semester. Limited health services are available in the Student Health Clinic located on the second floor of the Student and Community Center. It is staffed by a nurse practitioner.

**immunization****Immunization Policy of Central Methodist University:** All students enrolled at Central Methodist University for the first time must have documented proof of measles immunity, a recent tetanus/diphtheria booster, and a questionnaire screening for tuberculosis. This documentation is required prior to class attendance. All college students are strongly urged to receive the hepatitis B vaccine, especially high-risk students.

## Center for Learning and Teaching

The Center for Learning and Teaching encourages students to study together as a learning community and provides all students of Central Methodist University with resources to support them in their academic courses. These services include departmental tutors when they are available; professional tutoring in writing, mathematics, and study skills; access to computers so that students may use software provided with some of their textbooks and word processing software; other academic support resources such as books on tape; and special services for students with diagnosed learning disabilities when those services are deemed reasonable by the faculty and the University

## James C. Denny, Jr., Career Development Center

The comprehensive Career Development Center empowers students to develop the 'tools' needed to successfully transition from campus life to a professional career. A trained professional staff provides assessments, career resources, resume and job search assistance, mock interviews and individual counseling to assist students with career exploration and the skills necessary to accomplish their career goals.

Through state of the art on-line resources and a web-based recruiting system, the Center allows students to search for part-time/summer jobs, internships, full-time positions and graduate/professional schools. The Center sponsors an annual Career EXPO with 50 to 80 organizations represented, as well as on-campus employer informational sessions and interviews.

A variety of workshops and events from applying to graduate school to a professional etiquette dinner to Reality 101 are provided to prepare students for their future endeavors. Events and opportunities are promoted through e-mails, newsletters, and classroom presentations.

The Career Development Center is located on the 2nd floor of the Student and Community Center. For more information about our services, please [visit the Career Center website](#), e-mail [career@centralmethodist.edu](mailto:career@centralmethodist.edu), or call 660-248-6255.

## Intercollegiate Athletic Eligibility

Central Methodist University provides an extensive program of intercollegiate athletics, competing in football, baseball, softball, basketball, track, cross country, soccer, golf, and volleyball. University identification cards are required for admission to intercollegiate events. The University is a member of the National Association of Intercollegiate Athletics (NAIA) and the Heart of America Athletic Conference. The Director of Athletics administers the intercollegiate athletic program.

To represent the University in intercollegiate competition, a student must meet NAIA eligibility requirements, which are specified on the [NAIA website](#). Student-athletes involved in intercollegiate athletics are expected to know and understand these eligibility requirements.

The University does not assume any responsibility for any injuries that may be received in any athletic event or activity. Although Central Methodist University provides secondary insurance coverage on each athlete, each student is expected to provide for his or her medical insurance needs.

The Puckett Field House, the Philips Recreation Center, and the athletic fields are available for intramural sports, physical education classes and intercollegiate athletic contests.

# Majors, Minors, and Courses

- [Accounting](#) - major, minor, associates
- [Allied Health](#) - associates
- [Art](#) - minor
- [Astronomy](#) - classes
- [Athletic Training](#) - major
- [Biology](#) - major, minor
- [Business](#) - major, minor, associates
- [Chemistry](#) - major, minor
- [Child Development](#) - major, minor, associates
- [CMU-Prefix Courses](#)
- [Communication](#) - major, minor
- [Computer Science](#) - major, minor, associates
- [Criminal Justice](#) - major, minor
- [Economics](#) - minor
- [Education](#) - major, minor, associates
- [English](#) - major, minor, associates
- [Environmental Science](#) - major, minor
- [Exercise Science](#) - major
- [Foreign Languages](#) - minor, courses
- [Geology](#) - classes
- [Graphic Design](#) - minor
- [Health Care Administration](#) - major
- [Health Sciences](#) - major, minor
- [History](#) - major, minor
- [Honors Program](#)
- [Interdisciplinary Studies](#) - major, minor, associates
- [Marine Biology](#) - major
- [Marketing](#) - minor
- [Mathematics](#) -

- major, minor, associates
- [Military Science and Leadership](#) -  
minor
- [Music and Music Education](#) -  
major, minor
- [Music Ministry](#) -  
major
- [Nursing](#) -  
major
- [Occupational Therapy Assistant](#) -  
associates
- [Philosophy](#) -  
major, minor, associates
- [Physical Education](#) -  
major, minor, associates
- [Physical Therapist Assistant](#)  
- associates
- [Physics](#) -  
major, minor
- [Political Science](#) -  
major, minor
- [Psychology](#) -  
major, minor, associates
- [Religion](#) -  
major, minor, associates
- [Religion and Church Leadership](#) -  
major
- [Science and Earth Science](#) -  
minor
- [Sociology](#) -  
major, minor
- [Special Education: Mild-Moderate Disabilities](#) -  
major
- [Sports Management](#) -  
major, minor
- [Theatre Arts](#) -  
major, minor

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# Accounting

## Accounting Degree

### Accounting Associate Degrees

The Division of Accounting, Business, and Economics offers an Accounting program that is consistent with the mission statement of Central Methodist University by providing professional preparation in accounting and business and by promoting lifelong learning and social responsibility. Within the program, students develop technical, interpersonal, and communication skills.

A Business approach to Accounting is used at CMU to emphasize the way businesses operate. Students are better prepared to enter not only accounting but also related fields. Accounting information is useful in such diverse areas as financial planning, health care, communications, law, engineering, forensics, actuarial science, and the fine arts. The degree in Accounting will prepare the student for graduate school in a number of disciplines.

Certifications which students may be able to pursue after an approved course of study would include Certified Public Accountant (CPA), Certified Managerial Accountant (CMA), Certified Internal Auditor (CIA), Certified Fraud Examiner (CFE), Certified Financial Planner (CFP), and Actuary.

Requirements for these certifications will vary. For detailed information on certification requirements, contact the sponsoring organizations and the Division.

CMU has two student organizations in business: Delta Mu Delta is a national honor society in business administration (advisor: Prof. John Flanders). Enactus is an organization that develops and implements programs to inform the community about the free enterprise system (advisor: Prof. Julie Bennett).

## Accounting Minor - 18 Hours

### Required courses:

AC201 Principles of Accounting I (3)

AC202 Principles of Accounting II (3)

### Electives: **FOUR from the following (One must be an Accounting course):**

AC301 Intermediate Accounting I (3)

AC313 Fraud Examination (3)

AC320 Cost Accounting (3)

AC340 Income Tax (3)

AC350 Governmental & NFP Accounting (3)

BU341 Business Law Contracts (3)

ET375 Small Business Management (3)

For Business majors, an Accounting minor requires 18 semester hours in Accounting from above. Nine (9) semester hours counted toward the major may be applied toward the minor.

## Accounting Courses

**AC201 Principles of Accounting I.** 3 hours. Introduction to the business approach to accounting systems with emphasis on a) the role of accounting in starting, establishing, and operating a business, b) the accounting cycle, and c) merchandising operations. Practical applications of math, communication, and skills used in business will be integrated. Prerequisite: MA103, MA103I, or ACT Math subscore # 22.

**AC202 Principles of Accounting II.** 3 hours. The continued study of business accounting systems with an emphasis on a) partnerships, b) corporations, c) financial statement analyses, and d) managerial accounting. Prerequisite: AC 201, and BU225 or CS121 as prerequisite or co-requisite, or instructor's permission.

- AC260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission. TBA.
- AC268 Internship.** 1-3 hours. Internship under a cooperative arrangement between the division and an agency, institution, or firm. Prerequisite: Division chair's permission. TBA.
- AC301 Intermediate Accounting I.** 3 hours. Advanced study of accounting practices with emphasis on the conceptual framework and principles, the financial statements, their elements and supporting schedules, and the time value of money. Prerequisites: AC201 and AC202. Fall.
- AC305 Intermediate Accounting II.** 3 hours. A continuation of the study of accounting practices with emphasis on earnings per share, pensions, leases, income tax, accounting errors and changes, and additional aspects of financial reporting and financial analysis. Prerequisite: AC301. Spring.
- AC313 Fraud Examination.** 3 hours. The course will cover all the major methods that employees use to commit occupational fraud. Students will learn how and why occupational fraud is committed, how fraudulent conduct can be deterred, and how allegations of fraud should be investigated and resolved. Prerequisite: AC201, Junior or Senior standing, or permission of the instructor. Odd falls.
- AC320 Cost Accounting.** 3 hours. Considers commonly used cost accounting concepts and methods, along with special problem-solving techniques, to be used by management in controlling current operations, costing products, and services and planning for the future. Application of these procedures via spreadsheets includes manufacturing, merchandising and service organizations. Prerequisites: AC201 and AC202. Odd-numbered Falls.
- AC340 Income Tax.** 3 hours. Survey of individual federal income tax laws. Topics will include property transactions; business, farm, rent, royalty, and investment income; and employee expenses. Forms 1040EZ, 1040A, and 1040 and the accompanying schedules are considered. Prerequisite: AC201 or instructor's permission. Spring.
- AC350 Accounting for Governmental and Not-For-Profit Organizations.** 3 hours. Concepts and techniques of accounting for organizations which are not seeking profits. Topics include the concept of a fund; various types of funds; special problems of municipalities, public schools, universities, hospitals, churches and the federal government. Prerequisites: AC201 and AC202. Even-numbered Springs.
- AC360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission. TBA.
- AC368 Internship.** 1-12 hours. Internship under a cooperative arrangement between the division and an agency, institution, or firm. Prerequisites: Division chair's permission; Junior or Senior standing.
- AC370 Information Systems.** 3 hours. Survey of the systems development process and the role of information systems in business with emphasis on accounting information systems. Students will become familiar with the general role, structure, and control of the accounting information system. A specific application software package for a small business is introduced and used. Cross-listed with MG370. Prerequisite: Junior standing, AC201, AC202, BU225, or instructor's permission. Even-numbered Falls.
- AC430 Auditing.** 3 hours. Investigative techniques with emphasis on the decision making process. Major areas include the audit environment, theory and concepts, auditing specific cycles and accounts, completing the audit, and reporting the results. Prerequisite: AC301. Odd-numbered Springs.
- AC460 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission. TBA.
- AC468 Senior Internship.** 1-15 hours. Internship under a cooperative arrangement between the division and an agency, institution, or firm. Prerequisites: Division chair's permission, Senior standing.
- AC480 Senior Capstone in Accounting.** 3 hours. Within this capstone course students will demonstrate their integrated knowledge, growth and broad mastery of the knowledge and skills gained throughout the program. Students will read significant works in Accounting and create reflections of those readings by using critical thinking and collaboration to explain, analyze and make recommendations regarding current problems within the industry. They will lead professional discussions and use multimodal communication in the examination of current industry topics such as, harassment, discrimination, diversity, and ethical dilemmas, in a professional engaged manner. Prerequisites: Junior Standing, Accounting Major & Completion of the Accounting Core. Fall/Spring



**AC490 Special Topics in Accounting.** 1-3 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission. TBA.

## AS, Concentration in Accounting - Min. 62 Hours

Common Core (28.5-29 Hours): [see approved common core](#)

Foundations	11.5-12 hours
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (6-8 hours if taking MA099 & MA103I)
Understanding Human Nature	13 hours
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science: EC201 Macroeconomics (3) OR EC202 Microeconomics (3)	3 hours
Exploring the Nature of the Universe	4 hours
Science with Lab	4 hours
Concentration in Accounting (18 Hours)	
AC201 Principles of Accounting I (3)	Electives: Selected from Accounting (9)
AC202 Principles of Accounting II (3)	Selected from Business and Economics (3)
Electives (To Complete Min. 62 Hours)	

# Bachelor of Accountancy (BACC) - Min. 124 Hours

**Common Core:** [see common core requirements](#) Required Course from General Education: EC201 Macroeconomics (3) OR EC202 Microeconomics (3)

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Tier Two: Additional General Education Requirements (12 Hours)

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Statistics	3 hours
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Applied Computer Skills: BU225 Computer Applications in Business (3)	3 hours
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Ethics: PL306 Ethics and the Professions (3)	3 hours
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Economics: EC201 Macroeconomics OR EC202 Microeconomics, whichever not taken in Common Core.	3 hours
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Professional program in Accounting (54 Hours): A minimum grade of "C" is required in all courses labeled AC.

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AC201 Accounting Principles I (3)	AC430 Auditing (3)
AC202 Accounting Principles II (3)	AC480 Senior Capston in Accounting (capstone) (3)
AC301 Intermediate Accounting I (3)	BU341 Business Law Contracts (3)
AC305 Intermediate Accounting II (3)	BU342 Business Law Commercial (3)
AC313 Fraud Examination (3)	EC3XX Economics Elective (3)
AC320 Cost Accounting (3)	FB351 Business Finance (3)
AC340 Income Tax (3)	MG354 Principles of Management (3)
AC350 Governmental and NFP Accounting (3)	MG477 Production Operations Management (3)
AC370 Information Systems (3)	MK330 Marketing (3)

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Electives (To Complete Min. 124 Hours)

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# Allied Health

## Allied Health Degree

The Associate of Science with a concentration in Allied Health degree provides a matriculation option for students not successful in completing a Bachelor's level Health Professions degree (BSAT, BSN, BHS).

The elective courses listed in the AS with a concentration in Allied Health for the concentration areas of Allied Health, Athletic Training, and Nursing can be used to populate an Allied Health concentration for the the Bachelor of Arts or Bachelor of Science degree with a major in Interdisciplinary Studies (IDS) with permission of the appropriate program director. The BA/BS with an IDS major must constitute at least 124 total hours and follow the competencies and requirements stated elsewhere in this catalog.

NU and AT course can be taken only when the student is actively enrolled in the particular degree program. The student may not enroll in these courses if she or he has not been accepted into or has been dismissed from the degree program. Additional courses from the Athletic Training and Nursing educational programs may be applied toward the Allied Health concentration for the BA/BS with an IDS major with permission of the appropriate program director.

## Allied Health Minor - 18 hours

9 hours Allied Health, minimum

9 hours electives from:

Allied Health (any, in addition to the 9 hours of AH coursework indicated above)

Athletic Training (any)

Biology (BI101, BI106, BI107, BI205, BI305, BI306, BI309, BI317)

Chemistry (CH107, CH111, CH317, CH341, CH342)

Education (ED264)

Health Sciences (any)

Physical Education (PE203, PE324, PE327)

Nursing (any)

## Allied Health Courses

See related course listings under Athletic Training and Nursing.

**AH100 Introduction to Occupational Therapy.** 2 hours. This course provides the student with the foundational concepts of occupational therapy (OT), an overview of the occupational therapy process, an understanding of how theory relates to practice, delineation of roles for the OTA and basic SOAP note writing techniques. This course is intended to provide students interested in the OTA program of study with an essential introduction to the profession. This course includes interactive opportunities providing the student opportunity to obtain a feeling for the profession to determine if the practice of OT is the right professional fit.

**AH200 Introduction to Adaptation Nursing.** 2 hours (2 lecture). This course reviews the legal underpinnings of the profession of nursing and human developmental concepts. Basic communication skills pertinent to therapeutic communication utilized in healthcare are explored. The nursing process is explained and the student is introduced to Roy's Adaptation Model. Lab sessions introduce the student to basic skills required by professional nurses. Lecture/Discussion/Lab. This course is a prerequisite to all CLAS nursing courses. 2 lecture hours. Offered in Spring, Fall, and Summer.

**AH200L** This lab course is required as concurrent enrollment with AH200 Introduction to the Adaptation Nursing Model for all non-CNA and non-LPN students as a prerequisite to all CLAS nursing courses. Lab sessions introduce the student to basic skills required by professional nurses for the practice setting. Each student has one hour a week of guided practice and is expected to schedule one hour, at least, of independent practice each week. At times, students will desire additional independent lab practice time and opportunities for this are available. Each student must reserve equipment/bed/manikin for independent practice with the Simulation Lab Coordinator. 1 credit hour. Offered in Spring, Fall, and Summer.

**AH212 Medical Terminology.** 3 hours. The purpose of this class is to familiarize the student with typical medical terminology, how these terms are constructed, and the meaning of pertinent prefixes and suffixes associated with the technical healthcare language. Only available online. Spring.

**AH260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**AH314 Pathophysiology.** 3 hours. This course will examine altered physiologic functions and their effects on adaptation. The roles of heredity and the changing environment on physical function are emphasized. Cross-listed with BI314. Prerequisites: BI107, BI205, and BI305. Spring.

**AH316 Data Analysis for Nursing Practice.** 3 hours. This course focuses on statistical data and terminology as it applies to nursing research. Students will learn the importance of statistics in performing data analysis and will be introduced to basic statistical procedures. Prerequisite: MA103 (or MA101/102). Recommended: MA105 Elementary Statistics. Only available online.

**AH318 Basic Nursing Informatics and Application Level Study and Testing Strategies.** 1 hour. The purpose of this course is to expose first-semester BSN students to the basics of electronic documentation systems used in healthcare provision. Students will also be exposed to study and test-taking strategies that are appropriate for application-level testing, which is the testing methodology used predominately in nursing education. In the latter half of this course, students will have the opportunity weekly to review individualized educational or remediation materials in order to better utilize these strategies.

**AH324 Anatomy and Kinesiology for Health Professions.** 4 hours. The study of human anatomy and movement principles as applied to health professions for injury evaluation, rehabilitation and biomechanical assessment. Analysis of movement from the study of anatomical structures and mechanical principles of the human body. Pre-requisite: BI107 Human Anatomy or BI109. Fall.

**AH360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**AH418 Individualized Remediation Strategies for Nursing Students.** 1 hour. The purpose of this course is to provide students with the weekly opportunity to review individualized educational or remediation materials in an instructor-assisted setting.

# Allied Health Degree

## Associate of Science in Allied Health - Min. 62 Hours

The elective courses listed in the AS in Allied Health Sciences for the concentration areas of Allied Health, Athletic Training, or Nursing can be used to populate an Allied Health concentration for the Bachelor of Science in Interdisciplinary Studies (IDS) degrees with permission of the appropriate Program Director. IDS degrees must constitute at least 124 total hours and follow the competencies and requirements stated elsewhere in this catalog.

Courses marked with an asterisk can be taken only when the student is actively enrolled in the particular degree program. While these courses may count toward the elective credit hour total for the IDS, the student may not enroll in these courses if s/he has not been accepted into or has been dismissed from the specific degree program. Additional courses from the Athletic Training and Nursing educational programs may be applied toward the Allied Health concentration for the IDS with permission of the appropriate Program Director.

Common Core (28.5-29 Hours): [See common core requirements](#)

<b>Foundations</b>	<b>11.5-12 hours</b>
CMU101/102/201	2.5-3 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics:	3 hours (up to 8 hours if taking MA09 and MA103I)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, PY, PS, Philosophy, or SO)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab: BI101 General Biology	3 hours
BI101L General Biology Lab	1 hour
Tier Two: Additional General Education Requirements (6 Hours)	
Humanities or Fine Arts: When choosing a Humanities course, <a href="#">see guidelines</a> .	3 hours
When choosing a Fine Arts course, <a href="#">see guidelines</a> .	
Psychology or Sociology: Must be 200-level or higher.	3 hours

**Concentration in Allied Health (18 Hours):** Electives selected from the following areas. Courses marked with an asterisk can be taken only when the student is actively enrolled in the particular degree program. While these courses may count toward the elective credit hour total for the IDS, the student may not enroll in these courses if s/he has not been accepted into or has been dismissed from the degree program. Additional courses from the Athletic Training and Nursing educational programs may be applied toward the Allied Health concentration for the IDS with permission of the appropriate Program Director.

<b>Allied Health</b>	<b>Chemistry</b>
AH200 Intro to Adaptation Nursing (3)	CH107 Chemistry for Allied Health (3)

AH212 Medical Terminology (3)

AH314 Pathophysiology (3)

AH316 Data Analysis for Nursing Practice (3)

AH324 Anatomy and Kinesiology for Health Professions (4)

**Athletic Training**

AT101 Clinical Exp. In AT I (2)

AT102 Clinical Exp. In AT II (2)

AT103 Intro to AT (3)

AT123 Care and Prevention of Athletic Injuries (3)

AT201 Clinical Exp. In AT III (3)\*

\*AT202 Clinical Exp. In AT IV (3)\*

\*AT212 First Aid/Community CPR (2)

Cross-listed with PE212. Do not double count.

AT213 First Aid and CPR Lab (1)

AT306 Therapeutic Modalities (3)\*

AT307 Therapeutic Modalities Lab (3)\*

AT308 Rehabilitation Techniques I (2)\*

AT309 Rehabilitation Techniques I Lab (1)\*

AT310 Rehabilitation Techniques II (2)\*

AT311 Rehabilitation Techniques Lab II (1)\*

AT326 Advanced Athletic Training – Lower Extremity Assessment (3)\*

AT327 Advanced Athletic Training LE Lab (1)\*

AT328 Advanced Athletic Training – Upper Extremity Assessment (3)\*

AT329 Advanced Athletic Training UE Lab (1) \*

**Biology**

BI102 General Biology (3) and BI102L (1)

BI106 Human Biology (3) and BI106L (1)

BI107 Human Anatomy (4) and BI07L (1)

BI109 Anatomy and Physiology (3) and BI109L (1)

BI205 Physiology (4) and BI205L (1)

BI305 Microbiology (3) and BI305L (1)

CH111 General Chemistry (3) and CH111L (1)

**Education**

ED264 Child Health (2)

ED304 Nursing Research (2)

**Nursing**

NU307 Adaptation Nursing Applications (5)

NU308 Health Assessment (4)\*

NU309 Psychosocial Integrity (3)\*

NU312 Pharmacology I (2)\*

NU313 Pharmacology II (3)\*

NU321 Public Health & Community Nursing Concepts (3)\*

NU334 Evidence-Based Adaptation Nursing I (8)

NU336 Evidence-Based Adaptation Nursing II (8)

**\*Physical Education**

PE212 First Aid and Community CPR (2)

PE324 Anatomy and Kinesiology (4)

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Electives (To Complete Min. 62 Hours)

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# Art

## Art Minor - 18 hours

Art courses are planned for students who wish to enrich their cultural life. Students may select courses to complete the General Education Fine Arts requirement or may minor in Art.

### Required courses:

AR130 Studio Art (3)-taken twice with different emphases

AR116 Basic Photography (3)

AR121 Basics of Design (3)

AR186 Art History I (3)

AR188 Art History II (3)

## Art Courses

**AR111 Art Appreciation.** 3 hours. An introduction to the many forms and roles of art worldwide: the themes, media, elements, and principles of design in two- and three-dimensional art. The historical sequence of cultures and styles from the earliest times to present will be traced through their greatest works. Meets Fine Arts requirement. Fall only.

**AR116 Basic Photography.** 3 hours. Basics of photography, including the history and digital evolution of photography as an art medium. Instruction includes the use of digital cameras, natural and artificial lighting, composition, presentational methods and basic Photoshop editing. A lab fee is assessed; students are responsible for printing their portfolio. Students need access to a DSLR or digital camera (not a point-and-shoot). Fulfills "Fine Arts" requirements. Fall.

**AR121 Basics of Design.** 3 hours. A study of and application of two-dimensional and three-dimensional art to include drawing, perspectives, models, etc. The course includes a component of art history and theory. A lab fee is assessed; students are responsible for purchasing their own supplies. Fulfills "Fine Arts" requirements.

**AR130 Studio Art.** 3 hours. Specific course study within two-dimensional and three-dimensional art depending on instructor expertise and availability. Course topics could include drawing, painting (watercolor, acrylics, oils), ceramics, sculpture, book making, and fibers (weaving, macramé, fiber sculpture). The course includes a component of art history and theory. A fee is required to cover the cost of materials for the course. May be repeated under different course subtitles. Fulfills "Fine Arts" requirements.

**AR186 Art History I.** 3 hours. A study of the major world cultures and their artistic achievements. Covers prehistoric art to the end of the Medieval Period. Fulfills "Fine Arts" requirement. Fall.

**AR188 Art History II.** 3 hours. A study of the major world cultures and their artistic achievements. Covers the Renaissance to the present. Fulfills "Fine Arts" requirement. Spring.

**AR290 Special Topics.** 1-3 hours. Offered on demand.

**AR390. Special Topics.** 1-3 hours. Offered on demand.



# Astronomy

**AS101 Descriptive Astronomy.** The Solar System. 3 hours. An elementary survey of the solar system and the historical development of scientific thinking in astronomy. The laboratory provides experience with telescopes and other astronomical equipment of Morrison Observatory. 3 lectures. Fall.

**AS101L Descriptive Astronomy Lab.** 1 hour. Lab exercises that accompany AS101. Must be taken concurrently with AS101. 2 lab hours. Fall.

**AS102 Descriptive Astronomy.** Beyond the Solar System. 3 hours. A survey of stars, galaxies and cosmology. The laboratory provides experience with telescopes and other astronomical equipment of Morrison Observatory. AS101 is not a prerequisite for AS102. 3 lectures. Spring.

**AS102L Descriptive Astronomy Lab.** 1 hour. Lab exercises that accompany AS102. Must be taken concurrently with AS102. 2 lab hours. Spring.

# Athletic Training

## Athletic Training Degree

Central Methodist University's CAATE (Commission on Accreditation of Athletic Training Education) accredited undergraduate program in athletic training is designed to prepare students for the Board of Certification Examination (BOC) and to prepare students for an entry level career in the prevention, evaluation, treatment, and rehabilitation of athletic injuries. The program will provide, through a liberal arts based education, the didactic and clinical experiences required and set forth by CAATE.

Prospective students must first be accepted for admission to Central Methodist University, indicate athletic training as a potential degree, and schedule a campus visit and interview with the athletic training program director and staff. Admission to the athletic training program is competitive and requires that each applicant complete a pre-professional program in order to be eligible for formal admission to the athletic training education program (professional program). Review the Athletic Training Education Program's [technical standards](#)\_blank.

Students who desire a degree in Athletic Training but who have an ACT of < 21 will be admitted to the Pre-Health Professions track instead of pre-AT. Students who are admitted to CMU via the Academic Standards and Admissions Committee are required to be categorized initially as "undeclared." Any student who is academically successful in meeting the admission requirements to pre-AT (at the completion of the freshman year for AT) will be eligible for admission to AT. Students unsuccessful in achieving or maintaining the academic level required to participate in the AT program have this additional exit option of an [Associate of Science](#) degree that can be built from courses already taken (See catalog section under Allied Health).

## Pre-Professional Program (LEVEL I)

Before a student can be considered for formal admission to the athletic training education program, the following pre-professional (level 1) requirements must be met:

1. Completion of the following coursework with a grade of "C" or above: BI101, BI102, BI107 and a grade of "B" or above in AT123, AT103, AT213/214.
2. Completion of 100-300 hours of clinical observation under the direct supervision of a certified athletic trainer (clinical evaluation is 30% of weight in selection formula). Note\*: The pre-professional observation hours will not count toward the clinical hours required for graduation.
3. Maintain a residential GPA of 3.0 (40% of weight in selection formula).
4. Complete program application materials (essay is 5% of weight in selection formula).
5. Submit current college transcripts.
6. Submit 3 letters of recommendation (5% of weight in selection formula).
7. Formal interview by selection committee (20% of weight in selection formula).

**Application deadline** is March 1 for fall semester consideration into professional program (second year). Candidates will be notified of their status by April 1. Only those students who have been formally admitted to the program will be allowed to take advanced course work and clinical experience. Students denied may reapply in the following spring semester.

**Health requirements.** Immunization Policy of CMU requires students enrolled at Central Methodist University for the first time to have documented proof of measles immunity, a recent tetanus/diphtheria booster, and complete a questionnaire screening for tuberculosis. This documentation is required prior to class attendance.

Student's applying to the Athletic Training program must provide vaccination records for Measles, Mumps, and Rubella (MMR), Tetanus, and submit proof of or waiver of Hepatitis B vaccination. Students failing to show proof of MMR, Tetanus, and Hepatitis B vaccinations may be admitted to the ATP but will not be allowed to start clinical rotations until proof is confirmed. Immunizations for Hepatitis A, Meningococcal, and an annual flu vaccine is highly recommended for all ATP students. It is possible that a particular facility may require additional screening requirements before being allowed to begin a clinical observation/rotation. Students must be aware that exemptions for any reason may affect clinical rotation placement. The situation could occur where the student would be unable to complete the clinical course and thus be unable to complete the requirements of the AT program. Students must provide proof of a physical examination to ensure that they are physically capable of handling the duties required to complete the competencies for athletic training knowledge and skill acquisition.

CMU has a chapter of the Athletic Training Student Organization (ATSO) (advisors: Profs. Wade Welton and Jill Pratte).

## Levels II, III, and IV

In addition to the curriculum requirements, each student must complete clinical hours under the direct supervision of a certified athletic trainer/clinical instructor within the Central Methodist University athletic training program. The following are clinical experience classes: AT101, AT102, AT201, AT202, AT301, AT312 and AT302. Prior to performing off-campus clinical rotations, students may be required to purchase individual student professional liability coverage. Each clinical satisfies one or more sections of the following clinical experiences:

1. One season of Football.
2. Two CMU intercollegiate team experiences dealing with lower extremity injuries. i.e. Basketball, Soccer.
3. Two CMU intercollegiate team experiences dealing with upper extremity injuries. i.e. Softball, Baseball.
4. A general medical experience rotation.
5. One semester at an affiliated high school setting.
6. One semester with a rehabilitation clinic.
7. CMU morning treatment and rehabilitation.

Please see CMU Athletic Training Handbook for more specific program details.

## Retention Policy - Program levels II, III, and IV

1. **Clinical:** Preceptors will assess the student's performance each semester. Each student will be evaluated on a 5 point system and must receive a 70% in order to continue to the next clinical. Students who fail to make 70% will be placed on a one-semester probation. If not satisfied within the allotted time, then the student may be dismissed from the program.
2. **Didactic:** The student must maintain a residential grade point average of 3.0, and earn a "C" or above in Human Anatomy, Chemistry, Biology 101 and 102, Human Physiology, and Anatomy/Kinesiology. Failure to comply with guidelines is grounds for probation of dismissal from the program.
3. The student must earn a grade of "B" in all Athletic Training (AT) courses. Grades are not "rounded:" a grade of 79.8% is not rounded to 80% and is posted as a "C". Should a student receive a grade of less than B for any one AT course, s/he must present a petition to the Athletic Training Admissions Committee for permission to repeat the course in the next available offering. Each petition should outline a plan of action designed to improve that student's potential for success in the repeated course. Students are required to follow the Athletic Training Curriculum sequence for the BSAT. Courses are only offered in specific semesters/terms. If a student is allowed to repeat a course, the student must wait until the next time the course is offered, on a space-available basis. Students who must repeat an AT course are allowed to complete all AT courses for the current semester/term; students are not allowed to progress to the next semester/term course sequence until they have passed all courses in the current semester.
4. Withdrawal from any AT courses other than for medical reasons is considered the same as being academically unsuccessful in that course for purposes of progression through the athletic training program. Should the student receive any second grade of less than B for any AT course, the second grade of less than a B will result in the student's dismissal from the athletic training program.

## Transfer Policy

Students wishing to transfer to Central Methodist University and the athletic training program must apply for the program and follow the same selection process as other candidates. Transfer students must have their transcript evaluated by the Registrar's Office and the Athletic Training Program Director. Courses required in Level I may transfer from the student's original college or university as long as they are substantially the same in scope and content as similar courses offered at CMU. Levels II, III, and IV must be completed at CMU unless approved by the AT program director.

## ATfeesAdditional Fees

In addition to tuition, housing, books / supplies, and transportation costs ([see Student Expenses](#) for a breakdown of tuition and fees), students in the Athletic Training Program will incur additional expenses. The following is a breakdown of the most common costs:

1. Portfolio fee - \$120 (Second Semester Freshman Year)
2. Sports Medicine/Athletic Training Fee - \$75 per semester: This covers the program physical and AT 302 Clinical costs for ACES workshop.
3. Travel to and from clinical sites - varies (Senior Year)
4. Liability Insurance for clinical rotations - \$40 (Senior Year)
5. Professional Memberships /CMU Student AT Association Fee - \$30/\$90.

NOTE: Fees are subject to change.

## Non-Discriminatory Policy

It is the Athletic Training program policy that all decisions regarding recruitment and admissions shall be made without discrimination on the basis of race, color, age, disability, religion, sex, national origin, marital status, political affiliation, sexual orientation or other individual characteristics other than qualifications for the program, quality of performance, and conduct related to the program in accord with the university's policies, rules and applicable law.

## Accreditation

The Central Methodist University Athletic Training Program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). Central Methodist University Athletic Training (CMUAT) has been accredited since 2001.

## Athletic Training Courses

See related course listings under [Allied Health](#).

**AT101 Clinical Experiences in Athletic Training I.** 2 hours. Under the direct supervision of a program-certified athletic trainer the student is responsible for providing total athletic training care for their assigned team. Clinical will be graded on performance evaluations, proficiency competency, and a semester paper. Prerequisite: formal admission to Athletic Training program. Fall.

**AT102 Clinical Experiences in Athletic Training II.** 2 hours. Under the direct supervision of a program-certified athletic trainer the student is responsible for providing total athletic training care for their assigned team. Clinical will be graded on performance evaluations, proficiency competency, and a semester paper. Prerequisite: AT101.

**AT103 Introduction to Athletic Training.** 3 hours. Introduction to the profession of athletic training; training and conditioning techniques; and nutritional and environmental considerations. Course enrollment is open only to pre-Athletic Training majors.

**AT123 Care and Prevention of Athletic Injuries.** 3 hours. Study of the proper methods for prevention, recognition, immediate care, and pathology for common sports related injuries and illnesses. Course enrollment is open only to pre-Athletic Training majors.

**AT201 Clinical Experiences in Athletic Training III.** 3 hours. Under the direct supervision of a program-certified athletic trainer the student is responsible for providing total athletic training care for their assigned team. Clinical will be graded on performance evaluations, proficiency competency, and a semester paper. Prerequisites: AT102 and formal admission to Athletic Training program. Fall.

**AT202 Clinical Experiences in Athletic Training IV.** 3 hours. Under the direct supervision of a program-certified athletic trainer the student is responsible for providing total athletic training care for their assigned team. Clinical will be graded on performance evaluations, proficiency competency, and a semester paper. Prerequisite: AT201. Spring.

**AT212 First Aid/Community CPR.** 2 hours. This course provides certification for first aid and CPR. Fall.

**AT213 First Aid/Community CPR Lab.** 1 hour. Clinical class designed to provide practice of skills and proficiencies learned in PE212. Prerequisite: Concurrent enrollment in PE212. Fall.

**AT301 Clinical Experiences in Athletic Training V.** 3 hours. Under the direct supervision of a program-certified athletic trainer, the student is assigned a sports medicine clinic and emergency room rotation. Clinical will be graded on performance evaluations, proficiency competency, and a semester paper. Prerequisite: AT202. Fall.

**AT302 Clinical Experiences in Athletic Training VI.** 3 hours. Under the direct supervision of a program-certified athletic trainer, the student is assigned a sports medicine clinic and emergency room rotation. Clinical will be graded on performance evaluations, proficiency competency, and a semester paper. Prerequisite: AT301.

**AT306 Therapeutic Modality Techniques.** 3 hours. Study of the skills in the use of therapeutic modalities including cold, heat, water, sound, electricity and massage in addition to the procedures, both written and verbal, for their use in treating injuries. Prerequisites: AT123 and concurrent enrollment in AT307. Fall.

**AT307 Therapeutic Modality Techniques Lab.** 1 hour. Clinical class designed to provide practice of skill and proficiencies in Therapeutic Modalities. Prerequisites: AT123 and concurrent enrollment in AT306. Fall.

**AT308 Rehabilitation Techniques I.** 2 hours. Study of the basic components of a comprehensive rehabilitation program including the therapeutic goals and objectives, selection of modality and exercise, methods of evaluating and recording rehabilitation progress and return to competition. Prerequisite: AT123 and concurrent enrollment in AT309. Fall.

**AT309 Rehabilitation Techniques Lab I.** 1 hour. Clinical class designed to provide practice of skills and proficiencies of rehabilitation techniques. Prerequisite: AT123 and concurrent enrollment in AT308. Fall.

**AT310 Rehabilitation Techniques II.** 2 hours. Course designed to study more detailed components of a rehabilitation program, concentrating on specific protocols for upper and lower extremity rehabilitation. Prerequisites: AT308/309 and concurrent enrollment in AT311.

**AT311 Rehabilitation Techniques Lab II.** 1 hour. Clinical class designed to provide practice of skill and proficiencies from Rehabilitation Techniques II lecture. Prerequisite: AT308/309 and concurrent enrollment in AT310.

**AT312 Athletic Training Surgical Clinical.** 1 hour. Orthopedic surgery clinical with emphasis on observing a surgery, reviewing medical literature abstracts, and writing/presenting a rehabilitation case study at the end of the semester. Prerequisites: AT306 and AT308.

**AT320 Organization and Administration of Athletic Training.** 3 hours. Skills necessary related to maintaining the athlete's athletic training records, inspecting athletic training facilities to ensure compliance with mandated safety standards, purchasing of and caring for equipment and supplies, establishing procedures and policies for the daily operation of the athletic training room and establishing an emergency support and triage plan. Fall.

**AT326 Advanced Athletic Training–Lower Extremity Assessment.** 3 hours. Emphasis is on orthopedic evaluation techniques for the lower extremities as well as injury and illness assessment. Prerequisite: AT123 and concurrent enrollment in AT327.

**AT327 Advanced Athletic Training LE Lab.** 1 hour. Clinical class designed to provide practice of skills and proficiencies in lower extremity orthopedic evaluation. Prerequisite: AT123 and concurrent enrollment in AT326.

**AT328 Advanced Athletic Training – Upper Extremity Assessment.** 3 hours. Emphasis is on orthopedic evaluation techniques for the upper extremities as well as injury and illness assessment. Prerequisite: AT123 and concurrent enrollment in AT329. Fall.

**AT329 Advanced Athletic Training UE Lab.** 1 hour. Clinical class designed to provide practice of skills and proficiencies in upper extremity orthopedic evaluation. Prerequisite: AT123 and concurrent enrollment in AT328. Fall.

**AT340 Pharmacology for Athletic Trainers.** 3 hours. Introduction to basic medical concepts and related scientific information to provide a foundation in the prevention, recognition, assessment, management, and rehabilitation of sport related injuries and illness. Fall.

**AT345 General Medical Assessment for Athletic Trainers.** 3 hours. A study of the knowledge, skills, and values an athletic trainer must possess to assess general education conditions for the physically active. Course content to include: assessment of the trunk, chest, abdomen, lower axial spine, illnesses, skin conditions, and will teach the application of general medical assessment techniques used by health care providers. Prerequisites: AT326/327, AT328/329, BI205 and admission to the professional phase of the Athletic Training program.

# Athletic Training Degree

## Bachelor of Science in Athletic Training - Min. 124 hours

Common Core: [See Common Core requirements](#)

Required Courses from General Education: BI101 General Biology (3) and BI101L General Biology Lab (1)

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### Tier Two: Additional General Education Requirements (25-26 Hours)

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Science: Must include 16-17 hours  
BI 102 (3) and BI102L (1)

CH 107 Allied Health Chemistry (3) OR CH111 General Chemistry (3) and CH111L (1)

May count courses with the AS, BI, CH, ES, GL, and PH prefixes (excluding 260/360/460). May count SC101 but no other SC courses. May not count courses taken as part of the Common Core.

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Analytical Skills: MA105 Statistics (Any student whose ACT Math sub-score is below 22 must pass MA101 and MA102 or MA103 or MA103I before taking MA105.) 3 hours

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Social Sciences: PY210 Educational Psychology (3) OR PY223 Developmental Psychology (3) OR PY301 Abnormal Psychology (3) 3 hours

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Humanities: [See guidelines](#) 3 hours

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### Athletic Training Major Requirements (65 Hours)

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AH212 Medical Terminology (3)	AT320 Organization and Adm. of AT (3)
AT101 Clinical Experiences in AT I (2)	AT326 Adv. AT-Lower Extremities Assess. (3)
AT102 Clinical Experiences in AT II (2)	AT327 Adv. AT-Lower Extremities Lab (1)
AT103 Introduction to AT (3)	AT328 Adv. AT-Upper Extremities Assess. (3)
AT123 Care and Prev. of Athletic Injuries (3)	AT329 Adv. AT-Upper Extremities Assess. Lab (1)
AT201 Clinical Experiences in AT III (3)	AT340 Pharmacology for Athletic Trainers (3)
AT202 Clinical Experiences in AT IV(3)	AT345 General Medical Assessment for AT (3)
AT213 First Aid and CPR Lab (1)	Physical Education requirements (9 Hours):
AT301 Clinical Experiences in AT V (3)	AT212 First Aid/Community CPR (2)
AT302 Clinical Experiences in AT VI (3)	AH324 Human Anatomy and Kinesiology for Health Professions (3)
AT306 Therapeutic Modality Techniques (3)	PE327 Physiology of Exercise (3)
AT307 Therapeutic Modality Techniques Lab (1)	Biology requirements (11 Hours):
AT308 Rehabilitation Techniques I (2)	BI107 Human Anatomy (4)
AT309 Rehabilitation Techniques I Lab (1)	BI107L Human Anatomy Lab (1)
AT310 Rehabilitation Techniques II (2)	BI205 General Physiology (4)
	BI205L General Physiology Lab (1)

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AT311 Rehabilitation Techniques II  
Lab (1)

AT312 AT Surgical Clinic (1)

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**Electives (To Complete Min. 124 Hours)**

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# Biology

This major prepares students for graduate school in the biological sciences. It also prepares students to enter any of the professional fields related to medicine, teaching, and other areas including economic, industrial, and applied biology. Opportunities include marine biology, environmental studies, genetics, physiology, botany, zoology, microbiology, cellular biology, developmental biology, molecular biology, biochemistry, ecology, and entomology, to name a few graduate study specialties. The student has the option of graduating with a Bachelor of Science degree or with a Bachelor of Arts degree.

CMU has a chapter of Beta Beta Beta, a national honorary biological society (advisors: Dr. Paul Porneluzi and Dr. Greg Thurmon), and a chapter of Alpha Epsilon Delta, a national pre-health professions fraternity (advisor: Dr. Ashley Lough).

The following programs provide guidance to students for selecting the courses necessary for their goals.

## Biology Degrees with Certification

**General Biology Program:** Biology is a broad and constantly changing field. This option is provided for students electing to study a set of biology courses tailored to their individual interests. Graduates will earn a bachelor's degree with a major in Biology and a minor in a field of their choice. [More Information...](#)

**Marine Biology Program:** The marine biology degree program at Central Methodist University is all about quality of life... not just the quality of the aquatic world. It begins with a strong interest in life sciences. The marine biology major gives CMU students an opportunity to explore life in the oceans, both in the classroom and through hands-on experiences. The major combines work on campus with summer work at Gulf Coast Research Laboratory in Ocean Springs, Miss. and other locations. [More Information...](#)

**Molecular Biology Program:** Students learn concepts and techniques that prepare them for careers in Biology or advanced study in a variety of fields of Biology. These fields include, but are not limited to, Biochemistry, Cell Biology, Genetics, and Microbiology. Graduates will earn a bachelor's degree with a major in Biology and a minor of their choice. [More Information...](#)

**Pre-Professional Health Science Program:** Students learn and practice biology and prepare for studying health professions in Medical, Dental, Pharmacy, Occupational Therapy, Physical Therapy and Veterinary Schools. Graduates will earn a bachelor's degree with a major in Biology and a minor in chemistry. [More Information...](#)

**Wildlife Ecology and Conservation Biology Program:** Students learn and experience the fields of Wildlife Ecology and Conservation Biology. Graduates will earn a bachelor's degree with a major in Biology and minor in Environmental Science. [More Information...](#)

## Biology Minors

### Biology Minor - 18 Hours

Introductory biology course, with lab (3-5)

Additional Courses in Biology (13-15)

### Marine Biology Minor - 18 Hours

BI101 General Biology (3) and BI101L (1)

Marine Biology Electives (10): (These courses are offered only during the summer sessions at Gulf Coast Research Laboratory in Ocean Springs, MS. Courses from a similar marine facility will be accepted.) These courses are in addition to any Biology courses taken as a part of a Biology Major or a Biology Minor.

### Engineering Technology Minor - Partnership with Crowder College

CMU and Crowder College also offer a certificate program/minor for CMU students in Engineering Technology. This curriculum will provide training for students to work as process operators in chemical, bio refineries, oil and gas industry, power generation, food and beverage, mining, pharmaceuticals, and pulp and paper industries. This curriculum prepares students to demonstrate technical knowledge, skills and abilities in instrument systems, process systems, process troubleshooting, quality, safety, and process industry equipment, giving them many more employment opportunities. Courses from Crowder College are available online for CMU students. In addition to taking BI101 General Biology (3) and BI101L (1), and CH111 General Chemistry (3) and CH111L (1) from CMU, students would need the following courses from Crowder:



PTEC130 Process Safety, Health and Environment (3)

PTEC140 Introduction to Process Technology (3)

PTEC150 Process Quality (3)

PTEC210 Process Technology Instrumentation I (3)

PTEC220 Process Technology Instrumentation II (3)

PTEC230 Process Technology Equipment (3)

PTEC240 Process Technology Systems (3)

PTEC250 Process Technology Operations (3)

PTEC260 Process Technology Troubleshooting (3)

AMT102 Introduction to Industrial Electricity (3)

AMT162 Industrial Process Control I (5)

## Biology Courses

**BI101 General Biology.** 3 hours.

This introductory course is for majors only.

Topics include methods of scientific study, basics of chemistry, cell biology, membranes, enzymes, cell division, photosynthesis, metabolism, genetics on a molecular and cellular level, evolution and population biology. 3 lectures. Fall.

**BI101L General Biology Lab.** 1 hour. Lab exercises that accompany BI101. Must be taken concurrently with BI101. 2 lab hours. Fall.

**BI102 General Biology.** 3 hours. This is a continuation of the BI101 course. Focuses include a survey of animal body systems together with an introduction to ecology. Topics cover the digestive system, immune system, circulatory system, endocrine system, nervous system, reproductive system, ecology, ecosystems, and conservation. 3 lectures. Prerequisite: BI101. Spring.

**BI102L General Biology Lab.** 1 hour. Lab exercises that accompany BI102. Must be taken concurrently with BI102. 2 lab hours. Spring.

**BI104 Biology of the Dinosaurs.** 3 hours. A basic study of the dinosaurs, relationships to living animals and fossilized animals (taxonomy), feeding habits, food selection, habits, taphonomy (fossilization), external anatomy and physiology (especially metabolism, digestion and basic senses). Lecture only, with some hands-on studies. No prerequisite. Cross-listed with GL104. Normally offered in May Term.

**BI106 Human Biology.** 3 hours. This introductory course is primarily aimed at non-pre-health professions majors. This is a study of Biology with a focus on human Biology and will cover the systems of the human body involved in maintenance, support, movement, coordination, and reproduction. The course also will cover the basics of human genetics, evolution, and ecology. 3 lectures.

**BI06L Human Biology Lab.** 1 hour. Lab exercises that accompany BI106. Must be taken concurrently with BI106. 2 lab hours.

**BI107 Human Anatomy.** 4 hours. Introduction to the basic components of the human anatomical systems. 3 lectures. Fall.

**BI107L Human Anatomy Lab.** 1 hour. Lab exercises that accompany BI107. Must be taken concurrently with BI107. 2 lab hours. Fall.

**BI108 Biodiversity.** 3 hours. This course is an introduction to the science of Biology, within the topic of biological diversity. It includes the study of the classification and evolution of all major groups of living organisms. Students will become familiar with the major groups of viruses, bacteria, protists, fungi, plants, and animals. The course includes a lab focusing on the observation and classification of living organisms. This introductory course is required for Biology majors and is appropriate for non-Biology majors. 3 lectures. Spring.

**BI108L Biodiversity Lab.** 1 hour. Lab exercises that accompany BI108. Must be taken concurrently with BI108. 2 lab hours. Spring.

**BI109 Human Anatomy and Physiology.** 5 hours (4 lecture/2 lab) This will be a one semester course that will cover both human anatomy and human physiology. The intent of the course is to cover the information that will be needed as background for the

OTA and PTA programs. Special emphasis will be given to the nervous, muscular, skeletal, and urinary systems. The labs will be in coordination with the lectures and will be both anatomy and physiology in nature. Offered in the fall.

**BI109L Human Anatomy and Physiology Lab.** 2 hours. Lab exercises that accompany BI109. Must be taken concurrently with BI109. 2 lab hours. Fall.

**BI110 Introduction to Biotechnology.** 3 hours (3 lecture hours). This introductory course is primarily aimed at non-majors. This is a study of biotechnology, including the science behind it, how it is regulated, the impact on society, and ethical concerns raised by new advances in biological sciences. Spring.

**BI190 Special Topics.** 1-3 hours.

**BI205 General Physiology.** 4 hours. General physiological process with emphasis on the organs and systems of man and their inter-relationship. Prerequisites: BI101-102 and one year of college Chemistry or by permission of instructor and division chair. 4 lectures. Spring.

**BI205L General Physiology Lab.** 1 hour. Lab exercises that accompany BI205. Must be taken concurrently with BI205. 2 lab hours. Spring.

**BI206 Invertebrate Zoology/Parasitology.** 3 hours. Anatomy, development and taxonomy of animals without backbones. 3 lectures. Prerequisites: BI101-102. Spring.

**BI206L Invertebrate Zoology/Parasitology Lab.** 1 hour. Lab exercises that accompany BI206. Must be taken concurrently with BI206. 2 lab hours. Spring.

**BI300 Ornithology.** 3 hours. This course is about the biology of birds. Topics include avian ecology, evolution, behavior and identification. Students will learn to identify the birds of Missouri by sight and by sound. Includes a survey of the orders of birds of the world and field trips to view and study local birds. 3 lectures. Prerequisite: BI101. Even-numbered Springs.

**BI300L Ornithology Lab.** 1 hour. Lab exercises that accompany BI300. Must be taken concurrently with BI300. 2 lab hours. Even-numbered Springs.

**BI301 Ecology.** 3 hours. Study of interactions and interrelations between organisms and the environment. Topics include natural history, evolution, adaptation to the environment, population ecology, species interactions, communities, ecosystems, landscape and global ecology. 3 lectures. Cross-listed with ES301. Prerequisite: BI101. Fall.

**BI301L Ecology Lab.** 1 hour. Lab exercises that accompany BI301. Must be taken concurrently with BI301. 2 lab hours. Fall.

**BI302 Botany.** 2 hours. Study of basic plant morphology, physiology and taxonomy. 2 lectures. Prerequisites: BI101-102. Spring.

**BI302L Botany Lab.** 1 hour. Lab exercises that accompany BI302. Must be taken concurrently with BI302. 2 lab hours. Spring.

**BI303 Early Vertebrates.** 3 hours. This course will explain the origin of the vertebrates from the chordates. It will cover a diverse range of topics to include: anatomy, physiology, phylogeny, behaviors and ecology for the: jawless fishes, sharks, skates and rays as well as bony fish, amphibians and reptiles. It will show the evolutionary relationships between the vertebrates and the relationships with these groups and the other members of the animal kingdom. 3 lectures. Prerequisite: BI101 & 102.

**BI303L Early Vertebrates Lab.** 1 hour. Lab exercises that accompany BI303. Must be taken concurrently with BI303. 2 lab hours.

**BI304 Mammalogy.** 3 hours. This course is about the biology of mammals. Topics include mammalian ecology, evolution, behavior and identification. Students will learn to identify the mammals of Missouri. This course includes a survey of the orders of mammals of the world. Field trips to capture, view and study local mammals will be included. 3 lectures. Prerequisite: BI101. Fall.

**BI304L Mammalogy Lab.** 1 hour. Lab exercises that accompany BI304. Must be taken concurrently with BI304. 2 lab hours. Fall.

**BI305 Microbiology.** 3 hours. The role of bacteria and other micro-organisms in nature. The principles of the subject as related particularly to agriculture, domestic science, sanitation, public health, nursing, and medicine. 3 lectures. Prerequisites: BI101-102 and one year of college Chemistry or BI205. Spring.

**BI305L Microbiology Lab.** 1 hour. Lab exercises that accompany BI305. Must be taken concurrently with BI305. 2 lab hours. Spring.

**BI306 Genetics.** 3 hours. The molecular, biochemical and cytological basis for inheritance; the cellular mechanisms and laws of transfer between generations, and their practical applications as related to human welfare. Special attention is paid to the impact of genomics. 3 lectures. Prerequisites: BI101 and BI102. Junior or Senior standing preferred. Fall.

**BI306L Genetics Lab.** 1 hour. Lab exercises that accompany BI306. Must be taken concurrently with BI306. 2 lab hours. Fall.

**BI307 Comparative Animal Behavior.** 3 hours. A study of behavior across the animal kingdom, emphasizing instinctive behavior, but also considering learning and cognition. The behavior of vertebrates and invertebrates will be studied from evolutionary, ecological, and physiological perspectives. 3 lectures. Prerequisites: BI101 and BI102 or instructor's permission. Fall.

**BI307L Comparative Animal Behavior Lab.** 1 hour. Lab exercises that accompany BI307. Must be taken concurrently with BI307. 2 lab hours. Fall.

**BI309 Histology.** 2 hours. The study of microscopic anatomy of vertebrate tissues and organ systems. 2 lectures. Prerequisites: BI 101-102. Alternating Falls.

**BI309L Histology Lab.** 2 hours. Lab exercises that accompany BI309. Must be taken concurrently with BI309. 4 lab hours. Alternating Falls.

**BI311 Conservation Biology and Natural Resource Management.** 3 hours. An exploration of the science of conservation biology, which is an applied field that combines the principles of ecology, population genetics, biogeography, economics sociology, political science, philosophy and other fields to solve problems associated with conserving the world's biodiversity. The course will also investigate issues of natural resource management, including endangered species management, reserve design, and restoration ecology. Cross-listed with ES311. Prerequisites: BI101 or instructor's permission. Spring.

**BI314 Pathophysiology.** 3 hours. This course will examine altered physiologic functions and their effects on adaptation. The roles of heredity and the changing environment on physical function are emphasized. Cross-listed with AH314. Prerequisites: BI107, BI205, and BI305. Spring.

**BI315 Immunology.** 3 hours. Concepts and characteristics of the immune system in health and disease. The course addresses issues and questions relevant to human behavior, public health, medicine, the environment and ethics. Prerequisites: BI101 and BI102. Fall.

**BI317 Biochemistry and Cellular Physiology.** 3 hours. The chemistry of biological systems, with emphasis on the biosynthesis, catalysis, and the metabolic role of proteins, carbohydrates, lipids, nucleic acids, vitamins, hormones and other substances related to life processes. 3 lectures. Prerequisites: 2 semesters of Biology including BI205 and CH341 or permission of instructor and division chair.

**BI317L Biochemistry and Cellular Physiology Lab.** 2 hours. Lab exercises that accompany BI317. Must be taken concurrently with BI317. 4 lab hours.

**BI318 Toxicology and Environmental Medicine.** 3 hours. A discussion of corrosive and toxic substances that affect the environment. Topics include fundamentals of sample collection, reliability of measurements, methods of detection, chemical composition of cells, chemical processes of life, the effects of toxic substances on cells and organisms, and risk assessment. Cross-listed with ES318. Prerequisites: BI101 and CH/ES202.

**BI320 Molecular and Cellular Biology.** 3 hours. A study of the cell structure and function with an emphasis upon eukaryotes. Topics include organelle structure and function, protein structure, receptor structure and signal transduction, movement of materials into and throughout the cell, and cancer. Labs will focus on current molecular biology techniques. 3 lecture hours. Prerequisites: BI102 and CH114. Spring.

**BI320L Molecular and Cellular Biology Lab.** 2 hours. Lab exercises that accompany BI320. Must be taken concurrently with BI320. 4 lab hours. Spring.

**BI380 Major Readings.** 3 hours. Study of the current principles of biology, current biological journal readings and current books in the field. Open only to Juniors and Seniors majoring in Biology. Spring.

**BI460 Special Problems.** 1-5 hours.

# Biology Degrees with Certification

## BA or BS, Biology Major with Certification - Min. 124 Hours

Common Core: [See common core requirements](#)

Required Course from General Education: BI101 General Biology (3) and BI101L (1)

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### Tier Two: Additional General Education Requirements (24+ Hours)

Humanities or Fine Arts: • 9 hours (BA) • 6 hours (BS)

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, see [see guidelines](#).

Social Sciences (PY223 and PY210): [see guidelines](#). • 6 hours (BA) • 6 hours (BS)

Science: Must include BI102 General Biology (3) and BI102L (1) 4 hours

BA Foreign Language (a single language)BS Analytical Skills: [see guidelines](#). 6-8 hours

Must include ED122 Education Technology (2)

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### Biology Major Requirements (29+ Hours)

BI108 Biodiversity (3) and BI108L (1) Eight (8) hours from the following:BI107 Human Anatomy (4) and BI107L (1)

SC382 History and Philosophy of Science (3) BI205 General Physiology(4) and BI205L(1)

Additional Hours in Science Including: BI206 Invertebrate Zoology/Parasitology (3) and BI206L (1)

CH111 General Chemistry (3) and CH111L (1) BI300 Ornithology (3) and BI300L (1)

PH111 General Physics I (3) and PH111L (1) BI301 Ecology (3) and BI301L (1)

SC103 Meteorology (3) or 100-level Geology (4) BI302 Botany (2) and BI302L (1)

BI301 Ecology (3) and BI301L (1) or BI311 Conservation Biology and Natural Resource Management (3) BI304 Mammalogy (3) and BI304L (1)

SC225 Science Seminar (1) BI305 Microbiology (3) and BI305L (1)

BI306 Genetics (3) and BI306L (1)

BI307 Comparative Animal Behavior (3) and BI307L (1)

BI309 Histology (2) and BI309L (2)

BI311 Conservation Biology (3)

BI315 Immunology (3)

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### Professional Education Requirements (42+ Hours)

ED101 Foundations of Education (2) ED462 Supervised Student Teaching (Capstone) (10)

ED102 Field Experience I (1) ED470 Instruction Int. For Students with Reading Deficits (3)

ED105 Field Experience II (0-1) ED471 Teaching Reading in the Content Area (3)

ED122 Educational Technology (2) if not taken in Tier two above PY210 Educational Psychology (3)

PY223 Developmental Psychology (3)

PY342 Psychology of the Exceptional Child (2)

PY343 Psychology of the Exceptional Child Practicum (1)

ED313 Classroom Behavior Management (3)

ED350 Education Methodology (2)

ED370SC The Teaching of Science in High School (3)

ED453 Education as a Profession (2)

ED454 Student Teaching Seminar (2)

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**Electives (To Complete Min. 124 Hours)**

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## BA or BS - Biology with Certification in Unified Science

Common Core: [See common core requirements](#)

Required Course from General Education: BI101 General Biology (3) and BI101L (1)

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**Tier Two: Additional General Education Requirements (22+ Hours)**

Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (PY223 and PY210): <a href="#">See guidelines</a> .	6 hours (BA)	6 hours (BS)
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Science: BI102 General Biology (3) and BI102 Lab (1)		4 hours
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BA Foreign Language (a single language) BS Analytical Skills: <a href="#">See guidelines</a> .		6-8 hours
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Must include ED122 Education Technology (2) AND CH114 General Chemistry and Qualitative Analysis (3) and CH114L (1).

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**Unified Science Course Requirements (46+ Hours)**

BI301 Ecology (3) and BI301L (1)	Two (2) from the following (8-10 hours):
BI305 Microbiology (3) and BI305L (1)	PH111 General Physics I (3) with PH111L (1) and PH112 General Physics II (3) with PH112L (1)
BI306 Genetics (3) and BI306L (1)	<b>OR</b>
CH111 General Chemistry (3) and CH111L (1)	PH205 Calculus Physics I (3) with PH205L (2) and PH206 Calculus Physics II (3) and PH206L (2)
GL105 Exploring Geology (4)	<b>Two of the following:</b>
SC103 Introduction to Meteorology (3)	BI107 Anatomy (4) and BI107L (1)
SC225 Interdisciplinary Science Seminar (1)	BI205 General Physiology (4) and BI205L: (1)
SC382 History and Philosophy of Science (3)	BI302 Botany (2) and BI302L (1)

**One of the Following:**

BI 105 Intro to  
Environmental Science (3)  
and BI105L (1)

BI311 Conservation Biology  
(3)

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**Professional Education Requirements (42 Hours)**

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ED101 Foundations of Education (2)	ED470 Instructional Int. for Students with Reading Deficits (3)
ED102 Field Experience I (1)	ED471 Teaching Reading in the Content Area (3)
ED105 Field Experience II (0-1)	PY210 Educational Psychology (3)
ED122 Education Technology (2)	PY223 Developmental Psychology (3)
[if not taken in Tier Two]	PY342 Psychology of the Exceptional Child (2)
ED313 Classroom Behavior Management (3)	PY343 Psychology of the Exceptional Child Practicum (1)
ED350 Education Methodology (2)	
ED370SC The Teaching of Science in High School (3)	
ED453 General Methods Teaching (2)	
ED454 Student Teaching Seminar/Methods (2)	
ED462 Supervised Student Teaching (Capstone) (10)	

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**Electives**

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## BSE with Certification in Middle School Science - Min. 124 Hours

Common Core: [See common core requirements](#)

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Required Courses from General Education:

Science with a laboratory (4)

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**Tier Two: Additional General Education Requirements (18+ Hours)**

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Fine Arts or Humanities:	3 hours
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When choosing a Fine Arts course, [see guidelines](#).

When choosing a Humanities course, [see guidelines](#).

Social Sciences: PY210 and PY223 are recommended.	6 hours
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Additional Science Science w/ or w/out lab (3-4)	3-4 hours
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MA224 Mathematics for Elementary and Middle School Teachers (4)	4 hours
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ED122 Education Technology	2 hours
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**Professional Education (43 Hours)**


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ED102 Field Experience I (1)	PY210 Educational Psychology (3)
ED105 Field Experience II (0-1)	PY223 Developmental Psychology (3)
ED350 Education Methodology (2)	PY342 Psychology of the Exceptional Child (2)
ED313 Classroom and Behavior Management in the Middle and Secondary Classroom (3)	PY343 Psychology of the Exceptional Child Practicum (1)
ED314 History/Philosophy of Middle-Level Education (3)	
ED370SC Methods of Teaching Science (3)	
ED453 General Methods of Teaching (2)	
ED454 Student Teaching Seminar/Methods (2)	
ED462 Student Teaching (10)	
ED470 Instructional Int. for Students with Reading Deficits (3)	
ED471 Teaching Reading in the Content Area (3)	

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**Middle School Grades 5-9 certification requirements (16-17 Hours)**


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Science Subject Area requirements: Minimum of 16 additional Science hours (beyond Common Core and Tier Two requirements) chosen in consultation with the advisor. Students must have 24 total science hours.

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**Minor and Electives (To Complete Min. 124 Hours)**


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# Bachelor of Arts or Bachelor of Science in Biology - Min. 124 Hours

Common Core: [See common core requirements](#)

Required Courses from General Education: BI101 General Biology (3) and BI101L (1)

## Tier Two: Additional General Education Requirements (21-24 Hours)

Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
When choosing a Humanities course, <a href="#">see guidelines</a> .		
When choosing a Fine Arts course, <a href="#">see guidelines</a> .		
Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
Science: <a href="#">See guidelines</a> .		3-4 hours
BA Foreign Language (a single language)BS Analytical Skills: <a href="#">See guidelines</a> .		6-8 hours

## Biology Major Requirements (32 Hours): At least 15 Biology credit hours must be at or above 300 level.

### Required Biology courses (13 Hours)

BI102 General Biology (3) and BI102L (1)	One (1) capstone experience (3): BI460 Special Problems (3) (Capstone)
BI108 Biodiversity (3) and BI108L (1)	SC464BI Undergraduate Research (Biology)(3) (Capstone)
SC225 Interdisciplinary Science Seminar (1)	SC468BI Internship and Field Experiences (3) (Capstone)
SC425 Interdisciplinary Science Seminar (1)	

### At least four (4) from the following (15 hours):

BI107 Human Anatomy (4) and BI107L (1)	BI307 Comparative Animal Behavior (3) and BI307L (1)
BI205 General Physiology (4) and BI205L (1)	BI309 Histology (2) and BI309L (2)
BI206 Invertebrate Zoology/Parasitology (3) and BI206L (1)	BI311 Conservation Bio./Natural Res. Management (3)
BI300 Ornithology (3) and BI300L (1)	BI315 Immunology (3)
BI301 Ecology (3) and BI301L (1)	BI317 Biochemistry and Cellular & Physiology (3) and BI317L (2)
BI302 Botany (2) and BI302L (1)	BI318 Toxicology and Environmental Medicine (3)
BI304 Mammalogy (3) and BI304L (1)	BI320 Molecular and Cellular Biology (3) and BI320L (2)
BI305 Microbiology (3) and BI305L (1)	BI380 Major Readings (3)
BI306 Genetics (3) and BI306L (1)	



Supporting Coursework: Biology majors should have a broad educational background, especially in math and science. Students will be able to select individual courses that best meet their goals and satisfy degree requirements, but the following represent general recommendations for a solid Biology degree. It is important for Biology majors to have at least two general Chemistry courses (CH111/114), and two Organic Chemistry courses (CH341/342) are encouraged. Math skills are important for biologists, and courses in College Algebra, Trigonometry, Statistics, and Calculus (MA103/104/105/118) are recommended.

At least one Physics course is recommended (PH111), and any additional science courses would be helpful (AS101/102, GL105).

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**Electives (To Complete Min. 124 Hours)**

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# Bachelor of Arts or Bachelor of Science in Marine Biology - Min 124 Hours

The marine biology degree program at Central Methodist University is all about quality of life... not just the quality of the aquatic world. It begins with a strong interest in life sciences. The marine biology major gives CMU students an opportunity to explore life in the oceans, both in the classroom and through hands-on experiences. The major combines work on campus with summer work at Gulf Coast Research Laboratory in Ocean Springs, Miss. and other locations.

Common Core: [See common core requirements](#)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .		3-4 hours
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BA Foreign Language (a single language)BS Analytical Skills: <a href="#">See guidelines</a> .		6-8 hours
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## Marine Biology Major Requirements (34 Hours)

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Required Courses in Biology (14 Hours):	Guided Elective Course Requirements (20 hours): (These courses are offered only during the summer sessions at Gulf Coast Research Laboratory in Ocean Springs, Miss.)
BI101 General Biology (3) and BI101L (1)	Marine Science I: Oceanography (physical, chemical, biological & geological) (5)
BI102 General Biology (3) and BI102L (1)	Marine Science II: Marine Biology (5)
SC225 Interdisciplinary Science Seminar (1)	Marine Microbiology (5)
SC425 Science Seminar (1) (Capstone)	Marine Ecology (5)
	Salt Marsh Plant Ecology (4)
	Comparative Histology of Marine Organisms (6)
	Marine Invertebrate Zoology (6)
Additional courses in Biology (4): Cannot include courses listed in the column to the right.	Coastal Ecology For Teachers (4)
	Marine Aquaculture (6)
	Marine Chemistry (4)
	Marine Mammals (5)
	Marine Physiology (4)
	Marine Ichthyology (6)
	Fauna and Faunistic Ecology of Tidal Marshes (5)

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## Electives (To Complete Min. 124 Hours)

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# Bachelor of Science in Biology - Molecular Biology Program - Min. 124 Hours

**Common Core:** See [Common Core requirements](#)

Required course from General Education: CH111 General Chemistry I (3) and CH111L (1)

## Tier Two: Additional General Education Requirements (21-24 Hours)

Humanities or Fine Arts: 6 hours (BS)

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): [See guidelines](#) 6 hours (BS)

Science: [See guidelines](#). 3-4 hours

CH114 General Chemistry II (3) and CH114L (1)

BS Analytical Skills: See guidelines. 6-8 hours

MA 105 Statistics (3) MA118 Calculus I (5)

## Biology Major Requirements (37 Hours)

Biology Credits (32 Hours)

Supporting Science Credits (5)

BI101 General Biology I (3) and BI101L (1)

SC225 Interdisciplinary Science Seminar (1) (required enrollment during the Freshman or Sophomore year)

BI102 General Biology II (3) and BI102L (1)

SC425 Science Seminar (1) (Capstone) (required enrollment during the Junior or Senior year)

BI108 Biodiversity (3) and BI108L (1)

One (1) capstone experience (3):

BI305 Microbiology (3) and BI305L (1)

SC460 Special Problems (3)

BI306 Genetics (3) and BI306L (1)

SC464 Undergraduate Research (Biology) (3)

BI309 Histology (2) and BI309L (2)

SC468 Internship and Field Experiences (3)

BI315 Immunology (3)

BI320 Molecular and Cellular Biology (3) and BI320L (2)

## Minor and Electives (To Complete Min. 124 Hours)

Chemistry Minor (21 hours)

CH111 General Chemistry I (3) and CH111L (1)

CH114 General Chemistry II (3) and CH114L (1)

CH341 Organic Chemistry I (3) and CH341L (1)

CH342 Organic Chemistry II (3) and CH342L (1)

CH317 Biochemistry (3) and CH317L (1)

# Bachelor of Science in Biology - Pre-Health Sciences Professional Program - Min. 124 Hours

**Common Core:** See [Common Core requirements](#)

Required course from General Education: PH111 General Physics I (3) and PH111L (1) or PH205 Calculus Physics I (3) and PH205L (2)

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## Tier Two: Additional General Education Requirements(22-25 Hours)

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Humanities or Fine Arts: 6 hours (BS)

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): [See guidelines](#) PY101 Introduction to Psychology or SO101 Introduction to Sociology 6 hours (BS)

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Science: [See guidelines](#). 3-4 hours

PH111 General Physics II (3) and PH111L (1) or PH206 Calculus Physics II (3) and PH206L (2)

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BS Analytical Skills: See guidelines. 6-8 hours

MA 105 Statistics (3)

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## Biology Major Requirements (38-40 Hours)

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Biology Credits (33-35 Hours) Supporting Science Credits (5)

BI101 General Biology I (3) and BI101L (1) SC225 Interdisciplinary Science Seminar (1)(required enrollment during the Freshman or Sophomore year)

BI102 General Biology II (3) and BI102L (1) SC425 Science Seminar (1) (Capstone) (required enrollment during the Junior or Senior year)

BI108 Biodiversity (3) and BI108L (1) One (1) capstone experience (3):

BI107 Human Anatomy(4) and BI107L (1) SC460 Special Problems (3)

BI205 General Physiology (4) and SC464 Undergraduate Research (Biology)(3)

BI205L (1) SC468 Internship and Field Experiences (3)

BI305 Microbiology (3) and BI305L (1) or BI320 Molecular and Cellular Biology (3) and BI320L (2)

BI306 Genetics (3) and BI306L (1)

BI309 Histology (2) and BI309L (2) or BI315 Immunology (3)

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**Minor and Electives (To Complete Min. 124 Hours)** All students preparing to attend a school of professional health should learn about the specific coursework required for admission to their schools of choice. Most students often choose to obtain a minor in chemistry, as the majority of schools of professional health have prerequisites that include at least one semester of organic chemistry and biochemistry. Some students may find that a different minor, such as psychology is better suited for their specific career goals.

Suggested Chemistry Minor (21 hours)

CH111 General Chemistry I (3) and CH111L (1)

CH114 General Chemistry II (3) and CH114L (1)

CH341 Organic Chemistry I (3) and CH341L (1)

CH342 Organic Chemistry II (3) and CH342L (1)

CH317 Biochemistry (3) and CH317L (1)

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# Bachelor of Science in Biology - Wildlife Ecology and Conservation Biology Program - Min. 124 Hours

**Common Core:** [See Common Core requirements](#) Required course from General Education: BI101 General Biology I (3) and BI101L (1)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts: 6 hours (BS)

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): [See guidelines](#) EC201 Macroeconomics or EC202 Microeconomics 6 hours (BS)

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Science: [See guidelines](#). 3-4 hours

At least one physical science (GL105, PH111 & PH111L, or SC103) (4)

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BS Analytical Skills: See guidelines. 6-8 hours

MA105 Statistics (3) MA305 Statistics II (3) recommended

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## Biology Major Requirements (36 Hours)

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Biology Credits (31 Hours)

BI102 General Biology II (3) and BI102L (1)

BI108 Biodiversity (3) and BI108L (1)

BI301 Ecology (3) and BI301L (1)

BI302 Botany (2) and BI302L (1)

BI306 Genetics (3) and BI306L (1)

ES390 Environmental Policy (3)

Supporting Science Credits (5)

SC225 Interdisciplinary Science Seminar (1)

(required enrollment during the Freshman or Sophomore year) SC425 Science Seminar (1) (Capstone) (required enrollment during the Junior or Senior year)

One (1) capstone experience (3):

SC460 Special Problems (3)

SC464 Undergraduate Research (Biology) (3)

SC468 Internship and Field Experiences (3)

At least 2 of the following 5 courses:

BI206 Invertebrate Zoology (3) and BI206L (1)

BI300 Ornithology (3) and BI300L (1)

BI303 Early Vertebrates (3) and BI303L (1)

BI304 Mammalogy (3) and BI304L (1)

BI307 Comparative Animal Behavior (3) and BI307L (1)

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## Minor and Electives (To Complete Min. 124 Hours)

Environmental Science Minor (18 hours)

BI105 Introduction to Environmental Science (3) and BI105L (1)

CH111 General Chemistry I (3) and CH111L (1)

ES202 Environmental Chemistry (3) and ES202L (1)

ES311 Conservation Biology (3)

Environmental Science Elective (3)

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# Business

[Business Degree](#)

[Business Degree with Certification](#)

[Business - Applied Science in Management](#)

[Business Associate Degrees](#)

The Division of Accounting, Business, and Economics offers a progressive Business program, which combines professional preparation with a liberal arts education. The purpose of this program is to develop the important personal characteristics of confidence in oneself, ability to work with others, written and oral communication skills, technical competence, mathematical skills, moral awareness, and ethical values. The major in Business will prepare the student for graduate school (MBA or Law) or for a career in industry, entrepreneurship or public service.

Business majors may choose from the following concentrations:

- Management
- Marketing and Advertising
- General Business
- Banking and Finance
- Entrepreneurship
- International Business
- Business Education

## Press Enter to add more content

CMU offers two Business student organizations: Delta Mu Delta is a national honor society in business administration (advisor: Prof. John Flanders). Enactus is an organization that develops and implements programs to inform the community about the free enterprise system (advisor: Prof. Julie Bennett).

## Business Minors

### Business Minor - 18 Minor

AC201 Principles of Accounting I (3)

**One (1) from the following:**

MG354 Principles of Management (3)

MK330 Marketing (3)

**One (1) from the following:**

EC201 Macroeconomics (3)

EC202 Microeconomics (3)

**Three (3) courses from the following disciplines (9 hours):**

Accounting

Business

Economics

### Graphic Design Minor - 18 hours

A minor in graphic design is a particularly useful complement for students in marketing and advertising, communications/public relations, sports management, apparel management, education, and other technical areas. All students will create a professional portfolio of creative work. The minor consists of 18 semester hours, including 6 at the 300 level.



**Required courses:**

- AR121 Basics of Design (3)
- AR116 Photography (3)
- CS214 Web Page Design (3)
- GD202 Concepts of Graphic Design (3)
- GD302 Applied Graphic Design (3)
- GD312 Studies in Advanced Graphic Design (3)

## Marketing Minor - 18 Hours

The minor in Marketing is offered to students pursuing a non-Business major. The Marketing minor complements the skills that a student gains in his/her major discipline by enhancing the knowledge and abilities related to marketing situations and processes and the emerging global market. Upon completion of the 18 outlined hours, students will receive a minor in Marketing concurrently with the Bachelor's degree in his/her major area. It is the student's responsibility to meet any prerequisites for the courses in the minor.

**Marketing Minor Required Courses (9 Hours)**

- MK330 Principles of Marketing (3)
- MK366 Advertising (3)
- MK430 Strategic Marketing (3)

**Three (3) Courses from the Following (9 Hours)**

- BU228 E-commerce (3)
- CS214 Web Page Design (3)
- CT201 Public Relations (3)
- CT230 Mass Media (3)
- CT330 Business Communications (3)
- MK235 Consumer Behavior (3)
- MK339 Sales Management (3)
- MK378 Marketing Research (3)

## Business Courses

### Business

**BU110 Introduction to Business.** 3 hours. Survey course to acquaint students with the major institutions and practices in the business world, to provide the elementary concepts of business, to act as an orientation course for selecting a major, and to provide information on business career opportunities. Open only to freshmen and Sophomores, or by permission of the instructor.

**BU190 Special Topics.** 1-3 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission. TBA.

**BU225 Computer Applications in Business.** 3 hours. The course includes the use of microcomputer spreadsheet application software. Topics include creating, formatting, and manipulating files, graphs, and databases; using relational and logical operators to extract data; linking databases and creating reports. Emphasis is on business applications (i.e. Microsoft Office).

**BU228 Electronic Commerce.** 3 hours. Processes, opportunities and challenges in electronic business technologies. Tools and strategies for using the Internet will be covered. Prerequisite: BU225 or CS122. Odd-numbered Springs.

**BU260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission. TBA.

**BU268 Internship and Field Experiences.** 1-15 hours.

**BU290 Special Topics.** 1-3 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission. TBA.

**BU341 Business Law-Contracts.** 3 hours. Introduction to legal considerations that influence a businessperson. Topics include the legal environment of business, contracts and the Uniform Commercial Code. Prerequisite: Sophomore standing. Fall.

**BU342 Business Law-Commercial.** 3 hours. Study of law with emphasis on agency and employment, property, bankruptcy, legal aspects of business organizations, and government regulation. Prerequisite: Sophomore standing. Spring.

**BU360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission. TBA.

**BU368 Internship and Field Experiences.** 1-15 hours.

**BU390 Special Topics.** 1-3 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission. TBA.

**BU460 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission. TBA.

**BU468 Internship and Field Experiences.** 1-15 hours.

**BU 480: Senior Capstone in Business.** 3 hours. Within this capstone course students will demonstrate their integrated knowledge, growth and broad mastery of the knowledge and skills gained throughout the program. Students will read significant works in Business and create reflections of those readings by using critical thinking and collaboration to explain, analyze and make recommendations regarding current problems within the industry. They will lead professional discussions and use multimodal communication in the examination of current industry topics such as, harassment, discrimination, diversity, and ethical dilemmas, in a professional engaged manner. Prerequisites: Junior Standing, Business Major & Completion of the Business Core. Fall/Spring

**BU490 Special Topics.** 1-3 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission. TBA.

## Entrepreneurship

**ET275 Enactus.** 3 hours. Students will participate in the Enactus program in developing and implementing programs to inform the community about the free enterprise system. May be repeated. Fall and Spring.

**ET375 Small Business Management.** 3 hours. Characteristics of the entrepreneur, methods of starting and running a self-owned business, and an awareness of the legal, financial, marketing, and personnel problems of the entrepreneur. Prerequisites: AC201 and Sophomore standing. Fall.

**ET475 Entrepreneurship.** 3 hours. This course will focus on the identification, development, and growth of the entrepreneur and the firm within the free enterprise system. Students will explore small business in terms of risk, difficulties, achievement, orientation, rewards, and satisfaction. Operating problems within selected business opportunities at varying stages of growth and development will be discussed. Students will have the opportunity to interact with entrepreneurs in the classroom and in the actual work environment. Prerequisites: ET375 and Junior Standing. Odd-numbered Springs.

## Finance

**FB345 Investment Analysis.** 3 hours. Study of the valuation of various investment securities, including corporate bonds, preferred and common stocks, stock options, warrants, and rights. A section on personal money management will be included. Prerequisites: AC201, EC201 or EC202, and MA103 or MA1031. Even-numbered Falls.

**FB351 Business Finance.** 3 hours. Study of the concepts and techniques involved in providing funds for a business organization. Topics include the evaluation of decisions involving the acquisition of assets (capital budgeting), working capital management, financial ratio analysis, sources of funds and the cost of capital. Prerequisites: AC201, EC201 or EC202, and MA103 or MA1031. Spring.

## Graphic Design

**GD202 Concepts of Graphic Design.** 3 hours. Introduction to contemporary typography and design. This class explores the principles of applied design as used in the production of brochures, catalogues, magazines, newspapers, etc. Topics will include the use of type, layout, and the use of visual elements using graphics software for project presentation. Basic concepts, principles

and elements of design are reinforced through creative problem solving. Students will begin portfolio development. Prerequisite: AR121.

**GD302 Applied Graphic Design.** 3 hours. Project oriented class for the application of design theory, procedures and processes while creating, acquiring and editing images in digital format. Course subjects will include: learning and using creative design software programs, advertising design for publication, image resolution and color processes. Students will continue to refine their portfolios. Pre-requisite: GD202.

**GD312 Studies in Advanced Graphic Design.** 3 hours. This course is an in-depth study and practice in graphic design and how art and business are integrated. Students will be expected to produce design solutions that reflect edited conceptual development, advanced strategic thinking and professional product appearance. This course consolidates previous graphic design knowledge and skills. Students will finalize their graphic design portfolios with a culminating project. Pre-requisite: GD302.

## International Business

**IB376 International Business.** 3 hours. Introduction and overview of international business as it has evolved to the present time. Coverage includes the evolution of international business structure, processes utilized by international and multi-national businesses, and the effect of national policy on international business. Particular attention will be devoted to evaluating how culture, language, political and legal issues impact management policy and decision making. The course also explores the role of mid-size firms in the international market. Prerequisites: MK330 and EC201. Even-numbered Springs.

## Management

**MG354 Principles of Management.** 3 hours. Knowledge, roles, responsibilities, and skills required of modern managers with emphasis on bureaucracy, decision-making authority, social responsibility, specialization, leadership, and problem solving. Prerequisite: Sophomore standing. Fall and Spring.

**MG356 Human Resource Management.** 3 hours. HRM concepts related to the selection of employees, employee training, leadership styles, job design, communication systems, and rewards and punishments. Prerequisite: Sophomore standing. Spring.

**MG370 Information Systems.** 3 hours. Survey of the systems development process and the role of information systems in business with emphasis on accounting information systems. Students will become familiar with the general role, structure, and control of the accounting information system. A specific application software package for a small business is introduced and used. Cross-listed with AC370. Prerequisite: Junior standing, BU225, AC201, AC202, or instructor's permission. Even-numbered Falls.

**MG477 Production/Operations Management.** 3 hours. Knowledge, roles, responsibilities, and skills required of modern operations managers. An emphasis is placed on production planning, scheduling, forecasting, and programming. Prerequisites: MG354 or MG356 and either 2 years of algebra in high school or MA103 (or MA101/102). Odd-numbered Falls.

## Marketing

**MK235 Consumer Behavior.** 3 hours. Consumer behavior is the study of when, why, how, and where people do or do not buy products. It blends elements from psychology, sociology, social anthropology, and economics. It attempts to understand the buyer decision-making process, both individually and in groups. It studies characteristics of individual consumers such as demographics and behavioral variables in an attempt to understand people's wants. It also tries to assess influences on the consumer from groups such as family, friends, reference groups, and society in general. The course also looks at misbehavior by both consumers and firms as well as the ethics of marketing. Odd-numbered Falls.

**MK303 Sports Marketing and Events.** 3 hours. This course provides a framework for understanding the management and marketing strategies used within the sports management and marketing industries today. This course is intended to cover three basic components: sports as a medium, sports as a product and the emerging considerations relevant for the application of marketing techniques, tasks and event planning responsibilities that can be applied in amateur, recreational or professional sports, sporting events and entertainment events. Prerequisite: MK330 and sophomore standing. Cross listed with SPM303.

**MK330 Marketing.** 3 hours. Concepts and techniques involved in marketing products and services to consumers and industrial users. Topics include the role of marketing, the selection of marketing targets, product planning, channels of distribution, product promotion and pricing. Prerequisite: Sophomore standing or higher. Pre-requisite: Sophomore standing or higher and BU110 or MK235.

**MK339 Sales Management.** 3 hours. Effective tools and techniques employed by salespeople and field sales managers including psychology of selling, use of research, personal time management, and the motivation and evaluation of salespeople. It includes student role-playing of selling situations. Prerequisite: MK330. Fall.

**MK366 Advertising.** 3 hours. Hands-on approach to the advertising campaign and stresses the utilization of marketing research for the development of creative concepts and strategy. Emphasis is placed on problem-solving and the production of copy and visuals as well as the refinement of presentation skills. This is a project-intensive course. Prerequisite: MK330. Spring.

**MK378 Marketing Research.** 3 hours. Study of marketing research theory and practice and their real world application to small and large businesses. Includes case studies of contemporary ideas in marketing research and their execution. Emphasis on hands-on work with reviews and suggested revision of marketing plans of local businesses. Prerequisite: MA105 and MK330. Even-numbered Springs.

**MK430 Strategic Marketing.** 3 hours. An in-depth analysis of the quantitative and qualitative factors involved in the management of the marketing function and adapting to the new economy. An overall emphasis on customer relationship management, technology and the internet, brand building, and global marketing. Value based marketing and managing profits, performance and accountability of a business are also emphasized. Students will develop a sample marketing plan for review by a marketing professional. Prerequisite: MK330, Junior standing, or instructor's permission. Odd-numbered Springs.

# Associate Degrees in Business

## Associate of Arts in Business - Min, 62 Hours

Common Core (28.5-35 Hours): [see common core requirements](#)

<b>Foundations</b>	<b>11.5-18 hours</b>
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and MA103I)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, PY, PS, Philosophy, or SO): EC201 Macroeconomics (3) OR EN202 Microeconomics (3)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab	4 hours
<b>Tier Two: Additional General Education Requirements (15-16 Hours)</b>	
Humanities or Fine Arts:	9 hours
When choosing a Humanities course, <a href="#">see guidelines</a> .	
When choosing a Fine Arts course, <a href="#">see guidelines</a> .	
Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> .	3 hours
Science: See guidelines.	3-4 hours
<b>Concentration in Business (12 Hours)</b>	
AC201 Principles of Accounting I (3)	One (1) from the following:
BU341 Business Law Contracts (3)	BU110 Introduction to Business (3)
AC/BU/EC Elective (3)	ET375 Small Business Management (3)
<b>Electives (To Complete Min. 62 Hours)</b>	

## Associate of Science in Business - Min. 62 Hours

Common Core (28.5-35 Hours): [see common core requirements](#)

<b>Foundations</b>	<b>11.5-18 hours</b>
CMU101/102	1.5-2 hours

Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and/or MA103I)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO): EC201 Macro-economics (3) OR EC202 Microeconomics (3)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab	4 hours
<b>Concentration in Business (24 Hours)</b>	
AC201 Principles of Accounting I (3)	One (1) from the following:
BU341 Business Law Contracts (3)	BU110 Introduction to Business (3)
AC/BU/EC Electives (15 hours)	ET375 Small Business Management (3)
<b>Electives (To complete Min. 62 Hours)</b>	

# Business with Certification at the Secondary Level - 124 Hours

## Bachelor of Arts or Bachelor of Science

Common Core: [See Common Core requirements](#) Required Courses from General Education:

MA105 Statistics (3) (Any student whose ACT Math subscore is below 20 must pass MA101/MA102 before taking MA105.)

Science with a laboratory (4)

EC202 Microeconomics (3)

En306 Technical Writing (3)

### Tier Two: Additional General Education Requirements (22+ Hours)

Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences Must take EC201 Macroeconomics (3) and PY210 Educational Psychology.	6 hours (BA)	6 hours (BS)
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Science: Science with or w/out lab (3-4)		3-4 hours
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BA Foreign Language (a single language)BS Analytical Skills: <a href="#">See guidelines</a> .		6-8 hours
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Must include BU225 Computer Applications in Business (3)

### Business Major (39 Hours): Business Common Core (21 hours) + Business Education (18 hours)

Business Common Core (21 Hours)	Business Education Requirements (15-18 Hours)
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AC201 Principles of Accounting I (3)	BU225 Computer Applications in Business (3)
AC202 Principles of Accounting II (3)	BU342 Business Law Commercial (3)
BU110 Introduction to Business (3)	CS214 Web Page Design (3)
BU341 Business Law Contracts (3)	ED340 Implementing Bus. Ed. Pgms (3)
BU480 Senior Capstone in Business (Capstone) (3)	ED341 Coordination of Cooperative Education (3)
MG354 Principles of Management (3)	**CT330 Professional Communication (3) -Only if EN306 was not taken in Tier I.
MK330 Marketing (3)	

### Professional Education Course Requirements (34-36 Hours)

ED101 Foundations of Education (2)	ED462 Supervised Student Teaching (Capstone) (10)
ED102 Field Experience I (1)	ED470 Instructional Interventions for Students with Reading Deficits (3)
ED105 Field Experience II (0-1)	ED471 Teaching Reading in the Content Area (3)
	PY223 Developmental Psychology (3)
	PY342 Psychology of the Exceptional Child (2)

ED313 Classroom and Behavior Management (3)      PY343 Practicum for PY342 (1)

ED350 Education Methodology (2)

ED370BU The Teaching of Bus. Education in H.S. (3)

ED453 Education as a Profession (Capstone) (2)

ED454 Student Teaching Seminar/Methods (2)

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**Electives (To Complete Min. 124 Hours)**

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# Bachelor of Arts or Bachelor of Science in Business - Min 124 Hours

Common Core: [See Common Core requirements](#) Required Courses from General Education:

BA: EC201 Macroeconomics (3) and MA105 Statistics (3) (Any student whose ACT Math subscore is below 20 must pass MA101/MA102 before taking MA105.)

BS: EC201 Macroeconomics (3) and MA103 College Algebra (3) or higher.

## Tier Two: Additional General Education Requirements (21-24 Hours)

Humanities or Fine Arts: 9 hours (BA) 6 hours (BS)

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): [See guidelines](#). Must include EC202 Microeconomics (3). 3 hours (BA) 6 hours (BS)

Science: [See guidelines](#). 3-4 hours

BA Foreign Language (a single language) 6-8 hours

BA Analytical Skills: [See guidelines](#). Must include BU225 Computer Applications in Business (3) [students may need CS121 (1)].

BS Analytical Skills: [See guidelines](#). Must include BU225 Computer Applications in Business (3) [students may need CS121 (1)] and MA105 Statistics (3) or higher.

## Business Major (39 Hours): Business Common Core (21 hours) + Concentration (18 hours) Business Common Core (21 Hours)

AC201 Principles of Accounting I (3) BU480 Senior Capstone in Business (Capstone) (3)

AC202 Principles of Accounting II (3) MG354 Principles of Management (3)

BU110 Introduction to Business (3) MK330 Marketing (3)

BU341 Business Law Contracts (3)

Business Major-Area of Concentration (18 Hours): Each of the following areas of concentration consists of 18 hours of course work. Each area has some required courses and some electives which can be chosen from a given group of courses. Some of the electives may be from outside the Division of Accounting, Business, and Economics.

### Management (18)

EC3xx Economics Elective (3)

ET375 Small Business Management (3)

FB351 Business Finance (3)

MG356 Human Resource Management (3)

MK477 Productions/Operations Management (3)

One (1) from the following

AC313 Fraud Examination (3)

BU268 Internship (3)

BU342 Business Law Commercial (3)

### Marketing and Advertising (18 hours)

MK339 Sales Management (3)

MK366 Advertising (3)

MK378 Marketing Research (3)

MK430 Strategic Marketing (3)

One (1) of the following:

CT201 Public Relations (3)

CT230 Mass Media (3)

One (1) from the following:

BU368 Internship (3)

MK339 Sales Management (3)

MK366 Advertising (3)

BU228 Electronic Commerce (3)

CS214 Web Page Design (3)

CT306 Media Law (3)

CT330 Business Communication (3)

CT386 Media Planning (3)

MG356 Human Resource Management (3)

MK235 Consumer Behavior

BU 268, BU 368 or BU468 Internship (3)

**General Business (18 hours)**

MK339 Sales Management (3)

MK366 Advertising (3)

MK378 Marketing Research (3)

MK430 Strategic Marketing (3)

One (1) of the following:

CT201 Public Relations (3)

CT230 Mass Media (3)

One (1) from the following:

BU228 Electronic Commerce (3)

CS214 Web Page Design (3)

CT306 Media Law (3)

CT330 Business Communication (3)

CT386 Media Planning (3)

MG356 Human Resource Management (3)

MK235 Consumer Behavior

BU 268, BU 368 or BU468 Internship (3)

**Banking and Finance (18 hours)**

AC340 Income Tax (3)

BU342 Business Law Commercial (3)

EC311 Money, Credit, and Banking (3)

FB345 Investments Analysis (3)

FB351 Business Finance (3)

One (1) from the following:

AC313 Fraud Examination (3)

EC314 Managerial Economics

EC316 Intermediate Macroeconomics (3)

EC347 International Economics (3)

**Entrepreneurship (18 hours)**

BU 342 Business Law II (3)

ET 375 (Small Business Management) (3)

ET 475 Entrepreneurship (3)

MK 339 Sales Management (3)

One (1) of the following three:

MK 366 Advertising (3)

MK 378 Marketing Research (3)

MK 430 Strategic Marketing (3)

One (1) of the following

AC313 Fraud Examination (3)

BU228 Electronic Commerce (3)

EC311 Money, Credit, and Banking (3)

**International Business (18 hours)**

Students with this concentration will have a foreign language as their minor or complete an interdisciplinary minor in two languages. A student may be able to demonstrate fluency in at least one foreign language in place of the minors. International students whose first language is one other than English are presumed to have fluency in a foreign language and may substitute a different minor for the foreign language minor.

BU228 Electronic Commerce (3)

BU342 Business Law II-Commercial (3)

EC347 International Economics (3)

IB376 International Business (3)

Two (2) from the following:

MK339 Sales Management (3)

EC314 Managerial Economics (3)

FB351 Business Finance (3)

IB376 International Business (3)

MK235 Consumer Behavior (3)

MK366 Advertising (3)

BU268 Internship (3)

BU368 Internship (3)

MG477 Production/Operations Management (3)

FB351 Business Finance (3)

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**Business Education (18 hours)**

BU225 Computer Applications in Business (3)

BU228 Electronic Commerce (3)

BU342 Business Law Commercial (3)

CT214

Webpage Design (3)

300-level Elective from AC, BU, or EC (3)

MG370 Information Systems (3)

\*Students must complete additional Professional Education Course Requirements in order to seek certification to teach business at the secondary level.

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**Minor and Electives (To Complete Min. 124 Hours)** Recommendations: A student who is considering graduate school should complete one of the following:

MA112 Selected Topics in Calculus (3)

MA118 Calculus and Analytic Geometry I (5)

The following course will meet general education requirements and will complement the Business Major:

PL306 Ethics and the Professions (3)

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# Applied Science in Management (BASM) - Min. 124 Hours

This degree program is designed for and available only to students who transfer to Central Methodist University with an Associate of Science (AS) or Associate of Applied Science (AAS) degree. (1) Students with an AS or AAS in Management or a closely related cognate field should consult the Bachelor of Science programs in Business which will serve as their degree completion program. (2) Students who have taken AAS technical courses in some AAS field but have not completed the AAS degree will be evaluated for this and other degree completion programs on an individual basis. This degree program requires at least 36 hours of upper-division coursework.

Common Core: [See Common Core requirements](#) Required Courses from General Education:

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EC202 Microeconomics (3)

EN306 Technical Writing (3)

MA105 Elementary Statistics (3) (Any student whose ACT Math subscore is below 20 must pass MA101/MA102 before taking MA105.)

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### Tier Two: Additional General Education Requirements (12 Hours)

Statistics	3 hours
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Applied Computer Skills: BU225 Computer Applications in Business (3)	3 hours
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Ethics: PL306 Ethics and the Professions (3)	3 hours
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Economics: EC314 Managerial Economics (3)	3 hours
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### Applied Science in Management Major Requirements (30 Hours)

AC201 Accounting Principles I (3)	EC201 Macroeconomics (3)
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AC202 Accounting Principles II (3)	MG354 Principles of Management (3)
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BU/CS/AC/EC Electives (6)	MG356 Human Resources Management (3)
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BU341/342 Business Law Contracts or Commercial (3)	MG477 Production & Operation Mgmt (3)
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BU480 Senior Capstone in Business (Capstone) (3)
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### Applied Science Concentration (18 or more Hours): Technical courses transferred from the AAS field of concentration

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### Electives (To Complete Min. 124 Hours)

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# Chemistry

[Chemistry Degree](#)

[Chemistry Degree with Certification](#)

[Chemistry Associates Degree](#)

Chemistry is the study of matter-matter in the form of energy and in the form of mass. Conversion of matter from one form to another provides the basis for changing substances into other substances.

The study of Chemistry provides the understanding and tools necessary for a greater understanding of the physical universe. The major in Chemistry is intended to prepare graduating chemists for employment in industrial and government laboratories, teaching at the high school level, study in the medical profession, and advanced study in analytical, clinical, environmental, forensic, inorganic, organic and physical chemistry, and biochemistry. The program is designed to provide theory and practical experience in many areas of Chemistry while allowing the student to select the courses that meet his or her needs. The student has the option of graduating with a Bachelor of Science degree or with a Bachelor of Arts degree. The required courses are the same for both degrees.

CMU's Chemistry students may join three organizations related to this major:

**Student Affiliates of the American Chemical Society** is a national professional organization in chemistry (advisor: Dr. James Gordon).

**Gamma Sigma Epsilon**, Upsilon Beta Chapter of the National Chemistry Honor Society (advisors: Drs. John Bellefeuille and James Gordon).

**Alpha Epsilon Delta** is a national pre-health professions fraternity (advisor: Dr. Ashley Lough).

## Chemistry Minor

A minor in Chemistry consists of any 20 hours of Chemistry course work.

## Chemistry Courses

**CH107 Chemistry/Allied Health.** 3 hours. A survey of concepts for General Chemistry, Organic Chemistry and Biochemistry. The course includes an introduction to atomic theory, structure and nomenclature for organic and inorganic molecules, and reactions and properties of inorganic, organic, and biochemical systems. Fall.

**CH111 General Chemistry.** 3 hours. An introduction to general chemistry and elementary physical chemistry, including atomic theory and structure, periodic table, reactions and properties of elements and compounds. Those lacking college preparation Chemistry need permission of instructor and division chair. 3 lectures. Prerequisite: Meet or exceed University policy for College Algebra (3hr course); or MA103 with grade of C or better; or by permission of the Chair.

**CH111L General Chemistry Lab.** 1 hour. Lab exercises that accompany CH111. Must be taken concurrently with CH111. 2 lab hours. Fall.

**CH114 General Chemistry with Qualitative Analysis.** 3 hours. A continuation of the topics in CH111 with emphasis on reactions, equilibria of elements, compounds and solutions, including the techniques of qualitative analysis. 3 lectures. Prerequisite: CH111 or permission of instructor and division chair and ACT Math subscore # 20 or MA101/102 or MA103. Spring.

**CH114L General Chemistry with Qualitative Analysis Lab.** 1 hour. Lab exercises that accompany CH114. Must be taken concurrently with CH114. 2 lab hours. Spring.

**CH202 Environmental Chemistry.** 3 hours. Introduction to the principles of chemistry and physics in the environment. Topics will include air, water, and soil chemistry; environmental pollution including air, water, chemical, nuclear, noise, and energy; and waste problems. Cross-listed with ES202. 3 lectures. Prerequisite: CH111. Even-numbered Springs.

**CH202L Environmental Chemistry Lab.** 1 hour. Lab exercises that accompany CH202. Must be taken concurrently with CH111. Cross-listed with ES202L. 2 lab hours. Even-numbered Springs.

- CH221 Quantitative Analysis.** 3 hours. The basic principles of gravimetric and volumetric analyses, and the application of certain classical and modern techniques to these analyses. 3 lectures. Prerequisite: CH114. Even-numbered Falls.
- CH221L Quantitative Analysis Lab.** 1 hour. Lab exercises that accompany CH221. Must be taken concurrently with CH221. 4 lab hours. Even-numbered Falls.
- CH317 Biochemistry and Cellular Physiology.** 3 hours. The chemistry of biological systems, with emphasis on the biosynthesis, catalysis, and the metabolic role and degradation of proteins, carbohydrates, lipids, nucleic acids, vitamins, hormones and other substances related to life processes. 3 lectures. Prerequisites: Two semesters of Biology and CH341 or the permission of instructor and division chair. Fall.
- CH317L Biochemistry and Cellular Physiology Lab.** 1 hour. Lab exercises that accompany CH317. Must be taken concurrently with CH317. 4 lab hours. Fall.
- CH322 Scientific Instrumentation.** 3 hours. An introduction to modern electronics, optical instrumentation, and other scientific instrumentation including computer based equipment. 3 lectures. Cross-listed with PH322. Prerequisite: PH112 or PH206. Odd-numbered Falls.
- CH322L Scientific Instrumentation Lab.** 1 hour. Lab exercises that accompany CH322. Must be taken concurrently with CH322. Cross-listed with PH322L. 3 lab hours. Odd-numbered Falls.
- CH341 Organic Chemistry I.** 3 hours. A study of the important classes of aliphatic and aromatic compounds including nomenclature, properties, reactions, mechanisms and methods of identification. The methods of identification include infrared, mass and nuclear magnetic resonance spectroscopy. 3 lectures. Prerequisite: CH114. Fall.
- CH341L Organic Chemistry I Lab.** 1 hour. Lab exercises that accompany CH341. Must be taken concurrently with CH341. 4 lab hours. Fall.
- CH342 Organic Chemistry II.** 3 hours. A continuation of CH341 providing an in-depth study of the preparation, reactions, and analysis of organic functional groups with an emphasis on mechanisms and structure/property relationships. 3 lectures. Prerequisite: CH341. Spring.
- CH342L Organic Chemistry II Lab.** 1 hour. Lab exercises that accompany CH342. Must be taken concurrently with CH342. 4 lab hours. Spring.
- CH354 Thermodynamics and Physical Chemistry.** 3 hours. State of matter, chemical thermodynamics, solutions, equilibria, phase rule, and electrochemistry. 3 lectures. Cross-listed with PH354. Prerequisites: CH114, MA209 and PH206, or permission of instructor and division chair. Even-numbered Falls (alternates with CH355).
- CH354L Thermodynamics and Physical Chemistry Lab.** 1 hour. Lab exercises that accompany CH354. Must be taken concurrently with CH354. Cross-listed with PH354L. 3 lab hours. Even-numbered Falls (alternates with CH355).
- CH355 Quantum Mechanics and Solid State Physics.** 3 hours. Topics include quantum mechanics, spectroscopy, group theory and solid state. 3 lectures. Cross-listed with PH355. Prerequisites: CH114, MA209 and PH206, or permission of instructor and division chair. Even-numbered Falls (alternates with CH354).
- CH355L Quantum Mechanics and Solid State Physics Lab.** 1 hour. Lab exercises that accompany CH355. Must be taken concurrently with CH355. Cross-listed with PH355L. 3 lab hours. Even-numbered Falls (alternates with CH355).
- CH362 Inorganic Chemistry.** 3 hours. Introduction to structural concepts and development of reaction chemistry. 3 lectures. Prerequisite: CH354 or permission of instructor and division chair. Odd-numbered Springs.
- CH362L Inorganic Chemistry Lab.** 1 hour. Lab exercises that accompany CH362. Must be taken concurrently with CH362. 3 lab hours. Odd-numbered Springs.

# Associate of Science in Chemistry

The two-year program is designed to prepare students to work in industry and/or assist in a chemical laboratory.

Common Core (28.5-29 Hours): [see common core requirements](#)

<b>Foundations</b>	<b>11.5-12 hours</b>
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and/or MA103I)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab: CH111 General Chemistry (3) and CH111L (1)	4 hours
<b>Concentration in Chemistry (26 Hours)</b>	
Required Courses in Chemistry:	Required Related Courses (10 hours):
CH114 General Chemistry with Qualitative Analysis (3) and CH114L (1)	Mathematics courses as approved by advisor (2) Two (2) from the following (8 hours):
CH221 Quantitative Analysis (3) and CH221L (1)	BI101 General Biology I (3) with BI101L (1) and BI102 General Biology II (3) with BI102L (1)
CH341 Organic Chemistry (3) and CH341L (1)	ORPH111 General Physics I (3) with PH111L (1) and PH112 General Physics II (3) with PH112L (1)
CH342 Organic Chemistry (3) and CH342L (1)	
<b>Electives (To complete Min. 62 Hours)</b>	

# Chemistry Degrees with Certification

## BA or BS, Chemistry Major with Certification - Min. 124 Hours

Common Core: [See common core requirements](#). Required Course from General Education: CH111 General Chemistry (3) and CH111L (1) and MA118 Calculus and Analytic Geometry I (5)

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### Tier Two: Additional General Education Requirements (22+ Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (PY210 and PY223): <a href="#">see guidelines</a> .	6 hours (BA)	6 hours (BS)
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Science: Must include CH114 General Chemistry with Qualitative Analysis (3) and CH114L (1)		4 hours
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BA Foreign Language (a single language) BS Analytical Skills: <a href="#">see guidelines</a> .		6-8 hours
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Must include ED122 Education Technology (2) and MA209 Calculus and Analytical Geometry II (5)

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### Chemistry Major Requirements (36+ Hours)

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CH221 Quantitative Analysis (3) and CH221L (1)

CH341 Organic Chemistry I (3) and CH341L (1)

CH342 Organic Chemistry II (3) and CH342L (1)

CH354 Thermodynamics and Physical Chemistry (3) and CH354L (1) or CH355 Quantum Mechanics and Solid State Physics (3) and CH355L (1)

Additional Hours in Science Including:

PH205 Calculus Physics I (3) and PH205L (2)

PH206 Calculus Physics II (3) and PH206L (2)

BI101 General Biology (3) and BI101L (1)

SC103 Meteorology (3) or 100-level Geology (4)

SC382 History and Philosophy of Science

#### Choose One of the Following:

BI301 Ecology (3) and BI301L (1) BI311 Conservation Biology and Natural Resource Management (3)

BI105 Environmental Science (3) and BI105L (1)

CH/ES 202 Environmental Chemistry (3) and CH/ES202L (1)

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### Professional Education Requirements (42 Hours)

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ED101 Foundations of Education (2)

ED102 Field Experience I (1)

ED105 Field Experience II (0-1)

ED122 Education Technology (2) if not taken in Tier Two Above

ED313 Classroom Behavior Management (3)

ED350 Education Methodology (2)

ED370SC Methods of Teaching Science (3)

ED462 Supervised Student Teaching (Capstone) (10)

ED470 Instructional Int. for Students with Reading Deficits (3)

ED471 Teaching Reading in the Content Area (3)

PY210 Educational Psychology (3)

PY223 Developmental Psychology (3)

PY342 Psychology of the Exceptional Child (2)

PY343 Psychology of the Exceptional Child Practicum (1)



ED453 Education as a  
Profession (2)

ED454 Student Teaching  
Seminar (2)

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**Electives (To Complete Min. 124 Hours)**

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## BA or BS, Chemistry with Certification in Unified Science

Common Core: [See Common Core requirements](#) Required Course from General Education:

CH111 General Chemistry (3) and CH111L (1)

MA118 Calculus and Analytic Geometry I (5) - Any student whose ACT Math subscore is below 20 must pass MA101/MA102 before taking MA118.)

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**Tier Two: Additional General Education Requirements (22 Hours)**

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, see guidelines.

When choosing a Fine Arts course, see guidelines.

Social Sciences (PY210 and PY223): See guidelines.	6 hours (BA)	6 hours (BS)
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Science: BI101 General Biology (3) and BI101L (1)		4 hours
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BA Foreign Language (a single language)BS Analytical Skills: See guidelines.		6-8 hours
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Must include ED122 Education Technology (2) AND MA209 Calculus and Analytic Geometry II (5).

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**Major-Unified Science Core Requirements (57 Hours)**

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BI102 General Biology (3) and BI102L (1)	CH/ES202 Environmental Chemistry (3) and CH/ES202L (1) CH354 Thermodynamics and Physical Chemistry (3) and CH354L (1)
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CH114 General Chemistry with Qualitative Analysis (3) and CH114L (1)	<b>One (1) from the following:</b>
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CH221 Quantitative Analysis (3) and CH221L (1)	BI105 Environmental Science (3) and BI305L (1)
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CH341 Organic Chemistry (3) and CH341L (1)	BI301 Ecology (3) and BI301L (1)
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CH342 Organic Chemistry (3) and CH342L (1)	BI311 Conservation Biology and Natural Resource Management (3)
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CH362 Inorganic Chemistry  
(3) and CH362L (1)

GL105 Exploring Geology  
(4)

(2)SC103 Meteorology (3)

SC225 Science Seminar (1)

SC382 History &  
Philosophy of Science (3)

PH205 Calculus Physics I  
(3) and PH205L (2)

PH206 Calculus Physics II  
(3) and PH205L

OR

PH111 General Physics I (3)  
and PH111L (2)

AND PH112 General Physics  
II (3) and PH112L(2)

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### Professional Education Course Requirements (42 Hours)

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ED101 Foundations of Education (2)	ED462 Supervised Student Teaching (Capstone) 10)
ED102 Field Experience I (1)	ED470 Instructional Int. for Students with Reading Deficits (3)
ED105 Field Experience II (0-1)	ED471 Teaching Reading in the Content Area(3)
ED122 Education Technology (2) [if not taken in Tier Two]	PY210 Educational Psychology (3)
ED313 Classroom Behavior Management (3)	PY223 Developmental Psychology (3)
ED350 Educational Methodology (2)	PY342 Psychology of the Exceptional Child (2)
ED370SC Methods of Teaching Science (3)	PY343 Practicum for PY342 (1)
ED453 Education as a Profession (2)	
ED454 Student Teaching Seminar/Methods (2)	

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### No Electives

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## BSE with Certification in Middle School Science - Min. 124 Hours

Common Core: [See Common Core requirements](#)

Required Courses from General Education:

Science with a laboratory (4)

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### Tier Two: Additional General Education Requirements (18+ Hours)

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Fine Arts or Humanities: 3 hours

When choosing a Fine Arts course, [see guidelines](#).

When choosing a Humanities course, [see guidelines](#).

Social Sciences: PY210 and PY223 6 hours

Additional Science with or Without lab 3-4 hours

MA224 Mathematics for Elementary and Middle School Teachers (4) 4 hours

ED122 Education Technology 2 hours

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**Professional Education (43 Hours)**

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ED101 Foundations of Education (2)	PY210 Educational Psychology (3)
ED102 Field Experience I (1)	PY223 Developmental Psychology (3)
ED105 Field Experience II (0-1)	PY342 Psychology of the Exceptional Child (2)
ED313 Classroom and Behavior Management (3)	PY343 Psychology of the Exceptional Child Practicum (1)
ED314 History / Philosophy of Middle-Level Education (3)	
ED350 Education Methodology (2)	
ED370 Methods for Teaching Science (3)	
ED453 Education as a Profession(2)	
ED454 Student Teaching Seminar/Methods (2)	
ED462 Student Teaching (10)	
ED470 Instructional Interventions for Students with Reading Deficits (3)	
ED471 Teaching Reading in the Content Area (3)	

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**Science Subject Area requirements (16-17 additional Hours):** Minimum of 16-17 additional Science hours chosen in consultation with the advisor. Students must have a total of 24 hours of science.

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**Minor and Electives (To Complete Min. 124 Hours)**

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# Bachelor of Arts or Bachelor of Science in Chemistry - Min. 124 Hours

Common Core: [See Common Core requirements](#) Required courses from General Education: CH111 General Chemistry (3) and CH111L (1)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .	3-4 hours
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BA Foreign Language (a single language) BS Analytical Skills: <a href="#">See guidelines</a> .	6-8 hours
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## Chemistry Major Requirements (49 Hours)

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CH114 General Chemistry with Qualitative Analysis (3) and CH114L (1)  CH221 Quantitative Analysis (3) and CH221L (1)  CH341 Organic Chemistry (3) and CH341L (1)  CH342 Organic Chemistry (3) and CH342L (1)  CH362 Inorganic Chemistry (3) and CH362L (1)  SC464CH Undergrad. Research (Capstone) (Chemistry) (3)  MA118 Calculus and Analytic Geometry I (5)  MA209 Calculus and Analytic Geometry II (5)  PH205 Calculus Physics I (3) and PH205L (2)  PH206 Calculus Physics II (3) and PH206L (2)	SC225 Interdisciplinary Science Seminar (1)(required enrollment during the Freshman or Sophomore year)  SC425 Science Seminar (1) (Capstone) (required enrollment during the Junior or Senior year)  One (1) from the following:  CH354 Thermodynamics and Physical Chemistry (3) and CH354L (1)  CH355 Quantum Mechanics and Solid State Physics (3) and CH355L (1)
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## Minor and Electives (To Complete Min. 124 Hours)

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# Child Development

[Child Development Degree](#)

[Child Development Associates Degree](#)

The Bachelor of Science with a major in Child Development is offered for students who are interested in a career working with children and families in a variety of settings outside public schools. Students will be able to tailor some of their coursework to meet specific career goals.

## Child Development Minor - 18 Hours

ED101 Foundations of Education (2)

ED102 Field Experience I (1)

ED103 Child Development (2)

ED204 Utilizing Family and Community Resources (3)

ED264 Child Health (2)

ED326 Children's Literature (3)

ED327 Creative Arts (3)

PE202 Motor Learning and Development (3)

# Child Development Associate Degrees

## Associate of Arts in Child Development

Common Core (28.5-29 Hours): [See common core requirements](#)

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### Foundations, 11.5-12 hours

CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (6-8 hours if taking MA099 & MA103I)

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### Understanding Human Nature, 13 hours

Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO)	3 hours

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### Exploring the Nature of the Universe, 4 hours

Science with Lab	4 hours
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### Tier Two: Additional General Education Requirements (15-16 Hours)

Humanities or Fine Arts:	9 hours
When choosing a Humanities course, <a href="#">see guidelines</a> .	
When choosing a Fine Arts course, <a href="#">see guidelines</a> .	
Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours
Science: <a href="#">See guidelines</a> .	3-4 hours

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### Concentration in Child Development (22 hours)

ED101 Foundations of Education (2)	ED264 Child Health (2)
ED103 Child Development (2)	ED326 Children's Literature (3)
ED204 Utilizing Family and Community Resources (3)	ED327 Creative Arts (3)
ED206 Infant/Toddler Curriculum (2)	ED330 Curriculum Methods and Materials in Early Childhood Education (2)
ED207 Infant/Toddler Practicum (2)	ED331 Practicum for ED330 (1)

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### Electives (To complete Min. 62 Hours)

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## Associate of Science in Child Development

Common Core (28.5-29 Hours): [see common core requirements](#)

Foundations	11.5-12 hours
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and/or MA103I)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO)	3 hours
Exploring the Nature of the Universe	4 hours
Science with Lab	4 hours
<b>Concentration in Child Development (22 Hours)</b>	
ED101 Foundations of Education (2)	ED264 Child Health (2)
ED103 Child Development (2)	ED326 Children's Literature (3)
ED204 Utilizing Family and Community Resources (3)	ED327 Creative Arts (3)
ED206 Infant/Toddler Curriculum (2)	ED330 Curriculum Methods and Materials in Early Childhood Education (2)
ED207 Infant/Toddler Practicum (2)	ED331 Practicum for ED330 (1)
<b>Electives (To complete Min. 62 Hours)</b>	

# Bachelor of Science in Child Development - Min. 124 Hours

Common Core: [See Common Core requirements](#)

Recommended Common Core course: PY101 General Psychology (3)

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## Tier Two: Additional General Education Requirements (21-22 Hours)

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Humanities or Fine Arts: 6 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): [See guidelines](#). 6 hours

Must include PY210 Educational Psychology (3) if PY101 General Psychology (3) not taken as part of the Common Core (above).

Must include PY223 Developmental Psychology (3).

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Science: [See guidelines](#). 3-4 hours

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Analytical Skills: MA224 is recommended. 6 hours

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## Child Development Major Requirements (36 Hours)

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ED103 Child Development (2)

**Choose 11 hours from the following 2 options.**

ED204 Util. Fam. And Comm. Resources (3)

**Early Childhood emphasis**

ED206 Infant Toddler Curriculum (2)

ED101 Foundations of Education (2)

ED207 Infant Toddler Practicum (2)

ED308 Administration of EC Programs (3)

ED264 Child Health (2)

ED315 Reading/Writing w/ Young Children (4)

ED326 Children's Literature (3)

ED332 Screening & Diagnosis (2)

ED327 Creative Arts (3)

ED333 Screening & Diagnosis Practicum (1)

ED330 Curriculum Methods (2) (Capstone)

ED337 Classroom Organization and Curricular Design (2)

ED331 Curriculum Methods Practicum (1)

**Emphasis on school-aged children**

ED313 Classroom/Behavior Mgmt. (3) or SE345 Classroom & Behavior Mgmt. (3)

PE202 Motor Learning and Motor Development (3)

ED315 Reading/Writing w/ Young Children (4)

SE203 Intro. to Special Education (3)

One (1) from the following:

PE328 Adapted Physical Education (3)

ED444 Early Childhood Experience (Capstone) (3)

PY342 Psychology of the Exceptional Child (2)

PY343 Psychology of the Exceptional Child Practicum (1)

ED468 Child Development Internship (3)

CJ318 Juvenile Justice (3)

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**Minor and Electives (To Complete Min. 124 Hours)** The division suggests elective coursework that will support the student's career plans (e.g., coursework in Physiology, Sociology, Business, Foreign Language, Criminal Justice, Political Science, Physical Education, or Special Education).

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# CMU-Prefix Program

**The First-Year Program:** At CMU we take special care to make sure that incoming freshmen adjust successfully to university life. Helping students make the crucial transition from high school to college is the major goal of our First-Year Program. In addition to summer and fall orientation activities, the academic part of the First-Year Program consists of two interlinked orientation classes, CMU 101 and CMU 102. CMU 101 concentrates on issues of campus orientation, academic success, and orientation to the major. The second class in the sequence, CMU 102, concentrates more exclusively on issues related to the major, as well as leadership principles associated with a career in that major. By devoting extra effort to these details, we are carrying out the campus mission of training students to exercise ethical leadership in order to make a difference in the world.

**Introduction to Leadership:** In conjunction with CMU's mission of preparing students to make a difference in the world by emphasizing academic and professional excellence, ethical leadership, and social responsibility, we require students, at the earliest in their sophomore years, to take CMU201 Introduction to Leadership. This interdisciplinary course provides an introduction to leadership principles and theories using a combination of case studies, historical perspectives, and personal experience with effective leaders. By the end of the course, students should understand individual and group leadership issues and be able to identify personal leadership qualities to apply in their lives. (ROTC students may substitute MSL220 and MSL222.)

**Study Strategies for Successful College Students:** This course will help students develop the skills and strategies to be successful students who are responsible for their own college learning experience.

## CMU-Prefix Courses

**CMU101 Freshman Survival Skills.** 1 hour. A First-year orientation class designed to orient the student to university life and discuss adaptations and skills necessary for success at the university level.

**CMU102 Freshman Survival Skills II.** 0.5 to 1 hour. The second part of the university orientation class, designed to prepare students for success by focusing on more discipline-specific issues.

**CMU104 Study Strategies for Successful College Students.** 2 hours. This course will help students develop the skills and strategies to be successful students who understand that they are responsible for their own college learning experience.

**CMU130 Honor's Perspectives I.** 2 hours. This course utilizes creative curriculum, incorporating critical thinking, creativity, and research skills to help honors students develop personal leadership styles and to recognize their place in a greater global and historical context. Built around hands-on, engaging learning activities, the course is also focused on developing a cohort for honors students in the freshman class. Prerequisite: Instructor's permission. CMU

**CMU132 Honor's Perspectives II.** 1 hour. In a team-based environment, students will incorporate critical thinking, creativity, and research skills to develop personal leadership styles and to recognize their place in a greater global and historical context. Prerequisite: Honors eligibility and completion of one hour of honors credit. Course may be repeated for a total of two hours of credit.

**CMU201 Introduction to Leadership.** 1 hour. This interdisciplinary course provides an introduction to leadership principles and theories using a combination of case studies, historical perspectives, and personal experience with effective leaders. By the end of the course, students should understand individual and group leadership issues and be able to identify personal leadership qualities to apply in their lives. Prerequisite: Sophomore standing. ROTC students may substitute MSL220 and MSL222.

**CMU301 Life After Graduation: From Backpack to Briefcase.** 1 hour. This course is intended to prepare students for life after graduation, including the job search process, networking, professional etiquette, finding a place to live, finances and debt management, and insurance plans and taxes. Guest speakers and a field trip will be included in the course. Prerequisite: Junior or Senior standing. January and May only. Offered on demand.

# Communication

## Communication Degree

Students may earn either a Bachelor of Arts or Bachelor of Science in Communication. Students majoring in Communication are often interested in careers in media, public relations, journalism, marketing, advertising, event planning, sports, politics, and law. Students are also prepared to enter and succeed in graduate school should they choose to pursue that option upon graduation. Students develop and improve skills such as researching, writing, editing, listening, speaking, interpersonal communication, and reasoning.

Students have the opportunity to intern with organizations off campus in order to gain experience. Students may also take practicum courses, which allow them to earn credit working for the campus radio station, Eagle Radio; the campus newspaper, The Collegian; and shooting, editing, and finishing video projects. In recent years students have interned for a local magazine, radio station, and the State of Missouri.

CMU has three student organizations for Communication: Lambda Pi Eta, the national honor society of the National Communication Association (Advisor: Dr. Kristin Cherry); Pi Kappa Delta, a national honorary fraternity in speech and debate (Advisor: Prof. Collin Brink), and The Scholarly Communication Society (Advisor: Dr. Kristin Cherry).

CMU has two pre-law chapters: Phi Alpha Delta is the national pre-law fraternity, and the Pre-Law Club is for upperclassmen who plan to enter the law profession (Advisor: Dr. John Carter).

CMU has a chapter of Pi Gamma Mu, an international social science honor society (Advisor: Dr. Kristin Cherry).

## Communication Minor

Eighteen (18) hours in Communication, other than those counted toward the major. The minor must include nine (9) hours of upper-division (300/400) coursework.

## Communication Courses

**CT101 Public Speaking.** 3 hours. Students study the theory of speech communication to develop skills in public-speaking situations. Topics include the speech-communication process, ethics, listening, intercultural considerations, speech-topic selection, audience analysis, research, use of evidence in a speech, speech organization, language usage, speech delivery, presentation aids, and the types of public speaking. Students present introductory, impromptu, commemorative, informative, and persuasive speeches as well as group presentations to improve their public-speaking skills Required of all students and must be taken during the first three semesters of enrollment at CMU. Fall and Spring. 4/12

**CT190 Special Topics.** 1-5 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**CT201 Public Relations.** 3 hours. Students study the role, process, strategy, tactics, and application of public relations in the corporate, governmental, political, non-profit, sports, entertainment, and travel fields. Topics include the history of public relations, ethics, careers in public relations, public opinion, persuasion, conflict management, and legal issues. Students learn how to research, plan, communicate, and evaluate a public-relations campaign. Students create news releases, media alerts, media kits, pitch letters, audio news releases, video news releases, speeches, and other public-relations tactics. Even-numbered Falls. 3/12

**CT205 Public Relations Writing.** 3 hours. Students learn and practice the skills necessary for success in the many forms of modern public relations. Students develop skills in researching, writing, editing, and recording for public relations through the study of and creation of public-relation tools such as annual reports, audio news releases, brochures, media alerts, media kits, news releases, opinion-editorial pieces, press releases, pitch letters, public service announcements, speeches, and video news releases. Students also learn critical-thinking skills by using audience analysis to target the message for the intended audience or public. Student work will result in a public-relations portfolio. Prerequisites: EN120 (or EN110/EN111) and CT201. 3/12

**CT217 Journalism.** 3 hours. Students are introduced to the journalism field while learning how to research, write, and edit news stories. Topics include the history of journalism, types of journalism, news gathering methods, and types of stories such as news, features, and editorial columns. Students enrolled in the course learn research, writing, and editing skills while producing the student newspaper, The Collegian. May be taken and counted twice toward Communication Major. Fall.

**CT230 Mass Media.** 3 hours. Students study the history and effects of mass media, including books, magazines, newspapers, music, movies, radio, television, blogs, social media, and other internet-based media. Topics include mass media theories and how

they apply to areas in the media such as advertising, journalism, and public relations. Students read and discuss important topics and current trends in mass media. Odd-numbered springs. 3/12

**CT232 Audio Production.** 3 hours. Students study how to research, write, edit, record, and broadcast in audio-based media such as radio, music, television, film, and the internet. Topics include the equipment and programs used in audio production, the use of sound effects and music, voice-overs and narration, audio mixing, and news and sports broadcasting. Students will record and broadcast public-service announcements, news reports, sports broadcasts, music productions, and other productions contained within the field. This course requires of the student a two-hour shift on the campus radio station. Fall. 3/12

**CT234 Video Production.** 1 hour. Students study how to research, write, edit, and record video for use in television, film, and the internet. Topics include the equipment and programs used in video production, video shooting and editing, and video production in news, entertainment, and sports broadcasts. Students will shoot, edit, and produce short videos for use in several formats such as promotional announcements, commercials, music videos, and interviews. Fall and Spring. 3/12

**CT260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**CT265 Media Convergence.** 3 hours. Students study the evolving interconnectedness of the types of media. Topics include the creation of content for use in print, audio, video, and internet-based media such as blogs, podcasting, and social-networking websites. Students learn research, writing, producing, and editing skills for all types of media. Prerequisite: EN120 (or EN110/EN111). Even-numbered Springs. 3/12

**CT268 Internship and Field Experiences.** 1-5 hours.

**CT280 Public Relations Events.** 3 hours. Students study the use of events as a form of promotion for individuals, organizations, products, or places. Topics include the planning, implementing, promoting, and evaluation of events. Budgeting, legal issues, logistics, crowd safety, and event proposals are also discussed. Students discuss readings from the textbook, analyze actual events, and create an actual event to better understand how events serve a promotional need. Prerequisite: CT201 or permission of the instructor. Fall of odd-numbered years.

**CT290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**CT306 Media Law.** 3 hours. Students study the law as it relates to the First Amendment, journalism, and business. Topics include political speech, obscenity, campus speech, defamation, privacy, news, broadcasting, intellectual property, advertising, and public relations. Students investigate, discuss, and debate the issues surrounding these topics. Prerequisite: CT101. Springs on a rotating basis. 3/12

**CT310 Argumentation and Debate.** 3 hours. Students study the elements and process of forming arguments and debates. Topics include the types of debates; use of evidence and reasoning; and researching, organizing, writing, presenting, and evaluating debates. Students improve their critical thinking, speaking, and advocacy skills by researching important issues of the day and transforming that information into a persuasive, logical argument. Prerequisite: CT101. Even-numbered Springs. 3/12

**CT320 Interpersonal Communication.** 3 hours. Students study the different methods of analyzing the self and one-on-one relationships within the context of interpersonal communication. Topics include the communication process, perception, self-concept, cultural effects, gender effects, emotions, language, listening techniques, verbal and nonverbal communication, intimacy, power, interpersonal conflict, and relational communication. Discussion, journal entries, in-class activities, and outside assignments help students understand and assess their interpersonal communication skills. Odd-numbered Springs. 3/12

**CT325 Advanced Public Speaking.** 3 hours. Students study the theory of speech communication to further develop their skills in researching, writing, and presenting speeches in public-speaking situations. Topics include the types of speeches, methods of delivery, persuasive theory, persuasive techniques, rhetorical criticism, political speeches, and interviewing skills. Students present individual informative, persuasive, and special-occasion speeches as well as group presentations. Prerequisite: CT101. Springs on a rotating basis. 3/12

**CT330 Business Communication.** 3 hours. Students study written and oral communication used in for-profit, non-profit, and governmental organizations. Topics include the writing of memoranda, proposals, reports, speeches, résumés, cover letters, and grants. Students improve their writing, speaking, leadership, team-building, and interviewing skills through discussion, assignments, and external class projects. Prerequisite: EN120 (or EN110/EN111). Springs on a rotating basis. 3/12

**CT331 Research Design and Data Analysis in the Social Sciences.** 3 hours. An introduction to research design, social measurement, analytic strategies and applied statistical techniques relevant to the interpretation of social phenomena. Cross-listed with CJ/HI/PS/PY/SO331. Spring. 3/12

**CT345 Small-Group Communication.** 3 hours. Students study the theories and processes of small-group communication. Topics include group development, problem-solving, and decision-making; leadership; listening; conflict resolution; and virtual groups. In-class discussion, group exercises, projects, and presentations help students improve their leadership, team-building, and presentation skills. Prerequisite: CT101. Even-numbered Springs. 3/12

**CT360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**CT368 Internship and Field Experiences.** 1-5 hours each semester.

**CT386 Media Planning.** 3 hours. Students learn how to research, plan, execute, and evaluate a media plan for an organization. Topics include different types of media, audience measurement, measurement tools, evolving technologies, market segmentation, media strategy, media buying, and evaluation techniques. Students use the knowledge learned through readings and in-class discussion to create a comprehensive media plan for a real or hypothetical organization. Even-numbered Falls. 3/12

**CT388 Public Relations Campaigns.** 3 hours. Students study public-relations campaigns to learn how decision-makers in the public and private sectors research, plan, execute, and evaluate communication campaigns. Topics include cases in media relations, internal communications, community relations, public affairs, governmental relations, investor relations, consumer relations, and international public relations. Students use their knowledge of public-relations theories, strategies, and techniques to create a public-relations campaign for an existing or hypothetical organization. Students also study events used in campaigns as a form of promotion for individuals, organization, products, or places. Topics include the planning, implementation, promotion, and evaluation of events. Students plan an event as part of a public-relations campaign. Prerequisite: CT201 and CT205. Odd-numbered Falls. 3/12

**CT390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**CT 480 Senior Thesis.** 3 hours. (Capstone) This is the capstone course for Communication majors. Open only to Juniors and Seniors majoring in Communication. This course is a Senior thesis seminar. Students must complete either (1) a directed research paper or (2) an approved audio/video project with a written research component and defend it before the faculty of the Division of Social Sciences. Fall.

# Bachelor of Arts or Bachelor of Science in Communication - Min. 124 Hours

Common Core: [See Common Core requirements](#) Required course: EN305 Expository Writing (3)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .	3-4 hours
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BA Foreign Language (a single language	6-8 hours
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)BS Analytical Skills: [See guidelines](#).

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## Communication Core (18 Hours Required)

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CT201 Public Relations (3)	One (1) from the following:
CT230 Mass Media (3)	CT310 Argumentation and Debate (3)
CT331 Research Design and Data Analysis (3)	CT325 Advanced Public Speaking (3)
CT480 Senior Thesis (Capstone) (3)	One (1) from the following:
	CT320 Interpersonal Communication (3)
	CT345 Small Group Communication (3)

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**Communication Electives (15 Hours):** Five (5) courses from the following or from the 2 courses remaining from above (but no more than nine [9] hours from NON-CT courses)

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CS214 Web Page Design (3)	CT330 Business Communication (3)
CT205 Public Relations Writing (3)	CT386 Media Planning (3)
CT217 Journalism (3) [may be taken and counted twice toward major]	CT388 Public Relations Campaigns (3)
CT232 Audio Production (3)	EN212 Introduction to Cinema (3)
CT234 Video Production (1)	EN216 Imaginative Writing (3)
CT265 Media Convergence (3)	EN306 Technical Writing (3)
CT280 Public Relations Events (3)	MK330 Marketing (3)
CT306 Media Law (3)	MK366 Advertising (3)
	TA245 Oral Interpretation (3)

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## Minor and Electives (To Complete Min. 124 Hours)

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# Computer Science

## Computer Science Degree

### Associates Degree

This major combines professional preparation with a liberal education. A student completing this major is qualified for employment in business or industry in entry-level positions requiring application programming, working knowledge of computing systems, and use of commercial software packages. The student has the option of graduating with a Bachelor of Science degree or with a Bachelor of Arts degree. Additionally, graduates will possess a solid foundation for success in a graduate program in Computer Science.

## Computer Science Minor

CS172 .NET 1 (formerly Structured Programming I) (3)

Fourteen (14) hours in Computer Science

## Computer Science Courses

**CS121MS Introduction to MS Office.** 1 hour. Introduction to Windows. MS Word, MS Excel and MS PowerPoint, along with MS Outlook. This course is project-oriented with an eye towards outcomes-based objectives.

**CS122AW Computers in the Academic World.** 1 hour. In depth coverage of Word, Excel and PowerPoint. Document integration between the software will be integral. Also, document sharing, index creation, outline creation, etc. CS122 may be taken in more than one content area, but only two hours will count towards a degree.

**CS122SC Computers in Science.** 1 hour. The use of computers and programmable/graphing calculator operation and their interfacing with scientific instrumentation. Students are introduced to writing and using Quick Basic programs. Significant attention is given to the use of Excel, Word, and PowerPoint in the collection, manipulation and presentation of scientific information. CS121 is a prerequisite (or a high school microcomputer applications course). CS122 may be taken in more than one content area, but only two hours will count towards a degree.

**CS172 .NET 1 (formerly Structured Programming I).** 3 hours. A study of structured programming using C++ #.NET including: introduction to the programming environment, algorithmic development, problem solving, and an introduction to data abstraction. Emphasis is placed on program design and documentation. Fall.

**CS214 Web Page Design.** 3 hours. An introduction to the fundamentals of web page design. Use of HTML and CSS to plan and create web pages that combine text, images, and other multimedia to design clean, easy-to-use pages that support the content.

**CS216 Web Programming.** 3 hours. Students will learn the basics of web communication protocols and HTML file formats. Then students will write programs to submit web requests and process responses automatically. Several different web programs and web bots will be created during this class to illustrate the different techniques of web programming. Prerequisite: CS172.

**CS231 Scientific Computer Programming.** 3 hours. Introduction to the FORTRAN programming language and other languages with examples chosen from science and mathematics. Prerequisite: One programming course or division chair's permission. Even-numbered Springs.

**CS236 Programming in Visual Basic.** 3 hours. Program development using Visual Basic.NET Topics include: language statements, Visual Basic objects in forms, menus, dialog boxes, multiple forms, file management, and accessing databases. A toolkit of objects such as buttons, text boxes, and labels are used to build programs. Even-numbered Springs.

**CS237 Programming with Java.** 3 hours. Students will learn to program using the Java language. They will explore the strengths and weaknesses of Java. Students will examine how to do input and output, branching and iteration, make calculations, save and execute Java programs. At the end of the course, students should be able to create various Java applications.

**CS271 .NET II (formerly Structured Programming II).** 3 hours. Continuing the study of structured programming using C#.NET including: algorithmic development, problem solving, interfacing with databases, and an introduction to graphics. Emphasis is placed on program design and documentation. Prerequisite: CS172. Spring.

**CS272 Survey of Programming Languages.** 3 hours. This course will briefly look at six to eight languages, comparing and contrasting their strengths and weaknesses. Several structured languages like C++, Pascal, Java, and C# will be surveyed along

with assembler, and AI languages like LISP or Prolog, and COBOL. Because of the brief treatment of each language, students are not expected to be proficient at any of the languages but should be able to recognize and understand code and the strengths and weaknesses of each language.

**CS275 Mobile Application Development.** 3 hours. A study of the process by which applications are developed for handheld devices such as smart phones, pads, or tablets.

**CS320 Computers in the Mathematics Classroom.** 3 hours. This course is designed to prepare mathematics educators to write mathematical documents that are of publishable quality. Students will also be instructed in the use of current mathematical software that includes, but may not be limited to, Geogebra and Desmos. Prerequisites: MA118 and MA209 or equivalent, or by instructor's permission.

**CS362 Database Systems and SQL.** 3 hours. An introduction to database concepts, data models, database normalization, data description languages, query facilities, database security, data integrity and reliability, and SQL. Prerequisite: One programming course.

**CS363 Digital Communications/Networking.** 3 hours. A study of data communications, network structure design and architecture network standards and services using the OSI model. Emphasis in NOVELL and NT architectures. Prerequisite: CS377. Spring.

**CS368 Internship and Field Experience.** 1-6 hours.

**CS371 Concepts of MIS.** 3 hours. This course will investigate the system development cycle. Stress will be placed on system documentation describing process flow, data flows, data structures, file design, input and output, and program specification. A significant class project will illustrate concepts. Prerequisite: One programming course.

**CS375 Game Programming.** 3 hours. This course builds on content from prior computer science courses and incorporates programming fundamentals with the topics of graphics, animation, data structures, and web programming. Several game projects, from simple to more complex, will be examined and coded. Issues like player input, calculations, and presentation, along with real-time versus turn-based, will be discussed. Prerequisite: CS271.

**CS377 Computer Architecture and Operating Systems.** 3 hours. A study of computer structure and machine language, assembly language, addressing techniques, File I/O, program segmentation, linkage, and operating systems. Prerequisite: CS271.

**CS378 Data Structures and Algorithms.** 3 hours. A study of algorithms and data structures. Topics will include the following: data structures, abstract data types, recursion, algorithm analysis, sorting and searching.

**CS390 Special Topics.** 1-3 hours.

**CS480 Senior Thesis.** 3 hours. (Capstone) A course tailored to the individual student's needs. Special projects will be used to extend the areas of interest. Prerequisite: Computer Science major with Senior standing.

# Bachelor of Arts or Bachelor of Science in Computer Science

Common Core: [See Common Core requirements](#)

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Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .	3-4 hours
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BA Foreign Language (a single language)BS Analytical Skills: <a href="#">See guidelines</a> .	6-8 hours
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## Computer Science Major Requirements (34 Hours)

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CS172 .NET 1 (formerly Structured Programming I) (3)	TWO (2) from the following:	
CS271 .NET II (3)	CS214 Web Page Design (3)	
CS362 Database Systems and SQL (3)	CS216 Web Programming (3)	
CS363 Networking (3)	CS231 Scientific Computer Programming (3)	
CS371 Concepts of MIS (3)	CS275 Mobile Application Development (3)	
CS377 Computer Architecture and Operating Systems (3)	CS375 Game Programming (3)	
CS378 Data Structures and Algorithms (3)	MA107 Discrete Math (3) Related work in statistics and symbolic logic is also strongly recommended.	
CS480 Senior Thesis (3)		
SC425 Science Seminar Capstone (1)		

One (1) from the following:

CS236 Programming in Visual Basic (3)
CS237 Programming with Java (3)
CS272 Survey of Programming Languages (3)

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## Minor and Electives (To Complete Min. 124 Hours)

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# Criminal Justice

## Criminal Justice Degree

The Bachelor's degree program in Criminal Justice is designed to prepare students for careers in law enforcement, criminal justice administration, and corrections management. In addition to these professional objectives, the program is also intended to prepare the student for graduate school or law school. Criminal Justice majors may earn either a Bachelor of Arts or a Bachelor of Science Degree. As a requirement for graduation, all Criminal Justice majors must sit for a nationally normed exit examination in the final semester of their course work.

CMU has a chapter of Lambda Alpha Epsilon, the national professional criminal justice fraternity. (Advisor: Prof. Teri Haack).

CMU has two pre-law chapters: Phi Alpha Delta is the national pre-law fraternity, and the Pre-Law Club is for upperclassmen who plan to enter the law profession (advisor: Dr. John Carter).

CMU has a chapter of Pi Gamma Mu, an international social science honor society (advisor: Dr. Kristin Cherry).

## Criminal Justice Minors

### Criminal Justice minor - 18 hrs.

- CJ100 Introduction to Criminal Justice (3)
- CJ202 Criminal Law (3)
- CJ270 Criminal Procedure (3)
- CJ301 Constitutional Aspects of Criminal Justice (3)

Electives in Criminal Justice (6)

### Applied Law Enforcement minor - 17 to 24 hrs.

Note: Students must be Criminal Justice Majors in order to have a minor in Applied Law Enforcement. Applied law enforcement hours that do not meet the standard norm for contact hours, 42-45 hours for one hour of credit, will not be accepted in transfer. See the Registrar for more information.

The Applied Law Enforcement minor consists of 17 to 24 hours of coursework in applied law enforcement including criminal investigation; victimology; corrections procedures; juvenile justice procedures; police operations; and probation and parole procedures. To earn the BS in Criminal Justice, transfer students with AS or AAS degrees from designated institutions must fulfill all of Central Methodist University's general education requirements and all of the specific requirements of CMU's criminal justice major.

## Criminal Justice Courses

**CJ100 Introduction to Criminal Justice.** 3 hours. The history, nature and function of the criminal justice system in America. Prerequisite: Freshman or Sophomore status, or by instructor's permission. Fall and Spring.

**CJ190 Special Topics.** 1-5 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**CJ201 Police Organization and Management.** 3 hours. Principles and practices common to the effective management of law enforcement agencies. Fall.

**CJ202 Criminal Law.** 3 hours. Origin, development and classification of the substantive criminal law defenses and criminal responsibility. Prerequisite: CJ100 or instructor's permission. Fall and Spring.

**CJ203 History of Corrections and Penal Institutions.** 3 hours. An historical analysis of the development of corrections and penal institutions in the United States and the influence of changing social philosophies on this development. Prerequisite: CJ100 or instructor's permission. Odd-numbered Springs.

**CJ204 Global Crime.** 3 hours. An examination of international crime operations including sea and air piracy, smuggling and terrorism. Cross-listed with PS204. Prerequisite: CJ100 or instructor's permission. Odd-numbered Falls.

**CJ206 Criminal Investigation I.** 3 hours. This class introduces the student majoring in Criminal Justice to the history and evolution of criminal investigation, the legal aspects of investigation, and basic crime-scene techniques including crime scene searches, photography and sketching, interviewing, the collection and preservation of physical evidence, and property crimes. Open only to Criminal Justice majors. Prerequisites: CJ202 with at least a "C," or instructor's permission. Fall.

**CJ260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**CJ268 Internship and Field Experiences.** 1-5 hours.

**CJ270 Criminal Procedure.** 3 hours. Survey of criminal procedure, those stipulations that guide detention, arrest, pretrial, trial, conviction and corrections, as well as other associated topics. The course forms a theoretical bridge between criminal and constitutional law. Prerequisites: CJ100 and CJ202 or instructor's permission. Fall.

**CJ290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**CJ301 Constitutional Aspects of Criminal Justice.** 3 hours. An examination of U.S. case law regarding the rights and privileges of criminal defendants with regard to electronic surveillance, entrapment, self-incrimination, plea bargaining, trial, double jeopardy and sentencing. Prerequisite: CJ 202 or instructor's permission. Spring.

**CJ304 Capital Punishment.** 3 hours. This survey class will address moral, constitutional, and legal considerations as well as issues of application of capital punishment in the United States. Prerequisite: CJ202 or instructor's permission. Odd-numbered Falls.

**CJ306 Serial Crime and Profiling.** 3 hours. This course is about reconstructing the serial offender's motives and intent by closely examining all evidence left by a perpetrator at a crime scene. This course is intended to provide students with the skills and information necessary to profile a broad array of serial crimes and will involve review and analysis of actual cases and crime scenes. Prerequisite: CJ202. Even-numbered Springs.

**CJ308 American Constitutional Law and Judicial Process.** 3 hours. Study of the leading American constitutional principles and major decisions of the Supreme Court. An analysis of the role played by judges and courts in public policy formation. Cross-listed with PS308. Prerequisite: PS101 or instructor's permission. Odd-numbered Springs.

**CJ309 Law in American Society.** 3 hours. A study of the role of law and legal institutions in the American system of justice. Cross-listed with PS309. Odd-numbered Falls.

**CJ314 Social Deviance.** 3 hours. Sociological approaches to deviance are reviewed and various forms of social deviance are examined as is the process involved in changing the status of a behavior from deviant to not and vice-versa. Cross-listed with SO314. Prerequisite: SO101. Odd-numbered Falls.

**CJ315 Criminology.** 3 hours. The nature, extent, causes, control and prevention of crime. Cross-listed with SO315. Spring.

**CJ316 Criminal Investigation II.** 3 hours. This class is a continuation of CJ206 Criminal Investigation I and addresses crimes against persons, drug crimes, and terrorism. Prerequisite: CJ206 with a grade of "C" or better. 10/11. Spring.

**CJ318 Juvenile Justice.** 3 hours. This course provides a comprehensive analysis of the juvenile justice system including the historical and philosophical roots of the system, sources of influence on youth development, the movement toward diversion and deinstitutionalization, police interaction, youth gangs, juvenile courts and due process, corrections and community intervention. This course also explores themes of abuse, neglect, status offenses, and delinquency. Prerequisite: CJ100. 10/11. Even-numbered Falls.

**CJ330 Principles of Public Administration.** 3 hours. Introductory survey of public administration with reference to organization, personnel management, financial administration, and administrative process. Cross-listed with PS330. Prerequisites: PS101 and Junior standing or instructor's permission.

**CJ331 Research Design and Data Analysis in the Social Sciences.** 3 hours. An introduction to research design, social measurement, analytic strategies and applied statistical techniques relevant to the interpretation of social phenomena. Cross-listed with HI/PS/PY/SO331. Fall and Spring.

**CJ350 Policing in a Democracy.** 3 hours. An examination of the relationship between law enforcement and American society with emphasis on the importance of police-community relations and the constitutional limits on law enforcement agencies. Prerequisite: CJ270. Spring.

**CJ360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**CJ368 Internship and Field Experiences.** 1-5 hours.

**CJ390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**CJ480 Senior Thesis.** 3 hours. (Capstone) Seminar in which students complete the research and writing of a Senior thesis which must be successfully defended before the faculty of the Division of Social Sciences. Fall and Spring.

# Bachelor of Arts or Bachelor of Science in Criminal Justice - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .		3-4 hours
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BA Foreign Language (a single language)		6-8 hours
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BS Analytical Skills: [See guidelines](#).

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## Criminal Justice Major Requirements (30 Hours)

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CJ100 Introduction to Criminal Justice (3)	One (1) from the following:
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CJ314 Social Deviance (3)
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CJ202 Criminal Law (3)	CJ315 Criminology (3)
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CJ270 Criminal Procedure (3)

CJ301 Constitutional Aspects of Criminal Justice (3)

CJ331 Research Design and Data Analysis (3)

CJ480 Senior Thesis (3) (Capstone)

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Guided Electives in Criminal Justice (9 hours) selected from the following:

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AC313 Fraud Examination (3)	CJ304 Capital Punishment (3)
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CJ306 Serial Crime and Profiling (3)
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CJ201 Police Organization and Management (3)	CJ308 American Constitutional Law (3)	CJ309 Law in American Society (3)	CJ316 Criminal Investigation II (3)
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CJ203 History of Corrections & Penal Institutions (3)	CJ318 Juvenile Justice (3)
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CJ330 Principles of Public Administration (3)	CJ350 Policing in a Democracy (3)
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CJ204 Global Crime (3)

CJ206 Criminal Investigation I (3)

CJ260/360 Special Problems in Criminal Justice (3)

CJ268/368 Internship in Criminal Justice (3)

CJ290/390 Special Topics in Criminal Justice (3)

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**Minor and Electives (To Complete Min. 124 Hours)**

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# Economics

## Economics Minor - 18 Hours

18 semester-hours are required in Economics. Business majors may apply a maximum of 9 semester-hours in Economics from their major field requirements toward a minor in Economics.

## Economics Courses

**EC101 General Economics.** 3 credit hours A one-semester survey of economics course covering both macroeconomics and microeconomics. This course is designed to meet the needs of students who are

not majoring in accounting or business. This course will cover basic ideas from both microeconomics and macroeconomics but without using the traditional textbook approach that relies on a substantial amount of mathematics and graphing. It is designed to meet the needs of education majors who are required to take a course in economics. (Students pursuing a Business Education concentration are required to take EC201 and EC202.) Offered Fall and Spring

**EC122 Economics for Educators.** 3hours. A course designed to familiarize students seeking certification to teach at the elementary and middle school levels with the basic economic concepts that elementary and middle school students are expected to know and to explore the teaching tools and techniques that are available for teaching economics at those levels. (Restricted to students seeking certification to teach at the elementary level and at the middle school level with a concentration in social science. Those seeking certification to teach at the high school level should take either [preferably] EC201 Macroeconomics or EC202 Microeconomics.) Spring.

**EC190 Special Topics.** 1-3 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission. TBA.

**EC201 Macroeconomics.** 3 hours. Following an initial introduction to important general economic concepts, including demand and supply, the course examines the U.S. economy from a macro-economic perspective. It includes an analysis of (1) how unemployment, inflation, and Gross Domestic Product are measured, (2) different theories of why the economy goes through cyclical fluctuations (recessions and booms) in the short-run, (3) long-run economic growth, and (4) the use of monetary and fiscal policies to stabilize the economy. Prerequisite: MA103, MA103I, or ACT Math subscore #22. Spring.

**EC202 Microeconomics.** 3 hours. Following an initial introduction to important general economic concepts, including demand and supply, the course examines the U.S. economy from a micro-economic perspective. It includes an analysis of (1) the theory of consumer behavior, (2) elasticity, (3) costs and supply, (4) market structure, (5) anti-trust law and regulation, and (6) factor markets. Prerequisite: MA103, MA103I, or ACT Math subscore # 22. Fall.

**EC260 Special Problems.** 1-3 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission. TBA.

**EC268 Internship and Field Experiences.** 1-5 hours.

**EC290 Special Topics.** 1-3 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission. TBA.

**EC311 Money, Credit, and Banking.** 3 hours. Examination of the role of money, financial markets, and financial intermediation in the American economy, with a particular focus on commercial banks. Includes an in-depth look at the money supply process and the Federal Reserve System. Prerequisites: EC201 and EC202. Even-numbered Falls.

**EC314 Managerial Economics.** 3 hours. Intermediate microeconomics with a focus on applications of Economics to decisions made by managers of a firm, including the concepts of demand analysis and forecasting, production and cost analysis, and pricing and output decisions. Prerequisite: EC202 or instructor's permission. Even-numbered Falls.

**EC316 Intermediate Macroeconomics.** 3 hours. This course builds on the material covered in EC201. After reviewing basic macro-economic concepts, it looks at different models of how the aggregate economy functions in both the short-run and the long-run, (including Keynesian, monetarist, supply-side, and real business cycle models). It also looks at the use of monetary and fiscal policies to stabilize the economy. Prerequisites: EC201 and EC202. Even-numbered Springs.

**EC330 Law and Economics.** 3 hours. Use of the tools of micro-economic analysis to investigate the legal system of the United States. A variety of specific topics are covered, including property rights, contracts, family law, tortlaw, criminal law, anti-trust law and regulation. Prerequisite: EC 202 or instructor's permission. Odd-numbered Springs.

**EC347 International Economics.** 3 hours. Examination of the economic interdependence among the nations of the world. The first half of the semester covers the theory of international trade and explores such issues as why nations trade with one another, the results of such trade, and the consequences of interfering with free trade with tariffs and quotas. The second half covers international finance and focuses on the determination of exchange rates, the balance of payments, and the international transmission of business cycles. Prerequisites: EC201 and EC202. Odd-numbered Spring.

**EC360 Special Problems.** 1-3 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission. TBA.

**EC368 Internship and Field Experiences.** 1-5 hours.

**EC390 Special Topics.** 1-3 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission. TBA.

# Education

The following Central Methodist University programs of study have been approved by the Missouri Department of Elementary and Secondary Education (DESE). Students who satisfactorily complete the programs of study and other degree requirements may be recommended to the Missouri Department of Elementary and Secondary Education (DESE) for educator certification.

## Certification Area (Grade Level)

- [Early Childhood](#) (Birth - Grade 3)
- [Elementary](#) (1 - 6)
- Middle School (5 - 9) [Language Arts](#)
- Middle School (5 - 9) [Mathematics](#)
- Middle School (5 - 9) [Science](#)
- Middle School (5 - 9) [Social Science](#)

## Press Enter to add more content

**Secondary (9 - 12):** Students seeking secondary certification must complete a major in the area of certification with a Bachelor of Arts or a Bachelor of Science degree with a Minor in Education. We offer secondary certification in the following areas:

- [Biology](#)
- [Business](#)
- [Chemistry](#)
- [English](#)
- [Mathematics](#)
- [Physics](#)
- [Social Science](#)
- [Speech/Theatre](#)

## Press Enter to add more content

### K - 12 Education

- [Instrumental Music](#)
- [Physical Education](#)
- [Special Education: Mild-Moderate Disabilities](#)
- [Vocal Music](#)

## Press Enter to add more content

### Other Education Degrees

- [Educational Studies](#) - no certification
- [Associate Degrees](#) - no certification

## Press Enter to add more content

It is important for all students who intend to pursue educator certification to examine certification standards and program of study requirements. Students should confer with their academic advisors and plan each semester of their programs. The lack of careful planning or late decision to enter the Educator Preparation Program may result in extended study.

Students who intend to prepare for educator certification can apply for formal admission to the program when they have completed the Missouri Educator Profile (MEP), passed all parts of the MoGEA, earned 60 hours with a 2.75 Cumulative GPA, and completed PY210, PY223, and ED101/102 with a grade of C or better in each class. Students will also submit a self-assessment of their teaching dispositions along with two faculty evaluations of the student's teaching dispositions.



The Education Preparation Committee will determine whether an applicant will be admitted unconditionally, admitted provisionally, or not admitted based on established Criteria. Information about these requirements will be distributed to students enrolled in Education 101, Introduction to Teaching. Students who transfer credit in a course evaluated as equivalent to Introduction to Teaching should consult with the Director of Professional Education within their first semester of attendance to determine their status in the educator preparation program.

Students should pass all parts of the MoGEA by the time they reach Junior standing (60 hours). Many Junior level courses require the MoGEA: ED303, ED318, ED324, ED369MU, ED370 (all sections), ED453, ED454, ED462, ED471, SE301, SE340, and SE341.

Education Preparation candidates participate in selected professional education courses and student teaching experiences. Students must meet certain requirements before they will be allowed to register for ED454, ED461, ED462, or ED463. The requirements are:

1. passing score on all sections of the MoGEA within a two year period;
2. passing score on state qualifying exam for certification in student's area of study (pre-requisite for enrolling in ED454 and ED462);
3. minimum GPAs required prior to student teaching and graduation: 2.75 GPA overall, 3.0 GPA in the content area, and 3.0 GPA. Students may have no grade lower than a C in any course required for certification, and
4. a history of ethical academic conduct.

Students cannot register for any other courses concurrently with ED462 without written permission from the Chair of the Division of Professional Education.

## Alternative Clinical Practice

In accordance with Mo. Rev. Stat. § 168.400 (2005) and Mo. Code Regs. 5 CSR 20-400.330, Central Methodist University shall accept 2-year teacher assistant employment experiences in public or accredited nonpublic schools in lieu of the conventional student teaching requirement if the following conditions are met:

1. The preservice student's experience as a teacher assistant was concurrent with the student's participation in the professional education program and in the same content area and grade range for which the student is seeking certification;
2. The teacher assistant shall have conducted teacher activities comparable to those required for other pre-service education students in conventional student teaching placements and demonstrating similar competencies;
3. The teacher with whom the teacher assistant served meets the qualifications for a cooperating teacher, as defined in the above mentioned regulation;
4. The teacher with whom the teacher assistant served has been provided training for observing and evaluating the assistant's teaching practice through the institution providing the assistant's professional education program or through the school or district's mentor training program; and
5. The teacher assistant has been working with permission and under the authority of the principal of the school or a designee.

## Professionalism and Ethical Behavior

Students working toward educator certification must act and dress in a professional manner when visiting or working in the classrooms of our public and private school partners. All educator preparation students will be involved in two different levels of security check processes. The first level (Freshman, Sophomore, Junior) involves security checks with the Missouri State Highway Patrol, the Missouri Division of Family Services, and the Missouri Sex Registry. Prior to student teaching, students must undergo an FBI Fingerprint Screen as well as the security checks previously mentioned. An arrest or conviction may disqualify a candidate for certification. The Department of Elementary and Secondary Education has the authority to refuse to issue a certificate.

CMU has a student organization for Education majors. Student Missouri State Teachers Association (SMSTA) was founded in 1947. All students who are interested in a career in education must join a professional organization by their senior year. The Missouri State Teachers Association is the sponsoring organization. (Advisor: Prof. Barb Thurmon)

## Education Minor - 17 Hours

A student seeking a minor in Education without seeking certification must complete 17 hours of Education coursework. Prerequisites will not be waived for the minor.

## Education Courses

**ED101 Foundations of Education, Diversity, and ELL.** 2 hours. A study of the historical, philosophical, legal, and social development of education in the United States with an emphasis on cultural diversity and ELL as they affect students, faculty, and the education system as a whole. Prerequisite: Concurrent enrollment in ED102.

**ED102 Field Experience I.** 1 hour. Applied experience (18 clock hours) working with students and observing teachers in a classroom setting. Prerequisite: Concurrent Enrollment in ED101. In order to remain eligible in programs that require ED102, students must earn at least a "C" in no more than 2 attempts.

**ED103 Child Development.** 2 hours. The study of the physical, motor, intellectual, social, and emotional development of the young child as well as the development of an intelligent philosophy of adult-child relationships. This course includes 10-12 clock hours of clinical experiences.

**ED105 Field Experience II.** 0, 0.5, or 1 hour. Applied experiences (12 clock hours) working with students and observing teachers in a classroom setting. This course is pass/fail. Prerequisite: ED102 or transfer equivalent or permission of division chair.

**ED122 Education Technology.** 2 hours. This course will introduce students to a number of current technologies, both hardware- and software-based, with the intent of enhancing the presentation of materials and the sharing and collaboration of information. The course will include material concerning related social, ethical, and legal issues surrounding technology.

**ED204 Utilizing Family and Community Resources.** 3 hours. The cooperation between home, school, and community to provide a supportive educational environment for the young child. Includes community exploration from an historical, philosophical, and social perspective; basic principles related to community resources; various child-rearing and parenting styles; and methods of utilizing and communicating with families and the community. Cultural and socioeconomic factors, and the realities of the changing family and variations among parent education program types are considered. Prerequisite: ED103.

**ED206 Infant/Toddler Curriculum Methods and Materials.** 2 hours. Introduction to various curriculum methods for children aged six weeks through two years. Current issues in infant/toddler care will be discussed. Prerequisites: ED103 and concurrent enrollment in ED207. Fall.

**ED207 Infant/Toddler Curriculum Methods and Materials Practicum.** 2 hours. The clinical experience (24-36 clock hours) includes observation of infants and toddlers and participation in planning and conducting learning experiences appropriate for infants and toddlers. Prerequisite: Concurrent enrollment in ED206. Fall.

**ED260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**ED264 Child Health.** 2 hours. This course focuses on children ages birth through 16 and the health issues that affect them. The areas of focus for this course are functions and interrelationships of systems, health maintenance and enhancement, risk assessment and reduction, efficiency of human movement and performance, and physical activity and lifetime wellness. This content is consistent with the Missouri Subject-Specific Competencies for Early Childhood and Elementary Education. Prerequisite: ED101 or permission of the instructor. Available only as an online course through CGES. Spring.

**ED290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**ED303 Methods and Materials for Teaching Content Classes.** 3 hours. Presents methods and materials for integrating social studies and science concepts required in elementary classrooms, including those identified as Show-Me Standards and Project Construct Goals by the Missouri Department of Elementary and Secondary Education. Prerequisites: ED315, ED326, and ED327; successful passing of MoGEA exam; and concurrent enrollment in ED304. Fall.

**ED304 Methods and Materials for Teaching Content Classes Practicum.** 1 hour. This clinical experience (20 clock hours) includes observation and participation in planning, implementing, and documenting learning experiences in an elementary classroom. Attention is given to an integrated curricular approach. Prerequisites: ED315, ED326, and ED327; successful passing of MoGEA exam; and concurrent enrollment in ED303. Fall.

**ED308 Organization and Administration of Early Childhood Programs.** 3 hours. (Capstone for Child Development only) The development and enhancement of strategies for developing, organizing, and administering quality early childhood programs. Prerequisite: ED330 and ED332. Spring.

**ED313 Classroom and Behavior Management in the Middle and Secondary Classroom.** 3 hours. This course is designed to acquaint pre-service middle-school and secondary-school teachers with strategies for classroom and behavior management. Students will address such topics as creating social relationships in the classroom, increasing student motivation, minimizing

disruptive behavior, and understanding the effects of classroom management on behavior and learning. Prerequisite: Junior standing.

**ED314 History, Philosophy, and Curriculum of Middle-Level Education.** 3 hours. Study of the historical background, philosophy, organization, and curriculum of middle-level education, including discussion of teaching techniques and practices that best serve middle-level students. Areas of emphasis are teaming, advisor/advisee programs and co-curricular, extra-curricular, and instructional methods. Prerequisites: ED101 and PY223.

**ED315 Reading and Writing with Young Children.** 4 hours. Basic foundations of reading development. Includes current research, theories, techniques, and materials that meet both individual and group needs in oral and written language. Emphasis on the integration of the language arts: reading, writing, speaking and listening. Developing and sharing instructional methodology for diverse students is integral to this course. This course includes 8-10 clock hours of clinical experiences. Prerequisite: ED103. Fall.

**ED318 Reading Assessment and Instruction.** 3 hours. The study of formal and informal assessment as it relates to individual needs is a basic part of this course. Development of instructional plans with an emphasis on personalized reading strategies and continuous assessment is included. Prerequisites: ED315, successful passing of MoGEA exam, and concurrent enrollment in ED319. Spring.

**ED319 Reading Assessment and Instruction Practicum.** 1 hour. This practicum (18 clock hours) provides opportunities for pre-service teachers to practice reading strategies with elementary students. Prerequisite: ED315 and concurrent enrollment in ED318. Spring.

**ED320 Teaching Reading & Writing in the Middle School.** 3 hours. The reading process and the application of reading and writing strategies in various content areas in the middle school. May be taken concurrently with ED318/319. Prerequisite: Successful passing of MoGEA. Spring.

**ED324 Methods of Teaching Mathematics in the Elementary/Middle School.** 3 hours. Methods of teaching mathematical concepts recommended by the National Council of Teachers of Mathematics as basic to an elementary and middle school curriculum. Based on research of learning theorists and successful classroom procedures. Includes mini-teaching experiences. Prerequisite: Successful passing of MoGEA exam. Fall.

**ED326 Children's Literature.** 3 hours. All genres of literature for children and adolescents are surveyed through synopses and reading of books by outstanding authors to acquaint the student with high quality stories and poems for use with children and adolescents. Multicultural literature is emphasized and methods of using literature in the classroom as well as techniques of storytelling are also studied. Extensive reading and active participation in class discussion are essential for this course. This course includes a minimal amount of clinical experiences. Prerequisites: ED103 and concurrent enrollment in ED327. Spring.

**ED327 Creative Arts.** 3 hours. This course is designed to encourage observation, expression, and appreciation through creative activity while exploring music, drama, visual arts, and movement. Applied laboratory experiences are included. This course includes a minimal amount of clinical experiences. Prerequisites: ED103 and concurrent enrollment in ED326. Spring.

**ED329 Emergent Language.** 2 hours. Examination of the oral and written language development of the young child. Factors that facilitate or inhibit language development will be discussed. Attention will be given to the sampling, analysis, and evaluation of a language user. Prerequisite: ED103. Fall.

**ED330 Curriculum Methods and Materials in Early Childhood Education.** 2 hours. Introduction to various curriculum models for children aged three years through eight years. Early childhood education is explored from an historical and philosophical perspective. Current issues in the field are discussed. Prerequisites: ED103 and concurrent enrollment in ED331. Fall.

**ED331 Curriculum Methods and Materials in Early Childhood Education Practicum.** 1 hour. The clinical experience (24 clock hours) includes observation of children in an accredited early childhood program, participation in planning and conducting activities under the supervision of teachers, and the construction of various teaching aids appropriate for young children. Prerequisite: Concurrent enrollment in ED330. Fall.

**ED332 Screening, Diagnosis, and Planning Instruction for Young Children.** 2 hours. Introduction to various facets of assessing young children, including considerations of children who represent cultural, cognitive, and linguistic differences. Evaluation and administration of assessment instruments and interpretation of results, and educational recommendations are included. Prerequisites: ED103 and concurrent enrollment in ED333 and ED337. Spring.

**ED333 Screening, Diagnosis, and Planning Instruction for Young Children Practicum.** 1 hour. Laboratory (24 clock hours) experience in screening young children. Each student observes a child enrolled in an accredited or public school early childhood program for a semester and suggests developmentally appropriate goals for the child based on observation, assessments, and constructivist principles. Prerequisites: Concurrent enrollments in ED332 and ED337. Spring.

**ED337 Classroom Organization and Curriculum Design** (2 hours) This course emphasizes the investigation and development of early childhood curriculum. Constructivist theory will be explored, together with alignment of emergent curriculum planning and developmentally appropriate practice, to provide for optimum physical, social, emotional, creative and cognitive growth of young children. Reflective planning will be utilized to design the physical and social-emotional characteristics necessary for effective classroom environments. Prerequisites: ED103, ED330/331, and concurrent enrollments in ED332 and ED333.

**ED340 Implementing a Business Education Program.** 3 hrs. This course addresses information needed to plan, implement, and maintain Business Education programs. Prerequisite: Must be admitted to Link 2 of the CMU Education Program or approved by instructor. Summer.

**ED341 Coordination of Cooperative Education.** 3 hours. This course is a study of the principles and techniques used in coordinating work experiences for student learners. Included is a study of methods and materials, work site selection, placement, evaluation, and student follow-up.

**ED360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**ED369MU Elementary School Music Methods.** 3 hours. Objectives, methods and material of teaching music in elementary schools, including singing, rhythmic, creative and listening experiences. This course includes a minimal amount of clinical experiences. Prerequisite: Successful completion of the MoGEA exam. Fall.

**ED370 Teaching Methods in the Content Area.** 2-3 hours. Offered in each middle and high school certification area, these courses consider methods, materials, and evaluation techniques based on current educational research and recommendations from the Missouri Department of Elementary and Secondary Education. These courses may not be offered annually. Students should confer with their advisors to determine when these courses are offered and develop their degree or certification plans accordingly. This course includes 15 hours of clinical experience. Prerequisite: Successful passing of MoGEA exam.

Offered as the following sections:

- **ED370BU Teaching Methods in Business.** 3 hours. The problems, methods and materials of teaching business in the secondary schools.
- **ED370E Teaching Methods in English.** 3 hours. The problems, methods and materials of teaching English in the secondary schools. Fall.
- **ED370MA Teaching Methods of Mathematics.** 3 hours. The problems, methods and materials of teaching mathematics in the secondary schools. Fall.
- **ED370MU Teaching Methods of Music.** 3 hours. The problems, methods and materials of teaching music in the secondary schools. Prerequisite: ED369. Fall.
- **ED370MV Teaching Methods of Vocal Music.** 2 hours. The problems, methods and materials of teaching music in the secondary schools. Prerequisite: ED369. Fall.
- **ED370HE Teaching Methods in Health and Care of Injuries in K-12 Programs.** 2 hours. This course is the study of materials and methods used to provide an innovative approach for effective health instruction as well as instruction in the care and prevention of athletic injury for students in grades K-12. Prerequisite: Successful passage of MoGEA exam.
- **ED370SC Teaching Methods of Science.** 3 hours. Discussion, reading and practical examination of objectives, methods and equipment used in teaching fields of science in secondary and middle schools. Fall.
- **ED370SS Teaching Methods of Social Science.** 3 hours. Techniques in the teaching of social studies in the secondary schools. Fall.
- **ED370ST Teaching Methods of Speech and Theatre.** 3 hours. The problems, methods and materials of teaching speech and theatre in the secondary schools. Fall.

## Press Enter to add more content

**ED376 Methods and Materials for Teaching Music Classes.** 3 hours. This course addresses the challenges, methods, and materials of teaching music in elementary and secondary schools. Students will investigate daily concerns faced by teachers and will learn how to plan for short- and long-term goals. A variety of topics will be covered specifically preparing the pre-service teacher for the student teaching experience. Prerequisite: ED369. Spring.

**ED470 Instructional Interventions for Students with Reading Deficits.** 3 hours. This course presents theoretical and pedagogical information about teaching reading to middle and secondary school students with reading deficits. Emphasis is placed on addressing the needs of culturally and linguistically diverse students, as well as students who require differentiated instruction to successfully read content material.

**ED390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**ED444 Early Childhood Experience.** 3 hours. An experiential approach (120+ clock hours) to observe and practice teaching strategies with pre-school children in an accredited setting. 2/12

**ED453 Education as a Profession.** 2 hours. Expansion of knowledge, skills, and competencies of pre-service educators. Topics include: successful teacher characteristics and behaviors, communication, classroom management, assessment, job search preparation, and current societal, cultural, and legal issues in education. Prerequisites: A grade of C or better in ED101/102, PY210, and PY223. Successful passage of MoGEA. Junior standing. This course should be taken the semester prior to student teaching.

**ED454 Student Teaching Seminar/Methods.** 2 hours. This course is taken concurrently with ED462. In this course students will reflect on and share their observations and teaching experiences. They will also discuss current educational topics, curriculum development, legal issues, lesson planning, and classroom management. Students will also be provided with guidance on the completion of the MoPTA tasks. Prerequisites: ED101/102, ED370 for middle school and secondary majors, PY210, PY223, PY342/343, successful passing of MoGEA exam, passing score on state qualifying exam for certification in student's area of study. NOTE--Beginning spring 2015: Additional prerequisite of 2.75 overall GPA, 3.0 content area GPA, and 3.0 professional education GPA.

**ED462 Supervised Student Teaching.** 8-10 hours. (Capstone) The purpose of this experience is to first observe and then apply professional knowledge and skills in concert with a professional educator. The student will gradually assume responsibilities for all classroom and school duties under the guidance of the classroom teacher and a college supervisor. This course includes 240-280 clock hours of clinical experiences. This course cannot be repeated for a change of grade. Prerequisite: Successful passing of MoGEA exam, ED370 for middle and secondary education majors, ED453, and passing score on state qualifying exam for certification in student's area of study. NOTE—Beginning spring 2015: Additional prerequisite of 2.75 overall GPA, 3.0 content area GPA, and 3.0 professional education GPA.

**ED468 Child Development Internship.** 3 hours. This internship offers an alternative in the Child Development major for students who want a capstone experience in a non-school setting. It must be designed in consultation with the student's advisor and approved by the division chair as an acceptable capstone experience. Students will choose a placement that fits both their program of study and their career goals.

**ED471 Reading and Writing in the Content Area.** 3 hours. This course provides a study of teaching and learning situations in secondary schools and the application of reading and writing strategies in various content areas. Emphasizes preparation of materials for the classroom. This course includes 10 clock hours of clinical experience. Prerequisite: Successful passing of MoGEA exam.

# Education Associate Degrees

## Associate of Arts in Early Childhood Education - Min 62 Hours

Common Core (28.5-29 hours): [See common core requirements](#)

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### Foundations - 11.5-12 hours

CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics: MA224 required	3 hours (5-8 hours if taking MA099 and/or MA103I)

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### Understanding Human Nature - 13 hours

Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science: PY210 required	3 hours

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### Exploring the Nature of the Universe - 4 hours

Science with Lab	4 hours
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### Tier Two: Additional General Education Requirements (11-12 Hours)

Humanities or Fine Arts: Art or Music Appreciation	3 hours
Analytical Skills: ED122 Education Technology	2 hours
Social Sciences: PY223 Developmental Psychology	3 hours
Science with or without lab	3-4 hours

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### Concentration in Early Childhood Education (14 Hours)

ED101 Introduction to Teaching (2)	ED206 Infant/Toddler Curriculum (2)
ED102 Introduction to Teaching Practicum (1)	ED207 Infant/Toddler Practicum (2)
ED103 Child Development (2)	ED264 Child Health (2)
ED204 Utilizing Family and Community Resources (3)	

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**Electives (To complete Min. 62 Hours)** Recommended: PY321 Family Relationships and Values and PY342/343 Psychology of the Exceptional Child and Practicum

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NOTE: This is not a certification program.

## Associate of Arts in Elementary Education - Min. 62 Hours

Common Core (28.5-29 hours): [See common core requirements](#)

### Foundations, 11.5-12 hours

CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and/or MA103I )

### Understanding Human Nature, 13 hours

Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science: PY210 required	3 hours

### Exploring the Nature of the Universe, 4 hours

Science with Lab	4 hours
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### Tier Two: Additional General Education Requirements (18-19 Hours)

Humanities or Fine Arts: Art or Music Appreciation	3 hours
Analytical Skills: ED122 Education Technology	2 hours
MA224 Mathematics for Elementary and Middle Grade Teachers	4 hours
Social Sciences: Choose from EC122 Economics for Educators, EC201 Macroeconomics, EC202 Microeconomics, HI205 World Geography, or PY223 Developmental Psychology	6 hours
Science with/without lab	3-4 hours

### Concentration in Early Childhood Education (13 Hours)

ED101 Introduction to Teaching (2)
ED102 Introduction to Teaching Practicum (1)
ED103 Child Development (2)
ED264 Child Health (2)
ED326 Children's Literature (3)
ED327 Creative Arts (3)

**Electives (To complete Min. 62 Hours)** Recommended: PY321 Family Relationships and Values and PY342/343 Psychology of the Exceptional Child and Practicum

NOTE: This is not a certification program.

## Associate of Arts in Physical Education - Min. 62 Hours

Common Core (28.5-29 Hours): [See common core requirements](#)

<b>Foundations</b>	<b>11.5-12 hours</b>
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and/or MA103I)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science: PY210 Educational Psychology required	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Physical Science with Lab	4 hours
<b>Tier Two: Additional General Education Requirements (12 Hours)</b>	
Humanities or Fine Arts	3 hours
Analytical Skills: ED122 Education Technology	2 hours
Social Sciences: PY223 Developmental Psychology required	3 hours
Biological Science with lab: BI106 Human Biology and BI106L	4 hours
<b>Concentration in Early Childhood Education (22 Hours)</b>	
ED101 Introduction to Teaching (2)	PE210 Personal and Community Health (2)
ED102 Introduction to Teaching Practicum (1)	PE211 Methods and Materials in Health Education (2)
PESW101 Swimming (1)	PE212 First Aid/Community CPR (2)
PE120 Teaching Individual Sports Activities PK-Secondary (3)	PE216 Nutrition and Athletic Performance (3)
PE202 Motor Learning and Motor Development (2)	PE217 Foundations of Physical Education (2)
PE203 Introduction to Strength and Conditioning (2)	
<b>Electives (To complete Min. 62 Hours)</b> Recommended: PE322 Teaching Elementary School Physical Education or PY342/342 Psychology of the Exceptional Child and Practicum	



# Bachelor of Science in Education, Early Childhood Education - Min. 124 Hours

Common Core: [See Common Core requirements](#) Required Courses from General Education:

MA224 Mathematics for Elementary and Middle School Teachers (4)

Science with a laboratory (4)

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## Tier Two: Additional General Education Requirements (9 Hours)

Humanities or Fine Arts: 3 hours

Additional Science with/without Lab: Science (3-4) 3-4 hours

ED122 Education Technology 2 hours

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## Professional Education (25 Hours)

ED101 Foundations of Education (2)      ED453 Education as a Profession (2)

ED454 Student Teaching Seminar (2)

ED102 Field Experience I (1)

ED462 Student Teaching (10)

PY210 Educational Psychology (3)

PY223 Developmental Psychology (3)

PY342 Psychology of the Exceptional Child (2)

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## Early Childhood Certification Birth-Grade 3 (48 Hours)

ED103 Child Development (2)

ED204 Utilizing Family and Comm. Resources (3)

ED206 Infant/Toddler Curriculum Methods & Materials (2)

ED207 Infant/Toddler Curriculum Methods & Materials Practicum (2)

ED264 Child Health (2)

ED303 Methods/Materials for Teaching Content Classes (3)

ED304 Methods & Materials for Teaching Content Classes Practicum (1)

ED308 Organization & Administration of Early Childhood Programs (Capstone) (3)

ED315 Reading and Writing with Young Children (4)

ED318 Reading Assessment and Instruction (3)

ED319 Reading Practicum (1)

ED324 Methods of Teaching Mathematics in Elementary/Middle School (3)

ED326 Children's Literature (3)

ED327 Creative Arts (3)

ED329 Emergent Language (2)

ED330 Curriculum Methods and Materials in Early Childhood Education (2)

ED331 Curriculum Methods and Materials in Early Childhood Education Practicum (1)

ED332 Screening, Diagnosis, & Planning Instruction (2)

ED333 Screening, Diagnosis, and Planning Instruction Practicum (1)

ED337 Classroom Organization and Curricular Design (2)

EN211 Grammar for Educators (3)

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## Electives (To Complete Min. 124 Hours)

# Bachelor of Science in Education Elementary Education - Min. 124 Hours

Common Core: [See Common Core requirements](#)

Required Courses from General Education:

Science with a laboratory (4) and EC101 General Economics

## Tier Two: Additional General Education Requirements (19 Hours)

Humanities or Fine Arts: AR186, AR188, or MU188 3 hours

Social Sciences: PY210 Education Psychology (3) AND HI205 World Geography (3) 6 hours

Additional Science with/without Lab: Science (3-4) 3-4 hours

MA224 Mathematics for Elementary and Middle School Teachers (4) 4 hours

ED122 Education Technology 2 hours

## Professional Education (26 Hours)

ED101 Foundations of Education (2) PY210 Educational Psychology (3)

ED102 Field Experience I (1) PY223 Developmental Psychology (3)

ED453 Education as a Profession (2) PY342 Psychology of the Exceptional Child (2)

ED454 Student Teaching Seminar/ Methods (2) PY343 Psychology of the Exceptional Child Practicum (1)

ED462 Student Teaching (10)

## Elementary 1-6 certification requirements (36 Hours)

ED103 Child Development (2) ED320 Teaching Reading & Writing in Mid. School (3)

ED264 Child Health (2) ED324 Methods of Teaching Mathematics in Elementary/Middle School (3)

ED303 Methods / Materials for Teaching Content Classes (3) ED326 Children's Literature (3)

ED304 Methods and Materials for Teaching Content Classes Practicum (1) ED327 Creative Arts (3)

ED315 Reading and Writing with Young Children (4) ED329 Emergent Language (2)

ED318 Reading Assessment and Instruction (3) PE322 Teaching Elem. School Physical Education (3)

ED319 Reading Practicum (1) EN211 Grammar for Educators (3)

## Electives (To Complete Min. 124 Hours)

# BSE, Physical Education, K-12 Certification - Min. 124 Hours

Common Core: [See Common Core requirements](#)

Required Courses from General Education:

BI 106 Human Biology (4) and BI106L Lab

PE111 Wellness (1)

## Tier Two: Additional General Education Requirements (9 Hours)

Additional Science with or without Lab: . 3-4 hours

ED122 Education Technology 2 hours

Humanities or Fine Arts: 3 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

## Professional Education (37 Hours)

ED101 Foundations of Education (2)	ED471 Teaching Reading in the Content Area (3)
ED102 Field Experience I (1)	PY210 Educational Psychology (3)
ED105 Field Experience II (0-1)	PY223 Developmental Psychology (3)
ED313 Classroom Behavior Management (3)	PY342 Psychology of the Exceptional Child (2)
Ed350 Education Methodology (2)	PY343 Psychology of the Exceptional Child Practicum (1)
ED453 Education as a Profession (2)	
ED454 Student Teaching Seminar/Methods (2)	
ED370PE Special Teaching Methods – Physical Education (3)	
ED462 Student Teaching (10)	

## Physical Education K-12 certification requirements (48 Hours)

PE103 Lifetime Activities and Dance (3)	PE219 Fundamentals of Rhythm & Movement & Dance (3)
PE202 Motor Learning and Motor Dev. (3)	PE322 Teaching Elementary School Physical Education (3)
PE203 Intro. to Exercise Science (2)	PE323 First Aid, Care & Prevention of Athletic Injuries (3)
PE210 Personal and Community Health (2)	PE324 Human Anatomy and Kinesiology (4)
PE212 First Aid/Community CPR (2)	PE325 Methods of Teaching Ind. and Team Sports (3)
PE216 Nutrition and Athletic Performance (3)	PE327 Physiology of Exercise (3)
PE217 Foundations of Physical Education (3)	PE328 Adapted Physical Education (3)
PE221 Psych and Soc Aspects of PE (3)	PE339 Methods and Techniques for Tests & Measurements in Physical Education (3)

ED370HE Methods of Teaching Health  
and Care of Injuries (2)

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**Electives (To Complete Min. 124 Hours)**

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# Bachelor of Science, Educational Studies - Min. 124 Hours

Note: This is not a certification program.

The Educational Studies major is available to students as an alternative to their certification program. Candidates who complete this major are **not** eligible for recommendation for state teaching certification.

**Common Core:** See [Common Core requirements](#) for all CMU degrees.

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## Tier Two: Additional General Education Requirements (21-22 Hours)

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Humanities or Fine Arts: 6 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences: Suggested: HI205 and either EC122/EC201/  
EC202. 6 hours

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Science: [See guidelines](#). 3-4 hours

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BS Analytical Skills: Suggested: MA224 and ED122 6 hours

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## Educational Studies Major (34 Hours)

**NOTE:** This is not a certification program.

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Students must have 34 hours of educational studies courses from one of three tracks. These tracks include Elementary/Early Childhood/Special Education, Physical Education, and Music Education as shown below. At least 15 hours must be at the 300-level.

### Elementary/Early Childhood/Special Education

Courses taken for the Elementary/Early Childhood/Special Education track may be courses with an ED, SE, or PY prefix (only PY210, PY223, or PY342/343).

### Physical Education

Courses taken for the Physical Education track may be courses with an ED, PE (only those courses required for education), or PY prefix (only PY210, PY223, or PY342/343).

### Music Education

Courses taken for the Music Education track may be courses with an ED, MU (pedagogy only), or PY prefix (only PY210, PY223, or PY342/343).

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## Minor and Electives (To Complete Min. 124 Hours)

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# English

## English Degree

### English Degrees with Certification

### English Associates Degree

Competency in written and oral communication and in reading is basic not only to effective civic responsibility and vocational success, but to the satisfactory pursuit of college studies.

The English major (or minor) at CMU will demonstrate that she or he has acquired knowledge of the history and development of anglophone literatures, both classic and modern; will demonstrate the ability to analyze and interpret literary texts, with awareness of the underlying assumptions that shape that understanding; will demonstrate the skills of drafting and revising a written text with a strong sense of organization, clarity, coherence, and style; will convey a deepened sense of the complexity and value of human life, as experienced through the literary arts and related areas of knowledge or creativity. Demonstrated command of the essential and intertwined skills of critical reading and effective writing proves the English major's readiness for achievement in many areas—graduate school, law, medicine, business, journalism, and teaching.

CMU has a chapter of Sigma Tau Delta, a national honorary fraternity in English. (Advisor: Dr. John Porter)

CMU also has two pre-law chapters: Phi Alpha Delta is the national pre-law fraternity, and the Pre-Law Club is for upperclassmen who plan to enter the law profession (advisor: Dr. John Carter).

## English Minor - 18 Hours

**Three (3) courses in Literature survey chosen from the following:**

### American literature

- EN323 American Literature I (3)
- EN324 American Literature II (3)
- EN331 English Literature I (3)
- EN340 British Literature II (3)

**Three (3) courses chosen from the following or from the courses remaining above:**

- EN201 Grammar for Educators (3)
- EN212 Introduction to Cinema (3)
- EN216 Introduction to Creative Writing (3)
- EN224 Topics/Movements in Literature (3)
- EN236 Young Adult Literature (3)
- EN238 Comics and Graphic Novels (3)
- EN334 Major Authors in Literature (3)
- EN335 Shakespeare (3)
- EN348 Advanced Literary Studies (3)
- EN350 Topics in Writing (3)
- EN409 Writing Research and Pedagogy (3)

## English Courses

**NOTE:** Students may fulfill the general education Language Skills requirement with one of two options: (A) EN110 College Composition I and EN111 College Composition II [required of all students who score 19 or below on their ACT English subscore] or (B) EN120 College Composition I & II [required of all students who score 20 or above on their ACT English subscore].

**EN110 College Composition I.** 3 hours. EN110 focuses on techniques of topic development, drafting, and revision to help students write clear, concise sentences, paragraphs, and essays. EN110 is also the study of grammar, syntax, and diction and their relationship to effective writing. Required of all students who score 19 or below on their ACT English subscore. Must be taken during the first two semesters of enrollment.

**EN111 College Composition II.** 3 hours. EN111 focuses on techniques of topic development, drafting, and revision to help students write clear, concise sentences, paragraphs, and essays. EN111 is also the study of grammar, syntax, and diction and their relationship to effective writing. Required of all students who score 19 or below on their ACT English subscore or who took EN110 or its equivalent; completing the EN110/EN111 sequence is a prerequisite to all other English courses. Prerequisite: Grade of C or better in EN110. Spring.

**EN120 College Composition I & II.** 3 hours. Required of all freshmen who do not take the EN110/EN111 option and prerequisite to all other courses in English, EN120 focuses students on learning to develop organizational patterns (e.g. narration, process, comparison, definition, and cause and effect). Students will practice these patterns through writing several essays, including a research essay. EN120 is also the study of grammar, syntax, and diction and their relationship to effective writing. Required of all Freshmen who score 20 or above on their ACT English subscore. Must be taken during the first two semesters of enrollment.

**EN190 Special Topics.** 1-5 hours. This is an introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**EN211 Grammar for Educators.** 3 hours. This course will introduce students to the basics of English grammar. Students will learn how to identify parts of speech, analyze sentences, and recognize the conventions of Standard American English. This course will prepare students for upper-level coursework in teaching language arts, assessing language development, and linguistic study. Prerequisite: N/A

**EN212 Introduction to Cinema.** 3 hours. The class examines themes, impacts, and techniques in cinematic art. Through experiencing, reading about, and discussing a series of films, the class studies the history of film, the major film genres, and some of the important film directors. Fulfills "Fine Arts" requirements. Prerequisite: EN120 or EN110/111. Spring.

**EN216 Introduction to Creative Writing.** 3 hours. This course explores students' writing in creative forms, including short fiction, drama, and verse. Prerequisite: EN120 or EN110/111. Every Fall.

**EN222 Introduction to Literature.** 3 hours. This course examines ways of understanding the meaning of character in human life through the study of literature. All sections will introduce students to fiction, poetry, and drama, but each section will be designed around each instructor's chosen theme-based readings or around a general introduction to literature. Prerequisite: EN120 or EN110/111. Fall, Spring, and Summer.

**EN224 Topics/Movements in Literature.** 3 hours. This intermediate-level course studies the literature of a specific topic or movement. Emphasis is placed on the importance and relevance of the topic or movement within historical and literary trends. Prerequisite: EN120 or EN110/111. May be repeated for credit as topic changes.

**EN236 Young Adult Literature.** 3 hours. This course provides a survey of Young Adult Literature, examining diverse genres such as science fiction, fantasy, historical fiction, and romance. Students will learn about YA's history, controversies, and influence. Among the questions we will ask: how does YA construct young adulthood; what is YA; what are the characteristics of YA; what makes YA so popular? Students will be asked to: 1) study literature within its historical, social, and cultural contexts; 2) apply techniques of literary analysis to literature; 4) identify and discuss selected characteristics of literature; 5) develop close reading, critical thinking, and writing skills. Prerequisite: N/A

**EN238 Comics and Graphic Novels.** 3 hours. This course will introduce students to the comics medium through a variety of genres. Through reading, researching, and responding to graphic narratives, students will develop a critical vocabulary for understanding graphic narratives and explore the intersections between literary genres and narrative form.

**EN260 Special Problems.** 1-5 hours. This is an independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**EN268 Internship and Field Experiences.** 1-5 hours each semester.

**EN290 Special Topics.** 1-5 hours. This is an intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**EN305 Expository Writing.** 3 hours. This course focuses on the development of expository texts in various genres. This advanced course in composition is designed to relate to the specific needs and interests of upper-level students. Either EN305 or EN306 is required of all students. Prerequisites: EN111 and Junior standing. 3 hours. Fall/Spring.

**EN306 Technical Writing.** 3 hours. This advanced course is designed to relate to the specific needs of upper-level students in technical fields with an emphasis on work-related forms. Technical writing is a mode of information management designed either to prompt action (persuasive documents such as proposals) or to enable action (instructions and informative reports). EN306 introduces students to different forms of technical writing (and not necessarily business writing) and to critical thinking and communication skills. Students will write memos and business letters as well as lengthy, detailed, and researched documents, proposals, and reports. Upon completion of this course, students will be able to analyze the purpose for and audience for documents produced in technical fields and will be able to manage information in order to produce, clear, effective technical documents. Either EN305 or EN306 is required of all students. Prerequisites: EN120 (or EN110/111) and Junior standing.

**EN312 English Language and Linguistics.** 3 hours. Topics will include the history of the English language, English dialects, theories of grammar, language development, and how linguistics can help teachers in the classroom. Students are encouraged to take EN211 Grammar for Educators before taking this course. Prerequisites: EN120 (or EN110/111) and Sophomore standing.

**EN323 American Literature I.** 3 hours. This is a study of American poetry, prose, and drama from Colonial America to 1865. Prerequisites: EN120 (or EN110/111) and any 200-level English literature class. Every fourth semester.

**EN324 American Literature II.** 3 hours. This is a study of the American poetry, prose, and drama from 1865 to present. Prerequisites: EN120 (or EN110/111) and any 200-level English literature class. Every fourth semester.

**EN334 Major Authors in Literature.** 3 hours. This intermediate-level course studies the literature associated with a specific author or authors. Emphasis is placed on the importance and relevance of the author(s) within historical and literary trends. Prerequisite: EN120 or EN110/111. May be repeated for credit as topic changes.

**EN335 Shakespeare.** 3 hours. This is a study of William Shakespeare's major histories, tragedies, and comedies. Prerequisites: EN120 (or EN110/111) and any 200-level English literature class. Every third semester.

**EN340 British Literature I.** 3 hours. This is a study of British poetry, prose, and drama up to 1790. Prerequisites: EN120 (or EN110/111) and any 200-level English literature class. Every fourth semester.

**EN342 British Literature II.** 3 hours. This is a study of the poetry, prose, and drama from 1790 to present. Prerequisites: EN120 (or EN110/111) and any 200-level English literature class. Every fourth semester.

**EN348 Advanced Literary Studies.** 3 hours. This upper-level course studies a specific author or authors, topic, or movement in literary studies, and the literature associated with the author(s), topic, or movement. Emphasis is placed on the importance and relevance of the author(s), topic, or movement within historical and literary trends. Prerequisite: EN120 (or EN110/111) and any 200-level English literature course. May be repeated for credit as topic changes. Every third semester.

**EN350. Topics in Writing.** 3 hours. This course will introduce students to topics and forms of writing in a variety of genres and media.

**EN360 Special Problems.** 1-5 hours. This is an independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**EN368 Internship and Field Experiences.** 1-5 hours.

**EN390 Special Topics.** 1-5 hours. This is an advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**EN409 Writing Research and Pedagogy.** 3 hours. This course surveys composition theory with an emphasis on practical application for teachers and tutors of writing. Prerequisites: EN110/111; Junior or Senior Standing or instructor permission. Spring.

**EN410 Senior Thesis.** 3 hours. (Capstone) Students will complete a semester long capstone experience that includes a portfolio and project that are the culmination of student work and experience in the major. Students that are majoring in English Secondary Education may NOT take this course while doing student teaching.

**EN460 Special Problems.** 1-5 hours. This is an independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**EN490 Special Topics.** 1-5 hours. This is an advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.



# Associate of Arts in English - Min. 62 Hours

Common Core (28.5-29 Hours): [See common core requirements](#)

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## Foundations, 11.5-12 hours

CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking M099 and/or MA103I)

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## Understanding Human Nature, 13 hours

Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO)	3 hours

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## Exploring the Nature of the Universe, 4 hours

Science with Lab	4 hours
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## Tier Two: Additional General Education Requirements (15-16 Hours)

Humanities or Fine Arts:	9 hours
When choosing a Humanities course, <a href="#">see guidelines</a> .	
When choosing a Fine Arts course, <a href="#">see guidelines</a> .	
Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours
Science: <a href="#">See guidelines</a> .	3-4 hours

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## Concentration in English (12 Hours)

Four (4) courses from the following:	EN324 American Literature II (3)
EN201 Grammar for Educators	EN331 English Literature: Beginnings to 1620 (3)
EN212 Introduction to Cinema (3)	EN335 Shakespeare (3)
EN216 Introduction to Creative Writing (3)	EN340 British Literature I (3)
	EN342 British Literature II(3)
EN224 Topics in Literature (3)	EN348 Advanced Literary Studies (3)
EN236 Young Adult Literature (3)	EN350 Topics in Writing (3)
EN238 Comics and Graphic Novels (3)	
EN334 Major Authors in Literature (3)	
EN323 American Literature I (3)	

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## Electives (To Complete Min. 62 Hours)

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# English Degrees with Certification

## Bachelor of Arts with English Certification at the Secondary Level - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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Required Courses from General Education: Science with a laboratory (4)

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### Tier Two: Additional General Education Requirements (21+ Hours)

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Humanities or Fine Arts: 9 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (PY210): [See guidelines](#). 3 hours

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Additional Science with or without Lab 3-4 hours

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Foreign Language (a single language) 6-8 hours

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### English Major Requirements (27 Hours)

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EN216 Introduction to Creative Writing (3) **or** EN350 Topics in Writing (3) Choose one of the following:  
EN334 Major Authors in Literature (3)

EN236 Young Adult Literature (3) EN335 Shakespeare (3)

EN211 Grammar for Educators (3) EN340 British Literature I (3)

EN312 English Language and Linguistics (3) EN342 British Literature II (3)

EN409 Writing Research and Theory (3) Students must take either:  
EN323 American Literature I (3) **or**  
EN325 American Literature II (3)

EN410 Senior Thesis (3) (Capstone)-  
an exit/assessment exam (both oral  
and written)-must be completed before  
student teaching.

English Elective course not taken above:  
(3)

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### Professional Education Requirements (42 Hours)

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ED101 Foundations of Education (2) ED470 Instructional Int. for Students with Reading Deficits (3)

ED102 Field Experience I (1) ED471 Teaching Reading in the Content Area (3)

ED105 Field Experience II (0-1) PY210 Educational Psychology (3)

ED122 Education Technology (2) PY223 Developmental Psychology (3)

[if not taken in Tier Two] PY342 Psychology of the Exceptional Child (2)

ED313 Classroom Behavior Management (3) PY343 Psychology of the Exceptional Child Practicum (1)

ED350 Education Methodology (2)

ED370EN Methods of Teaching English  
(3)

ED453 Education as a Profession (2)

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ED454 Student Teaching Seminar/  
Methods (2)

ED462 Supervised Student Teaching  
(Capstone) (10)

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**Electives (To Complete Min. 124 Hours)**

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## BSE Middle School Language Arts - Min. 124 Hours

Common Core: [See Common Core requirements](#)

Required Courses from General Education:

- Science with a laboratory (4)

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**Tier Two: Additional General Education Requirements (19 Hours)**

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Fine Arts or Humanities: 3 hours

When choosing a Fine Arts course, [see guidelines](#).

When choosing a Humanities course, [see guidelines](#).

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Social Sciences: PY 210 and PY223 6 hours

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Additional Science with or Without Lab: (3-4) 3-4 hours

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MA224 Mathematics for Elementary and Middle School Teachers (4) 4 hours

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ED122 Education Technology 2 hours

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**Professional Education Requirements (43 Hours)**

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ED101 Foundations of Education (2) PY210 Educational Psychology (3)

ED102 Field Experience I (1) PY223 Developmental Psychology (3)

ED105 Field Experience II (0-1) PY342 Psychology of the Exceptional Child (2)

ED350 Education Methodology (2) PY343 Psychology of the Exceptional Child Practicum (1)

ED313 Classroom and Behavior  
Management in the Middle and  
Secondary Classroom (3)

ED314 History/Philosophy of Middle-  
Level Education (3)

ED370SC Methods of Teaching Science  
(3)

ED453 Education as a Profession (2)

ED454 Student Teaching Seminar/  
Methods (2)

ED462 Student Teaching (10)

ED470 Instructional Int. for Students  
with Reading Deficits (3)

ED471 Teaching Reading in the  
Content Area (3)

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**Language Arts requirements (18 Additional Hours): Courses taken in major must include the following**

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EN211 Grammar for Educators (3) EN340 or EN342 British Literature I or II (3)

English Electives (6)

EN312 English Language and  
Linguistics (3)

**Students must complete 24 hours in English above EN120.**

EN323 or EN324 American Literature I  
or II (3)

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**Electives (To Complete Min. 124 Hours)**

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# Bachelor of Arts in English - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts: 9 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): [See guidelines](#). 3 hours

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Science: [See guidelines](#). 3-4 hours

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Foreign Language (a single language) 6-8 hours

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## English Major Requirements (36 Hours)

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EN312 Language and Linguistics (3)      Seven (7) courses from the following: The remaining survey course may count for credit in the major.

EN410 Senior Thesis (3) (Capstone)

EN211 Grammar for Educators (3)

Three (3) Literature surveys from the following:

EN212 Introduction to Cinema (3)

EN323 American Literature I (3)

EN216 Introduction to Creative Writing (3)

EN324 American Literature II (3)

EN224 Topics/Movements in Literature (3)

EN340 British Literature I (3)

EN236 Young Adult Literature (3)

EN342 British Literature II (3)

EN238 Comics and Graphic Novels (3)

EN334 Major Authors in Literature (3)

EN335 Shakespeare (3)

EN348 Advanced Literary Studies (3)

EN350 Topics in Writing (3)

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## Minor and Electives (To Complete Min. 124 Hours)

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# Environmental Science

## Environmental Science Degrees

The Environmental Science major is intended for students preparing for environmentally related professional careers. The course work is designed to enable students to learn how the physical, chemical and biological systems interact, and to identify, analyze, communicate and solve problems. Environmental scientists work in many fields including writing, consulting, resource management, regulation, conservation and education related to environmental issues. The skills of an environmental scientist may be in demand for jobs in industry, government and research.

There are two degree options depending on whether the major in Environmental Science is combined with a minor in Biology or with a minor in Chemistry.

## Environmental Science Minor - 18 hours

BI105 Intro to Environmental Science and Lab (4)

Six additional hours of Environmental Science courses (6)

Eight additional hours of Science Division courses (Prefix of BI, CH, GL, PH, SC) (8)

Many upper level Environmental Science courses have other science courses as prerequisites and these prerequisite courses may be counted toward an environmental science minor.

## Environmental Science Courses

**BI105 Introduction to Environmental Science.** 3 hours. This introductory course is for students majoring or minoring in environmental science as well as non-majors. This study of environmental science will cover topics including the inter-relations of humans with our environment; environmental ethics; risk assessment; public policy solutions; and soil, water, air, and energy conservation. The Laboratory portion of the course focuses on the methodology of environmental science. (Fall)

**BI105L Introduction to Environmental Science Lab.** 1 hour. The Laboratory focuses on the methodology of environmental science which accompany BI105. (Fall)

**ES202 Environmental Chemistry.** 3 hours. Introduction to the principles of chemistry and physics in the environment. Topics will include air, water, and soil chemistry; environmental pollution including air, water, chemical, nuclear, noise, and energy; and waste problems. 3 lectures. Cross-listed with CH202. Prerequisites: CH111. Spring.

**ES202L Environmental Chemistry Lab.** 1 hour. Lab exercises that accompany ES202. Must be taken concurrently with ES202. 2 lab hours. Cross-listed with CH202L. Spring.

**ES301 Ecology.** 3 hours. Study of the interactions and interrelations between organisms and the environment. Topics include natural history, evolution, adaptation to the environment, population ecology, species interactions, communities, ecosystems, landscape and global ecology. 3 lectures. Prerequisite: BI101. Fall.

**ES301L Ecology Lab.** 1 hour. Lab exercises that accompany ES301. Must be taken concurrently with ES301. 2 lab hours. Fall.

**ES306 Environmental Health & Safety.** 3 hours. An introduction to industrial hygiene. An examination of safety in today's world, accident causation, consumer product safety, civil preparedness, safety reporting, measurements used to evaluate the work place and related topics. Prerequisite: ES301. Spring.

**ES307 Environmental Policy.** 3 hours. This course introduces students to the policy process by examining local, regional, and national approaches to natural resources policy. Topics include past and present environmental issues; U.S. environmental laws and regulations; the role of government, non-governmental organizations, industry, science and private and public interests in designing and implementing policy. 3 lectures. Prerequisite: at least 6 hours of 300 level courses in biology or environmental science. Even-numbered springs.

**ES309 Introduction to Graphic Information Systems (GIS).** 3 hours. Introduction to the use of GIS in environmental science and natural resource management. Students learn to use the software package ARCGIS for Desktop to view, create and analyze spatial data. Students also study how scientists use GIS in research for solving environmental problems and managing natural resources. In the final project, students will create a map that uses available information to better understand a relationship related to our environment.

**ES311 Conservation Biology and Natural Resource Management.** 3 hours. An exploration of the science of conservation biology, which is an applied field that combines the principles of ecology, population genetics, biogeography, economics, sociology, political science, philosophy and other fields to solve problems associated with conserving the world's biodiversity. The course will also investigate issues of natural resource management, including endangered species management, reserve design, and restoration ecology. Cross-listed with BI311. Prerequisite: BI 101 or instructor's permission. Spring.

**ES318 Toxicology and Environmental Medicine.** 3 hours. A discussion of corrosive and toxic substances that affect the environment. Topics include fundamentals of sample collection, reliability of measurements, methods of detection, chemical composition of cells, chemical processes of life, the effects of toxic substances on cells and organisms, and risk assessment. Cross-listed with BI318. Prerequisites: BI101 and CH/ES202.

# Environmental Science Degrees

## BA or BS in Environmental Science with minor in Biology - Min. 124 Hours

Common Core: [See Common Core requirements](#) Required courses from General Education: CH111 General Chemistry (3) and CH111L (1)

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Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> . A course in Economics is recommended (EC202 Microeconomics or EC201 Macroeconomics)	3 hours (BA)	6 hours (BS)
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Science: BI101 General Biology (3) and BI101L (1)		3-4 hours (BS)
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BA Foreign Language (a single language)		6-8 hours (BA) 6-8 hours (BS)
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BS Analytical Skills: [See guidelines](#). Must include MA105 Elementary Statistics and MA305 Statistics II is recommended.

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Environmental Science Major Requirements (33 Hours total): At least 15 Science Division credit hours must be at or above 300 level.

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Required Courses (27 hours):      One capstone experience (3 hours):

SC225 Interdisciplinary Science Seminar (1)	ES460 Special Problems (3) (Capstone)
BI105 Introduction to Environmental Science (43) and BI105L (1)	SC464 Undergraduate Research (3) (Capstone)
	SC468 Internship and Field Experiences (3) (Capstone)
	SC425 Science Seminar (1) (Capstone)

CH114 General Chemistry w/ Qualitative Analysis (3) and CH114L (1)

ES202 Environmental Chemistry (3) and ES202L (1)

PH111 General Physics I (3) and PH111L (1)

ES318 Toxicology (3)

ES390 Environmental Policy (3)

Electives (6 hours):  
Additional hours as approved by the advisor in Biology, Chemistry, Computer Science, Environmental Science, Geology, Mathematics, Science or Physics.



**Biology Minor (19 hours) and Electives (To Complete Min. 124 Hours)**

BI101 General Biology (3) and BI101L (1)

BI102 General Biology (3) and BI102L (1)

BI108 Biodiversity (3) and BI108L (1)

BI301 Ecology (3) and BI301L (1)

BI311 Conservation Biology and Natural Resource Management (3)

## BA or BS in Environmental Science with minor in Chemistry - Min. 124 Hours

Common Core: [See Common Core requirements](#) Required course from General Education: BI101 General Biology (3) and BI101L (1)

**Tier Two: Additional General Education Requirements (21-24 Hours)**

Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> . A course in Economics is recommended (EC202 Microeconomics or EC201 Macroeconomics)	3 hours (BA)	6 hours (BS)
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Science: CH111 General Chemistry (3) and CH111L (1)		3-4 hours (BS)
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BA Foreign Language (a single language)		6-8 hours (BA) 6-8 hours (BS)
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BS Analytical Skills: <a href="#">See guidelines</a> . Must include MA105 Elementary Statistics and MA305 Statistics II is recommended.		
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**Environmental Science Major Requirements (32 Hours total):** At least 15 Science Division credit hours must be at or above 300 level.

Required Courses (26 hours):	One capstone experience (3 hours):
SC225 Interdisciplinary Science Seminar (1)	ES460 Special Problems (3) (Capstone)
BI105 Introduction to Environmental Science (3) and BI105L (1)	SC464 Undergraduate Research (3) (Capstone)
ES202 Environmental Chemistry (3) and ES202L (1)	SC468 Internship and Field Experiences (3) (Capstone)
PH111 General Physics I (3) and PH111L (1)	SC425 Science Seminar (1) (Capstone)
ES318 Toxicology (3)	
ES390 Environmental Policy (3)	
ES311 Conservation Biology and Natural Resource Management (3)	

Electives (6 hours):  
Additional hours as approved  
by the advisor in Biology,  
Chemistry, Computer  
Science, Environmental  
Science, Geology,  
Mathematics, Science or  
Physics.

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**Chemistry Minor (20 hours) and Electives (To Complete Min. 124 Hours)**

CH111 General Chemistry (3) and CH111L (1)

CH114 General Chemistry with Qualitative Anal. (3) and CH114L (1)

CH221 Quantitative Analysis (3) and CH221L (1)

CH341 Organic Chemistry I (3) and CH341L (1)

CH342 Organic Chemistry II (3) and CH342L (1)

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# Exercise Science

## Exercise Science Degree

The Strength and Conditioning major is designed to prepare students to take the national exam to become Certified Strength and Conditioning Specialists (CSCSs). CSCSs are professionals who apply scientific knowledge to train athletes for the primary goal of improving athletic performance. They conduct sport-specific testing sessions, design and implement safe and effective strength training and conditioning programs, and provide guidance regarding nutrition and injury prevention. The overall GPA requirement for this program is 2.5.

## Exercise Science Courses

**PE100 Marching Eagles Band.** 1 hour. Practices daily during football season. Presents half-time shows at home football games, hosts Band Day (a high school marching competition), and is open by audition to all qualified students. May be taken as MU021 or PE100, 1 hour per semester. A maximum of one hour of required physical education credit in Marching Band may be applied toward a degree. Fall.

**PE101 Lifetime Fitness Activities.** 1 hour. Emphasis is placed on the importance of people of all ages to participate in physical exercise in order to achieve and maintain optimum health.

**PESW101 Swimming.** 1 hour. This course offers instruction and practice in the proper techniques of swimming strokes and aquatic skills, in understanding the aerobic value of swimming, and in understanding the hazards of the aquatic environment.

**PE102 Sports Participation.** 1 hour. Varsity and Junior Varsity athletes practice daily and represent CMU during athletic competition. A maximum of one hour of required physical education credit through participation in Varsity and Junior Varsity sports may be applied toward a degree. Pass/fail credit is awarded based on attendance at events and practices; students who quit a team before the end of the season should drop the class or they will receive an "F" in PE102.

**PE111 Wellness.** 1 hour. The recognition of physical fitness and physical well being as expressions of strength of character is rooted in the ancient Greek and modern Olympic Games. Both the study of physical well being and the practice of physical well being have a long tradition in higher education. Strength of character includes (1) understanding the nature and bases of physical well being, (2) the development of physical as well as mental disciplines, (3) habits of life that support physical as well as mental well being, and (4) enhanced awareness of the meaning and applications of sportsmanship. This course includes both classroom and laboratory experiences to move students toward these dimensions of character formation. This course is part of the General Education Common Core requirement. (Army Physical Training fulfills this requirement.)

**PE120 Teaching Individual Sports Activities PK through Secondary.** 3 hours. A course focused on analysis of skill development and teaching strategies in professional practices of PK-12 educators. Students will learn rules and regulations of individual sports activities while generating age and developmentally appropriate lesson plans, with peer teaching experiences for specific individual sports and recreational activities. Fall.

**PE202 Motor Learning and Motor Development.** 2 hours. The study of scientific principles, concepts, and theories related to motor learning and human behavior in sport and physical education. The focus of the course is to introduce students to information on motor learning and acquisition of motor skills and encompasses three areas: motor learning, motor control, and motor development.

**PE203 Introduction to Exercise Science** .2 hours. This course offers instruction and practice through teaching strategies and participation to demonstrate developmentally appropriate strength and conditioning principles to both K-12 students and collegiate athletes in muscular strength, endurance, power, flexibility, and conditioning. The course focuses on kinesiology and the biomechanic principles used in training athletes and clients for the primary goal of improving athletic performance and fitness.

**PE210 Personal and Community Health.** 2 hours. Education majors study the personal health problems and the safety education of students PK through grade 12. Areas of study include growth and development, nutrition, sex and drug education, personal hygiene, and how these areas relate to the students and the community. Fall.

**PE211 Methods and Materials in Health Education.** 2 hours. The study of classroom materials and methods used to provide for an innovative approach for effective health instruction of K through 12 grade students. Prerequisite: Sophomore standing. Spring.

**PE212 First Aid/Community CPR.** 2 hours. This course provides certification for first aid and CPR. Spring.

- PE214 Sport in Society (Issues and Controversies).** 2 hours. Taking a look into the sociological perspective of sports in today's society. Emphasis is clearly on sports and sport-related behaviors as they occur in social and cultural contexts. Fall.
- PE215 Psychology of Sport.** 2 hours. Application of the principles and scientific methods from psychology to study human behavior in sport and physical education. The course focuses on the frontier of knowledge associated with achievement, motivation, anxiety, self-confidence, cohesion, adherence, and leadership in sports and physical education. Exercise psychology is concerned with many psychological issues affecting the well-being of athletes and individuals who are physically active. Fall.
- PE216 Nutrition and Athletic Performance.** 3 hours. Fundamental principles of human nutrition and their application essential to health, from a physiological point of view. The focus of this course is to learn about nutrient requirements, food sources and adequate diet selection in regards to the effects and benefits to athletic performance. Spring. ;
- PE217 Foundations of Physical Education.** 2 hours. Historic and philosophic analysis of physical education emphasizing physical education as an academic discipline, professional opportunities, and associated fields. Recommended for freshmen. K-12. Spring.
- PE219 Fundamentals of Rhythm, Movement and Dance.** 3 hours. Designed to familiarize Physical Education majors with the basic skills essential to efficient movement in sports and dance activities. Potential teachers (K-12) are instructed in the use of rhythm and dance fundamentals with particular emphasis on movement education. Analysis of "generalizations" inherent within motor performance which are transferable to specific sports and dance activities. Spring.
- PE230 Theory of Coaching & Officiating Football.** 2 hours. Theory, fundamentals, and officiating of football; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Fall. ;
- PE231 Theory of Coaching & Officiating Basketball.** 2 hours. Theory, fundamentals, and officiating of basketball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Spring. ;
- PE232 Theory of Coaching & Officiating Volleyball.** 2 hours. Theory, fundamentals, and officiating of volleyball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Odd-numbered Falls.
- PE233 Theory of Coaching & Officiating Baseball & Softball.** 2 hours. Theory, fundamentals, and officiating of baseball and softball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required.
- PE234 Theory of Coaching & Officiating Track & Field.** 2 hours. Theory, fundamentals, and officiating of track and field; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Spring.
- PE235 Theory of Coaching & Officiating Soccer.** 2 hours. Theory, fundamentals, and officiating of soccer; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Even-numbered Falls.
- PE315 Teaching Team Sports.** 2 hours. A course focused on analysis of skill development and teaching strategies in professional practices of PK-12 educators. Students will learn rules and regulations of team activities while generating age and developmentally appropriate lesson plans, with peer teaching experiences for specific team building and team sports activities. Spring.
- PE321 Organization and Administration of Physical Education and Athletic Programs K-12.** 2 hours. Examines recognized and successful ways of setting up physical education and athletic programs and carrying them out to meet stated aims and objectives. Specific attention is given to dealing with curriculum development, program creation, finance, physical layout, school policies, safety policies/practices, record keeping and purchasing and caring for equipment. Cross-listed with RM321. Prerequisite: PE217. Spring.
- PE322 Teaching Elementary School Physical Education.** 3 hours. Fundamental skills, sports, and games for the elementary school physical education program. Students will study and develop knowledge, understanding participation and application in teaching motor skills in the primary grades. This course includes a minimal amount of time in clinical experiences. K-9. Fall.
- PE323 First Aid, Care and Prevention of Athletic Injuries.** 3 hours. Lecture, demonstration and practice of the techniques used in the care and prevention of athletic injuries. Spring. ;

**PE324 Human Anatomy and Kinesiology.** 4 hours. The study of human anatomy and movement principles as applied to sports and analysis of movement from the study of anatomical structures and mechanical principles of the human body. Prerequisite: BI101 or BI106 or BI107. Fall. ;

**PE327 Physiology of Exercise.** 3 hours. Emphasis is on the study of the effects of exercise on the various systems of the body and its relationship on the physiological aspects of human nature (K-12). Prerequisite: BI101 or BI107. Spring.

**PE328 Adapted Physical Education.** 2 hours. Methods of teaching and program development for special needs students in physical education for Grades Pre-K to 12. Fall.

**PE331 Advanced Exercise Science.** 3 hours. The study of the scientific principles, concepts, and theories of strength training and conditioning and their applications to athletic performance designed to prepare students to teach and supervise strength and conditioning programs in athletics and recreation. Prerequisites: PE327 and either PE203 or PE324. Fall.

**PE339 Methods and Techniques for Tests and Measurements in Physical Education.** 3 hours. Designed to study methods and techniques for testing and measuring the basic factors on which the performance of a wide variety of physical education activities are based. Major emphasis is on the measurement of skills, knowledge and attitudes pertaining to physical education (K-12). Fall. ;

**PE360 Special Problems.** 1-3 hours. A supervised, independent study involving an area of special interest in one of the following fields physical education, health, recreation, and athletics. Must have approval of division chair and individual instructor. ;

**PE440 Program Design.** 3 hours. (Capstone) This course is an advanced course for strength and conditioning majors focusing on independent research in design, application, and evaluation of exercise prescription. It includes a professional supervised internship to apply current research in training methods to practical experiences. Prerequisites: PE203, PE324, PE327, and PE331. Spring.

# Bachelor of Arts or Bachelor of Science in Exercise Science - Min. 124 Hours

Common Core: [See Common Core requirements](#) Required Courses from General Education:

MA105 Elementary Statistics (3) required for BA

BI107 Human Anatomy (4) with BI107L (1) required for BA and BS

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	6 hours (BS)	9 hours (BA)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .	3-4 hours
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BA Foreign Language (a single language) BS Analytical Skills: <a href="#">See guidelines</a> . Must include BU225 Computer Applications in Business (3) and MA105 Elementary Statistics (3).	6 hours
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## Exercise Science Major (36-38 Hours)

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PE202 Motor Learning and Development (2)	PE321 Org. and Administration of P.E. and Athletic Programs (2) [or RM343 or RM345 (3)]
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PE203 Introduction to Exercise Science (2)	PE323 First Aid, Care & Prevention of Athletic Injuries (3)
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PE210 Personal and Community Health (2) [or AH314 Pathophysiology (3) - pre-reqs apply]	AH324 Anatomy and Kinesiology (3)
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PE211 Methods and Materials of Health Education (2)	PE327 Physiology of Exercise (3)
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PE212 First Aid/Community CPR (2)	PE331 Advanced Exercise Science (3)
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PE214 Sport in Society or PE215 Psychology of Sport (2)	PE339 Testing and Measurement in PE (3)
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PE216 Nutrition and Athletic Performance (3)	PE440 Program Design (Capstone): includes minimum 80-hour internship with a Certified Strength and Conditioning Specialist (CSCS) (3)
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## Electives (To Complete Min. 124 Hours)

BU110 Introduction to Business (3) is recommended.

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# Geology Courses

**GL104 Biology of the Dinosaurs.** 3 hours. A basic study of the dinosaurs, relationships to living animals and fossilized animals (taxonomy), feeding habits, food selection, habits, taphonomy (fossilization), external anatomy and physiology (especially metabolism, digestion and basic senses). Lecture only, with some hands-on studies. No prerequisite. Cross-listed with BI104. Normally offered in May Term.

**GL105 Exploring Geology.** 3 hours. This course introduces students to the science of geology. Topics include the study of the origin of the earth, plate tectonics, volcanoes, weathering, metamorphism, geologic time, evolution, and the history of life on earth. Spring

**GL105L Exploring Geology Lab.** 1 hour. Labs explore minerals, rocks, fossils, and the living organisms characteristic of different geologic ages. Must be taken concurrently with GL105. Spring.

# Health Care Administration

## Health Care Administration Degree

## Health Care Administration Courses

**HS110 Concepts in Health Care Management. 3 hours.** In this introductory course, students will learn the key elements of health care management. Topics covered will include career opportunities, leadership, management and motivation, organizational behavior, strategic planning, healthcare marketing, quality of care, basic financial challenges, ethics and legal issues.

**HS304 Health Care Law. 3 hours.** This course provides a summary of the current legislation governing the provision of health care services, the accountability and responsibilities of health care providers, and the rights of individuals receiving services. Includes, but is not limited to: HIPAA, standards of care, professional Codes of Ethics, Practice Acts, Informed Consent, and the concepts of beneficence, social justice, non-maleficence, altruism, autonomy, human dignity, and integrity in the provision of health care services. Prerequisite/Co-requisite: Admission to the program.

**HS314 Insurance, Coding, and Billing in Health Care. 3 hours.** The course introduces the student to the current foundations of reimbursement for health care services by third party payers. Typical requirements for documentation and reporting for insurance purposes are explored, including the usual insurance requirement for pre-certification or prior authorization for services. Standards for accuracy in coding, and how these interface with the billing function are surveyed. (Prerequisite/Co-requisite: HS304)

**HS400 Health Care Informatics. 3 hours.** The student is introduced to the current basic requirements for the recording and appropriate sharing of health information through mostly electronic systems. Included are aspects of the evolving Electronic Medical Record. (Prerequisites: HS304 and HS314)

**HS410 Client Education and Health Care. 3 hours.** The provision of hands-on care is only one aspect of appropriate health care services. Professional providers of health care services are also responsible for providing clients and families accurate and adequate education about their health issues. This course explores the various individual assessments necessary to determine a client's learning readiness and how to develop and adapt appropriate information to a format that meets the needs of the individual client. (Prerequisites: HS304 and HS314, and Prerequisites/Co-requisites: HS400)

**HS420 Case Studies in Managerial Integrity. 3 hours.** This course emphasizes managerial integrity and responsibility, creative and critical problem-solving skills with consideration to a global perspective, all of which are essential for personal and professional success in today's rapidly changing business and healthcare environment. Course work will include case analysis and presentation. (Prerequisites: HS304, HS314, HS400 and HS410)

**HS430 Current Issues in Professional Practice. 3 hours.** The student researches current professional literature on each of the core topic areas of the Health Sciences degree. Weekly, each student provides a formal discussion of the assigned core topic area as it pertains to their practicum experience that is supported by current professional literature. Students respond to peers weekly in constructive dialogue, and utilize current professional literature to support their peer responses. APA format is required for discussions and responses. The final project at the end of the course provides the student with the opportunity to summarize what has been learned in the course. (Prerequisites: HS304, HS314, HS400, and HS410, Co-requisites: HS440)

**HS440 Business Management Practicum. 6 hours.** The student spends a minimum of 6 weeks full time (240 contact hours), longer than 6 weeks if part time, shadowing a mentor in a health care provider/business setting. Each week requires the student to observe and assess a different aspect of the work environment, based on the core topics of the Health Sciences degree. Students provide weekly summaries of these assessments and identification of observed opportunities for improvement. Special attention is paid to the observed leadership, conflict management, communication, employee management, and customer service/satisfaction styles exhibited in the practice setting. Each student develops a final Power Point presentation of their practicum experience. Included in the final PowerPoint presentation is a detailed recommendation developed to address a specific opportunity for improvement identified within the practicum setting. (Prerequisites: HS304, HS314, HS400, and HS410, Co-requisites: HS420 and HS430)



# Bachelor of Science - Health Care Administration

Common Core (28.5-29 Hours): for a list of approved common core courses, see catalog.

<b>Foundations</b>	<b>15-21 hours</b>
CMU101/102	2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics: Must take MA103.	3 hours (8 hours if taking MA099 & MA103I)
Advanced Writing (EN 305 or EN306)	3 hours
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (MUST take: PY101-General Psychology)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab	4 hours
<b>Tier Two: Additional General Education Requirements (26 Hours)</b>	
Humanities or Fine Arts:	6 hours
PL306 Ethics and the Professions (preferred)	
Humanities or Fine Art	
Social Sciences (CJ, CT, EC, HI, PY, PS, or SO)	6 hours
CT320 Interpersonal Communications suggested	
EC101 or EC202	
Science with or without lab	3-4 hours
Analytical Skills (Math, CS, etc.)	6 hours
BU 225 and AH316	
<b>Tier Three: Health Care Administration Major (45 Hours)</b>	
Business	
AC201 Principles of Accounting I	3 Hours
AC202 Principles of Accounting II	3 Hours
BU468 Internship and Field Experiences	3 Hours
BU480 Strategic Planning and Decision Making	3 Hours
MG354 Principles of Management	3 Hours

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MK330 Marketing	3 Hours
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Health Science	
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AH212 Medical Terminology	3 Hours
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HS110 Concepts in Health Care Management	3 Hours
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HS304 Health Care Law	3 Hours
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HS314 Insurance, Coding, and Billing in Health Care	3 Hours
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HS400 Health Care Informatics	3 Hours
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HS420 Case Studies in Managerial Integrity	3 Hours
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HS430 Current Issues in Professional Practice	3 Hours
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Business Electives (select 2)	
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AC313 Fraud Examination	3 Hours
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AC/MG370 Information Systems	3 Hours
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ET375 Small Business Management	3 Hours
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FB345 Investment Analysis	3 Hours
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FB351 Business Finance	3 Hours
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MG356 Human Resource Management	3 Hours
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MK339 Sales Management	3 Hours
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MK366 Advertising	3 Hours
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# Health Sciences

## Health Sciences Degree

The Bachelors of Health Sciences degree provides educational programming opportunities for students who hold an Associate of Applied Science or certification of proficiency in an area related to the provision of health care services, or are wanting to pursue the Associate of Science in Occupational Therapy Assistant or Physical Therapist Assistant simultaneously. In addition, students who are interested in Health Care Administration will complete this degree. To be eligible, students must hold either a Certificate of Proficiency or an Associate of Applied Sciences (AAS) degree in a health-related field from an accredited school and have successfully completed any appropriate certification exams. They must be currently working in their field of certification in order to meet admission requirements.

The Bachelors of Health Sciences degree provides educational programming opportunities for students who hold an Associate of Applied Science or Certificate of Proficiency in an area related to the provision of health care services. This program exists as a Plus 2 option; courses are available in the online format. To be eligible, students must hold an Associate of Applied Sciences (AAS) degree or Certificate of Proficiency in a health-related field from an accredited school and have successfully completed any appropriate certification exams. For students interested in pursuing the Health Care Administration track, the AAS degree is not required. Instead, students have appropriate programmatic coursework to complete.

The general education courses and the specific professional programmatic courses from a student's degree are accepted in transfer from accredited schools. The student then completes any additional general education courses required to fulfill CMU's Common Core and completes upper level coursework in Communication, Allied Health, and 27 hours of coursework specific to Health Science. The addition of a Bachelor's degree to their professional certification allows these students the potential to pursue graduate education in their chosen specialty area as well as expanded job opportunities in the community practice settings.

The general education courses and the specific professional programmatic courses from a student's degree are accepted in transfer from accredited schools or are taken at the CMU-Fayette campus. The student then completes any additional general education courses required to fulfill CMU's Common Core and completes upper level coursework in Communication, Allied Health, and 24 hours of coursework specific to Health Science. The addition of a Bachelor's degree to their professional certification allows these students the potential to pursue graduate education in their chosen specialty area as well as expanded job opportunities in the community practice settings.

## Health Sciences Minor - 18 Hours

The Health Sciences minor is designed to allow students who do not have an AAS in an Allied Health professional area, to design a minor which compliments their major, career goals, or other personal interests. The minor requires at least 18 hours of HS and/or related courses: CT320 Interpersonal Communications and 3 hours of 3xx health-related psychology or sociology. HS430 Current issues in Professional Practice and HS440 Business Management Practicum are difficult to complete for individuals without and AAS in an allied health professional field, and can only be utilized with specific permission of the Chair for Health Professions.

## Health Sciences Courses

**HS110 Concepts in Health Care Management. 3 hours.** In this introductory course, students will learn the key elements of health care management. Topics covered will include career opportunities, leadership, management and motivation, organizational behavior, strategic planning, healthcare marketing, quality of care, basic financial challenges, ethics and legal issues.

**HS304 Health Care Law. 3 hours.** This course provides a summary of the current legislation governing the provision of health care services, the accountability and responsibilities of health care providers, and the rights of individuals receiving services. Includes, but is not limited to: HIPAA, standards of care, professional Codes of Ethics, Practice Acts, Informed Consent, and the concepts of beneficence, social justice, non-maleficence, altruism, autonomy, human dignity, and integrity in the provision of health care services. Prerequisite/Co-requisite: Admission to the program.

**HS314 Insurance, Coding, and Billing in Health Care. 3 hours.** The course introduces the student to the current foundations of reimbursement for health care services by third party payers. Typical requirements for documentation and reporting for insurance purposes are explored, including the usual insurance requirement for pre-certification or prior authorization for services. Standards for accuracy in coding, and how these interface with the billing function are surveyed. (Prerequisite/Co-requisite: HS304)

**HS400 Health Care Informatics. 3 hours.** The student is introduced to the current basic requirements for the recording and appropriate sharing of health information through mostly electronic systems. Included are aspects of the evolving Electronic Medical Record. (Prerequisites: HS304 and HS314)

**HS410 Client Education and Health Care. 3 hours.** The provision of hands-on care is only one aspect of appropriate health care services. Professional providers of health care services are also responsible for providing clients and families accurate and adequate education about their health issues. This course explores the various individual assessments necessary to determine a client's learning readiness and how to develop and adapt appropriate information to a format that meets the needs of the individual client. (Prerequisites: HS304 and HS314, and Prerequisites/Co-requisites: HS400)

**HS420 Case Studies in Managerial Integrity. 3 hours.** This course emphasizes managerial integrity and responsibility, creative and critical problem-solving skills with consideration to a global perspective, all of which are essential for personal and professional success in today's rapidly changing business and healthcare environment. Course work will include case analysis and presentation. (Prerequisites: HS304, HS314, HS400 and HS410)

**HS430 Current Issues in Professional Practice. 3 hours.** The student researches current professional literature on each of the core topic areas of the Health Sciences degree. Weekly, each student provides a formal discussion of the assigned core topic area as it pertains to their practicum experience that is supported by current professional literature. Students respond to peers weekly in constructive dialogue, and utilize current professional literature to support their peer responses. APA format is required for discussions and responses. The final project at the end of the course provides the student with the opportunity to summarize what has been learned in the course. (Prerequisites: HS304, HS314, HS400, and HS410, Co-requisites: HS440)

**HS440 Business Management Practicum. 6 hours.** The student spends a minimum of 6 weeks full time (240 contact hours), longer than 6 weeks if part time, shadowing a mentor in a health care provider/business setting. Each week requires the student to observe and assess a different aspect of the work environment, based on the core topics of the Health Sciences degree. Students provide weekly summaries of these assessments and identification of observed opportunities for improvement. Special attention is paid to the observed leadership, conflict management, communication, employee management, and customer service/satisfaction styles exhibited in the practice setting. Each student develops a final Power Point presentation of their practicum experience. Included in the final PowerPoint presentation is a detailed recommendation developed to address a specific opportunity for improvement identified within the practicum setting. (Prerequisites: HS304, HS314, HS400, and HS410, Co-requisites: HS420 and HS430)

# Bachelor of Health Sciences

**Common Core (28-34 Hours):** See [common core courses](#)

Foundations	12-18 hours
Freshman Writing (EN110 and EN111 OR EN120)	3 hours (6 hours if taking EN110 and EN111)
Oral Communications	3 hours
Algebra or Statistics:	3 hours (8 hours if taking MA099 and MA103I)
Advanced Writing (EN305 or EN306)	3 hours
<b>Understanding Human Nature (12 hours)</b>	
Religion	3 hours
Social Science with Constitution	3 hours
Literature	3 hours
Valuing or Social Science (General Psychology)	3 hours
<b>Exploring the Nature of the Universe (4 hours)</b>	
Science with Lab:	4 hours
<b>Tier Two: Additional General Education Requirements (21 Hours)</b>	
Humanities or Fine Arts:	3 hours
Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a>	9 hours
<ul style="list-style-type: none"> <li>• Must include Developmental Psychology.</li> <li>• Must include advanced Psychology or Sociology that relates to health</li> <li>• Must include CT320 Interpersonal Communications</li> </ul>	
Allied Health	6
<ul style="list-style-type: none"> <li>• Must include AH212 Medical Terminology</li> <li>• Must include AH316 Data Analysis for Allied Health</li> </ul>	
Sciences:	3
<ul style="list-style-type: none"> <li>• Additional science course with or without lab</li> </ul>	
Allied Health Concentration Coursework: Hours taken from an associate level program in Allied Health are counted here.	34-54
<b>Health Sciences Courses (24 hours, in addition to AH212 and AH316)</b>	
HS304 Health Care Law	3
HS400 Health Care Informatics	3
HS410 Client Education and Health Care	3
HS314 Insurance, Coding and Billing in Health Care	3
HS420 Case Studies in Managerial Integrity	3
HS430 Issues in Current Professional Practice	3
HS440 Capstone: Business Management Practicum	6
<b>Electives To Complete Min. 124 Hours</b>	

## Competencies, Tier II

- Broaden students understanding of human nature for the purpose of developing therapeutic relationships and communication skills necessary in the healthcare environment.
- Understand the basic structure and function of the human body.
- Improve critical thinking skills.
- Develop ethical leadership and decision making skills.
- Evaluate career choices within healthcare services based on emerging skills and personal strengths and abilities.

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## Health Science Competencies

- Demonstrate leadership with technical proficiency and graduates demonstrate use of principles of management and leadership evidence in: management of fiscal, physical and human resources.
- Apply critical thinking and problem solving to the provision of health care services evidenced by successful completion of internships or clinical practicums.
- Incorporate the principles of communication, advocacy, and health care education into practice.
- Exhibit commitment to individual growth as a lifelong learner evidenced by:
  - a. continuing formal education, informal education
  - b. reading professional refereed journals,
  - c. participating in shaping the healthcare delivery system.
  - d. Demonstrate collaboration with other healthcare providers to promote the full human potential.

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# History

## History Degree

### Social Science Degree with Certification

The History major is designed to familiarize students with the basic facts of both American and world history. In addition, the curriculum is designed to foster and develop critical thinking skills, research proficiency, and oral and written communications skills. By the end of the Senior year, students will be well-prepared for both teaching and research at the professional or graduate school level. As historians primarily evaluate and present evidence connected with the past, History has always been an attractive pre-law major. However, the skills associated with a History degree are widely sought-after in a wide variety of different fields and disciplines, including business, academia, and other professions.

CMU has two pre-law chapters: Phi Alpha Delta is the national pre-law fraternity, and the Pre-Law Club is for upperclassmen who plan to enter the law profession (advisor: Dr. John Carter).

CMU also has a chapter of Pi Gamma Mu, an international social science honor society (advisor: Dr. Kristin Cherry).

## History Minors

### History Minor - 18 hrs.

At least 18 hours in History courses other than those counted toward the major. These must include at least six hours of 300-level courses.

### Minor in Social science - 18 hrs.

HI117 Development of the US I (3) OR HI118 Development of the U.S. II (3)

HI205 World Geography (3)

PS101 Introduction to American Government (3)

One (1) from the following:

EC122 Economics for Educators (3)

EC201 Macroeconomics (3)

EC202 Microeconomics (3)

One (1) from the following:

SO101 Introduction to Sociology (3)

SO102 Social Problems (3)

SO150 Introduction to Anthropology (3)

One (1) From the following:

PY101 General Psychology (3)

PY210 Educational Psychology (3)

## History Courses

**HI101 World History I.** 3 hours. A survey from early Mesopotamian and Egyptian civilizations to the 17th century. Topics include: Classical Greece and Rome; Judaism, Christianity and Islam; the feudal age in Europe, Asia and Africa; the commercial revolution; the Renaissance; and the Protestant Revolt. Fall.

**HI102 World History II.** 3 hours. A survey from the 17th century (century of genius) to the present. Topics include: the liberal revolutions in England, America and France; the impact of science and Social Darwinism; the industrial revolution; democratization; World Wars I - II; the communist revolutions in Russia and China; the post-colonial Third World; and modern thought and expression. Spring.

**HI103 Introduction to Missouri Civics.** 1 hour. An introduction to the Missouri Constitution, state political institutions, and processes. This course will fulfill the Missouri State Civics requirement for transfer students who have completed coursework from a non-Missouri institution in American Government or a survey of American History I or an equivalent course which covers the U.S. Constitution. Cross-listed with PS103. Prerequisite: American Government or American History I at an out-of-state institution. Online only.

**HI117 Development of the United States I.** 3 hours. A survey from settlement to the end of Reconstruction (1877). Topics include: basic institutions (family, religion, education, politics and economics); the causes of the American Revolution; democratization; the U.S. Constitution; development of political parties; the causes of the Civil War; and the changing status of African-Americans. Fulfills the state civics requirement. Fall and Spring.

**HI118 Development of the United States II.** 3 hours. A survey from Reconstruction to the present. Topics include: basic institutions (family, religion, education, politics, and economics); the transition from an isolationistic regional power to an internationalistic world power; the decline of laissez-faire; democratization; recent constitutional interpretation; and the changing status of African-Americans. Fulfills the state civics requirement. Fall and Spring.

**HI190 Special Topics.** 1-5 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**HI204 World Cultures.** 3 hours. A survey of western and non-western world cultures using anthropological and historical perspectives. Special emphasis on sample groups in Africa, India and Asia. Cross-listed with SO204. Odd-numbered Falls.

**HI205 World Geography.** 3 hours. An examination of major traditions: physical geography, historical-cultural geography and location geography. Fall.

**HI260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**HI268 Internship and Field Experiences.** 1-5 hours.

**HI290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**HI303 The African-American Experience.** 3 hours. An examination of the achievements of African Americans from slavery to the present, with attention to their changing legal and social status.

**HI306 The Civil War and Reconstruction.** 3 hours. A study of the forces and events that transformed nineteenth-century America in the period between 1840 and 1870. The course examines the conduct and impact of the war and its political, economic and social aftermath. Fall.

**HI307 The History and Politics of Missouri.** 3 hours. A survey of the social, economic, intellectual, and political history of Missouri from prehistory to the twentieth century. Fulfills the state civics requirement. Cross-listed with PS307. Even-numbered Springs.

**HI312 U.S. Foreign Affairs.** 3 hours. An analysis of the principles and goals of American foreign policy from the Revolution to the present. Full examination of the policy-making process. Cross-listed with PS312. Prerequisites: HI117 and HI118 or consent of instructor. Even-numbered Springs

**HI314 The History and Politics of Russia.** 3 hours. This course chronicles the tremendous changes in Russia from pagan Kiev to twentieth-century superpower. Special attention is given to the succession of governments, Muscovite, Imperial, and Soviet, that ruled this diverse land and the calamities, wars, and often cruel leaders that shaped its destiny. Cross-listed with PS314. Even-numbered Falls.

**HI315 The History and Politics of England.** 3 hours. A survey of the British tradition from Stonehenge to the present, providing background for students of British literature, American government and law. An interdisciplinary analysis of domestic change, plus examination of international relations and colonialism. Cross-listed with PS315. Odd-numbered Springs.

**HI316 U.S. Intellectual and Cultural History to 1865.** 3 hours. A study of the cultural achievements of America from the colonial period to the end of the civil war. Writers, events and themes examined include Benjamin Franklin, Edgar Allen Poe, utopian societies, and the history of the Baptist and Mormon churches. Beginning with Puritanism and ranging through figures as diverse as Nathaniel Hawthorne and Abraham Lincoln, the class will cover the philosophical and literary developments that helped to form a distinctive American culture. At the same time, the class will place these American developments within a larger world context. Even-numbered Falls.



**HI318 U.S. Intellectual and Cultural History Since 1859.** 3 hours. A study of the cultural achievements of America from 1859 to the present. Writers, events and themes examined include jazz music, Mark Twain, Hollywood filmmaking, the Scopes "Monkey" trial, Hemingway, William and Henry James, and the counterculture of the 1960s. From environmentalism to pragmatism, from fundamentalism to postmodernism, the student will receive a guided tour through the major contours of modern thought. At the same time, the class will place these developments within a larger world context.

**HI319 The American Presidency, Past and Present.** 3 hours. An analysis of the evolution and contemporary operation of the office of the presidency with special emphasis on the administrations of selected presidents. Cross-listed with PS319. Prerequisite: PS101 or instructor's permission. Even-numbered Falls.

**HI320 The American Way of War.** 3 hours. A survey of the American military during peace and war from Colonial times to the present. Major American and world political leaders and their top military commanders are examined in their social and historical contexts. Cross-listed with PS320. Even-numbered Springs.

**HI322 Comparative Political Systems.** 3 hours. An introduction to the comparative study of national political systems. Attention is focused on the role of political culture and historical evolution as determinants of political development. Cross-listed with PS322. Odd-numbered Springs.

**HI331 Research Design and Data Analysis in the Social Sciences.** 3 hours. An introduction to research design, social measurement, analytic strategies and applied statistical techniques relevant to the interpretation of social phenomena. Cross-listed with CJ/PS/PY/SO331. Fall and Spring.

**HI340 Teaching with Historic Places.** 3 hours. A multi-dimensional study of historic places for use in the social studies classroom to understand history, historical change, and cultural continuity. Cross-listed with SO340. Even-numbered Springs,

**HI352 Contemporary U.S. History.** 3 hours. An in-depth look at contemporary events in American history. Topics covered include the Kennedy assassination, Bill Clinton's impeachment, the sexual revolution, the environmental movement, and the rise of rock and roll. A special emphasis will be placed on the events of the 1960s. Prerequisite: HI118 or instructor's permission. Odd-numbered Springs.

**HI354 The Vietnam War: an International History.** 3 hours. Vietnam was America's longest war. This class examines that war and all of its ramifications. Covering the early history of Vietnam, to the years after the Vietnam War, the class places America's Southeast Asian conflict within a larger global framework. Odd-numbered Falls.

**HI360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**HI368 Internship and Field Experiences.** 1-5 hours.

**HI390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**HI480 Senior Thesis.** 3 hours. (Capstone) Open only to Junior and Seniors concentrating in history, political science, or public administration. This course is a Senior thesis seminar. To receive credit in this course, all students must complete a directed research paper and successfully defend it before the faculty of the Division of Social Sciences. Fall.

# BSE Social SCIENCE EDUCATION 9-12

The Division of Education offers either a BSE in Social Science Education that prepares students to meet Missouri state certification requirements for teaching history, government, economics, behavioral science, and geography in grades 9-12.

Common Core: [See Common Core requirements](#)

Required Courses from  
General Education:

HI117 Development of the  
United States I (3)

PS101 U.S. Government (3)

Science with a laboratory (4)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	3 hours
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences PY210 Educational Psychology and PY223 Developmental Psychology: <a href="#">See guidelines</a> .	6 hours
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Additional Science with or Without Lab:	3-4 hours
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Analytical Skills: Must take ED122 Educational Technology	2 hours
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## Social Science Education Major Requirements (33 hours)

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Required Courses (15 hours):

HI101 World History I (3)

HI102 World History II (3)

HI118 Development of the  
United States II (3)

HI205 World Geography (3)

HI352 Contemporary  
American History (3)

EC101 General Economics  
(3)

SO101 Sociology (3)

**Choose one of the following (3 hours):**

PS308 American Constitutional Law and the Judicial Process (3)

PS309 Law in American Society (3)

**Choose one of the following (3 hours):**

PY101 General Psychology (3)

PY211 Psychology of Personal Adjustment (3)

PY308 Personality (3)

**Choose one of the following  
(3 hours):**

HI306 The Civil War and  
Reconstruction (3)

HI316 U.S. Intellectual/  
Cultural History to 1865 (3)

HI318 U.S. Intellectual/  
Cultural History Since 1859  
(3)

HI/PS319 The American  
Presidency, Past and Present  
(3)

HI320 The American Way  
of War (3)

World or European History  
(3 hours):

**Choose one of the following  
(3 hours):**

HI314 History and Politics  
of Russia (3)

HI315 The History and  
Politics of England (3)

HI354 The Vietnam War:  
An International History (3)

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### Professional Education Requirements (34+ Hours)

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ED101 Foundations of Education (2)

ED102 Field Experience I (1)

ED105 Field Experience II (0-1)

ED122 Education Technology (2) [if not taken in Tier Two]

ED313 Classroom Behavior Management (3)

ED350 Education Methodology (2)

ED370SS The Methods and Teaching of Social Sciences (3)

ED453 Education as a Profession (2)

ED454 Student Teaching Seminar/Methods (2)

ED462 Supervised Student Teaching (Capstone) (10)

ED470 Instructional Interventions for Students with Reading  
Deficits (3)

ED471 Teaching Reading in the Content Area (3)

PY210 Educational Psychology (3)

PY223 Developmental Psychology (3)

PY342 Psychology of the Exceptional Child (2)

PY343 Psychology of the Exceptional Child Practicum (1)

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### Electives (To Complete Min. 124 Hours)

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## Bachelor of Science in Education, Middle School Social Science - Min. 124 Hours

Common Core: [See Common Core requirements](#)

Required Courses from General Education:

HI117 Development of the United States I (3)

PS101 U.S. Government (3)

Science with a laboratory (4)

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### Tier Two: Additional General Education Requirements (19 Hours)

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Fine Arts or Humanities: 3 hours

When choosing a Fine Arts course, [see guidelines](#).

When choosing a Humanities course, [see guidelines](#).

Social Sciences: PY210 Educational Psychology and PY223 Developmental  
Psychology 6 hours

Additional Science with or without Lab: 3-4 hours

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MA224 Mathematics for Elementary and Middle School Teachers (4)	4 hours
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ED122 Education Technology	2 hours
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**Professional Education (26 Hours)**

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ED101 Foundations of Education (2)	PY210 Educational Psychology (3)
ED102 Field Experience I (1)	PY223 Developmental Psychology (3)
ED105 Field Experience II (0-1)	PY342 Psychology of the Exceptional Child (2)
ED313 Classroom and Behavior Management in the Middle and Secondary Classroom (3)	PY343 Psychology of the Exceptional Child Practicum (1)
ED314 History & Philosophy of Middle-Level Education (3)	
ED350 Education Methodology (2)	
ED 370SS Methods of Teaching Social Science (3)	
ED453 Education as a Profession (2)	
ED454 Student Teaching Seminar/Methods (2)	
ED462 Student Teaching (10)	
ED470 Instructional Interventions for Students with Reading Deficits (3)	
ED471 Teaching Reading in the Content Area (3)	

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**Social Science Subject Area requirements (18 Hours)**

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HI101 World History I (3) OR HI102 World History II (3)
HI118 Development of the United States II (3)
PY101 Introduction to Psychology (3) OR SO101 Introduction Sociology (3)
HI205 World Geography (3)
EC101 General Economics (3) or EC201 Macroeconomics (3) or EC202 Microeconomics (3)
EC/SO/PY/HI Electives (3)

**Students must complete 24 hours in Social Sciences.**

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**Electives (To Complete Min. 124 Hours)**

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# Bachelor of Arts or Bachelor of Science in History

Common Core: [See Common Core requirements](#)

Tier Two: Additional General Education Requirements (21-24 Hours)

Humanities or Fine Arts: 9 hours (BA) 6 hours (BS)

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines](#). 3 hours (BA) 6 hours (BS)

Science: [See guidelines](#). 3-4 hours

BA Foreign Language (a single language) 6-8 hours 6 hours

BS Analytical Skills: [See guidelines](#).

## History Major Requirements (39 Hours)

Required History Courses (21 hours):	Electives in History (12 hours):
HI101 World History I (3)	HI303 The African-American Experience (3)
HI102 World History II (3)	HI306 The Civil War and Reconstruction (3)
HI117 Development of the United States I (3)	HI307 The History and Politics of Missouri (3)
HI118 Development of the United States II (3)	HI312 U.S. Foreign Affairs (3)
HI205 World Geography (3)	HI316 U.S. Intellectual / Cultural History to 1865 (3)
HI480 Senior Thesis (3) (Capstone)	HI318 U.S. Intellectual/ Cultural History Since 1859 (3)
World or European History (6 hours):	HI319 The American Presidency, Past and Present (3)
HI315 The History and Politics of England (3)	HI320 The American Way of War (3)
HI204 World Cultures (3)	HI340 Teaching with Historic Places (3)
HI260/360 Special Problems in History (1-5)	HI352 Contemporary U.S. History (3)
HI268/368 Internship & Field Exp. in History (1-5)	HI354 The Vietnam War: An International History (3)
HI290/390 Special Topics in History (1-5)	HI260/360 Special Problems in History (1-5)
HI314 History and Politics of Russia (3)	HI268/368 Internship & Field Exp. in History (1-5)
HI331 Research Design and Data Analysis in Social Sciences (3)	HI290/390 Special Topics in History (1-5)
HI354 The Vietnam War: An International History (3)	HI314 History and Politics of Russia (3)

## Minor And Electives (To Complete Min. 124 Hours)



# Honors Program

The Honors Program is designed to empower students by offering alternative educational opportunities. These alternatives come in the form of Honors classes, either at the 100, 200, or 300 level. In these classes students will be given opportunities for greater exploration and more rigorous analysis of course content. Great emphasis is placed on the development of oral and written communication, as well as on critical thinking.

All entering students who have a GPA of 3.5 or above or an ACT of 26 or higher are eligible to enter the program. Students with a GPA of 3.0 or above and a ranking in the top ten percent of their high school class, may petition the Honors Committee by sending a letter indicating why they wish to participate in the Honors Program.

After being accepted into the program, the student must maintain a 3.5 or higher GPA and complete 12 hours of Honors coursework in order to graduate with Honors. Three hours of the 12 must be a Senior Honors thesis or an appropriate substitute. (Substitutes for Senior thesis work are arranged at the divisional level and in consultation with the Honors Committee.) The required twelve hours of Honors coursework must be taken over the course of at least two semesters.

## Honors Courses

**HP200 Freshman/Sophomore Colloquium.** 1-4 hours. This course is designed to allow the Honors students to investigate a topic more thoroughly and with greater intellectual rigor than would be possible in a regular 100- or 200-level class. Materials and methods will vary among disciplines, but all Honors classes are designed to have an intensive focus on writing, reading, and critical thinking. They may also be interdisciplinary and employ innovative teaching techniques. This class may count towards general education requirements, elective credit, or credit in the major or minor.

**HP300 Junior/Senior Colloquium.** 1 - 4 hours. This course is designed to allow the Honors students to investigate a topic more thoroughly and with greater intellectual rigor than would be possible in a regular 300-level class. Materials and methods will vary among disciplines, but all Honors classes are designed to have an intensive focus on writing, reading, and critical thinking. They may also be interdisciplinary and employ innovative teaching techniques. This class may count towards general education requirements, elective credit, or credit in the major or minor.

**HP480 Senior Honors Research.** 3 hours. The student will arrange for thesis research to be supervised by an appropriate faculty member who agrees to supervise the project. The student will enroll in one section, either discipline specific or interdisciplinary. The research will be supervised and graded by the faculty member, who will ensure that the project goes through multiple drafts. The supervising faculty member will then submit the completed thesis to a committee comprised of two other appropriate faculty members, as well as the President of the University, the Academic Dean, and the Honors Director for a public thesis defense, open to all members of the campus community. The written thesis may be replaced or modified after approval at the divisional level and in consultation with the Honors committee. A student who fails Honors senior thesis cannot retake it for Honors credit, but must instead substitute a regular senior thesis. Prerequisite: Nine hours of Honors coursework and approval of supervising faculty.

# Associate of Arts in Interdisciplinary Studies - Min. 62 Hours

Common Core (28.5-29 Hours): [See common core requirements](#)

<b>Foundations</b>	<b>11.5-12 hours</b>
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (6 hours if taking MA101 & MA102)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Social Science (CJ, CT, EC, HI, PS, PY, or SO)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab	4 hours
<b>Tier Two: Additional General Education Requirements (15-16 Hours)</b>	
Humanities or Fine Arts:	9 hours
When choosing a Humanities course, <a href="#">see guidelines</a> .	
When choosing a Fine Arts course, <a href="#">see guidelines</a> .	
Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours
Science: <a href="#">See guidelines</a> .	3-4 hours
<b>Interdisciplinary Studies Requirements (18 Hours):</b> The Interdisciplinary Studies concentration requires a minimum of 18 semester hours with a minimum of 9 semester hours in each of two (2) academic disciplines. Hours counted toward the General Education Common Core cannot be double-counted toward the IDS concentration.	
Discipline A(9 hours)	Discipline B(9 hours)
<b>Electives (To Complete Min. 62 Hours)</b>	

# Associate of Science in Interdisciplinary Studies - Min. 62 Hours

Common Core (28.5-29 Hours): [See common core requirements](#)

<b>Foundations</b>	<b>11.5-12 hours</b>
CMU101/102	1.5-2 hours
Wellness	1 hour



Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (6 hours if taking MA101 & MA102)
<b>Understanding Human Nature</b>	<b>13 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Social Science (CJ, CT, EC, HI, PS, PY, or SO)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>4 hours</b>
Science with Lab	4 hours
<b>Interdisciplinary Studies Requirements (18 Hours):</b> The Interdisciplinary Studies concentration requires a minimum of 18 semester hours with a minimum of 9 semester hours in each of two (2) academic disciplines. Hours counted toward the General Education Common Core cannot be double-counted toward the IDS concentration.	
Discipline A (9 hours)	Discipline B (9 hours)
<b>Electives (To complete Min. 62 Hours)</b>	

# Interdisciplinary Studies

## Interdisciplinary Studies Associate Degrees

The Interdisciplinary Studies (IDS) major allows students to design their programs relative to an educational objective which cannot be achieved within one of the existing formal degree programs. Students may elect the Interdisciplinary Studies major in the Bachelor of Arts and Bachelor of Science degree programs. The specific degree plan for the IDS major must have the signed approval of the faculty advisor who assists with its design and will direct the study, the division chairs in the principal disciplines involved in the study, and the Dean of the University, as well as the student. The signed degree plan with a complete description of the IDS Major should be developed by the end of the Junior year and must be filed no later than the registration next following the student's completion of 90 semester hours of study (the beginning of the Senior year). The IDS Major will consist of 45 semester hours or more with at least 15 semester hours at the 300 level, with two disciplines, and include some capstone experience. IDS majors must complete all other requirements for the degree sought.

## BA or BS, Interdisciplinary Studies Major - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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### Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .		3-4 hours
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BA Foreign Language (a single language)BS Analytical Skills: <a href="#">See guidelines</a> .		6-8 hours
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**Interdisciplinary Course Requirements (45 Hours):** At least 15 hours must be at the 300 level. These 45 hours must include some capstone experience.

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**Electives (To Complete Min. 124 Hours)**

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## Interdisciplinary Minor - 18 Hours

The Interdisciplinary Studies minor allows students to design a minor which complements their major, career goals, or personal interests. The minor requires at least 18 hours in two or three departmental areas with at least six hours in each area beyond the general education requirements. No course in the student's major, whether or not required, may be taken for this minor. The student must provide a written statement of rationale for the minor including the specific courses to be used and must have the written approval of his or her advisor and the division chair of the student's major field of study.

# Languages: Spanish, German, French

The department offers a minor in Spanish. The department also offers beginning and intermediate courses in French and German in alternate years.

## Spanish Minor - 17 hours

Students declaring a Spanish minor are encouraged to pursue one summer semester or session of study in a country where the language being studied is the native language. The Department must approve the place of study and the program selected.

Required courses:

SP101 and SP102 (8 Hours)

Electives (Spanish courses numbered 200) (9 Hours)

## Language Course

### French

**FR101 Elementary French.** 4 hours. Beginning course. This is an introduction to current French, including oral practice, listening and reading comprehension, and the grammar necessary for spoken and written expression. There is also an introduction to French culture. No prior French required. Offered on demand with instructor's permission.

**FR102 Intermediate French.** 4 hours. This is a continuation of FR101 including oral practice, listening and reading comprehension, and the grammar necessary for spoken and written expression. There is also an introduction to French culture. Prerequisite: FR101. Offered on demand with instructor's permission.

**FR268 Internship and Field Experiences.** 1-5 hours. Offered on demand with instructor's permission.

### German

**GR101 Elementary German I.** 4 hours. Beginning course. This is an introduction to current German, including oral practice, listening and reading comprehension, and the grammar necessary for spoken and written expression. There is also an introduction to German culture. No prior German required. Alternating Falls.

**GR102 Intermediate German.** 4 hours. This is a continuation of GR101 to current German, including oral practice, listening and reading comprehension, and the grammar necessary for spoken and written expression. There is also an introduction to German culture. Prerequisite: GR101. Alternating years.

**GR268 Internship and Field Experiences.** 1-5 hours.

### Spanish

**NOTE:** Students with at least two (2) years of high school Spanish should enroll in SP203. Students who do so may earn credit for SP101 and SP102 with the appropriate score on the CLEP test.

**SP101 Elementary Spanish I.** 4 hours. This is an introduction to contemporary Spanish including oral practice, listening and reading comprehension, and the grammar necessary for spoken and written expression. There is also an introduction to Spanish culture. No prior Spanish is required. Fall. Students may test out of this course only through the authorized College-Level Examination Program (CLEP) test. 4/12

**SP102 Elementary Spanish II.** 4 hours. This continuation of SP101 includes oral practice, listening and reading comprehension, and the grammar necessary for spoken and written expression. There is also an introduction to Spanish culture. Prerequisite: SP101. Spring. Students may test out of this course only through the authorized College-Level Examination Program (CLEP) test. 4/12

**SP190 Special Topics.** 1-5 hours. This is an introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**SP203 Spanish Civilization.** 3 hours. This is a survey of the historical and cultural heritage of Spain and Spanish America. Prerequisite: SP102 or equivalent. Fall.

**SP204 Spanish Civilization.** 3 hours. This is a survey of the historical and cultural heritage of Spain and Spanish America. Prerequisite: SP102 or equivalent. Spring.

**SP225 Professional Spanish.** 3 hours. Depending on the semester's chosen topic, this course is the study of Spanish terminology necessary for basic communication in one of a variety of professions, including but not limited to business, education, law enforcement, and medicine. Prerequisites: SP101 and SP102 or equivalent. Offered as the following sections:

- **SP225B Professional Spanish: Business. 3 hours.** This practical study of Spanish terminology, business language, abbreviations, forms, and customs targets skills for effective oral and written interaction in common business situations with an emphasis on oral facility in dealing with foreign counterparts in trade negotiations. This course includes some study of simple grammatical elements and essential verb forms.
- **SP225E Professional Spanish: Education. 3 hours.** This practical study of Spanish terminology targets skills for effective oral and written interaction in common classroom situations (though this is not for Spanish majors seeking teaching certification). This course includes some study of simple grammatical elements and essential verb forms.
- **SP225L Professional Spanish: Law Enforcement. 3 hours.** This practical study of Spanish terminology targets skills for effective oral and written interaction in common law-enforcement situations. This course includes some study of simple grammatical elements and essential verb forms.
- **SP225M Professional Spanish: Medicine. 3 hours.** This practical study of Spanish terminology targets skills for effective oral and written interaction in common medical situations: assessment, diagnosis and treatment of pathological conditions, and medical emergencies. This course includes some study of simple grammatical elements and essential verb forms.

## Press Enter to add more content

**SP260 Special Problems.** 1-5 hours. This is an independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**SP268 Internship and Field Experiences.** 1-5 hours.

**SP290 Special Topics.** 1-5 hours. This is an intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

# Mathematics

## Mathematics Degree

### Mathematics Degrees with Certification

### Mathematics Associate Degree

A student completing the Mathematics major should be able to attend graduate school or receive employment in such areas as mathematics, computing, engineering, business, economics, statistics, cartography, the physical sciences, and other fields requiring strong quantitative skills. The Mathematics major is also designed to prepare the student to teach the Mathematics courses commonly offered in middle and secondary schools. All majors are required to pass a Mathematics Department assessment examination. Mathematics courses numbered below 105 are not credited for the major. A maximum of three hours in internship may count toward the major.

CMU has a chapter of Kappa Mu Epsilon, the national honorary undergraduate mathematics fraternity (advisors: Dr. Jerry Priddy and Prof. Pam Gordy).

## Mathematics Minor

Required Course (3-5):

MA112 Selected Topics in Calculus (3) OR MA118 Calculus and Analytic Geometry (5)

Electives in Mathematics (12-14 HOURS)

## Mathematics Courses

**MA090 Computer-Assisted Prealgebra.** 3 hours. This course is designed for students who lack the necessary arithmetic and/or algebraic skills to undertake courses in mathematics and science. This course emphasizes individualized instruction and computer-assisted learning. Concepts are divided into modules which students must master to progress in the course. Students who complete all the required modules have met the prerequisite for MA103 College Algebra (Intensive) 5 hr. course. Students are placed into the class based on University policy or by permission of the Chair. Course hours will not count toward graduation.

**MA103 College Algebra (Intensive).** 5 hours. A study of equations and inequalities, functions and graphs, and systems of equations and inequalities. This course is designed to allow students to study algebra at a slower pace. Students are placed into this class based on University policy or by permission of the Chair. (Student with an ACT Math subscore of 20 or 21, or who have successfully completed MA090 are eligible for this course)

**MA103 College Algebra.** 3 hours. A study of equations and inequalities, functions and graphs, and systems of equations and inequalities. Prerequisite: ACT Math subscore greater than or equal to 22. Fall/Spring.

**MA104 Analytic Geometry and Trigonometry.** 3 hours. Theory and application of the trigonometric functions. Primarily for students preparing for calculus or physics. Prerequisite: ACT Math subscore greater than or equal to 22; or MA103 or MA103I with a grade of C or better; or by permission of the Chair. Fall.

**MA105 Elementary Statistics.** 3 hours. An introduction to basic statistical procedures with application to all areas. Prerequisite: ACT Math subscore greater than or equal to 22; or MA103 or MA103I with a grade of C or better; or by permission of the Chair.. Fall/Spring.

**MA112 Selected Topics in Calculus.** 3 hours. An introduction to the basic concepts of calculus with business and social science applications. Prerequisite: Meet or exceed University policy for College Algebra (3 hour course); or MA103 or MA103I with a C or better. Not open to students having credit in MA118 or its equivalent. Even-numbered Springs.

**MA118 Calculus and Analytic Geometry I.** 5 hours. The differentiation and integration of algebraic functions and transcendental functions of a single variable, and an introduction to analytic geometry. Prerequisites: ACT Math subscore greater than or equal to 22; or MA103 or MA103I with a grade of C or above; and MA104 with a grade of C or better; or by permission of the Chair. Students having MA112 credit receive 3 hours for this course.Spring.

**MA202 Elements in Geometry.** 3 hours. This course covers the general topics of Euclidean geometry. Students will become familiar with geometry terminology, principles and proofs. Emphasis is on deductive reasoning and problem solving, particularly in geometric based applications. This course is recommended for all students majoring in BSE, Middle School Certification with a

Concentration in Mathematics. This class does not meet the geometry requirement for mathematics majors. Prerequisite: Meet or exceed University policy for College Algebra (3 hour course); or MA103 or MA103I with a grade of C or better; or by permission of the Chair

**MA207 Discrete Mathematics.** 3 hours. Introduction to discrete mathematics topics including counting methods, graph theory, recursion, number theory, and writing proofs using direct and indirect reasoning and induction. Prerequisite: ACT Math subscore greater than or equal to 22, or MA103 or MA103I with a grade of C or better; or by permission of Chair. Odd-numbered Falls.

**MA209 Calculus and Analytic Geometry II.** 5 hours. Applications of integration; the differentiation and integration of transcendental functions, and topics in analytic geometry. Prerequisite: MA118. Fall.

**MA224 Mathematics for Elementary and Middle Grade Teachers.** 4 hours. Mathematics central to a comprehensive elementary and middle school mathematics curriculum in a problem solving context. Includes the development of the real numbers as a mathematical system and an informal introduction to geometric concepts. Only Early Childhood majors may count this course for the General Education Common Core. Fall and Spring.

**MA303 History of Mathematics.** 3 hours. A study of the history of mathematics. Prerequisite: MA112 or MA118 or instructor's permission. Even-numbered Falls.

**MA305 Statistics II.** 3 hours. This is a continuation of the study of statistics that began in MA105. Topics include but are not limited to experimental design, non-parametric techniques, regression analysis, and ANOVA. Prerequisite: MA105 with a grade of C or better. Spring.

**MA308 Calculus and Analytic Geometry III.** 5 hours. The calculus of several variables, solid analytic geometry, and series. Prerequisite: MA209. Fall.

**MA315 Differential Equations.** 3 hours. The study of ordinary differential equations using operational, transform and/or series methods, with selected applications. Prerequisite: MA308. Fall. (subject to enrollment).

**MA317 Modern Algebra.** 4 hours. Topics from number theory, groups, rings, integral domains and fields. Prerequisite: MA209. Even-numbered Springs.

**MA318 Matrices and Linear Algebra.** 3 hours. Introduction to matrix algebra and vector fields, with applications. Prerequisite: MA118 or MA112. Spring.

**MA319 College Geometry.** 4 hours. The rigorous development of geometry from foundational axioms, with consideration of absolute, Euclidean, and some non-Euclidean geometry. Prerequisite: MA118 or MA112; or permission of instructor and division chair. Odd-numbered Springs.

**MA321 Introduction to Real Analysis.** 3 hours. Students will study the real number system, limits, sequences, series, and convergence; completeness; limits and continuity; and selected topics from differentiation and integration theory. Prerequisites: MA118, MA209, MA308 or equivalents.

**MA322 Computers in the Mathematics Classroom.** 3 hours. This course is designed to prepare mathematics educators to write mathematical documents that are of publishable quality. Students will also be instructed in the use of current mathematical software that includes, but may not be limited to, Geogebra and Desmos. Prerequisites: MA118 and MA209 or equivalent; or by instructor's permission.

**MA360 Special Problems.** 1-5 hours.

**MA480 Senior Projects (Capstone).** 3 hours. A course tailored to the individual student's needs. Special projects will be designed to extend each student's area of interest. Prerequisite: Math major with Junior or Senior standing or with permission of the instructor.

# Associate of Science in Mathematics - Min. 62 Hours

Common Core (28.5-29 Hours): [See common core requirements](#) Required Courses from General Education:

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## Foundations (11.5-12 hours)

CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and/or MA103I)

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## Understanding Human Nature (13 hours)

Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, HI, PL, PS, PY, or SO):	3 hours

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## Exploring the Nature of the Universe 4 hours

Science with Lab	4 hours
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## Concentration in Mathematics (25 Hours)

MA118 Calculus and Analytic Geometry I (5)

MA209 Calculus and Analytic Geometry II (5)

Computer Science Programming Course (3)

Twelve (12) additional hours of Mathematics courses numbered 104 or above.

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## Electives (To Complete Min. 62 Hours)

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# Mathematics Degrees with Certification

## BA or BS with Mathematics Certification at the Secondary Level - 124 Hours

Common Core: [See Common Core requirements](#) Required Courses from General Education:

MA105 Elementary Statistics (3): Any student whose ACT Math subscore is below 20 must pass MA101/MA102 before taking MA105.

Science with a laboratory (4)

### Tier Two: Additional General Education Requirements (22 Hours)

Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (PY223 and PY210): <a href="#">See guidelines</a> .	6 hours (BA)	6 hours (BS)
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Additional Science with or without Lab:		3-4 hours
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BA Foreign Language (a single language)		6-8 hours
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BS Analytical Skills: [See guidelines](#).

### Mathematics Major Requirements (38 Hours)

MA105 Elementary  
Statistics (3)

MA118 Calculus and  
Analytic Geometry I (5)

MA209 Calculus and  
Analytic Geometry II (5)

MA303 History of  
Mathematics (3)

MA305 Statistics II

MA308 Calculus and  
Analytic Geometry III (5)

MA317 Modern Algebra (4)

MA318 Matrices and Linear  
Algebra (3)

MA319 College Geometry  
(4)

CS 322 Computers in the  
Math Classroom(3)

### Professional Education Requirements (42 Hours)

ED101 Foundations of Education (2)	ED462 Supervised Student Teaching (Capstone) (10)
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ED102 Field Experience I (1)	ED470 Instruction Int. For Students with Reading Deficits (3)
	ED471 Teaching Reading in the Content Area (3)

PY210 Educational Psychology (3)
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ED105 Field Experience II (0-1)	PY223 Developmental Psychology (3)
ED122 Educational Technology (2) if not taken in Tier Two above	PY342 Psychology of the Exceptional Child (2)
ED313 Classroom Behavior Management (3)	PY343 Psychology of the Exceptional Child Practicum (1)
ED350 Education Methodology (2)	
ED370MA Methods of Teaching Mathematics (3)	
ED453 Education as a Profession (2)	
ED454 Student Teaching Seminar (2)	

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**Electives (To Complete Min. 124 Hours)**


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## BSE Middle School Mathematics - Min. 124 Hours

Common Core: [See Common Core requirements](#) Required Courses from General Education: Science with a laboratory (4)

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**Tier Two: Additional General Education Requirements (19 Hours)**


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Fine Arts or Humanities:	3 hours
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When choosing a Fine Arts course, [see guidelines](#).

When choosing a Humanities course, [see guidelines](#).

Social Sciences: PY223 and PY210	6 hours
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Additional Science with or without Lab:	3-4 hours
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MA224 Mathematics for Elementary and Middle School Teachers (4)	4 hours
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ED122 Education Technology	2 hours
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**Professional Education (43 Hours)**


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ED101 Foundations of Education (2)	PY210 Educational Psychology (3)
ED102 Field Experience I (1)	PY223 Developmental Psychology (3)
ED105 Field Experience II (0-1)	PY342 Psychology of the Exceptional Child (2)
ED350 Education Methodology (2)	PY343 Psychology of the Exceptional Child Practicum (1) Practicum (1)
ED313 Classroom and Behavior Management in the Middle and Secondary Classroom (3)	
ED314 History/Philosophy of Middle-Level Education (3)	

ED370MA Methods of  
Teaching Mathematics (3)

**OR**

ED324 Teaching  
Mathematics in Elem/Middle  
School (3)

ED453 Education as a  
Profession (2)

ED454 Student Teaching  
Seminar/Methods (2)

ED462 Student Teaching  
(10)

ED470 Instructional Int.  
for Students with Reading  
Deficits (3)

ED471 Teaching Reading in  
the Content Area (3)

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**Mathematics Subject Area requirements (15-17 Hours)**

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MA105 Elementary Statistics (3) (if not taken in the Common Core above)

Mathematics Electives (to complete hours). Students must complete 24 total hours in mathematics.

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**Electives (To Complete Min. 124 Hours)**

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# Bachelor of Arts or Bachelor of Science in Mathematics - 124 Hours

Common Core: [See Common Core requirements](#) Required courses from General Education:

MA105 Elementary Statistics (3) (Any student whose ACT Math subscore is below 19 must pass MA090 and MA103I before taking MA105. Anyone with an ACT Math subscore that is 20 or 21 must pass MA103I before taking MA105.)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .		3-4 hours
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BA Foreign Language (a single language)BS Analytical Skills: <a href="#">See guidelines</a> .		6-8 hours
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## Mathematics Major Requirements (33-42 Hours)

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MA118 Calculus and Analytic Geometry I (5)	Electives (14-20 hours):
	BA Major: Math Electives (14)

MA202 Elements in Geometry (3)	BS Major: Math Electives (20)
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MA209 Calculus and Analytic Geometry II (5)

MA308 Calculus and Analytic Geometry III (5)

MA480 Senior Projects (Capstone) (3)

SC425 Science Seminar (Capstone) (1)

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## Minor and Electives (To Complete Min. 124 Hours)

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# Military Science and Leadership

## Military Science and Leadership Minor - 17 Hours

Students may earn a minor in military science and leadership by successfully completing:

MSL 323 Leadership and Problem Solving (3)

MSL 324 Leadership and Ethics (3)

MSL 325 Leadership and Management (3)

MSL 326 Officership (3)

Three (3) additional hours of an approved course in military history

## Military Science Courses

### Aerospace Studies Classes

**AES110 The Foundation of the United States Air Force.** 2 hours. Introduces the Air Force and Air Force ROTC. Topics include professional appearance, military customs and courtesies, core values, equal opportunity and treatment, officer opportunities, group leadership problems. Applies communicative skills. Leadership lab. Note: Course is part of cross-town agreement with U.S. Air Force. Offered on UMC campus.

**AES120 The Foundation of the United States Air Force.** 2 hours. Continues the introduction to the Air Force and Air Force ROTC. Topics include Air Force origins, organizations, major commands, installations, sister services (Army and Navy), group leadership problems. Applies communicative skills. Leadership lab. Note: Course is part of cross-town agreement with U.S. Air Force. Offered on UMC campus.

**AES210 The Evolution of USAF Air and Space Power.** 2 hours. A survey course designed to facilitate the transition from Air Force ROTC cadet to Air Force ROTC officer candidate. Explores Air Force heritage, Air Force leaders and Air Power doctrine. Applies communicative skills. Leadership lab. Note: Course is part of cross-town agreement with U.S. Air Force. Offered on UMC campus.

**AES220 The Evolution of USAF Air and Space Power.** 2 hours. Continues the transition from cadet to officer candidate. Expands leadership topics through the use of group leadership problems. Applies communicative skills. Leadership lab. Note: Course is part of cross-town agreement with U.S. Air Force. Offered on UMC campus.

**AES310 Air Force Leadership Studies.** 3 hours. An integrated leadership and management survey course emphasizing development of the individual as an Air Force leader. Special topics include situational leadership, principle-centered leadership, corrective supervision and counseling. Leadership lab. Note: Course is part of cross-town agreement with U.S. Air Force. Offered on UMC campus.

**AES320 Air Force Leadership Studies.** 3 hours. Ethical decision making, personal core values, and character development are discussed. Military evaluation systems are outlined. Leadership lab. Note: Course is part of cross-town agreement with U.S. Air Force. Offered on UMC campus.

**AES410 National Security Affairs/Preparation for Active Duty.** 3 hours. Examines the national security process, regional studies, Air Force and joint doctrine. Special topics include the military as a profession, and civilian control of the military. Continued emphasis on communicative skills. Leadership lab. Note: Course is part of cross-town agreement with U.S. Air Force. Offered on UMC campus.

**AES420 National Security Affairs/Preparation for Active Duty.** 3 hours. Examines civilian control of the military, officership, the military justice system, and current issues affecting military professionalism. Continued refinement of communicative skills. Leadership laboratory. Note: Course is part of cross-town agreement with U.S. Air Force. Offered on UMC campus.

### Military Science and Leadership

**MSL110 Foundations of Officership.** 1 hour. Introduces students to issues and competencies that are central to a commissioned officer's responsibilities. Establish framework for understanding officership, leadership, and Army values followed and "life skills"

such as physical fitness and time management. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus.

**MSL111 Introductory Military Science Laboratory I.** 1 hour. Field application of skills taught in MSL110, to include leadership, land navigation, tactical skills and basic soldier skills. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus. Prerequisite: MSL110.

**MSL112 Basic Leadership.** 1 hour. Establishes foundation of basic leadership fundamentals such as problem solving, communication, briefings and effective writing, goal setting, techniques for improving listening and speaking skills and an introduction to counseling. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus.

**MSL113 Introductory Military Science Laboratory II.** 1 hour. Field application of skills taught in MSL112, to include leadership, land navigation, tactical skills and basic soldier skills. Note: Course is part of cross-town agreement with US Army. Offered on UMC campus. Prerequisite: MSL112.

**MSL220 Individual Leadership Studies.** 2 hours. Students identify successful leadership characteristics through observation of others and self through experimental learning exercises. Students record observed traits (good and bad) in a dimensional leadership journal and discuss observations in small group settings. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus.

**MSL221 Intermediate Military Science Laboratory I.** 1 hour. Progressively more challenging leadership scenarios presented in a field and classroom environment. Students practice basic military skills such as squad-level offensive and defensive operations. First aid topics and drill and ceremony are also taught. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus. Prerequisite: MSL220.

**MSL222 Leadership and Teamwork.** 2 hours. Student examines how to successful teams, various methods for influencing action, effective communication in selling and achieving goals, the importance of timing the decision, creativity in the problem-solving process, and obtaining team buy-in through immediate feedback. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus.

**MSL223 Intermediate Military Science Laboratory II.** 1 hour. Progressively more challenging leadership scenarios presented in a field and classroom environment. Students practice basic military skills such as platoon-level offensive and defensive operations. Practical application of night land navigation. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus. Prerequisite: MSL222.

**MSL323 Leadership and Problem Solving.** 3 hours. Students conduct self-assessment of leadership style, develop personal fitness regimen, and learn to plan and conduct individual/small unit tactical training while testing reasoning and problem-solving techniques. Students receive direct feedback on leadership abilities. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus.

**MSL324 Leadership and Ethics.** 3 hours. Examines the role communications, values, and ethics play in effective leadership. Topics include ethical decision-making, considerations of others, spirituality in the military, and survey Army leadership doctrine. Emphasis on improving oral and written communication ability. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus. Prerequisite: MSL323.

**MSL325 Leadership and Management.** 3 hours. Develops student proficiency in planning and executing complex operations, functioning as a member of a staff, and mentoring subordinates. Students explore training management, methods of effective staff collaboration, and developmental counseling techniques. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus. Prerequisite: MSL324.

**MSL326 Officership.** 3 hours. Study includes case study analysis of military law and practical exercises on establishing on ethical command climate, service as an officer; capstone exercise. Leadership lab Students must complete a semester-long Senior Leadership Project that requires them to plan, organize, collaborate, analyze, and demonstrate their leadership skills. Prerequisite: MIL325. Note: Course is part of cross-town agreement with U.S. Army. Offered on UMC campus.

**MSL327 Advanced Transition to Lieutenant I.** 3 hours. Independent research, analysis, and monthly discussion on related military topics. Personal, academic, and professional goals and objectives; development and maintenance of an officer evaluation report support form. Prerequisites: MSL110, MSL220, MSL323, and MSL325; or Department Head's permission. Fall.

**MSL328 Advanced Transition to Lieutenant II.** 3 hours. Independent research, analysis, and monthly discussion on related military topics. Personal, academic, and professional goals and objectives; development and maintenance of an officer evaluation report support form. Prerequisites: MSL110, MSL220, MSL323, and MSL325; or Department Head's permission. Fall.

**MSL333 U.S. Military History in the Western Tradition.** 3 hrs. Analysis of United States military history from the Colonial period to the present (1609-2012). A comprehensive look into the evolution of warfare in America, military traditions, heritage, and technology in the American Revolution, War of 1812, Mexican-American War, Civil War, Indian Wars, Spanish-American War, World War I, Inter-war period, World War II, Korean War, Vietnam War, Gulf War, Afghanistan, and Iraq. This course cannot substitute for required credit in history. It is part of the minor in Military Science and Leadership.

## The Aerospace Studies Program

Central Methodist University has a cooperative arrangement with the U.S. Air Force which allows students to en-roll in Air Force ROTC courses offered at the University of Missouri-Columbia, while attending CMU on a full-time basis. This program allows students to qualify for a commission as a second lieutenant by the end of their Senior year. Classroom instruction is provided one day a week in conjunction with the leadership lab at the University of Missouri. Students are expected to maintain a grade point average of at least 2.5 to remain in the Air Force ROTC program. Various three-year and two-year scholarships are available for CMU students.

Air Force Reserve Officer Training Corps (AFROTC) offers a number of opportunities for CMU students who wish to become commissioned officers in the U.S. Air Force. Job availability on completion of a degree includes pilot, navigator, security forces, intelligence officer, non-rated operations, and technical and non-technical positions of responsibility. Opportunities in the Air Force also are excellent for students in health related and legal professions. Jobs are available in over 30 non-technical career fields requiring backgrounds in personnel management, business, accounting, political science, criminal justice, as well as numerous other academic majors.

To enroll in the General Military Course (GMC), or Basic Course, students in the four-year program must register for Aerospace AS 110 (fall) or 120 (spring): The Foundation of the United States Air Force (2). Students in the three-year program may enroll concurrently in the Freshman and Sophomore classes, Aerospace Studies 110/120 and 210/220: The Evolution of USAF Air and Space Power (2).

Students usually attend summer field training prior to their Junior year, before elevation into the Professional Officer Course (POC). Entrance into the POC, which is the last two years of AFROTC studies, is based on an extensive evaluation and selection process during the student's Sophomore year. Non-scholarship students are not obligated to military service until their Junior year.

Members of the POC receive an allowance of \$450-\$500 per month regardless of scholarship status. Cadets who complete the POC in good standing and earn degrees are commissioned as second lieutenants and serve on active duty for four or more years depending on their selected Air Force career.

Upon graduation and commissioning as an officer in the Air Force, students fulfill their military obligation by agreeing to retain their commission for four years active duty. Pilots incur a ten-year active duty commitment after completing undergraduate pilot training. Navigators incur an eight-year active duty commitment after completion of undergraduate navigator training.

For more information, contact Detachment 440, University of Missouri, at 573-882-7621.

## Army Reserve and National Guard

Army ROTC students belonging to Army Reserve or Army National Guard units are eligible for other benefits including the G.I. Bill, drill pay, and full tuition. These students can generally opt to stay with their unit after graduation or request an active Army assignment. Re-serve and National Guard officers attend one weekend drill per month and an annual two-week training period. In addition to the pay and benefits awarded, Reserve and National Guard officers are free to pursue a full-time civilian career.

### Qualifications

All students who desire to enter Army ROTC must be United States citizens, be in good physical condition, and have high moral character. Students must be at least 17 years old to enroll and not more than 31 when they receive their commission. To be eligible for a scholarship, students must maintain a grade point average of 2.5, pass an Army medical examination, and pass an Army Physical Fitness Test.

In addition to their academic and military training, Army ROTC students may participate in a variety of extracurricular activities including sports, adventure training, social events and community service.

### Program Requirements

The curriculum consists of classroom instruction and a weekly laboratory in which students receive leadership experience. The courses in military science and leadership are both academic and hands-on. Most count toward the student's degree requirements.

The Army Reserve Officers' Training Corps academic program consists of:

- A degree in the student's chosen academic subject
- 12 to 22 credits in the Military Science and Leadership curriculum
- An approved course in American military history

## Press Enter to add more content

Students who earn a Bachelor's degree and a commission as a second lieutenant will serve as a platoon leader in one of several career fields including combat arms, engineering, signal operations, military intelligence, military police, logistics, and finance. For information, contact CMU's ROTC coordinator at [ROTC@centralmethodist.edu](mailto:ROTC@centralmethodist.edu).

# Music

[Music Degree](#)

[Music Degree, Piano or Organ Performance](#)

[Music Degree, Vocal Performance](#)

[Music Degree, Music Ministry](#)

[Music Degree, Certification in Instrumental Music](#)

[Music Degree, Certification in Vocal/Choral Music](#)

**Mission.** The Swinney Conservatory of Music combines professional training, academic excellence, and quality musical experiences in an environment distinguished by small classes and one-on-one instruction.

**Goals.** The Conservatory serves three constituencies: Students preparing for a career in music, students participating in music as an artistic dimension to their studies, and those who participate in music to increase their knowledge and aesthetic sensitivity. The Swinney Conservatory of Music enhances the quality of life in the Fayette community and in the college community by presenting all solo recitals and ensemble concerts free of charge and open to the public.

**Accreditation.** The Central Methodist University, Swinney Conservatory of Music has been a member of the National Association of Schools of Music since 1950.

**Baccalaureate Degrees in Music.** The Swinney Conservatory offers four degree programs for students preparing for a career in music (Bachelor of Arts, Bachelor of Music-Performance (Voice or Piano), Bachelor Music-Music Ministry, Bachelor of Music Education). All four degree programs are designed to give excellent preparation for a profession or for entry into graduate studies. The Conservatory also offers an academic minor in music. Students elect the degree program which best suits individual life-long goals. Students who major in fields other than music have the opportunity to participate in all ensembles and to enroll for applied study. All music participants are provided multiple solo and ensemble performance opportunities.

**Entry-Level Audition.** Each degree-seeking student must complete an entry-level audition. This audition should be completed at the end of the first semester of study. The auditioning committee will prepare a memorandum stating the degree sought and its findings. The committee will distribute its findings to the student, the student's advisor, and the Dean of the Conservatory. A student who fails the entry-level audition must audition again the following semester.

**Upper-Level Review.** Prior to enrolling for 300-level Music credit, each student must pass an upper-level audition and review. The faculty of the Conservatory will prepare a memorandum stating the degree sought and its findings. The faculty will consider general musicianship, academic progress (MoGEA scores, GPA, and piano proficiency), professional promise as well as performance ability in reaching its findings. The faculty will distribute its findings to the student, the student's advisor, the chair of the Division of Professional Education, if appropriate, and the Dean of the Conservatory. Students who have not passed all portions of the Upper-Level Review by their sixth semester of residence will be dropped from the Music program.

## Upper-Level Review Criteria

For the BME the student must:

1. have a passing grade on a competency based (MoGEA) exam covering writing, grammar, social sciences, mathematics, and scientific reasoning (required by the state for all students seeking teacher certification). The results are reported by the testing service and a copy is placed in CMU Division of Professional Education files;
2. have successfully completed the first four semesters of the Music academic sequence (MU150, 107, 117, 108, 118, 207, and 217); and
3. have progress in Math and English courses, with attention to ACT subscores.

For the BA and BM, the student must have successfully completed the first four semesters of the Music academic sequence (MU 129, 150, 107, 117, 108, 118, 207, and 217).

## Upper-Level Criteria Review: Performance

For the BME and BM (music ministry) the student must:



1. show promise of being able to present a "creditable public" half senior recital and sufficient personal musicianship and be able to sustain a part in an ensemble and perform incidental solos as part of a large ensemble;
2. have passed MU129 Guitar; and
3. have passed Piano Proficiency.

For the BM (performance), the student must:

1. show promise as a recitalist and/or a graduate student in Music;
2. demonstrate the capability to prepare a half junior recital, a full senior recital, and sufficient personal musicianship as to be able to sustain a part in an ensemble and perform incidental solos as part of a large ensemble;
3. have passed MU129 Guitar; and
4. have passed Piano Proficiency

For the BA, the student must:

1. show the capability of developing a creditable major instrument;
2. have passed MU129 Guitar; and
3. have passed Piano Proficiency

## Upper-Level Criteria Review: Pedagogy

For the BME, the student must:

1. have passed MU214 Conducting;
2. have successfully completed ED101 Introduction to Teaching and ED102 Practicum (with a grade of "C" or better in no more than two attempts to pass ED102); and
3. have passed the pedagogy courses for their area of concentration (E.G. Trumpet Class, Brass Techniques, String Techniques, or Diction for Singers and Choral Literature).

For the BM: performance, the student must:

1. have passed MU214 Conducting;
2. have completed a foreign language; and
3. have completed Diction for Singers.

For the BM (music ministry), the student must:

1. have passed MU214 Conducting;
2. have passed the courses for their area of concentration (e.g. Fundamentals of Music Technology, Advanced Music Technology, Worship Design and Music Business.

For the BA, the student must:

1. have passed MU214 Conducting; and
2. have completed a foreign language.

## Upper-Level Criteria Review: Academic Standards

For the BME, the student must have the following minimum GPA prior to student teaching and graduation: at least a 2.75 GPA overall, a 3.0 GPA in the content area, and a 3.0 GPA in professional education courses with no grade lower than a "C" in Music pedagogy and Professional Education courses. For the BA and BM, the student must have a 2.0 GPA overall.

**Applied Music (ML).** Applied Music means individual study through private lessons. Those enrolled in one credit hour of applied music are required to take one 30-minute private lesson per week. Those enrolled in two or more credit hours are required to take two 30-minute lessons per week. Students are only allowed to enroll in applied music lessons with the permission of the instructor and are advised to consult with a representative of the Conservatory of Music in the music office to determine appropriate course number for registration. All students enrolled in applied music are required to take a jury examination at the end of each semester.

**Recitals. B.M. (performance)** degree candidates in performance are required to present a half recital during the Junior year and an hour recital during the Senior year. B.M.E. and B.M. (music ministry) degree candidates are required to present a half recital during the Senior year. An examination will precede every such recital by at least two weeks.

**Piano Proficiency.** Music majors must continuously enroll in piano class or applied piano until the piano proficiency requirement is passed. Students must pass the proficiency exam in order to receive a passing grade in the fourth and subsequent semesters of piano study. The piano proficiency exam must be passed in its entirety before a BME student may enter the student teaching block.

**Small Ensembles.** Each student enrolled in applied music (private lessons) is expected to learn and to perform literature for small ensembles. Credit may be earned by enrolling in Chamber Ensembles.

**Recital Attendance.** Recitals are an integral part of private study at Central Methodist University. Therefore, all students enrolled in applied music are required to concurrently enroll in MU010 (Recital Attendance) and to attend required number of recitals each semester.

**CMU has five student organizations for Music:**

1. National Association for Music Education-Collegiate (NAfME-C) is a national organization of students interested in professional development in the field of music education (advisors: Prof. Skip Vandelight and Dr. Claude Westfall).
2. Percussion Society (advisor: Prof. Skip Vandelight).
3. Phi Mu Alpha Sinfonia is a national professional music fraternity for men of the Professional Inter-fraternity Conference and the National Music Conference (advisor: Prof. Skip Vandelight).
4. Sigma Alpha Iota (SAI) is an international fraternity for women in music. A student must have high scholastic standing and must have taken or enrolled in a music class to be eligible for membership (advisor: Dr. Dori Waggoner).
5. Student-National Association of Teachers of Singing (SNATS) has fostered the formation of student chapters in order to advance knowledge about the professions of teaching and singing. The Student NATS chapter is an organization of students who can meet, hold events and discussions, participate, practice, and learn more about voice teaching as a profession and singing (advisor: Dr. Susan Quigley-Duggan).

## Music Minor - 17 Hours

MU150 Introduction to Western Music (2)

MU107 The Theory and Practice of Music I (3)

MU117 Aural Skills I (1)

MU108 The Theory and Practice of Music II (3)

MU118 Aural Skills II (1)

MU214 Basic Conducting (2)

ML \_\_ Applied Piano (0-2) (or pass a piano proficiency examination)

Electives in Music (3-5)

## Music Courses

### Performance Courses

Applied private music lessons in piano, organ, guitar, voice, brass, woodwinds, strings, and percussion are available to all students with the permission of the instructor regardless of the student's major. One credit lessons provide a one-half hour of private instruction per week. Two and three credit lessons provide one hour of private instruction per week. For further information and assistance in registering for music lessons, contact the Music Office of the Conservatory of Music.

For lessons:

Students may repeat ML\_100 and ML\_300 for credit. Content for each semester is different and geared toward student's individual abilities. Learning outcomes are the same, but students are able to develop greater depth of musical understanding and more proficient execution of technique.

**MU010 Recital Attendance.** 0 credit. All applied music students are required to enroll concurrently for Recital Attendance and attend the required number of recitals during the semester.

**ML\_100 Lower-level private study.** 1 to 3 hours.

**ML\_300 Upper-level private study.** 1 to 4 hours.

**MU391 Junior Recital.** 1 hour.

**MU492 Senior Recital.** 1 hour.

## Music Ensembles

For ensembles: Students may repeat ensemble courses for credit. Content for each semester is different. Learning outcomes are the same, but students are able to develop greater depth of musical understanding and more proficient execution of technique.

**NOTE:** All ensemble courses listed below taken for zero (0) credit hour will be graded on a pass/fail basis.

**MU021 Marching Eagles Band.** 0, 0.5, or 1 hour. Practices daily during football season. Presents half-time shows at home games, hosts Band Day (a high school marching competition), and is open by audition to all qualified students. Students may elect to enroll in Marching Band for physical education credit. Cross-listed with PE100. Fall.

**MU022 Concert Band.** 0, 0.5, or 1 hour. A band open by audition to qualified students. Selected students play on-campus concerts and go on an annual tour. Spring.

**MU024 University Band.** 0, 0.5, or 1 hour. A band open to all instrumental musicians in the CMU community. The band will perform on-campus concerts during the spring semester. Spring.

**MU041 Chorale.** 0, 0.5, or 1 hour. A select concert choir open by audition to all qualified students. Rehearses three hours per week. Performs on-campus concerts, goes on an annual tour, performs oratorios, and sings at church services.

**MU045 Conservatory Singers.** 0, 0.5, or 1 hour. The Conservatory Singers is a mixed choir that has the responsibility of sharing in the worship services in Linn Memorial United Methodist Church and performs on-campus concerts.

**MU051 Instrumental Jazz Ensemble.** 0, 0.5, or 1 hour. Open to qualified students by audition with the consent of the Director of Bands. Plays concerts on and off campus.

**MU060 Opera Workshop.** 0, 0.5, or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU061 Brass Ensemble.** 0, 0.5, or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU062 Flute Ensemble.** 0, 0.5, or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU063 Women's Vocal Ensemble.** 0, 0.5, or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU064 Woodwind Ensemble.** 0, 0.5, or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU065 Men's Vocal Ensemble.** 0, 0.5 or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU066 Jazz Combo.** 0, 0.5, or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU067 Chapel Voice.** 0, 0.5 or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU068 Chapel Band.** 0, 0.5, or 1 hour. Open to qualified students by consent of the sponsoring instructor and the Dean of the Conservatory. Offered on demand.

**MU071 Accompanying.** 0, 0.5, or 1 hour. Available to piano students who rehearse in an accompanying capacity for two hours per week.

**MU301 Marching Band.** 0, 0.5, or 1 hour. Available to students who have completed four semesters in band.

**MU302 Concert Band.** 0, 0.5, or 1 hour. Available to students who have completed four semesters in band.

**MU303 Chorale.** 0, 0.5, or 1 hour. Available to students who have completed four semesters in Choir.

**MU304 Conservatory Singers.** 0, 0.5, or 1 hour. Available to students who have completed four semesters in Choir.

**MU305 Instrumental Jazz Ensemble.** 0, 0.5, or 1 hour. Available to students who have completed four semesters in Instrumental Jazz Ensemble.

## Music Academic Courses

**MU104 Orientation for Music Transfers.** 1 Hour. An orientation class designed to assist music department transfer students as they adapt to university life, to discuss resources and skills necessary for success at the university level, and to prepare a degree plan.

**MU105 Fundamentals of Music Technology.** 2 hours. A study of electronic instruments, staged sound, staged lighting, projection, recording technology, acoustics, notation and organizational software, and other technology as related to the music field. Many assignments will be completed with the use of notation and sequencing software. Fall, even years.

**MU107 The Theory and Practice of Music I.** 3 hours. The fundamentals of music, integrating basic materials and skills. A study of triads, modes, scales, and harmonic progressions, as well as analysis of melody and melodic organization. Prerequisites: MU150 or instructor's permission; concurrent enrollment in MU117. Spring.

**MU108 The Theory and Practice of Music II.** 3 hours. A continuation of Music 107, including seventh chords, modulation, secondary chords and the study of simple musical forms. Prerequisites: MU107 and concurrent enrollment in MU118. Fall.

**MU109 Music Business.** 2 hours. A Survey of business, marketing, entrepreneurial, and budget-related skills as pertinent to the field of music. Fall, odd years.

**MU117 Aural Skills I.** 1 hour, 2 contact hours. A study in singing, playing and dictation of the same materials studied in MU 107. Rhythmic training including rhythmic reading is an important part of the course. Prerequisites: MU150 or instructor's permission; concurrent enrollment in MU107. Spring.

**MU118 Aural Skills II.** 1 hour, 2 contact hours. A continuation of MU117. Prerequisites: MU117 and concurrent enrollment in MU108. Fall.

**MU145 History of Jazz.** 3 hours. Introduction and survey of the cultural and musical significance of Jazz in America, its development, and roots in Africa, the West Indies and Europe. Fulfills "Fine Arts" requirement. Spring.

**MU150 Introduction to Western Music.** 2 hours. A common experience course designed to introduce the art music of Western European and American culture. The course consists of three major components: 1) Exploration of representative masterworks of music literature through score study and guided listening; 2) Basics of musical notation and theory including aural skills and sight singing; and 3) introduction of computers and relevant software as tools for the professional musician. MU150 is first course in the theory, and history and literature sequences for the Music major and minor. Fall.

**MU160 Special Problems.** 1-3 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**MU188 Music Appreciation - The World of Music.** 3 hours. Designed to serve the cultural interests of students not concentrating in music. Lectures and assigned readings are supplemented by recorded music. No credit toward a major in Music. Fulfills "Fine Arts" requirement. Fall.

**MU190 Special Topics. 1-5 hours.** Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**MU202 Musical Theater and Opera on DVD/Video.** 3 hours. An introductory survey course covering musical theatre and opera. Students will watch performances and develop an understanding of style, drama, characters, orchestration, and the cultural influences of both genres. This course fulfills the Fine Arts requirement. Prerequisite: Sophomore standing or Instructor's consent. Fall.

**MU203 Advanced Music Technology.** 2 hours. A continuation of Fundamentals of Music Technology, this class surveys advanced technological techniques. A focus on church- and school-related components. Many assignments will be completed with the use of notation and sequencing software. Prerequisite: MU105. Spring, odd years.

**MU204 Worship Design.** 3 hours. A focus on designing a worship service. This class takes into account all aspects of designing a service including artistic and practical issues in various worship traditions (liturgical, free church, emergent, traditional, blended, etc.) and musical styles. Spring, even years.

- MU207 The Theory and Practice of Music III.** 3 hours. A continuation of MU 108, including chromatic harmony, the study of larger musical forms and the analysis of musical style. Prerequisites: MU108 and concurrent enrollment in MU217. Spring.
- MU217 Aural Skills III.** 1 hour. 2 contact hours. A study in singing, playing and dictation of materials studied in MU207. Prerequisites: MU118 and concurrent enrollment in MU207. Spring.
- MU260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.
- MU268 Internship and Field Experiences.** 1-5 hours each semester.
- MU290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.
- MU310 Commercial/Jazz Music Theory.** 3 hours. The fundamentals of commercial and jazz music, integrating basic materials and skills. A study of extended harmonies, modes, scales, and harmonic progressions relevant to the style. An analysis of the melodic, harmonic, rhythmic, and form related components. Many assignments will be completed with the use of notation and sequencing software. Prerequisite: MU207. Fall, even years.
- MU311 Commercial/Jazz Arranging.** 2 hours. A study of the technical skills necessary to adapt music from a variety of sources for various instrumental, vocal, and mixed ensembles. Demonstrating the skills necessary to arrange music for all levels and sizes of ensembles is an important component of the class. Arranging will be approached from a commercial and jazz harmonic structure. Many assignments will be completed with the use of notation and sequencing software. Prerequisite: MU207, Spring, odd years.
- MU321 Music History I.** 3 hours. A survey of the Ancient, Medieval, Renaissance and Baroque Periods. Prerequisite: MU108. Fall.
- MU322 Music History II.** 3 hours. A survey of the Classic, Romantic, Impressionist and Contemporary Periods. Prerequisite: MU108, submitted degree plan, and permission of the Dean of the Conservatory. Spring. 11/11
- MU335 Instrumentation.** 2 hours. A study of the technical skills necessary for arranging and adapting music from a variety of sources for various instrumental ensembles. Students will use software tools extensively for creation of their original works. Prerequisite: MU207. Spring.
- MU337 Choral Arranging.** 2 hours. A study of technical skills necessary for developing a melody into a complete setting for a particular choral combination with or without accompaniment. Considerations include available vocal resources at elementary school, secondary school, and adult age levels; accompaniments; two-, three-, and four-part arranging in a variety of styles. Students will use software tools extensively for the creation of their arrangements. Prerequisite: MU207. Spring.
- MU360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.
- MU368 Internship and Field Experiences.** 1-5 hours each semester.
- MU380 Senior Thesis.** 3 hours. Intensive supervised study to enhance total musicianship and to increase preparation for the student's role as teacher, performer, graduate student. Special emphasis is placed on music history, music literature, and pedagogy. Open only to Senior majoring in Music.
- MU390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.
- MU401 Worship/Commercial Music Rehearsal Techniques.** 2 hours. An examination of the practical and pedagogical aspects of music ministry and commercial music ensembles, including organizing and instructing musicians, selecting or arranging music appropriate for the ensemble, pastoral leadership, information management, facilities, budget, scheduling, and resources. Junior standing required. Fall, odd years.
- MU407 Analysis of Contemporary Art Music.** 3 hours. This course is a study of theoretical concepts used in analyzing music from 1900 to the present. Prerequisite: MU465.
- MU423 American Music.** 2 hours. A survey and capstone course of American musical culture including ethnic, folk, jazz, and commercial manifestations. Particular emphasis on continuing traditions of Western European art music in the United States in the 20th Century. Prerequisite: MU 108 or instructor's permission. Fall.

**MU465 Form and Analysis.** 2 hours. A capstone course, in which students explore the major forms and structural units in music from the Baroque to the late 19th Century, with an analysis synthesis, and written communication. Prerequisite: MU207. Fall.

**MU468 Music Internship.** 2 hours. Field experience. Spring, even years.

**MU471 Composition I.** 2 hours. Focus on compositional and analytical techniques of the past century. Students will use software tools extensively for the creation of their original works. Prerequisite: MU207. Fall.

## Music Pedagogy and Techniques Courses

**MU122 String Techniques.** 1 hour, 2 contact hours. Emphasis is on procedures for the instruction of the stringed instruments in the public schools. Spring.

**MU124 Percussion Techniques.** 1 hour, 2 contact hours. Emphasis on procedures for the instruction of percussion instruments of the band and orchestra in the public schools. Fall.

**MU127 Trumpet Class.** 1 hour. Emphasis is on procedures for teaching trumpet to beginning through high school students. Fall.

**MU128 Clarinet Class.** 1 hour. Emphasis is on procedures for teaching clarinet to beginning through high school students. Fall.

**MU129 Guitar Techniques.** 1 hour. Emphasis is on preparing students to use the guitar as an instrument for accompanying simple songs in the elementary school classroom. Prerequisite: Music major or instructor's permission. Fall.

**MU131 Keyboard Techniques I.** 1 hour, 2 contact hours. Group instruction in the fundamental principles of piano technique and keyboard harmony. Enrollment restricted to Music Majors only. Fall.

**MU132 Keyboard Techniques II.** 1 hour, 2 contact hours. Group instruction in the fundamental principles of piano technique and keyboard harmony. Prerequisite: MU131 or instructor's permission. Enrollment restricted to Music Majors only. Spring

**MU141 Learning to Sing.** 1 hour. A study of the fundamentals of singing and accompanying: vocal production and public presentation. Literature will include art song, Broadway songs and hymns. Concurrent enrollment in MLV100 or MLP100 required. Designed for first-semester Music majors concentrating in voice or keyboard. Fall.

**MU143 Learning to Sing II.** 1 hour. A continuation of MU141 Learning to Sing. A study of the fundamentals of singing, vocal production, and public presentation. Literature will include art songs, Broadway songs, and hymns. Concurrent enrollment in MLV100 required. Designed for second-semester music majors concentrating in voice. Spring.

**MU146 Group Voice Class.** 1 hour. In this course, singers will develop healthy vocal technique and expressive interpretation skills necessary for choral singing.

**MU214 Basic Conducting.** 2 hours. An introduction to techniques of conducting with and without a baton. Emphasis is on mastery of basic skills and a repertoire of gestures designed to elicit specific responses from an ensemble. Fall.

**MU223 Woodwind Techniques.** 1 hour, 2 contact hours. Emphasis is on procedures for the instruction of the woodwind instruments of the band and orchestra in the public schools. Prerequisite: MU128. Spring.

**MU225 Brass Techniques.** 1 hour, 2 contact hours. Emphasis is on procedures for the instruction of the brass instruments of the band and orchestra in the public schools. Prerequisite: MU127. Spring.

**MU231 Keyboard Techniques III.** 1 hour. Group instruction in the fundamental principles of piano technique and keyboard harmony.

**MU232 Keyboard Techniques IV.** 1 hour. Group instruction in the fundamental principles of piano technique and keyboard harmony.

**MU241 Diction for Singers.** 3 hours. Focuses on English, Italian, French, and German diction, speaking, and singing with the use of the International Phonetic Alphabet. Prerequisite: one semester of voice, or instructor's permission. Spring.

**MU314 Advanced Conducting-Choral.** 2 hours. A study of conducting opportunities unique to choral ensembles; historical style and performance practice; choral organization, rehearsal procedures, and programming; major works analysis; and coordination of choral and instrumental performing forces. Prerequisite: MU214. Spring.

**MU316 Choral Techniques.** 2 hours. One semester course designed to survey techniques of score study, rehearsal and performance in the choral art. Practical aspects of preparing and rehearsing choral music will be stressed. Students will assess strengths, determine needs, research solutions, and practice presentations. Prerequisite: MU214. Spring.

**MU317 Advanced Conducting-Instrumental.** 2 hours. A study of conducting opportunities unique to instrumental ensembles; historical style and performance practice; band and orchestral organization, rehearsal procedures, and programming; and major works analysis. Prerequisite: MU214. Spring.

**MU324 Choral Literature.** 2 hours. A survey of choral music with particular attention to programming literature appropriate to available resources (elementary, middle, secondary schools, churches, community ensembles). Prerequisite: MU107. Spring.

**MU357 A, B, C Repertoire.** 2 hours. A survey of solo repertoire for the appropriate instrument or voice, covering historic periods and styles; appropriate repertoire for various occasions and levels of performer proficiency; comparisons of editions and sources. Sections offered on demand for voice, piano, organ.

**MU357A Vocal Repertoire**

**MU357B Piano Repertoire**

**MU357C Organ Repertoire**

**MU358 A, B, D Studio Pedagogy.** 2 hours. The study of pedagogical approaches, applied through supervised studio teaching. Emphasis is on studio procedures, methods and materials, professional organizations and ethics. Offered on demand to advanced applied music students in piano, organ, or voice.

**MU358A Piano Pedagogy**

**MU358B Organ Pedagogy**

**MU358D Vocal Pedagogy**

# Bachelor of Music Education with Certification in Instrumental Music - Min. 124 Hours

The requirements for the Bachelor of Music Education degree are designed to prepare students to teach music in the Missouri public schools. In addition to meeting state certification requirements in vocal or instrumental music, students may elect to pursue an additional endorsement in the area not represented in initial certification. Satisfactory completion of the BME degree will also prepare students for success in public performance and graduate study.

The Bachelor of Music Education student (1) must achieve a minimum GPA of 2.75 overall; a minimum GPA of 3.0 in the content area; a minimum GPA of 3.0 in the professional education sequence; (2) must have no grade below "C" in the Professional Education, Music Education and pedagogy sequences; and (3) must pass the MoGEA examination, the state qualifying exam in content area, and the piano proficiency examination.

Students pursuing the Bachelor of Music Education degree may prepare to teach both Instrumental and Vocal music by completing the following endorsement.

Vocal/Choral Endorsement. In addition to the course work required for the instrumental emphasis:

Applied Voice (4) - May include MU241 Diction for Singers (3)

Choir (2) Minimum of two semesters

MU314 Advanced Choral Conducting (2)

MU316 Choral Techniques (2)

MU324 Choral Literature (2)

MU337 Choral Arranging (2)

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (11 Hours)

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Psychology: Must take the following: 8 hours

PY210 Educational Psychology (3)

PY223 Developmental Psychology (3)

PY342 Psychology of the Exceptional Child (2)

Count PY343 Practicum for PY342 (1) as part of the Professional Education Core below.

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Humanities, Fine Arts (not to include Music) or Social Science: 3 hours

If opting for a Humanities course, [see guidelines](#).

If opting for a Fine Arts course, [see guidelines](#).

If opting for a Social Science course, [see guidelines](#).

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## Music Major Requirements (61 Hours)

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Music Academic Core Requirements (28 Hours)

MU107 The Theory and Practice of Music I (3)

MU321 Music History I (3)

MU108 The Theory and Practice of Music II (3)

MU322 Music History II (3)

MU117 Aural Skills I (1)

MU335 Instrumentation (2)

MU118 Aural Skills II (1)

MU423 American Music (2) (Capstone)

MU150 Introduction to Western Music (2)

MU465 Form and Analysis (2) (Capstone)

MU471 Composition I (2)



MU207 The Theory and Practice of Music III (3)

MU217 Aural Skills III (1)

Principal Applied (14 Hours)

MU492 Senior Recital (1) (Capstone)

Applied Lessons (13)

Secondary Applied (4 Hours)

MU131 Piano (1) OR MLP\_\_\_ Applied Piano (1)

Applied Guitar (1) OR Applied Piano (1)

Applied Guitar (1) OR Applied Piano (1)

MU132 Piano (1) OR MLP\_\_\_ Applied Piano (1)

Techniques and Pedagogy (11 hours)

MU122 String Class (1)

MU214 Basic Conducting (2)

MU124 Percussion Class (1)

MU223 Woodwind Techniques (1)

MU127 Trumpet Class (1)

MU225 Brass Techniques (1)

MU128 Clarinet Class (1)

MU317 Advanced Conducting—Instrumental (2)

MU129 Guitar Techniques (1)

Ensemble (4 hours):

Must be enrolled in and successfully participate in a major ensemble (0.5 hour) each semester of full-time attendance

Major Ensemble (4 one half-hour each semester)

Professional Education Requirements (18 Hours)

ED101 Introduction to Teaching (2)

ED471 Teaching Reading in the Secondary School (2)

ED102 Introduction to Teaching Practicum (1)

PY343 Psychology of the Exceptional Child Practicum (1): (Take concurrently with PY342, which is counted as part of the Additional General Education requirements counted above.)

ED369MU Elementary School Music Methods (3)

ED370MU The Teaching of Music in High School (3)

ED376 Methods and Materials for Teaching Music Classes (3)

ED462 Supervised Student Teaching (Capstone; 1 of 4 required) (8)

**Electives (To Complete Min. 124 Hours)**

# Bachelor of Music Education with Certification in Vocal/ Choral Music - Min. 124 Hours

The requirements for the Bachelor of Music Education degree are designed to prepare students to teach music in the Missouri public schools. In addition to meeting state certification requirements in vocal or instrumental music, students may elect to pursue an additional endorsement in the area not represented in initial certification. Satisfactory completion of the BME degree will also prepare students for success in public performance and graduate study.

The Bachelor of Music Education student (1) must achieve a minimum GPA of 2.75 overall; a minimum GPA of 3.0 in the content area; a minimum GPA of 3.0 in the professional education sequence; (2) must have no grade below "C" in the Professional Education, Music Education and pedagogy sequences; and (3) must pass the MoGEA examination, the state qualifying exam in content area, and the piano proficiency examination.

Students pursuing the Bachelor of Music Education degree may prepare to teach both Vocal and Instrumental music by completing the following endorsement.

Instrumental Endorsement. In addition to the course work required for the Vocal/Choral emphasis:

Applied Instrument (2)

Instrumental Ensemble (2, Minimum of two semesters)

MU122 String Class (1)

MU124 Percussion Class (1)

MU127 Trumpet Class (1)

MU128 Clarinet Class (1)

MU223 Woodwind Techniques (1)

MU225 Brass Techniques (1)

MU317 Advanced Conducting-Instrumental (2)

MU335 Instrumentation (2)

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (11 Hours)

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Psychology 8 hours

Required Courses:

PY210 Educational Psychology (3)

PY223 Developmental Psychology (3)

PY342 Psychology of the Exceptional Child (2)

Count PY343 Practicum for PY342 (1) as part of the Professional Education Core below.

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Humanities, Fine Arts (not to include Music) or Social Science: 3 hours

If opting for a Humanities course, [see guidelines](#).

If opting for a Fine Arts course, [see guidelines](#).

If opting for a Social Science course, [see guidelines](#).

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## Music major Requirements (62 Hours)

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Music Major Requirements (28 Hours)

MU107 The Theory and Practice of Music I (3) MU321 Music History I (3)

MU322 Music History II (3)

MU108 The Theory and Practice of Music II (3)	MU337 Choral Arranging (2)
MU117 Aural Skills I (1)MU118 Aural Skills II (1)	MU423 American Music (2) (Capstone)
MU150 Introduction to Western Music (2)	MU465 Form and Analysis (2) (Capstone)
MU207 The Theory and Practice of Music III (3)	MU471 Composition I (2)
MU217 Aural Skills III (1)	

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**Principal Applied (14 hours)**

Applied Lessons (13)	MU492 Senior Recital (1) (Capstone)
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**Secondary Applied (4 hours)**

Applied Guitar (1) OR Applied Piano (1)Applied Guitar (1) OR Applied Piano (1)	MU131 Piano (1) OR MLP___ Applied Piano (1)
	MU132 Piano (1) OR MLP___ Applied Piano (1)

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**Techniques and Pedagogy (12 hours)**

MU129 Guitar Techniques (1)	MU314 Advanced Choral Conducting (2)
MU214 Basic Conducting (2)	MU316 Choral Techniques (2)
MU241 Diction for Singers (3)	MU324 Choral Literature (2)

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**Ensembles (4 hours):**

Must be enrolled in and successfully participate in a major ensemble (0.5 hour) each semester of full-time attendance

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**Major Ensemble (4)**


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**Professional Education Requirements (18 Hours)**

ED101 Introduction to Teaching (2)	ED471 Teaching Reading in the Secondary School (2)
ED102 Introduction to Teaching Practicum (1)	PY343 Psychology of the Exceptional Child Practicum (1): (Take concurrently with PY342, which is counted as part of the Additional General Education requirements counted above.)
ED369MU Elementary School Music Methods (3)	
ED370MV The Teaching of Music in High School (2)	
ED376 Methods and Materials for Teaching Music Classes (3)	
ED462 Supervised Student Teaching (Capstone; 1 of 4 required) (8)	

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**Electives (To Complete Min. 124 Hours)**


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# Bachelor of Arts in Music - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts: 9 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#): May not include Music courses.

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Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines](#). 3 hours

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Science: [See guidelines](#). 3-4 hours

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Foreign Language (a single language) 6-8 hours

## Music Major (40 Hours)

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### A. Academic Core Requirements (26 hours)

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MU107 The Theory and Practice of Music I (3)	MU423 American Music (2) (Capstone)
MU108 The Theory and Practice of Music II (3)	MU471 Composition I (2) (Capstone)
MU117 Aural Skills I (1)	One (1) from the following:
MU118 Aural Skills II (1)	MU314 Advanced Choral Conducting (2)
MU150 Introduction to Western Music (2)	MU317 Advanced Conducting - Instrumental (2)
MU207 The Theory and Practice of Music III (3)	MU335 Instrumentation (2)
MU217 Aural Skills III (1)	MU337 Choral Arranging (2)
MU321 Music History I (3)	MU465 Form and Analysis (2)
MU322 Music History II (3)	

### B. Applied (9 hours)

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Applied Lessons (4)	MU132 Keyboard Techniques II (1)
MU129 Guitar Techniques (1)	MU214 Basic Conducting (2)
MU131 Keyboard Techniques I (1)	

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C. Major Ensemble (4 hours): Must be enrolled in and successfully participate in a major ensemble each semester of full-time attendance

### D. Music Electives (1 hour)

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## Minor and Electives (To Complete Min. 124 Hours)

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# Bachelor of Music in Piano or Organ Performance - Min. 124 Hours

The student with a performance emphasis in keyboard may choose the Bachelor of Music Degree as preparation for continuing study. Those selecting this degree should plan to continue their studies at the graduate level.

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (11 Hours)

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Foreign Language-Two languages, if available	8 hours
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Social Sciences (CJ, CT, EC, HI, PS, PY, or SO) or Humanities	3 hours
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## Music major Requirements (81 Hours)

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Music Academic Core Requirements (28 hours)

MU107 The Theory and Practice of Music I (3)	MU321 Music History I (3)
MU108 The Theory and Practice of Music II (3)	MU322 Music History II (3)
MU117 Aural Skills I (1)	MU335 Instrumentation (2) OR MU337 Choral Arranging (2)
MU118 Aural Skills II (1)	MU423 American Music (2) (Capstone)
MU150 Introduction to Western Music (2)	MU465 Form and Analysis (2) (Capstone)
MU207 The Theory and Practice of Music III (3)	MU471 Composition I (2)
MU217 Aural Skills III (1)	

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Applied Piano or Organ (25 hours)

Applied Piano or Organ (23)

MU391 Junior Recital (1)

MU492 Senior Recital (1) (Capstone)

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Secondary Applied (9 hours)

MU129 Guitar Techniques (1)

ML\_\_ Secondary Applied (8)

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Pedagogy (11 hours)

MU214 Basic Conducting (2)

MU241 Diction for Singers (3)

MU314 Advanced Conducting - Choral (2) OR MU317 Advanced Conducting - Instrumental (2)

MU357B or C Piano or Organ (2) MU358A or B Piano or Organ Pedagogy (2)

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Ensembles (8 hours):

Must enroll in and successfully participate in a major ensemble each semester of full-time attendance

Major Ensemble (4)

MU071 Accompanying (4)

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## Electives (To Complete Min. 124 Hours)

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# Bachelor of Music in Music Ministry - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (12 Hours)

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RL201 Old Testament, RL203 Explorations in Christian Thought, or RL310  
Biblical Literature in the Ancient World (3)

RL202 New Testament, RL301 Mission and Message of Jesus, RL302 Paul and the  
Early Church (3)

RL205 Introduction to Church Leadership (3)

Religion elective

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## Music Major Requirements (80 Hours)

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Music academic core Requirements (24 hours)

MU107 The Theory and Practice of  
Music I (3)

MU321 Music History I (3)

MU108 The Theory and Practice of  
Music II (3)

MU322 Music History II (3)

MU423 American Music (2) (Capstone)

MU117 Aural Skills I (1)

MU465 Form and Analysis (2) (Capstone)

MU118 Aural Skills II (1)

MU150 Introduction to Western  
Music (2)

MU207 The Theory and Practice of  
Music III (3)

MU217 Aural Skills III (1)

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Music Ministry Core (22 hours)

MU105 Fundamentals of Music Technology (2)

MU109 Music Business (2)

MU203 Advanced Music Technology (2)

MU204 Worship Design (3)

MU214 Basic Conducting (2)

MU314 Advanced Choral Arranging or MU317 Advanced Instrumental  
Conducting (2)

MU310 Commercial/Jazz Theory (3)

MU311 Commercial/Jazz Arranging (2)

MU401 Worship/Commercial Music Rehearsal Techniques (2)

MU468 Internship (2)

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Applied Music (34)

Primary-Applied voice, piano, or guitar (16 hours) and includes senior recital and  
techniques classes

MLX\_\_ Applied Lessons (15 hours)

MU492 Senior Recital (1 hour) (Capstone) Secondary-Applied voice, piano, or  
guitar (8 hours), includes techniques classes

Piano major chooses voice

Guitar major chooses voice

Voice major chooses piano or guitar

Tertiary-Applied voice, piano, or guitar (2 hours), includes techniques classes

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Ensembles (8 hours): Must be enrolled in and successfully participate in a major ensemble and Worship Team each semester of full-time attendance

Major ensemble (4 hours)

MU068 Worship team (4 hours)

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**Electives (To Complete Min. 124 Hours)**

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# Bachelor of Music in Vocal Performance - Min. 124 Hours

The student with a performance emphasis in voice may choose the Bachelor of Music Degree as preparation for continuing study. Those selecting this degree should plan to continue their studies at the graduate level.

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (11 Hours)

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Foreign Language (two languages if available)	8 hours
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Theatre Arts - acting or stage movement	3 hours
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## Music Major Requirements (81 Hours)

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Music academic core Requirements (28 hours)

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MU107 The Theory and Practice of Music I (3)

MU321 Music History I (3)

MU108 The Theory and Practice of Music II (3)

MU322 Music History II (3)

MU117 Aural Skills I (1)

MU335 Instrumentation (2) OR MU337 Choral Arranging (2)

MU118 Aural Skills II (1)

MU423 American Music (2) (Capstone)

MU150 Introduction to Western Music (2)

MU465 Form and Analysis (2) (Capstone)

MU471 Composition I (2) (Capstone)

MU207 The Theory and Practice of Music III (3)

MU217 Aural Skills III (1)

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Applied Voice (25 hours)

Applied Voice (23)MU391 Junior Recital (1)

MU492 Senior Recital (1) (Capstone)

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Secondary Applied (9 hours)

MU129 Guitar Techniques (1)

ML\_\_\_\_ Secondary Applied (8)

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Pedagogy (11 hours)

MU214 Basic Conducting (2)

MU241 Diction for Singers (3)

MU314 Advanced Conducting - Choral (2)

MU357A Vocal Repertoire (2)

MU358D Vocal Pedagogy (2)

MU201 Opera Literature on Video (3) is strongly recommended.

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Ensembles (8 hours):

Must be enrolled in and successfully participate in a major ensemble each semester of full-time attendance

Major Ensemble (4)

MU060 Opera Workshop (4)

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## Electives (To Complete Min. 124 Hours)

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# Nursing

## Nursing Degree

The Bachelor of Science in Nursing degree program is fully approved by the Missouri State Board of Nursing (MSBN). The baccalaureate degree in nursing practice at Central Methodist University is accredited by the [Commission on Collegiate Nursing Education](#). The goal of the Bachelor of Science degree in Nursing program is to provide opportunities for qualified students to acquire the knowledge necessary to provide nursing care, which promotes adaptation of the person, family, and community. This knowledge is acquired within a liberal arts experience, which emphasizes honesty, integrity, civility, and a strong sense of personal responsibility. Professional preparation as a nurse includes promotion of lifelong learning, social responsibility, and service. Professional nurses must be able to utilize evidence-based practice to promote patient, family, and community safety that best meets perceived needs and assists with the achievement of best possible outcomes.

The faculty believes persons are unique, holistic, and developing beings with the process and capacity for thinking, feeling, reflecting and choosing. Persons respond to and act upon the constantly changing environment, which is everything that is within and around them. To adapt to this changing environment, people use coping processes, which are both innate and learned. Adaptation occurs as adaptive responses promote integrity and wholeness.

Health is a state and a process of being and becoming an integrated and whole person. Health is a continuum ranging from peak wellness to death. The adaptation level is that point where the person is able to respond positively. A whole person is one with the highest possible fulfillment of human potential.

Nursing assists persons, families, and communities to examine life and environmental patterns, attach personal meaning to these patterns and choose adaptation. Nursing acts to enhance interaction with the environment by promoting meaningful life experiences, growth, and adaptation. The profession of nursing is an integrated part of a system for health care delivery and shares responsibility for working collaboratively with other health care practitioners.

Nursing education is a process, which enables the learner to synthesize a body of knowledge obtained through courses in nursing, liberal arts, humanities, and the sciences. Because nursing is dynamic, the education is foundational for professional growth through nursing research and continuing education.

The faculty believes that the learner is best able to reach individual potential in an environment that is nurturing and promotes inquiry, dialogue, curiosity, creativity, the ethical ideal, and assertiveness. The learner brings an attitude of commitment and motivation for achievement. The role of the learner is to share in the responsibility of the teaching-learning process.

The teacher interacts with students as persons of worth, dignity, intelligence, and high scholarly standards. The teacher's role is to provide the climate, structure, and dialogue that promote discovery of patterns and paradigms for practice. The teacher raises questions that require reading, observation, analysis, and reflection upon patient care. The teacher nurtures the learner, is available for dialogue, and promotes the use of research and critical thinking in the delivery of nursing care.

CMU has a BSN-completion program for individuals who have their Associate Degree in Nursing and wish to complete their Bachelors in Nursing. CMU also offers an Accelerated BSN program for individuals who already have a Bachelor's degree in any subject and have completed the pre-requisite courses for Nursing education, as well as a Masters in Nursing in Clinical Nurse Leadership. See the CMU website for more information.

## Bachelor of Science in Nursing Outcomes

The Bachelor of Science Nursing graduate will be able to:

1. Demonstrate professional nursing leadership with technical proficiency. Graduates demonstrate use of principles of management and leadership, evidenced in:
  - a. the empathetic care of clients, families, and communities
  - b. teamwork and collaboration
  - c. the monitoring and improvement of healthcare systems, including the management of physical, fiscal, and human resources
2. Apply critical thinking and problem solving to provide evidence-based nursing care, which promotes safety, holism and adaptation by:
  - a. discovering research questions
  - b. critically analyzing evidence
  - c. applying evidence to practice
3. Incorporate the principles of communication, client education and client advocacy into practice.

4. Exhibit a commitment to individual and professional growth as a lifelong learner, evidenced by:
  - a. continuing informal and formal education
  - b. reading refereed professional journals
  - c. participating in shaping the health care delivery system.
5. Provide, delegate and/or supervise nursing care based on current knowledge, theory, and evidence to promote safety, holism and adaptation as demonstrated by the ability to:
  - a. assess and diagnose the health status of diverse individuals, families, and communities.
  - b. plan, implement, and evaluate the care for diverse individuals, families, and communities in structured and unstructured settings who require nursing at restorative, maintenance or promotion levels.
6. Evaluate career choices within the nursing profession based on emerging skills and personal strengths and abilities.
7. Display behaviors as a member of the profession of nursing based on standards of practice and professional codes of ethics to:
  - a. assume accountability for own nursing practice
  - b. practice within ethical and legal frameworks
  - c. provide compassionate, patient-centered care
  - d. promote a supportive environment for care and learning
  - e. demonstrate professional identity and integrity
8. Demonstrate collaboration with other health care providers to promote the full human potential. (The liberal arts education provides opportunities for growth in knowledge, personal integrity, spirituality, and professional competence.)

## Non-Discriminatory Policy

The Nursing Department does not discriminate on the basis of race, color, sexual preference, religion, sex, national origin, age, or federally defined disability in its recruitment and admission of students.

## Admission Criteria for Selection of Students

The BSN program follows the Minimum Standards for Approved Programs of Professional Nursing (2013) under the guidance of the Missouri State Board of Nursing. Graduates of this program will be eligible for application to take the National Council Licensing Examination for Registered Nurses (NCLEX-RN). Successful completion does not guarantee eligibility to take licensure examination. (Reference: Nurse Practice Act RS MO 355.066)

Students who desire a degree in Nursing but who have an ACT of < 21 are required to be categorized initially as "undeclared." Students who are admitted to CMU via the Academic Standards and Admissions Committee are required to be categorized initially as "undeclared." Any student who is academically successful in meeting the admission requirements to Nursing (at the completion of the pre-requisite coursework for Nursing) will be eligible for application to Nursing. Students unsuccessful in achieving or maintaining the academic level required to participate in the BSN-G program have the additional exit option of an [Associate of Science](#) degree that can be built from courses already taken.

1. **To be admitted** to Central Methodist University, applicants submit:
  - a. application for admission;
  - b. ACT scores;
  - c. official transcripts: High School (Must have completed high school or equivalent), Practical Nursing Program, College or Hospital-based nursing program; and
  - d. official transcripts from any other institutions of higher learning attended.
2. **Students may apply to be admitted** to the BSN-G Nursing program in the Junior year if the following criteria are met:
  - a. applicants must meet the admission requirements of the College of Liberal Arts and Sciences;
  - b. applicants must have an earned grade of "C" or better in Biology, Anatomy, Physiology, Microbiology, and Chemistry with a maximum of two (2) attempts (see Scholastic Standards) and a science sub-cumulative GPA of at least 2.5. The Biology and/or Biology lab requirement may be waived if the student has completed all other science pre-requisite course requirements;
  - c. applicants must have an earned grade of "B" or better for AH200 Introduction to Adaptation Nursing Model and AH314 Pathophysiology to be eligible for consideration for admission to the nursing education program. Should a student require more than two attempts to earn the minimum grade of B for either course, that student must petition for consideration for admission;
  - d. withdrawal from required science or allied health courses is considered the same as an academically unsuccessful attempt to complete the course;
  - e. applicants must have a cumulative GPA of 3.0 on a 4.0 scale on a minimum of 53 hours of college course work;

- f. students have the right to petition for consideration of alternative circumstances. Contact the Nursing Department Office for instructions regarding petitioning;
  - g. the applicant completes a nursing entrance examination and achieves the minimum required score in no more than two (2) attempts per admission period. The Nursing Department identifies the specific required entrance examination and the required minimum passing grade and confirms these each year;
  - h. applicants must complete a written questionnaire;
  - i. a preliminary criminal background check is negative for felonies; and
  - j. a background check and drug testing must be completed and results received by the department prior to clinical.
3. **Admission selection process.** The Program Director and faculty members shall review all applications to the BSN-G program. The faculty will determine whether an applicant may be admitted unconditionally, admitted with provisions, or not admitted based on established criteria. The process for application review is as follows:
- a. Applicant names are removed from the questionnaire before responses are evaluated by three faculty members using a common rubric, and the results are averaged.
  - b. Each completed applicant's file includes
    - 1. academic record;
    - 2. entrance examination results; and
    - 3. averaged score from the written questionnaire.
  - c. Applicant files are divided into 5 tiers based on entrance examination scores.
  - d. Applicant files in each tier are divided into two groups: "current, active CMU applicants" and "transfer applicants." Applicant files for current, active CMU applicants are considered first for admission in each tier.
  - e. A maximum of fifty (50) applicants are accepted for each cohort.
  - f. Applicants may be accepted either "fully" or "pending successful completion of pre-requisite requirements."
  - g. Qualified applicants not accepted for the next cohort may be accepted to a wait list. Applicants on this wait list are used to fill program seats that may become available prior to the start of classes.
  - h. All applicants accepted or on the wait list are notified of their status and are provided information regarding their responsibilities in completing mandatory requirements, including carrying out criminal background check, urine drug screens, and other mandatory items of applicant responsibility.
  - i. An applicant forfeits her or his reserved seat in the program if she or he
    - 1. has not completed the mandatory requirements (other than coursework) prior to August 1;
    - 2. does not meet the minimum requirements encompassed by the criminal background check and urine drug screen; or
    - 3. drops out of any required pre-requisite coursework (accepted pending).
  - j. Forfeited seats will be awarded to the next applicant from the wait list who has completed the mandatory requirements.
  - k. Applications are considered only in the year in which they are submitted. Applicants not previously accepted should speak with Nursing Department representatives concerning which part of their application packet should be re-submitted.
4. **After acceptance** into the Nursing program:
- a. Students are required to submit the following by August 1 prior to the start of the Nursing program:
    - 1. Physical examination
    - 2. Rubella titer and/or immunization
    - 3. Varicella titer and/or immunization
    - 4. Current diphtheria/pertussis/tetanus—DPT
    - 5. Hepatitis B injection series
    - 6. Drug screening and comprehensive criminal records check by a department approved vendor
  - b. Students are required to show proof of the following, yearly, by September 1:
    - 1. Montaux/PPD--within one year
    - 2. Current American Heart CPR certification (good for 2 years)
    - 3. Personal health insurance

Malpractice insurance will be obtained yearly through the College of Liberal Arts and Sciences.

NOTE: Information for obtaining the drug screen, immunization tracking, CPR currency, and the comprehensive criminal background check will be mailed to the student from the Nursing Department following acceptance into the program.

## BSN-G Scholastic Standards, retention, and progression requirements

Students must earn a grade of "B" in all Nursing (NU) courses. Grades are not "rounded:" a grade of 79.8% not rounded to 80% and is posted as a "C". Should a student receive a grade of less than B for any one NU course, s/he must repeat the course in the next available offering.

Students are required to follow the Nursing Curriculum sequence for the BSN-G and ABSN. Courses are only offered in specific semesters/terms. If a student is allowed to repeat a course, the student must wait until the next time the course is offered, on a space-available basis. Students who must repeat an NU course are allowed to complete all NU courses for the current semester/term; students are not allowed to progress to the next semester/term course sequence until they have passed all courses in the current semester.

To successfully complete any clinical Nursing course, the student must have an earned course grade of B and a P (pass) for the clinical or lab portion of the course. Failure to pass the lab or clinical portion of an NU course results in the grade of "C" being the highest grade possible for the course, regardless of the grade for the didactic portion of the course. Withdrawal from any NU courses other than for medical reasons is considered the same as being academically unsuccessful in that course for purposes of progression through the nursing education program. Should the student receive any second grade of less than B for any NU course, the second grade of less than a B will result in the student's dismissal from the nursing education program.

Resumption of the program following an approved medical withdrawal from the program requires a letter from the health provider stating that there are no restrictions affecting the student's ability to resume the course of study and complete clinical coursework. Please review the Student Technical/ Ability Standards available in the Nursing Student Handbook.

Any student not actively participating in the BSN-G program for more than one regular semester is dropped from the program and must reapply for consideration for acceptance into the program. Any ABSN student who must repeat an NU course must do so in the next scheduled cohort or reapply for acceptance to the program.

Students are required to successfully pass a predictive exit examination prior to graduation. Options for this requirement are available in the course syllabus for NU452.

## Requirements for Licensure

1. Graduation from an approved nursing program.
2. An arrest or conviction may disqualify a candidate for licensure examination. The State Board of Nursing has the authority to refuse the issue of a license (Reference: Nursing Practice Act RS MO 355.066 @ <http://www.moga.mo.gov/mostatutes/stathtml/33500000661.html>).

## Fees

Fees are charged to students enrolled in nursing courses in lieu of a laboratory charge. Fees are based on vendor quotes and are subject to change. Specific information regarding fees is available from the nursing office. These fees include purchase of:

1. Malpractice insurance,
2. Laboratory supplies including: stethoscope, bandage scissors, name tag,
3. Standardized testing,
4. Course materials including syllabus, care plans, and policies,
5. Cost of eLearning program from ATI and,
6. Student Nurses' Association membership.
7. All expenses associated with the preliminary or comprehensive background checks, urine drug screening, and immunizations (including the tracking program) are at **the expense of the student.**

Each student is responsible for acquiring personal access to a android, tablet, or notebook computer that the student can bring to class, the simulation lab, and into the clinical setting. **This device must be portable and have a good battery.** Reliable home internet access is essential; dial-up access may not be fast enough, depending on your provider. The android, tablet, or notebook must support newer versions of Microsoft Word and EXCEL. Preferred browsers include Internet Explorer 9.0 or higher, most current version of Mozilla Firefox, or most current version of Google Chrome. The device must have a standard screen resolution of at least 1024 x 768 pixels for standard display. **Devices with integral cameras or recording capability are not allowed as these constitute a potential HIPPA violation.** This aspect of the device may be disabled by covering the camera lens aperture.

Any device capable of supporting MS Window 7/8, a MacBook laptop, or an iPad will work. Newer 'high-end' Android tablets such as Samsung Note or Google Nexus will also work. It is the responsibility of each student to provide their own computing hardware!

CMU has a chapter of the Student Nurses' Association (SNA), a constituent of the Missouri/National Student Nurses' Association (MOSNA/NSNA) (advisors: Prof. Sean Pridgeon and Prof. Heather Dougherty). Through SNA, students from each pre-Nursing and Nursing cohort elect a student representative to participate in department meetings and represent the student body in decision-making situations. Any pre-Nursing or Nursing student who wishes to attend department meetings may do so. However, all students will be dismissed from meetings prior to any discussion that is part of a private or privileged nature in order to protect confidential information.

Lecture courses are allotted credit based on 3 hours of classroom contact per week for each credit hour. Credit assigned to clinical components of courses is based on a minimum of 3 contact hours per credit hour. Clinical hours may include some lab time, simulations, community-based clinical experiences, and health-care provider organization-based clinical experiences. Simulation experiences will not exceed 20% of total clinical exposure.

## Nursing Courses

See related course listings [under Allied Health](#).

\*The following rule applies to NU307 Adaptation Nursing Applications, NU322 Maternal/Child Nursing, NU309 Psychosocial Integrity, NU321 Public Health and Community Nursing Concepts, NU334 Evidence-based Adaptation Nursing I, and NU434 Evidence-based Adaptation Nursing II:

The Nursing Department reserves the right to modify student schedules to result in even distribution of students among sections for clinical courses. This adjustment is done to enhance the opportunities for quality clinical experiences and to ease the burden on CMU's clinical partners. Students who have pertinent reasons for being in a particular course section must communicate this information in writing to the Division Chair or Administrative Assistant prior to the end of the previous semester. All efforts will be made to accommodate these requests, but the Department does not guarantee the ability to do so in all instances.

**NU304 Nursing Research.** 2 hours. This course introduces the concepts, processes, and applications of nursing research. The research role of the nurse in decision making and clinical practice will be examined. Students will read and critique research on nursing practice and will discuss problems and challenges in conducting nursing research. Throughout the course, there will be opportunities to practice various aspects of the research process (thinking of research question, planning study designs, evaluating measurement methods). The student will develop a research proposal and complete a formal paper on the proposal. Lecture and Discussion (2 credit hours). Prerequisites: NU307 and NU308. (Fall and Spring semesters, 8-week, hybrid format.)

**NU307 Adaptation Nursing Applications.** 5 hours (3 lecture/2 clinical hours). This course provides an introduction to basic nursing skills, terminology, and need states. Nursing applications include skills and adaptation nursing process practiced in the laboratory setting progressing to the healthcare provider setting. Clinical contact hours meet the Missouri State Board of Nursing 3:1 ratio for credit awarded. Prerequisites: AH200 and AH314. Fall.

**NU308 Health Assessment.** 4 hours (3 lecture/1 lab hours). This course allows the student to develop the assessment skills necessary to provide competent care for clients of varying ages and ethnic backgrounds applying the adaptation nursing model. Health assessment is the gathering of subjective and objective data regarding a client's state of health. The knowledge gained in this course will assist the nurse in holistically assessing the adaptation level of client, family, and community across the lifespan. Students participate in the scheduled weekly Skills Lab and are expected to use the Skills Lab on an independently scheduled basis to practice the necessary psycho-motor skills for completing a physical assessment. Lab contact hours meet the Carnegie 2:1 ratio for credit awarded. Prerequisites: AH200 and AH314. Fall and Spring

**NU309 Psychosocial Integrity.** 3 hours (2.5 lecture/0.5 clinical hours). This course focuses on the adaptive responses in self-concept, role function, and interdependence modes which promote the goals of adaptation and the integrity of the individual, family, and community. Communication intervention techniques are examined. Much of the clinical exposure is in the community setting. Credit hours awarded meet the Missouri State Board of Nursing 3:1 contact-to-credit hour guideline. Prerequisites: NU307, NU308, and NU312. Fall and Spring.

**NU312 Pharmacology I.** 2 hours. A study of routes and methods of medication administration along with an introduction to basic medication classes and their uses. This course provides the initial pharmacological knowledge needed for nursing practice. Additional aspects of this topic are addressed in NU313 Pharmacology II, the second of this two-course series. Lecture and Seminar. Prerequisites: AH200 and AH314. Fall and Spring.

**NU313 Pharmacology II.** 3 hours. This course builds on the concepts introduced in NU312 Pharmacology I and provides a study of actions and side effects of functional groups of drugs. Attention is given to diet, age, and other factors influencing drug response. Nursing interventions and client education are stressed. Lecture and Seminar. Prerequisite: NU312. Fall and Spring.

**NU321 Public Health and Community Nursing Concepts.** 3 hours (2.5 lecture/0.5 clinical hours). This course focuses on the interrelationship of community health principles and adaptation nursing. Application of principles will be in community health and community-based settings. Credit hours awarded meet the Missouri State Board of Nursing 3:1 contact-to-credit hour guideline for clinical aspects Prerequisites: NU307, NU308, and NU312. Fall and Spring.

**NU322 Maternal/Child Nursing.** 4 hours (3 lecture/1 lab & clinical hours). Focuses on family dynamics and the use of the nursing process across the family lifespan. Lab and clinical contact hours meet the Carnegie requirements and the Missouri State Board of Nursing guidelines for credit hours awarded. Prerequisites: NU309, NU313, NU321, and NU334. Fall and Spring.

**NU334 Evidence-Based Adaptation Nursing I.** 8 hours (6 lecture/2 clinical hours). This course focuses on concepts of adaptation nursing related to protective needs: integumentary, oncologic, immunologic, protective sensory systems, activity and rest, and safety; and metabolic needs: fluid, electrolyte, and acid-base balance and problems of nutrition, digestion, elimination, and excretion. The adaptation model and evidence-based practice are used to promote the highest potential for individuals and families of varying developmental levels and cultures within a variety of healthcare settings. The lab, clinical, and simulation contact hours meet the Missouri State Board of Nursing guidelines for the credit hours awarded. Prerequisites: NU307, NU308, and NU312. Fall and Spring.

**NU336 Evidence-Based Adaptation Nursing II.** 8 hours (6 lecture/2 clinical hours). This course focuses on concepts of adaptation nursing related to oxygenation needs: circulatory, respiratory, and hematologic systems; and regulatory needs: problems of the neurologic system and the endocrine system. The adaptation model and evidence-based practice are used to promote the highest potential for individuals and families of varying developmental levels and cultures within a variety of healthcare settings. The lab, clinical, and simulation contact hours meet the Missouri State Board of Nursing guidelines for the credit hours awarded. Prerequisite: NU309, NU313, and NU321. Fall and Spring.

**NU451 Adaptation Nursing Practicum.** 6 hours (1 directed study/5 clinical hours). (Capstone) This course affords the student the opportunity to apply adaptation nursing concepts through an individualized nursing practice under the supervision of a faculty member and a clinical preceptor. The student will be required to demonstrate fulfillment of course objectives through evidence-based practice. Prerequisites: NU304, NU322, and NU434. Fall and Spring.

**NU452 NCLEX Review.** 2 hours. This course is designed to increase student readiness for the NCLEX-RN examination. Concurrent enrollment in NU 451. Prerequisite: NU304, NU322, and NU434. Fall and Spring.

**NU456 Leadership and Management.** 3 hours. Prepares the student for the role as nurse leader/ manager. Focuses on theory and application of leadership and management skills. Includes pertinent aspects of the economic, regulatory, and legal aspects of health care as well as health care systems in the United States that impact the role of the nurse leader/manager. Lecture and seminar. Prerequisite: NU304, NU322, and NU434. Fall and Spring.

**NU460 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**NU461 Gerontology.** 3 hours. Study of the aging process from both a physical and a developmental perspective and its impact on nursing care and considerations. Lecture and seminar. Prerequisite: NU304, NU322, and NU434. Fall and Spring.



# Bachelor of Science Nursing

Common Core: [See Common Core requirements](#)

Required courses from General Education:

BI101 General Biology (3) and BI101L (1)

MA103 College Algebra (3) (Any student whose ACT Math subscore is below 21 must pass MA090 and MA103I instead.)

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines.](#)

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## Tier Two: Additional General Education Requirements (28 Hours)

Humanities or Fine Arts: 3 hours

When choosing a Humanities course, [see guidelines.](#)

When choosing a Fine Arts course, [see guidelines.](#)

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines.](#) 6 hours

Must include PY101 General Psychology (3).

Must include a 200- or 300-level course in SO or PY (3).

Required SCIENCE courses: 17 hours

BI107 Human Anatomy (4) and BI107L (1)

BI205 General Physiology (4) and BI205L (1)

BI305 Microbiology (3) and BI305L (1)

CH107 Chemistry for Allied Health (3)

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## Allied Health Requirements (11 Hours)

AH200 Introduction to Adaptation Nursing (3)      AH318 Basic Nursing Informatics and Application Level and Testing Strategies (1)

AH418 Individualized Remediation for Nursing Students (1)

AH314 Pathophysiology (3)

AH316 Data Analysis for Nursing Practice (3)[may be replaced with MA105 Elementary Statistics (3)]

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## Nursing Major Requirements (55 Hours)

NU304 Nursing Research (2) NU307 Adaptation Nursing Applications (clinical and lab course) (5)

A Licensed Practical Nurse (LPN) may challenge NU307 by taking both a written and a practical examination. NU307 must either be successfully challenged or taken. Students who pass this examination will take NU360, a special problems course for one credit hour. This course provides students with clinical experiences.

NU308 Health Assessment (lab course) (4)

NU312 Pharmacology I (2)

NU313 Pharmacology II (3)

NU321 Public Health and Community Nursing Concepts (clinical course) (3)

NU322 Family Nursing (clinical and lab course) (4)

NU334 Evidence-Based Adaptation Nursing I (clinical course) (8)

NU336 Evidence-Based Adaptation Nursing II (clinical course) (8)

NU451 Adaptation Nursing Practicum (clinical course) (6) (Capstone)

NU452 NCLEX Review (2)

NU456 Leadership and Management (3)

NU461 Gerontology (3)

NU309 Psychosocial Integrity (clinical  
course) (3)

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# Occupational Therapy Assistant

## OTA Associates Degree

The OTA Associate of Science degree program has applied for accreditation and has been granted Candidacy Status by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA).

The Occupational Therapy Assistant Program is offered as an Associate of Science degree embedded within a liberal arts institution. The overall mission of the OTA program is to prepare students as confident entry-level practitioners, understanding the importance of both leadership and service in the communities they serve. In addition, the CMU OTA graduate desiring an advanced degree benefits from the unique opportunity to expand upon their OTA education by pursuing a planned advanced CMU Bachelor of Science degree in Health Sciences. The OTA curriculum at CMU includes a strong liberal arts groundwork providing opportunity to transition easily into the advanced coursework in health services leadership, a practical expansion built upon the intricacies of healthcare and healthcare delivery systems.

Central Methodist University's program placement within a four-year liberal arts university situates us in an exciting position for future expansion of the degree. In Spring 2015 ACOTE determined that the entry-level degree for the OTA will be offered at both the associate and bachelor's degree level. The decision to move to a dual entry-level for the OTA allows opportunity for CMU to be among the first of such programs in the country.

### OTA Curriculum Design and Threads

The OTA curriculum is designed as both a ladder and a model for progressive, lifelong professional learning. Students will learn foundational knowledge early in the program and will progressively build upon this knowledge base through evolving levels of professional coursework and integrative activities. OTA program coursework is 20 months in length and is composed of lecture, laboratory, collaborative experiences, community activity, and offsite fieldwork experience.

Our approach to curriculum design is driven by the profession's conceptual understandings about occupational performance and its emergence in roles across and throughout the lifespan. Evidence-based literature supports that participation in meaningful occupation results in the ongoing human pursuit for a sense of wellbeing and meaning. In addition, to understanding the development of humans and its impact on occupational choice and engagement, students will be able to articulate their roles as practitioners within the lifespan progression and as advocates of the occupational therapy profession. CMU graduates will exemplify the qualities of professional and social responsibility, excellence and leadership as their role of occupation and client-centered practitioner grows and is defined through the program. Further, CMU graduates will understand their role as change agents as they engage and inspire clients to reach wellness through occupations of meaning (The Commission on Education, 2011).

In recognition of the profession's published philosophy regarding occupational performance, and our understanding that humans learn in diverse ways we have referenced multiple educational philosophical approaches to meet the learning needs of our students. Implementation of these philosophies within the curriculum design defines a predominant pattern of consistency. Conceptual threads that are woven through the curriculum with a devoted emphasis in each course include occupational beings across the lifespan, lifelong learning, professionalism, and client-centered practice. These threads directly link to core qualities defined with the Central Methodist University mission. These core qualities are integral pieces defining a holistic education:

#### Professional Excellence:

Commitment to progressive, lifelong learning as individuals and professionals.

Agents of change; committed to advocacy, leadership, and service.

(ACH100 Introduction to OT, Practice Skills Integrated Skills I, II, & III)

#### Ethical Leadership:

Examples of engagement client-centered practice, acts of service, therapeutic use of self with clients and within intra/inter-disciplinary teams.

(Health Sciences for the OTA: Ethics, Management and Leadership OTA3xx)

#### Social Responsibility:

Values engaging in occupations/occupational performance to humans throughout the lifespan.

Client-centered practice.

(OT Fundamentals and Practice I: Childhood and Adolescence OTA2xx, OT Fundamentals and Practice II: Adult Maturity OTA2xx, OT Practice Settings: Outpatient, Inpatient, and Community OTA3xx, Fieldwork Level I, II, III, & IV)

### **Program Outcomes**

Course sequences evolve from introductory material to higher levels of content requiring critical thinking and problem solving capability on the part of the student. Progression through the program requires that students incorporate aspects from all courses in the format of an integrated lab. The integrated lab will be used as an assessment of student knowledge progression.

Upon successful of the OTA program the OTA graduate will:

1. Demonstrate qualities of leadership and social responsibility. These qualities will be apparent within the occupational therapy field, professional settings, and within community.
2. Apply critical thinking and problem solving to the provision of occupational therapy services evidenced by successful completion of fieldwork practicums.
3. Incorporate the principles of communication, advocacy and healthcare education into practice.
4. Exhibit commitment to individual and professional growth as a lifelong learner.
5. Demonstrate collaboration with other healthcare providers to promote the full human potential.

### **The OTA Program Learning Model**

Our curriculum design is presented within a fusion of old and new pedagogy. Features have been borrowed from Bloom's taxonomy levels of learning, the principle of constructivism theory and the progressions of learning as explained by Knowles principles of adult learning (Queensland Occupational Therapy Fieldwork Collaborative, 2007) and self-determined learning as described by Hase and Kenyon (Hase & Kenyon, 2001).

Combined models of learning support a natural advancement of student development. It is our firm belief that students must understand how to learn if they are to transition into the professional environment as a lifelong learner with the ability to remain skillful as a clinician. Integrating the referenced philosophies of learning addresses the needs of both the millennial and traditional learner.

How it all works....

In Semester-I of the program students are introduced to health issues and the impact of illness/diseases on occupational performance (OTA100). A foundational knowledge of muscle movement will be obtained, introductory concepts of neuroscience will be explored and the student will learn to think critically regarding intervention and creative strategies to facilitate client engagement. In Semester-II students will build upon concepts of illness and dysfunction through advanced coursework. Global understandings of disease, movement and occupation will be expanded upon as coursework is refined further into dedicated areas of specificity. Course materials will transition from introductory entry-level engagement to building the fundamental core abilities of analysis, problem-solving and cultivation of practice. Student knowledge will be further enhanced; narrowed into lifespan groups including childhood and adolescence (OTA104), adult development and later or older adult (OTA105). The holistic approach to occupational therapy will be further expanded upon with emphasis in mental health (OTA106) and physical dysfunction and rehabilitation (OTA107) coursework. In Semester-III the student embraces the advanced level of practitioner through functional execution of knowledge in various settings. Students will integrate and apply knowledge from year one into hands-on scenarios. Foundational and fundamental knowledge will now be applied through practice; practice in the healthcare community and through campus initiatives, incorporating both traditional and emerging practice opportunities. Students will learn how to incorporate refined aspects of leadership and management into their professional and personal lives. The courses OTA 109, 110, 111, and 112 will prepare the student for final fieldwork assignments.

Class time will be characterized by opportunities for students to explore, discuss, debate and test out ways to use new knowledge and skills. The instructor will have a primary role as facilitator, helping students learn the strategies needed to strengthen their learning skills and expand their repertoires of approaches to learning. Our unique Practice Skills Integrated Lab (OTA103 OTA108 & OTA112) exemplifies the cohesive combination of these philosophies and is just one example in how learning needs will be addressed for our students.

Fieldwork experience is critical to practitioner development; hands on participation allows the OTA student to build confidence, learn therapeutic use-of-self, understand what it means to engage as part of a bigger team, develop professional skills that reinforce a healthy mix of both leadership and supporter qualities.

### **Requirements for Licensure**

1. Graduation from an accredited OTA program.

2. An arrest or conviction may disqualify a candidate for licensure examination. The State Board of Occupational Therapy has the authority to refuse the issue of a license (Reference: [Occupational Therapy Practice Act RS MO 324.086.1\\_blank](#))

### **OTAcostAdditional Cost**

In addition to [tuition, housing, books/supplies, and transportation costs](#)[RIF1] students in the Occupational Therapy Assistant Program will incur additional expenses. Each of the following tasks must be completed prior to the beginning of the program. The following is a breakdown of the most common costs; which are subject to changes initiated by the vendor:

Individual costs to be paid by the student:

1. Criminal background check \$70-100
2. Urine drug screen \$65
3. CPR-American Heart Association \$50
4. Personal Health Insurance Variable cost
5. Professional membership to AOTA \$75/year
6. NBCOT Exam prep \$99

Information regarding acceptable vendors for certified background check and urine drug screen will be provided to each applicant by the Health Professions Division office.

Immunizations are required to be up to date. Cost of updating immunizations status will vary greatly dependent upon student needs and provider charges. Students are responsible for all charges related to updating immunization status. Each applicant should work with his/her primary care physician for updating and or to verify the immunization status. Details regarding these expectations and requirements will be enclosed in the letter of acceptance to the program and is included in the student handbook.

### **Program Fee:**

Liability Insurance: \$50 for duration of program. This is a requirement for participation in clinical labs and practice and is to be paid by the student at the start of the program.

### **Technology:**

Each student is responsible for acquiring personal access to a tablet or notebook computer that the student can bring to class, the simulation and ADL lab. This device must be portable and have a good battery. Reliable home internet access is essential; dial-up access may not be fast enough, depending on your provider. The student's tablet, or notebook must support newer versions of Microsoft Word and EXCEL. Preferred browsers include Internet Explorer 9.0 or higher, most current version of Mozilla Firefox, or most current version of Google Chrome. The device must have a standard screen resolution of at least 1024 x 768 pixels for standard display. Devices with integral cameras or recording capability are not allowed as these constitute a potential HIPPA violation. This aspect of the device may be disabled by covering the camera lens aperture. Any device capable of supporting MS Window 7/8, a MacBook laptop, or an iPad will work. Newer 'high-end' Android tablets such as Samsung Note or Google Nexus will also work. It is the responsibility of each student to provide their own computing hardware!

### **Non-Discriminatory Policy**

The OTA Department does not discriminate on the basis of race, color, sexual orientation, religion, sex, national origin, age, or federally defined disability in its recruitment and admission of students.

### **Admission Criteria for Selection of Students**

Admission criteria and a detailed explanation of the selection process may be viewed on the [OTA website](#).

## **Occupational Therapy Assistant Classes**

**AH100 Introduction to Occupational Therapy.** 3 hours. This course provides the student with foundational knowledge regarding common conditions seen by the occupational therapist practitioner. Students will be exposed to the etiology and symptoms of physical and psychological clinical conditions experienced across the lifespan and how the use of occupational therapy services can impact the patient's ability to engage in occupations. Course content emphasizes the effects of trauma, disease, and congenital conditions on the biological, psychological, and social aspects of occupational behavior. Students will be introduced to the basics of medical terminology so that the student may build a working medical vocabulary as they explore occupations and disabilities. Prerequisite: Admission to the Central Methodist University Occupational Therapy Assistant Program. The content and final exam for AH212 is embedded in OTA100. Students completing OTA100 may waive AH212.

**OTA100 Foundations: Introduction to Health Issues and Occupational Performance.** 3 hours. This course provides the student with foundational knowledge regarding common conditions seen by the occupational therapist practitioner. Students will be exposed to the etiology and symptoms of physical and psychological clinical conditions experienced across the lifespan and how the use of occupational therapy services can impact the patient's ability to engage in occupations. Course content emphasizes the effects of trauma, disease, and congenital conditions on the biological, psychological, and social aspects of occupational behavior. Students will be introduced to the basics of medical terminology so that the student may build a working medical vocabulary as they explore occupations and disabilities. Prerequisite: Admission to the Central Methodist University Occupational Therapy Assistant Program

**OTA101 OT Foundations: Neuroscience Principles.** 2 hours. This course is an introductory neuroscience course for the occupational therapy assistant. This class expands upon the students' knowledge base acquired in Anatomy and Physiology. Topics include principles of neuroscience at the cellular level, development of the nervous system, neuroscience at the system level, neuroscience at the regional level and support systems. Concepts of neurological development and functioning, motor learning, reflex development and integration and the impact of illness and disease related to neurological deficits are covered. This course will provide the foundation for later fundamental courses. Prerequisite: Admission to the Central Methodist University Occupational Therapy Assistant Program

**OTA102 OT Foundations: Therapeutic Media and Design (Practice Framework).** 3 hours. The OT Practice Framework will be introduced. This course is designed to stimulate occupation-based, client-centered practice. This course addresses two areas; therapeutic media as an avenue of intervention and fundamental design as an avenue of adaptation. Various avenues of therapeutic media will be explored. Emphasis will be placed on awareness of activity demands, contexts, adapting, grading, and safe implementation of occupations or activities. Students will practice activity analysis, will have opportunity to improve communication and professional skills and will formulate critical thinking skills required to justify recommendations for interventions and adaptations. In addition, students will be introduced to fundamental design and construction and its use in adaptations for the client. Design in the areas of basic splinting, orthotics, prosthetics, assistive devices and mobility will be explored. The student will be introduced to the concept of evidence gathering, contributing to assessment and recommending appropriate interventions. Prerequisite: Admission to the Central Methodist University Occupational Therapy Assistant Program

**OTA103 Practice Skills Level 1: Foundations Integrated.** 1 hour. Hybrid-The integration skills lab is designed to allow the student to integrate concepts from all classes into one project or case study. This time may also be used for intra-professional and inter-professional group activity. Prerequisite: Admission to the Central Methodist University Occupational Therapy Assistant Program

**OTA104 OT Fundamentals and Practice I: Early Development.** 4 hours. This course provides the student with a fundamental knowledge for occupational therapy from birth through late adolescence. The course will explore the physical, perceptual, cognitive and psychological development stages. Exploration of unique areas of dysfunction that can affect the health and wellness of infants, children and adolescents will be explored. The material will cover evaluation and analysis, intervention, occupational therapy services, and the assistant's role within this population. Students will focus on the skills necessary to assist this specific population to return to relevant occupations. The parent, family, and caretaker relationship will be emphasized as crucial in the occupational therapy practice for the pediatric client. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA100, 101, 102, 103

**OTA105 OT Fundamentals and Practice II: Adult Development.** 4 hours. This course provides the student with a fundamental knowledge of occupational therapy from early adulthood to death. The content introduces students to physical dysfunctions that affect this group and will focus on skills necessary for prevention, remediation, compensation, and techniques to improve participation in occupations across the lifespan. Normal and pathological conditions associated with aging will be reviewed; for example orthopedic and neurological and other disabilities. The material will cover evaluation and analysis, interventions, occupational therapy services and settings, documentation and the role of the assistant. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA100, 101, 102, 103

**OTA106 OT Fundamentals and Practice III: Interventions and Tools in Behavioral Health.** 4 hours. This course expands upon the historical foundational knowledge by focusing on psychosocial issues related to the practice of occupational therapy. Students will focus on skills targeted toward appropriate interventions strategies, integration of occupation and goal directed activity for patients diagnosed with mental illness. Within this course the student will expand upon group techniques as well as individual intervention. The material will cover evaluation and analysis, interventions, occupational therapy services and settings, documentation and the role of the assistant within the behavioral health domain. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA100, 101, 102, 103

**OTA107 OT Fundamentals and Practice IV: Physical Dysfunction and Rehab.** 4 hours. This course explores the physical function required to promote successful occupational performance. The core of the content is designed to direct the assistant in the methods required to restore the client's ability to participate in personally selected and valued occupations. The content builds

upon previous coursework, providing the student additional opportunity to practice data gathering, intervention strategies, use of adaptive equipment techniques, and patient/client education. Topics will include theory and foundations in physical dysfunction practice, the perspective of the client with disabilities, therapeutic use of self, the occupational therapy process, documentation, competencies in appropriate evaluations, performance areas, special needs for the older adult population and greater depth into a variety of clinical conditions. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA100, 101, 102, 103

**OTA108 Practice Skills Level 2: Fundamentals Integrated.** 1 hour. Hybrid-The integration skills lab is designed to allow the student to integrate concepts from all classes into one project or case study. This time may also be used for intra-professional and inter-professional group activity. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA100, 101, 102, 103

**OTA109 OT Practice: Settings; Outpatient, Inpatient, and Community.** 4 hours. This course allows the student to integrate concepts from foundational courses (OTA100, 101, 102, 103) and explore how interventional strategies may vary in different settings. Concepts discussed will include therapeutic use of self, coordination with supervising OTR and healthcare team, clinical judgement, evidence based practice, educating the client and caregiver, use of community resources, appropriate documentation of techniques and current healthcare environments within which the student will practice as an OTA. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA 106, 107, 108

**OTA110 OT Practice: Professional Skills and Transitions.** 4 hours. This course will address the student's ability to articulate the role of occupation in the promotion of health and well-being to a variety of audiences (i.e. client, caregiver, clinical team members, and the community). The student will demonstrate knowledge of the role of the OTA in case management, care coordination, and discharge planning in a variety of environments. Evidence based intervention models including, but not limited to, adaptive environments, compensatory strategies, and the fabrication/application/fitting of orthotic devices will be discussed.

Additional topics of discussion will include structures of reimbursement and documentation, effective documentation of need/rationale for services, advocacy within the profession, identification of personal responsibility re: professional development, abilities, and competencies in relation to job responsibilities. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA104, 105, 106, 107, 108

**OTA111 OT Practice: Health Sciences for the OTA.** 2 hours. This course will discuss the impact of contextual factors (socioeconomic, political, cultural, professional, ecological) on occupational therapy practice. Students will identify strategies for conflict resolution regarding ethics in the personal and organizational realms. Students will also explore skills needed for the effective, ethical supervision of nonprofessional staff within the healthcare setting. Course discussion will include identification and documentation of quality improvements, understanding of regulatory and legislative systems that impact occupational therapy practice, as well as current policy issues and professional responsibility. Students will explore individual and group leadership issues and be able to identify personal leadership qualities to apply in their lives and practice. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA104, 105, 106, 107, 108

**OTA112 OT Practice Skills Level 3: OT Practice Integrated.** 1 hour. Hybrid-The integration skills lab is designed to allow the student to integrate concepts from all classes into one project or case study. This time may also be used for intra-professional and inter-professional group activity. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA104, 105, 106, 107, 108

**OTA113: Credentialing and Licensure Preparation.** 0-1 hour. Students will demonstrate understanding of the requirements for licensure, certification, and registration within state laws. They will also demonstrate understanding of the AOTA Code of Ethics and Ethics Standards as well as the Standards of Practice. These are to be used as a guide in ethical decision making regarding client intervention, interactions amongst professionals, and within the employment setting. (Online/Self/Study)

**OTA130 Fieldwork 1.** 1 hour. (1 week) This course introduces the student to various clinical settings addressing mental health populations in an observational role. Level of interaction with the clinical population to be determined by the fieldwork supervisor. The student will be responsible for assignments as determined by the Academic Fieldwork Coordinator. Prerequisites: Admission to the Central Methodist University Occupational Assistant Program, OTA100, 101, 102, 103

**OTA131 Fieldwork 2.** 1 hour. (2 weeks) This course provides the student with further observational experience in a variety of clinical settings. Level of interaction with the clinical population to be determined by the fieldwork supervisor. The student will be responsible for assignments as determined by the Academic Fieldwork Coordinator. Prerequisites: Admission to the Central Methodist University Occupational Therapy Assistant Program, OTA108, OTA130

**OTA132 Fieldwork 3.** 6 hours. (8 weeks) This course provides the student opportunities in introductory-level clinical training within the equivalent of a full-time clinical practice under supervision. Focus of the fieldwork is on interactional skills and therapeutic use of observation in the clinical setting. Prerequisites: OTA112, OTA131

**OTA133 Fieldwork.** 6 hours. (8 weeks) This course provides the student further instruction and practice within a clinical setting. Clinical training is within the equivalent of a full-time clinical practice with supervision. Focus of this fieldwork is on interactional skills and therapeutic use of observation in the clinical setting. Prerequisites: OTA112, OTA132

# Associate of Science - Occupational Therapy Assistant

88 hours - The Associate of Science in OTA program is pending approval from ACOTE and is currently classified as a developing program. Programs having "candidacy status" have successfully completed Step 1 of the initial accreditation process and may admit students into the program.

Common Core (29.5 Hours): See [Common Core Requirements](#) for a list of common core courses.

## Pre-Occupational Therapy Assistant

Wellness (Met in the OTA major area)	***
Leadership (Met in the OTA major area)	***
CMU101	1 hours
BI109 Human Anatomy Physiology	5 hours
MA103 Math/Algebra/Statistics (5-8 hours if taking MA099 and/or MA103I)	3 hours
PY101 General Psychology	3 hours
AH100 Introduction to Occupational Therapy	2 hours
AH324 Anatomy and Kinesiology for Health Professions	3 hours

## Occupational Therapy Assistant Program (86 Hours)

### Spring - Semester 2

OTA100 Introduction to Health Issues and Occupational Performance	3 hours
EN120 Freshman Writing: (6 hours if taking EN110 & EN111)	3 hours
OTA101 OT Foundations: Neuroscience Principles	2 hours
OTA102 OT Foundations: Therapeutic Media and Design	3 hours
OTA103 Practice Skills: Foundations Integrated	1 hour
RL122 Religion	3 hours
CMU102	1 hours

### Summer - Semester 3

EN222 Literature	3 hours
CT101 Oral Communications	3 hours

### Fall - Semester 4

OTA104 OT Fundamentals and Practice I: Early Development	4 hours
OTA105 OT Fundamentals and Practice II: Adult Development	4 hours
OTA106 OT Fundamentals and Practice III: Interventions and Tools in Behavioral Health	4 hours
OTA107 OT Fundamentals and Practice IV: Physical Dysfunction and Rehabilitation	4 hours
OTA108 Practice Skills: Fundamentals Integrated	1 hour

OTA130 Level I, Fieldwork #1 (40 Hours)	1 hour
<b>Spring - Semester 5</b>	
PS101 Social Science with Constitution	4 hours
OTA109 OT Practice: Settings, Outpatient, Inpatient, and Community	4 hours
OTA110 OT Practice: Professional Skills and Transitions	4 hours
OTA111 OT Practice: Health Sciences for the OTA: Ethics, Management and Leadership	4 hours
OTA112 Practice Skills: OT Practice Integrated	1 hour
OTA131 Level I, Fieldwork #2 (2 Week)	1 hour
<b>Summer - Semester 5</b>	
OTA132 Fieldwork #3 (8 weeks)	6 hours
OTA133 Fieldwork #4 (8 weeks)	6 hours
OTA113 NBCOT Prep	1 hour

NOTE: The Associate of Science in OTA program has applied for accreditation and has been granted Candidacy Status by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449. ACOTE's telephone number c/o AOTA is (301) 652-AOTA and its Web address is [www.acoteonline.org](http://www.acoteonline.org). The program must have a preaccreditation review, complete an on-site evaluation, and be granted Accreditation Status before its graduates will be eligible to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). In addition, all states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

NOTE: Students must complete all graduation and field work requirements in a timely manner. Students must complete Level I\*I fieldwork within 18 months following completion of the didactic portion of the program



# Philosophy

## Philosophy Degree

## Philosophy Associates Degree

The major in philosophy is designed to acquaint the student with the history of philosophy as well as the major fields of philosophy, including logic, ethics, metaphysics, epistemology, and philosophy of religion. As part of the major, students will develop skills such as thinking critically and conceptually and will be able to apply their knowledge and skills in solving problems, both practical and theoretical. The major in philosophy is useful in a variety of professional fields where critical analysis and the communication of ideas are valued, including law, medicine, media, ministry, and other areas. The major in philosophy is also good preparation for graduate study in a number of fields, including philosophy, religion, journalism, law, medicine, and business.

CMU has two pre-law chapters: Phi Alpha Delta is the national pre-law fraternity, and the Pre-Law Club is for upperclassmen who plan to enter the law profession (advisor: Dr. John Carter).

## Philosophy Minor - 18 Hours

PL306 Ethics and the Professions (3)

### One (1) from the following:

PL101 Introduction to Logic (3)

PL105 Introduction to Philosophy (3)

### One (1) from the following:

PL303 Classical to Medieval Thought (3)

PL304 Modern to Contemporary Thought (3)

### Three (3) from the following:

PL225 Philosophy of Religion (3)

PL310 Ethics and Leadership (3)

PL311 The Study of Knowledge (3)

PL314 World Religions Today (3)

## Philosophy Courses

**PL101 Introduction to Logic.** 3 hours. This introduction to the study of logic gives attention to both the analysis of formal arguments and to the examination of arguments in ordinary language. Special attention is given to induction and informal fallacies. Fall.

**PL105 Introduction to Philosophy.** 3 hours. Students explore the nature of philosophy and its methods, including the problems of knowledge, reality, ethics, aesthetics, and religion. Fall.

**PL225 Philosophy of Religion.** 3 hours. This is a study of the nature of religion and of the relation of philosophy to theology. Attention is given to such problems as the existence of God, knowledge of God, faith, religious language, evil, immortality, and eschatology. Cross-listed with RL225. Prerequisite: RL122. Odd-numbered years.

**PL260 Special Problems.** 1-5 hours. This is an independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**PL268 Internship and Field Experiences.** 1-3 hours.

**PL290 Special Topics.** 1-5 hours. This is an intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**PL303 Classical to Medieval Thought.** 3 hours. This is a comprehensive survey of the philosophical ideas and thought systems of Europe which have influenced our conceptions of experience and reality. Emphasis is on the contributions of the Greeks and on the contributions of medieval thought. Prerequisite: PL105. Even-numbered years.

**PL304 Modern to Contemporary Thought.** 3 hours. This is a comprehensive survey of the philosophical ideas and thought systems of Europe which have influenced our conceptions of experience and reality. Emphasis is on the modern and contemporary development of rationalism, empiricism, idealism, process philosophy, existentialism, logical positivism, and linguistic analysis. Prerequisite: PL105 or Junior standing. Even-numbered years.

**PL306 Ethics and the Professions.** 3 hours. After an introduction to ethics, ethical theories, and the art of critical thinking about ethical issues, students will examine ethical issues specific to their chosen professions. Emphasis in the past has been on ethics and the sciences (medicine, experimentation, genetics), the environment (corporation vs. individual rights, responsibilities to animals and to the environment), and philosophy of law (justice, equality, rights, responsibility, and punishment). Emphasis is on case studies. Prerequisite: Sophomore standing. Alternating years.

**PL310 Ethics and Leadership.** 3 hours. Leadership uninformed by character is likely empty at best and disastrous at worst. Thus, the course will examine leadership styles and the ethics of leadership as a consequence of or a derivative of adequate character and a strong sense of personal responsibility. The course will examine "good," Relativism, the relation of character and virtue, leadership responsibilities, and personal responsibility. Prerequisite: Sophomore standing. Alternating semesters.

**PL311 The Study of Knowledge.** 3 hours. Students explore the areas of knowledge, belief, and truth. Students will be introduced to concepts such as skepticism and justification. Students will explore what counts as knowledge and how these issues affect the areas of morality, science, math, and society. Alternating years.

**PL314 World Religions Today.** 3 hours. This is a study of the theoretical, practical, and sociological expressions of religions, including Hinduism, Buddhism, Chinese religions, Judaism, Christianity, and Islam. Cross-listed with RL314. Prerequisites: RL122. Odd-numbered years.

**PL360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**PL368 Internship and Field Experiences.** 1-3 hours.

**PL390 Special Topics.** 1-5 hours. This is an advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**PL480 Major Readings.** 3 hours. (Capstone) This course is open only to Seniors majoring in Philosophy, except by division chair's permission.

# Associate of Arts in Philosophy

Common Core (28.5-29 Hours): [See common core requirements](#)

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## Foundations (11.5-12 hours)

CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and/or MA103I)

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## Understanding Human Nature (13 hours)

Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO)	3 hours
Exploring the Nature of the Universe	4 hours
Science with Lab	4 hours

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## Tier Two: Additional General Education Requirements (15-16 Hours)

Humanities or Fine Arts:	9 hours
When choosing a Humanities course, <a href="#">see guidelines</a> .	
When choosing a Fine Arts course, <a href="#">see guidelines</a> .	
Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours
Science: <a href="#">See guidelines</a> .	3-4 hours

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## Concentration in philosophy (12 Hours)

Four (4) from the following:

PL101 Introduction to Logic (3)	PL310 Ethics and Leadership (3)
PL105 Introduction to Philosophy (3)- only if not taken as part of the Common Core.	PL311 Study of Knowledge (3)
PL225 Philosophy of Religion (3)	PL314 World Religions Today (3)
PL303 History of Philosophy I (3)	PL160/260/360 Special Problems
PL304 History of Philosophy II (3)	PL190/290/390 Special Topics
PL306 Ethics and the Professions (3)	

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## Electives (To Complete Min. 62 Hours)

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# Bachelor of Arts in Philosophy - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts: 9 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines](#). 3 hours

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Science: [See guidelines](#). 3-4 hours

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Foreign Language (a single language) 6-8 hours

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## Philosophy Major Requirements (27 Hours)

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Required (9 hours)

PL101 Introduction to Logic (3)

PL105 Introduction to Philosophy (3)

PL480 Major Readings (3) (Capstone)

Electives (18 hours-select 6 courses from the following):

PL225 Philosophy of Religion (3)

PL303 Classical to Medieval Thought (3)

PL304 Modern to Contemporary Thought (3)

PL306 Ethics and the Professions (3)

PL310 Ethics and Leadership (3)

PL311 The Study of Knowledge (3)

PL314 World Religions Today (3)

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## Minor and Electives (To Complete Min. 124 Hours)

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# Physical Education

## Physical Education Degree

The Physical Education program is designed to prepare students to become professional educators in the field of physical education, health and wellness. The department thus offers curricula leading to the Bachelor of Science in Education. It meets the classroom standards for a teaching certificate in the State of Missouri—Grades K-12. The course work included is designed to acquaint the student with the history and development of physical education, knowledge of body functioning, theory of teaching physical education and athletic coaching, and testing and measurements procedures.

The curriculum reflects research and recommendations from such groups as the American Alliance for Health, Physical Education, Recreation and Dance, the Missouri Association for Health, Physical Education, Recreation, and Dance, and the Missouri Department of Elementary and Secondary Education.

CMU has a chapter of the Student Missouri State Teachers Association (SMSTA). All students who are interested in a career in education must join a professional organization by their senior year. The Missouri State Teachers Association is the sponsoring organization (advisor: Prof. Barb Thurmon).

## Physical Education Minor - 17 hrs.

A student seeking a minor in Physical Education without seeking certification must complete 17 hours of Physical Education coursework, including no more than one hour of sports participation or activity credit. Prerequisites will not be waived for the minor.

## Coaching Minor - 17 hrs.

PE212 First Aid/Community CPR (2)

PE321 Organization and Administration of Physical Education & Athletic Programs K-12 (2)

PE323 First Aid, Care and Prevention of Athletic Injuries (3)

PE327 Physiology of Exercise (3)

PE331 Advanced Strength and Conditioning (3)

Four hours of Coaching and Officiating coursework.

## Physical Education Courses

See related course listings under [Education](#), Special Education, and Sports Management.

**PE100 Marching Eagles Band.** 1 hour. Practices daily during football season. Presents half-time shows at home football games, hosts Band Day (a high school marching competition), and is open by audition to all qualified students. May be taken as MU021 or PE100, 1 hour per semester. A maximum of one hour of required physical education credit in Marching Band may be applied toward a degree. Fall.

**PE101 Lifetime Fitness Activities.** 1 hour. Emphasis is placed on the importance of people of all ages to participate in physical exercise in order to achieve and maintain optimum health.

**PESW101 Swimming.** 1 hour. This course offers instruction and practice in the proper techniques of swimming strokes and aquatic skills, in understanding the aerobic value of swimming, and in understanding the hazards of the aquatic environment.

**PE102 Sports Participation.** 1 hour. Varsity and Junior Varsity athletes practice daily and represent CMU during athletic competition. A maximum of one hour of required physical education credit through participation in Varsity and Junior Varsity sports may be applied toward a degree. Pass/fail credit is awarded based on attendance at events and practices; students who quit a team before the end of the season should drop the class or they will receive an "F" in PE102.

**PE103. Lifetime Activities and Dance.** 3 hours. This course will require students to study the concepts of various lifetime fitness activities and sports, as well as fundamentals of various types of movement and dance.

**PE111 Wellness.** 1 hour. The recognition of physical fitness and physical well being as expressions of strength of character is rooted in the ancient Greek and modern Olympic Games. Both the study of physical well being and the practice of physical well

being have a long tradition in higher education. Strength of character includes (1) understanding the nature and bases of physical well being, (2) the development of physical as well as mental disciplines, (3) habits of life that support physical as well as mental well being, and (4) enhanced awareness of the meaning and applications of sportsmanship. This course includes both classroom and laboratory experiences to move students toward these dimensions of character formation. This course is part of the General Education Common Core requirement. (Army Physical Training fulfills this requirement.)

**PE202 Motor Learning and Motor Development.** 2 hours. The study of scientific principles, concepts, and theories related to motor learning and human behavior in sport and physical education. The focus of the course is to introduce students to information on motor learning and acquisition of motor skills and encompasses three areas: motor learning, motor control, and motor development.

**PE203 Introduction to Strength and Conditioning.** 2 hours. This course offers instruction and practice through teaching strategies and participation to demonstrate developmentally appropriate strength and conditioning principles to both K-12 students and collegiate athletes in muscular strength, endurance, power, flexibility, and conditioning. The course focuses on kinesiology and the biomechanic principles used in training athletes and clients for the primary goal of improving athletic performance and fitness.

**PE210 Personal and Community Health.** 2 hours. Education majors study the personal health problems and the safety education of students PK through grade 12. Areas of study include growth and development, nutrition, sex and drug education, personal hygiene, and how these areas relate to the students and the community. Fall.

**PE212 First Aid/Community CPR.** 2 hours. This course provides certification for first aid and CPR. Spring.

**PE216 Nutrition and Athletic Performance.** 3 hours. Fundamental principles of human nutrition and their application essential to health, from a physiological point of view. The focus of this course is to learn about nutrient requirements, food sources and adequate diet selection in regards to the effects and benefits to athletic performance. Spring.

**PE217 Foundations of Physical Education.** 3 hours. Historic and philosophic analysis of physical education emphasizing physical education as an academic discipline, professional opportunities, and associated fields. Recommended for freshmen. K-12. Spring.

**PE219 Fundamentals of Rhythm, Movement and Dance.** 3 hours. Designed to familiarize Physical Education majors with the basic skills essential to efficient movement in sports and dance activities. Potential teachers (K-12) are instructed in the use of rhythm and dance fundamentals with particular emphasis on movement education. Analysis of "generalizations" inherent within motor performance which are transferable to specific sports and dance activities. Spring.

**PE221 Psychological and Sociological Aspects of Physical Education.** 3 hours. This course applies the principles and scientific methods from psychology to study human behavior in physical education. It also includes the study of the sociological perspective of sports in today's society. Students will explore achievement, motivation, anxiety, self-confidence, cohesion, adherence and leadership in sports and physical education. They will also examine sport-related behaviors as they occur in social and cultural contexts.

**PE230 Theory of Coaching & Officiating Football.** 2 hours. Theory, fundamentals, and officiating of football; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Fall.

**PE231 Theory of Coaching & Officiating Basketball.** 2 hours. Theory, fundamentals, and officiating of basketball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Spring.

**PE232 Theory of Coaching & Officiating Volleyball.** 2 hours. Theory, fundamentals, and officiating of volleyball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Odd-numbered Falls.

**PE233 Theory of Coaching & Officiating Baseball & Softball.** 2 hours. Theory, fundamentals, and officiating of baseball and softball; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required.

**PE234 Theory of Coaching & Officiating Track & Field.** 2 hours. Theory, fundamentals, and officiating of track and field; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Spring.

**PE235 Theory of Coaching & Officiating Soccer.** 2 hours. Theory, fundamentals, and officiating of soccer; includes team selection, organization, and strategies from the coaching and officiating standpoints. Officiating in intramurals may be required. Even-numbered Falls.

**PE321 Organization and Administration of Physical Education and Athletic Programs K-12.** 2 hours. Examines recognized and successful ways of setting up physical education and athletic programs and carrying them out to meet stated aims and objectives. Specific attention is given to dealing with curriculum development, program creation, finance, physical layout, school policies, safety policies/practices, record keeping and purchasing and caring for equipment. Cross-listed with RM321. Prerequisite: PE217. Spring.

**PE322 Teaching Elementary School Physical Education.** 3 hours. Fundamental skills, sports, and games for the elementary school physical education program. Students will study and develop knowledge, understanding participation and application in teaching motor skills in the primary grades. This course includes a minimal amount of time in clinical experiences. K-9. Fall.

**PE323 First Aid, Care and Prevention of Athletic Injuries.** 3 hours. Lecture, demonstration and practice of the techniques used in the care and prevention of athletic injuries. Spring

**PE324 Human Anatomy and Kinesiology.** 4 hours. The study of human anatomy and movement principles as applied to sports and analysis of movement from the study of anatomical structures and mechanical principles of the human body. Prerequisite: BI101 or BI106 or BI107. Fall.

**PE325 Methods of Teaching Individual and Team Sports.** 3 hours. This course is focused on the analysis of skill development and teaching strategies in professional practices of PK-12 educators. Students will learn rules and regulations of both individual and team activities while generating age and developmentally appropriate lesson plans with peer teaching experiences in both individual and team sports activities. Fall/Spring.

**PE327 Physiology of Exercise.** 3 hours. Emphasis is on the study of the effects of exercise on the various systems of the body and its relationship on the physiological aspects of human nature (K-12). Prerequisite: BI101 or BI107. Spring.

**PE328 Adapted Physical Education.** 3 hours. Methods of teaching and program development for special needs students in physical education for Grades Pre-K to 12. Fall.

**PE331 Advanced Strength and Conditioning.** 3 hours. The study of the scientific principles, concepts, and theories of strength training and conditioning and their applications to athletic performance designed to prepare students to teach and supervise strength and conditioning programs in athletics and recreation. Prerequisites: PE327 and either PE203 or PE324. Fall.

**PE339 Methods and Techniques for Tests and Measurements in Physical Education.** 3 hours. Designed to study methods and techniques for testing and measuring the basic factors on which the performance of a wide variety of physical education activities are based. Major emphasis is on the measurement of skills, knowledge and attitudes pertaining to physical education (K-12). Fall.

**PE360 Special Problems.** 1-3 hours. A supervised, independent study involving an area of special interest in one of the following fields physical education, health, recreation, and athletics. Must have approval of division chair and individual instructor.

**PE440 Program Design.** 3 hours. (Capstone) This course is an advanced course for strength and conditioning majors focusing on independent research in design, application, and evaluation of exercise prescription. It includes a professional supervised internship to apply current research in training methods to practical experiences. Prerequisites: PE203, PE324, PE327, and PE331. Spring.

# Physical Therapist Assistant

## PTA Associate Level Degree

The physical Therapist assistant is an important member of the healthcare community, playing a vital role in wellness, prevention and rehabilitation under the supervision of a licensed physical therapist. It is believed that the PTA program plays an imperative role in producing rehabilitation professionals that demonstrate values that reflect positively on themselves, their profession and their community. Throughout this program knowledge and experience are acquired within a liberal arts environment which emphasizes honesty, civility, and personal and social responsibility. Each quality reflects outwardly on the strong character required to become a fundamental part of the physical therapy profession.

The faculty believe each student is an individual with varied past experience and learning styles. Similar to clients in a clinical setting, each student will need to be approached with this in mind. This will assist the student in finding success in his or her academic and clinical endeavor. The faculty will utilize various contemporary and conventional teaching styles with the goal of meeting the needs of a diverse student population. The faculty will strive to model professional attitude and behavior to exhibit the qualities that reflect positively on the program, university and profession.

The curriculum for the PTA program is designed to meet the needs of the physical therapy profession and follow closely the guidelines set forth by Commission for Accreditation of Physical Therapy Education of the American Physical Therapy Association. The curriculum is geared to sequential mastery of didactic material and practical skills. The integration of evidence based learning and application to case based scenarios facilitates development of sound critical thinking and decision making skills readily applicable to clinical practice. It is believed that this curricular format in conjunction with an environment of mutual respect, honesty, accountability and promotion of interaction between students and faculty, will allow for successful outcomes for both the student and the program at large.

Each faculty member offers a unique clinical and educational background, thus broadening the scope from which successful students will draw insight. The faculty are facilitators of the education process. Students are expected to play an active role in their educational experience, seeking additional learning resources and opportunities to encourage independent thinking and the development of the professional attribute of lifelong learning. Students are encouraged to engage peers in discussion, idea exchange and demonstrate an overall ability to interact respectfully with each other, faculty, clinical staff and patients. Students are provided with hands on laboratory experience and clinical affiliations that will encourage not only recall of information, but proficiency in transfer of knowledge to the skills essential for successful transition to post graduate employment.

## Accreditation Status

Effective May 4, 2016, Central Methodist University Physical Therapist Assistant Program has been granted Candidate for Accreditation status by the Commission on Accreditation in Physical Therapy Education (1111 North Fairfax Street, Alexandria, VA, 22314; phone: 703-706-3245; email: accreditation@apta.org). Candidate for Accreditation is a pre-accreditation status of affiliation with the Commission on Accreditation in Physical Therapy Education that indicates that the program is progressing toward accreditation and may matriculate students in technical/professional courses. Candidate for Accreditation is not an accreditation status nor does it assure eventual accreditation.

## Program Goals & Objectives

**Program Goal 1:** The PTA program provides a curriculum that includes content and learning experiences that prepare graduates who are competent and safe in the provision of skills essential for carrying out the established plan of care under the direction and supervision of a licensed physical therapist in the current healthcare environment.

**Program Goal 2:** To provide the effective resources and mentorship for program graduates to successfully complete the NPTE for PTAs, and obtain gainful employment.

**Program Goal 3:** To graduate knowledgeable entry-level professional physical therapist assistants who are well-versed in the PTA's point of entry into the patient/client management model, and who communicate effectively to meet the needs of a variety of health care settings.

**Program Goal 4:** The PTA program provides an environment that encourages students to pursue leadership roles and life-long learning opportunities, with the ability to contribute to the betterment of the profession and community in which they live.

**Program Goal 5:** The PTA program graduates physical therapy assistants who demonstrate sound critical thinking skills utilizing acquired knowledge, evidence based resources and clinical skills.



**Program Objective 1:** Be prepared to achieve licensure and practice effectively as an entry-level physical therapist assistant under the direction and supervision of a physical therapist.

**Program Objective 2:** Demonstrate the necessary skills and professional behaviors to practice as an entry level physical therapy assistant, including competence in performing assessment techniques and treatment interventions from within the physical therapist's plan of care for patients across the lifespan

**Program Objective 3:** Demonstrate appropriate, culturally competent communication with patients/clients, families, colleagues, and other health care providers.

**Program Objective 4:** Demonstrate a commitment to professional growth, service to others and lifelong learning

## Non-Discrimination Policy

Central Methodist University does not discriminate on the basis of race, color, sexual preference, religion, sex, national origin, age or federally defined disability in its recruitment and admission of students. The university's educational programs, activities, financial aid, loan and scholarship programs are made available to all qualified students without regard to race, color, sexual preference, religion, sex, national origin, age, or federally defined disability. The university complies with all federal and state non-discrimination requirements.

## Admissions Requirements

Applications will be accepted between January 1-March 15. Late applicants may be considered for qualified applicants if seats remain available beyond the March 15 deadline.

### Requirements

1. Applicants must meet the admission requirements of the College of Liberal Arts and Sciences;
2. Applicants submit the application for admission to the PTA program.
3. Applicants submit an ACT with cumulative score of 20 or above or ATI TEAS score of 60 or above.
4. Applicants must score 20 or above on the ACT English sub score, OR have previously completed ENG110 and ENG111.
5. Applicants must score 22 or above on the ACT Math sub score OR have completed the prerequisite courses and be eligible to take MA103.
6. Applicants who have earned a bachelor degree are eligible for consideration for acceptance into the program without submitting an entrance exam score.
7. Applicants must have earned a high school GPA of 3.0 or higher to be considered for admission
8. Applicants with college level or dual credit courses must have earned a 2.75 cumulative GPA for all college level coursework.
9. Must earn a grade of C or higher in Human Anatomy if completed.
10. Applicants obtain and submit two (2) references. One must be from an employer or educator, the other may include coaches, organization leaders, individuals who can attest to the students' professional and organizational skills. A form is available as part of the application to the PTA Program.
11. Applicants must complete a **minimum** of 24 hours of observation in a physical therapy setting supervised by a licensed PT or PTA. It is recommended that the applicant obtain these hours in a variety of health care settings. Hours completed and signature of supervisor is required. A form is available as part of the application to the PTA Program.
12. The top 25 applicants, based on a predetermined scoring system, will be invited for a group interview process.

## After Acceptance

1. Students must provide vaccination records for Rubella, Tetanus, Mumps, Polio, Chicken Pox, and submit proof of or waiver of Hepatitis B vaccination
2. Students must provide proof of physical examination to ensure that they are physically capable of performing the required minimum physical standards of the physical therapist assistant student
3. Students are required to be CPR certified as a Healthcare provider prior to clinical affiliations
4. A criminal background check must be completed-students will be notified via mail or email regarding the process of completing this requirement. Students are responsible for the cost of this process.\*
5. A drug screen will be completed prior to clinical participation- students will be notified via mail or email correspondence regarding the process of completing this requirement. Students are responsible for the cost of this screen.\*

6. Students are required to be covered by a personal health insurance

Consideration for admission to the program will be based on applicants meeting the above requirements. In the event that the number of applicants exceeds the number of positions available in the program, the best qualified applicants will be determined based on an established rubric. A wait list will be created for qualified applicants that were initially accepted. Wait listed students will be contacted in order placed on list in the event an accepted student gives up their spot in the cohort.

\*An unsatisfactory result on the criminal background check or drug screen may result in an individual's inability to participate in clinical education experiences. Clinical education experiences are required for successful completion of the program.

## PTA fees Additional Cost

In addition to tuition, housing, books/supplies, and transportation costs students in the Physical Therapist Assistant Program will incur additional expenses. Each of the following tasks must be completed prior to the beginning of the program. The following is a breakdown of the most common costs; which are subject to changes initiated by the vendor:

Individual costs to be paid by the student:

1. Criminal background check \$70-100
2. Urine drug screen \$65
3. CPR-American Heart Association \$50
4. Personal Health Insurance- Variable cost.
5. Professional membership to APTA- \$90/year

Information regarding acceptable vendors for certified background check and urine drug screen will be provided to each applicant by the Health Professions Division office.

Immunizations are required to be up to date. Cost of updating immunizations status will vary greatly dependent upon student needs and provider charges. Students are responsible for all charges related to updating immunization status. Each applicant should work with his/her primary care physician for updating and or to verify the immunization status. Details regarding these expectations and requirements will be enclosed in the letter of acceptance to the program and is included in the student handbook.

## Program Fee

Liability Insurance: \$50 for duration of program. This is a requirement for participation in clinical labs and practice and is to be paid by the student at the start of the program.

## Grading/Program Progression

### Graduation Criteria\*

Students must earn a 75% (C) in all PTA courses to pass the course and remain in the PTA Program. PTA specific courses are only offered one time per year. Failure to pass the course with the required criteria will result in dismissal from the program.

Lab practical examinations will be given in PTA courses introducing technical skills. All lab practical examinations must be passed with a minimum of 75% (C). If a student is unsuccessful on the initial attempt remediation will be provided. The student must earn a minimum of 75% on the second attempt. 75% will be recorded as the score regardless of score achieved on second attempt. Failure to achieve the 75% required minimum score on the second attempt will result in failure of the course and withdrawal from the program.

Grading Scale: A 93-100, B 85-92.99, C 75-84.99, D 70-75.99, F 0-69.99

Clinical performance will be evaluated using the Clinical Performance Instrument for the Physical Therapy Assistant © APTA. Additional assignments will be required as noted in clinical education syllabi. Clinical grades will be recorded on a pass/fail basis, with consideration for CPI and assignment completion. Failure of a clinical will result in dismissal from the program.

Students that are able to complete the designated general education and PTA technical courses totaling 82.5 credit hours and maintain a cumulative GPA of 2.75 or greater will be awarded an Associate of Science Degree-Physical Therapist Assistant.

## Physical Therapist Assistant Courses

**PTA100 Introduction to Physical Therapy.** 2 credit hours. Introduction to the profession of physical therapy and its place in the healthcare field. Provides a historical overview of the profession, an understanding the role of the PTA, as well as basic health care concepts, wellness and prevention, legal and ethical considerations, and documentation. Students are expected to relate healthcare observation and experiences to course material and discussion. Prerequisites: Formal acceptance into the PTA program

**PTA101 Essential Skills for the PTA.** 4 hours (2 lecture/2 lab). Course designed to introduce basic patient care skills. Principles of selected physical therapy interventions and data collection are presented, including gait training, posture assessment, range of motion, safety procedures, transfer training and wound management. The lab portion of the course is designed for application of basic skills, data collection and intervention techniques essential to clinical practice. Documentation requirements for physical therapy interventions are explored and refined with application to clinical case scenarios. Prerequisites: Formal acceptance into the PTA Program.

**PTA102 Kinesiology.** 4 hours (3 lecture/1 lab). This course explores human movement, anatomy and basic principles of biomechanics. Examines the relationship of anatomical structures to function. Emphasis on functional application to provide a foundation and rationale for the therapeutic interventions necessary for the physical therapist assistant student. The lab portion of the course is designed to allow application of data collection techniques including range of motion, posture and gait assessment. Prerequisites: BI109 or equivalent, PTA 101

**PTA103 Modalities for the PTA.** 4 hours (3 lecture/1 lab). Basic principles and application techniques of physical agents related to the practice of physical therapy will be introduced. Physiologic responses, indications and contraindications of commonly utilized modalities and massage will be included. The lab portion of the course is designed to allow application and demonstration of proficiency in the use of physical modalities and massage. Prerequisites: PTA 101, BI109 or equivalent

**PTA104 Functional Human Anatomy.** 3 hours (2 lecture/1 lab). This course is designed for a more in-depth exploration of musculoskeletal anatomy including surface anatomy, muscle origin, insertion, innervation and action. Students will apply knowledge of muscle structure and action to posture and functional activities. The lab portion of the course will emphasize the procedures and application of muscle strength testing. Prerequisites: PTA 101, BI 109 or equivalent

**PTA200 Therapeutic Exercise.** 4 hours (2 lecture/2 lab) This course explores the basic theories and therapeutic application of exercise. Application will be made to impairment in range of motion, joint mobility, strength, posture, balance and cardiorespiratory dysfunction. Students will have hands on exploration of equipment used for therapeutic exercise. Laboratory designed to allow application of therapeutic exercise techniques and exercise progression associated with various patient diagnosis. Prerequisites: PTA 102, PTA 103, PTA 104.

**PTA201 Pathophysiology for the Physical Therapist Assistant.** 3 hours. This course will examine the pathogenesis and medical management of disease and disorders of the following systems: cardiovascular, endocrine, metabolic, gastrointestinal, genital, reproductive, hematologic, hepatic, biliary, immune, integumentary, lymphatic, musculoskeletal, respiratory, nervous, renal and urologic. Implications for the physical therapist assistant will be addressed. Prerequisites: BI 109 or equivalent, PTA 200, PTA 205

**PTA202 Orthopedic Rehabilitation.** 4 hours (3 lecture/1 lab). This course offers an in depth study of musculoskeletal conditions. Physical therapy assessment, and interventions for orthopedic conditions will be explored. Consideration for geriatric and pediatric populations will be made. The lab portion of the course provides students with the opportunity to apply therapeutic exercise and assessment techniques to common orthopedic conditions, and an introduction to the application and use of prosthetic and orthotic devices. Prerequisites: PTA 200, PTA 205

**PTA203 PTA Neurologic Rehabilitation.** 5 hours (4 lecture/1 lab). This course provides an in depth study of the pathology, pathophysiology and medical intervention as well as physical therapy assessment and treatment of neurological disease and dysfunction. A general overview of anatomy and physiology of the nervous system as well as adult and pediatric neurologic diseases and dysfunction will be provided. Principles and concepts pertaining to sensation, perception, motor control, and neuro re-education will be examined. The lab portion of the course will allow application of assessment techniques, data collection, and previously learned skills to patients with neurological diagnoses. Prerequisites: PTA 201, PTA 202, PTA 206

**PTA204 PTA Seminar.** 2 hours. The course will incorporate previously acquired didactic and clinical knowledge to complete and present clinical case studies. Included is a comprehensive review and mock exams in preparation for the NPTE. Leadership and life-long learning benefits, licensing, state practice act review, and employment preparation will be addressed to prepare the student to transition into clinical practice. Prerequisites: PTA 201, PTA 202, PTA 206

**PTA205 Clinical Education I.** (4 weeks) 4 credit hours. This is a full time 4 week (40 hours/week) clinical education experience designed to allow students to apply hands on patient care. Students will be expected to integrate acquired knowledge and basic assessment, data collection and intervention skills to the clinical setting. The student will work under the direction and supervision of an approved licensed physical therapy professional. Students will apply professional behaviors to the professional setting. Skills

learned in Essential Skills, Introduction to Physical Therapy, Kinesiology, Modalities, and Therapeutic Exercise will be practiced. Students must successfully complete all lab practical examinations and skills checks from previous PTA courses to progress to the clinical. Prerequisites: PTA 102, PTA 103, PTA 104, PTA 200.

**PTA206 Clinical Education II.** (4 weeks) 4 hours. This is a full time 4 week (40 hours/week) clinical education experience designed to allow students to progress their clinical skills with application to a wider range of patient diagnosis. Students will apply knowledge and skills associated with orthopedic conditions and noncomplex medical conditions. Students will experience increased participation in ancillary components of physical therapy practice to facilitate continued development of professional behaviors. The student will work under the direction and supervision of an approved licensed physical therapy professional. Students must successfully complete all lab practical examinations and skills checks from previous PTA courses to progress to the clinical. Prerequisites: PTA 201, PTA 202, PTA 205

**PTA207 Clinical Education Experience III.** (6 weeks) This terminal clinical education experience is 6 weeks in length (40 hours/week). This experience is designed to allow physical therapist assistant students to apply knowledge and skills acquired throughout the PTA program to a wide variety and complexity of patients. Students will experience a broad range of practice responsibilities with increasing degrees of independence. Students will have the opportunity to integrate aspects of physical therapy practice including administrative, inter-professional communication and professional development to prepare the student for entry-level practice. Students must successfully complete all lab practical examinations and skills checks from previous PTA courses to progress to the clinical. Prerequisites: PTA 203, PTA206. Concurrent with PTA 204

# Associate of Science, Physical Therapist Assistant

82.5 hours --

Effective May 4, 2016 Central Methodist University has been granted Candidate for Accreditation status, by the Commission on Accreditation in Physical Therapy Education (1111 North Fairfax Street, Alexandria, VA 22314; phone 703-706-3245; email: accreditation@apta.org). Candidate for Accreditation is a pre-accreditation status of affiliation with the Commission on Accreditation in Physical Therapy Education that indicates the program is progressing toward accreditation and may matriculate students in technical/professional courses. Candidate for Accreditation is not an accreditation status nor does it assure eventual accreditation.

Common Core (27.5 Hours): for a list of approved common core courses, see page 54

<b>Foundations</b>	<b>10.5 hours</b>
CMU101/102	1.5 hours
Freshman Writing (Must be eligible to take or have taken the equivalent of EN120 prior to acceptance into the program)	3 hours
Oral Communications	3 hours
Math/Algebra/Statistics:(Must be eligible to take or have taken the equivalent to MA103 prior to acceptance into the program.)	3 hours
<b>Understanding Human Nature</b>	<b>12 hours</b>
Religion	3 hours
Social Science with Constitution	3 hours
Literature	3 hours
Valuing or Social Science (MUST take: PY101-General Psychology)	3 hours
<b>Exploring the Nature of the Universe</b>	<b>5 hours</b>
BI109 Anatomy and Physiology with Lab	5 hours
<b>Physical Therapist Assistant Additional Prerequisite Courses: (6 hours)</b>	
PY223 Developmental Psychology	3 hours
AH212 Medical Terminology	3 hours
<b>Physical Therapist Assistant Program (49 Hours)</b>	
PTA100 Introduction to Physical Therapist	2
PTA101 Essential Skills for the Physical Therapist Assistant	4
PTA102 Kinesiology for the Physical Therapist Assistant	4
PTA103 Modalities for the PTA	4
PTA104 Functional Human Anatomy	3
PTA200 Therapeutic Exercise	4
PTA205 PTA Clinical Education I	4
PTA201 Pathophysiology for the PTA	3
PTA202 PTA Orthopedic Rehabilitation	4

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PTA206 Clinical Education II	4
PTA203 Neuromuscular Rehabilitation	5
PTA204 PTA Seminar	2
PTA207 PTA Clinical Education III	6

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# Physics

## Physics Degree

### Physics Degrees with Certification

The physics major is designed to prepare students for graduate school in physics and allied areas of science and engineering. Students will also be qualified for scientific or technical employment with industry or government. It is also designed to prepare students to teach physics at the high school level. The student has the option of graduating with a Bachelor of Science degree or with a Bachelor of Arts degree.

CMU has a chapter of Alpha Epsilon Delta, a national pre-health professions fraternity (advisor: Dr. Ashley Lough).

## Physics Minor

### Two (2) courses from the following (8-10 hours):

PH111 General Physics I (3) with PH111L (1) and PH112 General Physics II (3) and PH112L (1) OR PH205 Calculus Physics I (3) with PH205L (2) and PH206 Calculus Physics II (3) with PH206L (2)

Electives in Physics (7-9 hours)

CS231 Scientific Computer Programming (3) may be counted toward satisfying minor requirements.

## Physics Courses

**PH111 General Physics I.** 3 hours. A survey of physics including an introduction to mechanics, thermodynamics, fluids, wave characteristics, and sound. 3 lectures. Fall.

**PH111L General Physics I Lab.** 1 hour. Lab exercises that accompany PH111. Must be taken concurrently with PH111. 2 lab hours. Fall.

**PH112 General Physics II.** 3 hours. A survey of physics including an introduction to electricity, wave characteristics, optics and nuclear structure. 3 lectures. Prerequisite: PH111 or instructor's permission. Spring.

**PH112L General Physics II Lab.** 1 hour. Lab exercises that accompany PH112. Must be taken concurrently with PH112. 2 lab hours. Spring.

**PH205 Calculus Physics I.** 3 hours. A unified survey of physics including an introduction to mechanics, thermodynamics, fluids and acoustics. This course is presented at the mathematical level of calculus. 3 lectures. Prerequisite: high school Calculus I or completion of/or concurrent enrollment in MA118. Fall.

**PH205L Calculus Physics I Lab.** 2 hours. Lab exercises that accompany PH205. Must be taken concurrently with PH205. 3 lab hours. Fall.

**PH206 Calculus Physics II.** 3 hours. A unified survey of physics including an introduction to electricity, optics and modern physics topics, field phenomena and the properties of matter. This course is presented at the mathematical level of calculus. 3 lectures. Prerequisite: PH205 and high school Calculus I or completion of/or concurrent enrollment in MA118. Spring.

**PH206L Calculus Physics II Lab.** 2 hours. Lab exercises that accompany PH206. Must be taken concurrently with PH206. 3 lab hours. Spring.

**PH307 Modern Physics.** 3 hours. A study of relativity, atomic and nuclear physics, elementary particles and field theory. Prerequisite: PH112 or PH206. Alternating Falls.

**PH322 Scientific Instrumentation.** 3 hours. An introduction to modern electronics, optical instrumentation, and other scientific instrumentation including computer-based equipment. 3 lectures. Cross-listed with CH322. Prerequisite: PH112 or PH206.

**PH322L Scientific Instrumentation Lab.** 1 hour. Lab exercises that accompany PH322. Must be taken concurrently with PH322. 3 lab hours. Cross-listed with CH322L.

**PH354 Thermodynamics and Physical Chemistry.** 3 hours. State of matter, chemical thermodynamics, solutions, equilibria, phase rule, and electrochemistry. 3 lectures. Cross-listed with CH354. Prerequisites: CH114, MA209 and PH206, or instructor's permission.

**PH354L Thermodynamics and Physical Chemistry Lab.** 1 hour. Lab exercises that accompany PH354. 3 lab hours. Must be taken concurrently with PH354. Cross-listed with CH354L.

**PH355 Quantum Mechanics and Solid State Physics.** 3 hours. Topics include quantum mechanics, spectroscopy, group theory and solid state. 3 lectures. Cross-listed with CH355. Prerequisites: CH114, MA209 and PH206, or instructor's permission.

**PH355L Quantum Mechanics and Solid State Physics Lab.** 1 hour. Lab exercises that accompany PH355. Must be taken concurrently with PH355. 3 lab hours. Cross-listed with CH355L.



# Bachelor of Arts or Bachelor of Science in Physics - Min. 124 Hours

Common Core: [See Common Core requirements](#)

Required Courses from General Education:

CH111 General Chemistry (3) and CH111L (1)

CH114 General Chemistry w/ Quantitative Analysis (3) and CH114L (1)

MA118 Calculus and Analytic Geometry I (5)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .	3-4 hours
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BA Foreign Language (a single language) BS Analytical Skills: <a href="#">See guidelines</a> .	6-8 hours
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## Physics Major Requirements (33 Hours)

MA209 Calculus and Analytic Geometry II (5)	One (1) from the following:
	PH460 Special Problem (Capstone) (3)
PH205 Calculus Physics (3) and PH205L (2)	SC464PH Undergraduate Research (Capstone)(Physics) (3)
PH206 Calculus Physics (3) and PH206L (2)	SC468PH Internship (Capstone) (3)
PH307 Modern Physics (3)	Additional hours in Physics (6)
PH322 Scientific Instrumentation (3) and PH322L (1)	
SC225 Interdisciplinary Science Seminar (1)	
SC425 Science Seminar (1) (Capstone)	

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## Minor and Electives (To Complete Min. 124 Hours)

MA308 and MA315 are highly recommended elective courses.

# Physics Degrees with Certification

## BA or BS, Physics Major with Certification - Min. 124 Hours

Common Core: [See common core requirements.](#)

Required Course from General Education: CH111 General Chemistry (3) and CH111L (1) or CH114 General Chemistry with Qualitative Analysis (3) and CH114L (1); and MA118 Calculus and Analytic Geometry I (5)

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### Tier Two: Additional General Education Requirements (24+ Hours)

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Humanities or Fine Arts:	• 9 hours (BA)	• 6 hours (BS)
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When choosing a Humanities course, [see guidelines.](#)

When choosing a Fine Arts course, [see guidelines.](#)

Social Sciences (PY210 or PY223): <a href="#">see guidelines.</a>	• 6 hours (BA)	• 6 hours (BS)
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Science: Must include BI101 General Biology (3) and BI101L (1) or BI108 Biodiversity (3) and BI108L (1)	3-4 hours
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BA Foreign Language (a single language)	6-8 hours
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BS Analytical Skills: [see guidelines.](#)

Must include ED122 Education Technology (2) and MA209 Calc and Analytic Geometry II (5)

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### Physics Major Requirements (31 Hours)

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PH205 Calculus Physics I (3) and PH205L (2)

PH206 Calculus Physics II (3) and PH206L (2)

PH307 Modern Physics (3)

PH322 Scientific Instrumentation (3) and PH322L (1)

CH354 Thermodynamics (3) and CH354L (1) or CH355 Quantum Mechanics and Solid State Physics (3) and CH355L (1)

SC225 Science Seminar (1)

SC382 History and Philosophy of Science (3)

Additional Hours in Science Including:

SC103 Meteorology (3) or 100-level Geology (4)

BI301 Ecology (3) and BI301L (1)

or BI311 Conservation Biology and Natural Resource Management (3) or BI105 Intro to Environmental Science (3) and BI105L (1)

**Professional Education Requirements (42+ Hours)**


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ED101 Foundations of Education (2)	ED462 Supervised Student Teaching (Capstone) (10)
ED102 Field Experience I (1)	ED470 Instruction Int. For Students with Reading Deficits (3)
ED105 Field Experience II (0-1)	ED471 Teaching Reading in the Content Area (3)
ED122 Education Technology (2) if not taken in Tier Two above	PY210 Educational Psychology (3)
ED313 Classroom Behavior Management (3)	PY223 Developmental Psychology (3)
ED350 Education Methodology (2)	PY342 Psychology of the Exceptional Child (2)
ED370SC The Teaching of Science in High School (3)	PY343 Psychology of the Exceptional Child Practicum (1)
ED453 Education as a Profession (2)	
ED454 Student Teaching Seminar (2)	

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**Electives (To Complete Min. 124 Hours)**

## BA or BS in Physics with Certification in Unified Science

Common Core: [See Common Core requirements](#)

Required Courses from General Education:

BI101 General Biology (3) and BI101L (1)

MA118 Calculus and Analytic Geometry I (5). Any student whose ACT Math subscore is below 20 must pass MA101/MA102 before taking MA118.)

**Tier Two: Additional General Education Requirements (21-24 Hours)**

Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (PY210 and PY223): <a href="#">See guidelines</a> .	6 hours (BA)	6 hours (BS)
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Science: BI102 General Biology (3) and BI102L (1)		4 hours
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BA Foreign Language (a single language)		6-8 hours
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BS Analytical Skills: [See guidelines](#).

Must take ED122 Education Technology (2) and MA209 Calculus and Analytical Geometry II (5)

**Unified Science Course Requirements (43 hours)**


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CH111 General Chemistry (3) and CH111 (1)	PH354 Thermodynamics & Physical Chemistry (3) and PH354L (1)
CH114 General Chemistry with Quantative Analysis (3) and CHL114L (1)	PH355 Quantum Mechanics and Solid State Physics (3) and PH355L (1)
GL105 Exploring Geology (4)	ES306 Environmental Health and Safety (3)
PH205 Calculus Physics I (3) and PH205L (2)	One (1) from the following:
	BI105 Introduction to Environmental Science (3) and BI105L(1)
	BI301 Ecology (3) and BI301L (1)
	BI311 Conservation and Natural Resource Management (3)

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PH206 Calculus Physics II  
(3) and PH206L (2)

PH307 Modern Physics (3)

PH322 Scientific  
Instrumentation (3) and  
PH322L (1)

SC103 Introduction to  
Meteorology (3)

SC225 Interdisciplinary  
Science Seminar (1)

SC382 History &  
Philosophy of Science (3)

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### Professional Education Requirements (42 Hours)

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ED101 Foundations of  
Education (2)

ED470 Instructional Int. for Students with Reading Deficits (3)

ED102 Field Experience I (1)

ED471 Teaching Reading in the Content Area (3)

ED105 Field Experience II  
(0-1)

PY210 Educational Psychology (3)

ED122 Education  
Technology (2)

PY223 Developmental Psychology (3)

PY342 Psychology of the Exceptional Child (2)

PY343 Psychology of the Exceptional Child Practicum (1)

[if not taken in Tier  
Two]

ED350 Education  
Methodology (2)

ED370SC The Teaching of  
Science in High School (3)

ED453 Education as a  
Profession (2)

ED454 Student Teaching  
Seminar/Methods (2)

ED462 Supervised Student  
Teaching (Capstone) (10)

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### Electives

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# Political Science

## Political Science Degree

The Division of Social Sciences offers a bachelors degree program in political science which is designed to provide the student with a solid grounding in American political institutions, international relations, comparative political systems, public law, and political philosophy. Throughout the curriculum the student is encouraged to critically examine the nature of relationships between citizens and the state as well as between states. The major in political science prepares the student for entry into careers in business management, interest group advocacy, political consulting and public service at the national, state or local levels. The political science major is often used as the preliminary step toward professional training in the law or advanced study in political science or public administration. The political science program provides students with opportunities for independent studies, field experiences and internships. A pre-law program is also available.

The Political Science Major has the option of graduating with a Bachelor of Arts or a Bachelor of Science degree.

## Political Science Minor - 18 Hours

The Political Science minor consists of 18 semester hours of political science including:

PS200 International Problems and Relations (3)

PS308 American Constitutional Law (3)

PS318 American Legislative Politics (3)

PS319 The American Presidency, Past and Present (3)

NOTE: PS101 may not be credited towards the minor in Political Science.

## Political Science Courses

**PS101 Introduction to American National, State and Local Government.** 3 hours. A study of the structure and functions of national, state, and local government. This course fulfills the state civics requirement. Fall and Spring.

**PS103 Introduction to Missouri Civics.** 1 hour. An introduction to the Missouri Constitution, state political institutions, and processes. This course will fulfill the Missouri State Civics requirement for transfer students who have completed coursework from a non-Missouri institution in American Government or a survey of American History I or an equivalent course which covers the U.S. Constitution. Prerequisite: American Government or American History I at an out-of-state institution. Cross-listed with HI103.

**PS190 Special Topics.** 1-5 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**PS200 International Problems and Relations.** 3 hours. Introduction to principles of international affairs, including theory and methodology of world politics, nature of power and its control, competition and cooperation among nations. Even-numbered Falls.

**PS204 Global Crime.** 3 hours. An examination of international crime operations including sea and air piracy, smuggling and terrorism. Cross-listed with CJ204. Prerequisite: CJ100 or instructor's permission. Odd-numbered Falls.

**PS260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**PS268 Internship and Field Experiences.** 1-5 hours.

**PS290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**PS307 The History and Politics of Missouri.** 3 hours. A survey of the social, economic, intellectual, and political history of Missouri from prehistory to the twentieth century. Fulfills the state civics requirement. Cross-listed with HI307. Even-numbered Springs.

**PS308 American Constitutional Law and the Judicial Process.** 3 hours. Study of the leading American constitutional principles and major decisions of the Supreme Court. An analysis of the role played by judges and courts in public policy formation. Cross-listed with CJ308. Prerequisite: PS101 or instructor's permission. Odd-numbered Springs.

- PS309 Law in American Society.** 3 hours. A study of the role of law and legal institutions in the American system of justice. Cross-listed with CJ309. Odd-numbered Falls.
- PS312 U.S. Foreign Affairs.** 3 hours. An analysis of the principles and goals of American foreign policy from the Revolution to the present. Full examination of the policy-making process. Cross-listed with HI312. Prerequisites: HI117 and HI118. Even-numbered Springs.
- PS313 The Sociology of Revolution.** 3 hours. An examination of theories of revolution in tandem with a close examination of empirical cases of revolution. Cross-listed with SO313. Prerequisite: SO101 or HI102 or PS200.
- PS314 The History and Politics of Russia.** 3 hours. This course chronicles the tremendous changes in Russia from pagan Kiev to twentieth-century superpower. Special attention is given to the succession of governments, Muscovite, Imperial, and Soviet, that ruled this diverse land and the calamities, wars, and often cruel leaders that shaped its destiny. Cross-listed with HI314. Even-numbered Falls.
- PS315 The History and Politics of England.** 3 hours. A survey of the British tradition from Stonehenge to the present, providing background for students of British literature, American government and law. An interdisciplinary analysis of domestic change, plus examination of international relations and colonialism. Cross-listed with HI315. Odd-numbered Springs.
- PS318 American Legislative Politics.** 3 hours. A detailed examination of current research into the structure and function of American legislative institutions at the national, state and local levels. Prerequisite: PS101 or instructor's permission. Even-numbered Springs.
- PS319 The American Presidency, Past and Present.** 3 hours. An analysis of the evolution and contemporary operation of the office of the presidency with special emphasis on the administrations of selected presidents. Cross-listed with HI319. Prerequisites: PS101 or instructor's permission. Even-numbered Falls.
- PS320 The American Way of War.** 3 hours. A survey of the American military during peace and war from Colonial times to the present. Major American and world political leaders and their top military commanders are examined in their social and historical contexts. Cross-listed with HI320. Even-numbered Springs.
- PS322 Comparative Political Systems.** 3 hours. An introduction to the comparative study of national political systems. Attention is focused on the role of political culture and historical evolution as determinants of political development. Cross-listed with HI322. Odd-numbered Springs.
- PS330 Principles of Public Administration.** 3 hours. Introductory survey of public administration with reference to organization, personnel management, financial administration, and administrative process. Cross-listed with CJ330. Prerequisites: PS101 and Junior standing or instructor's permission.
- PS331 Research Design and Data Analysis in the Social Sciences.** 3 hours. An introduction to research design, social measurement, analytic strategies and applied statistical techniques relevant to the interpretation of social phenomena. Cross-listed with CJ/HI/PY/SO331. Fall and Spring.
- PS334 Applied Quantitative Data Analysis in the Social Sciences.** 3 hours. A study of the application of quantitative analytic techniques to data in the social sciences. Cross-listed with CJ/HI/PY/SO334. Prerequisite: MA105 or instructor's permission. Spring.
- PS355 Topics Seminar in Area Studies.** 3 hours. This seminar will familiarize students with the modern political history and contemporary political and social dynamics of the nations of a selected region of the world. The seminar will examine the political and social history and social evolution of the designated region. Discussion and reading will focus on the political and social evolution of the region since World War II, the arrangement of political institutions, the key leadership dynamics, and the overall contemporary political situation in the nations of the region. There will be assigned readings and discussion topics for each seminar meeting, and students will be expected to follow contemporary developments in the politics of the region. Each student will be expected to complete a research paper on some facet of the politics of one state within the region on which the seminar is focusing. May be repeated with different designated regions. Spring.
- PS360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.
- PS368 Internship and Field Experiences.** 1-5 hours each semester.
- PS390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**PS480 Senior Thesis.** 3 hours. (Capstone) Open only to Juniors and Seniors concentrating in political science, public administration, and history. This course is a Senior thesis seminar. To receive credit in this course all students must complete a directed research paper and successfully defend it before the faculty of the Division of Social Sciences. Fall.

# Bachelor of Arts or Bachelor of Science in Political Science - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PY, PS, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .	3-4 hours
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BA Foreign Language (a single language)	6-8 hours
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BS Analytical Skills: [See guidelines](#).

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## Political Science Core

- PS200 International Problems and Relations (3)
- PS308 Constitutional Law (3)
- PS318 Legislative Politics (3)
- PS319 The American Presidency, Past and Present (3)
- PS331 Social Science Research Methods (3)
- PS334 Applied Quantitative Data Analysis (3)
- PS480 Senior Thesis (3)

**Total 21 hours**

## Other Requirements

MA105 Elementary Statistics (3) [Any student whose ACT Math subscore is below 20 must pass MA101/MA102 before taking MA105 ]

PL303 or PL304 History of Philosophy (3) with prerequisite of PL105 [or other approved course]

**Students must complete an additional 18 hours of political science** from the courses listed below. (Note: PS 101 American Government may not be counted toward the required hours of the political science major.

- PS204 Global Crime (3)
- PS307 The History and Politics of Missouri (3)
- PS309 Law in American Society (3)
- PS312 American Foreign Affairs (3)
- PS314 Historical Eurasia (3)
- PS320 The American Way of War (3)
- PS322 Comparative Economic and Political Systems (3)
- PS330 Principles of Public Administration (3)
- PS355 Topics Seminar in Area Studies (3-12)
- PS260/360 Special Problems in Political Science (1-5)
- PS268/368 Internship in Political Science (1-5)



PS290/390 Special Topics in Political Science (1-5)

Students must complete the program's exit assessment examination.

**Minor and Electives (To Complete Min. 124 Hours)**

# Psychology

## Psychology Degree

## Psychology Associates Degree

The Division of Social Sciences offers a bachelor's degree program in Psychology which is designed to assist students in gaining an understanding of the science of human behavior and mental processes. Students will become familiar with the most important contemporary research finding in the fields of learning, personality, counseling, psychophysiology, social processes, abnormal Psychology, and human development. The Psychology major is often used as a foundation for professional training in counseling, law, the ministry, or graduate study in Psychology.

The Psychology major has the option of graduating with a Bachelor of Arts or a Bachelor of Science degree. The requirements of the Bachelor of Arts in Psychology provide a broad liberal arts exposure to the discipline and thereby prepare students for a broad range of careers in business management and public service. The requirements of the Bachelor of Science in Psychology include a stronger emphasis on the development of analytic skills and thus may be of special interest to students planning to pursue advanced degrees in the field. As a requirement for graduation, all Psychology majors must sit for a nationally normed exit examination in the Senior year.

CMU's Psychology Club is for students majoring in Psychology (advisor: Dr. Beth Gold). CMU has a chapter of Pi Gamma Mu, an international social science honor society (advisor: Dr. Kristin Cherry).

## Psychology Minor - 18 Hours

Courses in Psychology (18) (Courses are not counted towards the student's major and must include at least six (6) hours of 300/400 coursework.)

NOTE: PY210 cannot be counted for Psychology credit in the degree programs of Psychology majors or minors without the written permission of the chair of the Division of Social Sciences.

## Psychology Courses

**PY101 General Psychology.** 3 hours. A survey of many factors that influence behavior and the techniques that psychologists use to study these factors. Major topics include heredity and physiology; development; learning and thinking; motivation and emotion; personality; and psychological adjustment, disorders, and treatment. Fall and Spring.

**PY190 Special Topics.** 1-5 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**PY204 Experimental Psychology.** 3 hours. An introduction to the basic process of conducting psychological research. Special attention will be focused on experimental methodology, the analysis and interpretation of data, and scientific report-writing. A practical goal for the course is to provide students with the analytic and conceptual skills necessary to read and critically evaluate professional journal articles. Prerequisite: PY101. Spring.

**PY210 Educational Psychology.** 3 hours. Introduction of general psychological theories to the prospective elementary and secondary teacher. There is a brief introduction to developmental stages, learning theories, individual differences and motivation, with application to the classroom in teaching methods, content presentation, and evaluation procedures. (PY210 cannot be counted for psychology credit in the degree programs of Psychology majors or minors without the written permission of the chair of the Division of Social Sciences.) Fall and Spring.

**PY211 Psychology of Personal Adjustment.** 3 hours. The study of individual differences and self-analysis of cognitive processes, emotional responses to normal and/or traumatic life events. Limitations and options for appropriate behavior will be explored through discussion, testing and evaluations. Odd-numbered Falls.

**PY223 Developmental Psychology.** 3 hours. An examination of various aspects of physical, cognitive, and psychosocial development from conception through late adulthood. Emphasis is placed on child and adolescent development. Prerequisite: PY101 or PY210. Fall and Spring.

**PY238 Applied Psychology.** 3 hours. An examination of the applications of the facts, principles, and techniques of psychology to a broad range of human endeavors. The core of the course consists of an introduction to the various career paths in psychology. Prerequisite: PY101 or PY210.

**PY260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**PY268 Internship and Field Experiences.** 1-5 hours.

**PY290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**PY301 Abnormal Psychology.** 3 hours. A study of the causes and treatments of behavior disorders. Special attention is given to relevant diagnostic and legal issues. Prerequisite: PY101. Spring.

**PY308 Personality.** 3 hours. An examination of the major theoretical paradigms and research studies pertaining to the human personality. Psychodynamic, existential, humanistic, trait, social learning, and narrative approaches to understanding personality dynamics are reviewed. Prerequisite: PY101. Spring.

**PY321 Family Relationships and Values.** 3 hours. A study of interpersonal relations in courtship and marriage across cultures, with an emphasis on the currently changing values in the United States. There will be a focus on cultural, social, cognitive and emotional bases of intimacy, commitment, and family roles. Cross-listed with SO321. Fall and Spring.

**PY324 Social Psychology.** 3 hours. A study of how people think about, influence, and relate to one another. The focus is on the individual within group situations, including both the effects of the group on the individual and the effects of the individual on the group. Specific topics include conformity, persuasion, aggression, altruism, and attraction. Cross-listed with SO324. Prerequisite: PY101 or SO101. Even-numbered Falls.

**PY331 Research Design and Data Analysis in the Social Sciences.** 3 hours. An introduction to research design, social measurement, analytic strategies and applied statistical techniques relevant to the interpretation of social phenomena. Cross-listed with CJ/HI/PS/SO 331. Fall and Spring.

**PY332 Cognitive Processes and Applications.** 3 hours. A study of cognitive processes such as perception, thinking, learning, and problem-solving. Special attention will be given to various applications of cognitive theory and research. Prerequisite: PY101. Even-numbered Springs.

**PY334 Applied Quantitative Data Analysis in the Social Sciences.** 3 hours. A study of the application of quantitative analytic techniques to data in the social sciences. Cross-listed with CJ/HI/PS/SO334. Prerequisite: MA105 or instructor's permission. Spring.

**PY342 Psychology of the Exceptional Child.** 2 hours. A study of techniques for increasing the academic, social, and vocational competence of disabled individuals. Attention is given to causal factors and behavioral characteristics associated with different exceptionalities. Prerequisite: PY101 or PY210. Fall and Spring.

**PY343 Psychology of the Exceptional Child Practicum.** 1 hour. Applied experiences working with disabled individuals. This course includes 18-20 clock hours of clinical experiences. Prerequisites: PY101 or PY210; credit or concurrent enrollment in PY342. Fall and Spring.

**PY345 Learning.** 3 hours. An overview of the principles of animal and human learning. Special attention is given to the acquisition, retention, and extinction of learned behavior patterns. Prerequisite: PY101. Odd-numbered Springs.

**PY346 Sensation and Perception.** 3 hours. This course will examine the process by which we interpret and organize sensory information to produce our conscious experience of objects and relationships among objects. Prerequisite: PY101. Even-numbered Falls.

**PY348 Health Psychology.** 3 hours. An introduction to the application of psychological theories and research to our understanding, prediction, and promotion of health behavior. Course topics include stress, exercise, nutrition, sexual behavior, alcohol, smoking, chronic diseases, and terminal illnesses. Prerequisite: PY101. Even-numbered Falls.

**PY349 Biological Psychology.** 3 hours. An introduction to biological and physiological roots of human behavior, including, an examination of the structure and function of the nervous systems and how it relates to the regulation of bodily functions, sexual behavior, emotions, sleep, learning and memory. Other topics include psychopharmacology, sensation and perception, and neurological/psychological disorders. Prerequisite: PY101.

**PY351 Introduction to Counseling.** 3 hours. A study of basic theories and methods of counseling and psychotherapy, including: behavioral, cognitive, and humanistic approaches to counseling, client analysis, and interviewing techniques. Emphasizes goals, responsibilities, and ethical problems in the counseling relationship. Cross-listed with SO351. Prerequisite: PY101. Fall.

**PY352 Group Processes.** 3 hours. A study of the properties, structure, and dynamics of groups and inter-group relations, as well as an introduction to group therapy techniques. Specific topics include group decision-making and problem-solving, leadership, communication patterns within and between groups, and therapy groups. The psychological effects of participation in groups are also examined. Prerequisite: PY101. Even-numbered Springs.

**PY353 Industrial/Organizational Psychology.** 3 hours. An introduction to the ways that psychological theory and research can be applied to understand and increase the effectiveness of people in the workplace. Course topics include personnel selection, training, performance appraisal, work motivation, morale, and job satisfaction. Prerequisite: PY101. Odd-numbered Falls.

**PY360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**PY368 Internship and Field Experiences.** 1-5 hours.

**PY390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**PY480 Senior Thesis.** 3 hours. (Capstone) Open only to Juniors and Seniors majoring in Psychology. This is a Senior thesis seminar. To receive credit in this course, all students must complete a directed research paper and successfully defend it before the faculty of the Division of Social Sciences. Spring.

# Bachelor of Arts or Bachelor of Science in Psychology - Min. 124 Hours

Common Core: [See Common Core requirements](#) Required courses from General Education:

MA105 Elementary Statistics (3): [Any student whose ACT Math subscore is below 20 must pass MA101/MA102 before taking MA105 in Additional General Education Requirements.]

Tier Two: Additional General Education Requirements (21-24 Hours)

Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .		3-4 hours
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BA Foreign Language (a single language)		6-8 hours
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BS Analytical Skills: [See guidelines](#).

Must include MA105 Elementary Statistics (3) if MA105 not taken as part of the Common Core.

May include either PY331 Research Design and Data Analysis in the Social Sciences (3) OR PY334 Applied Quantitative Data Analysis (3) [OR BOTH if MA105 taken as part of the Common Core.

Psychology Major Requirements (24-30 Hours)

PY101 General Psychology (3)-can be counted toward either Tier One Valuing or Social Science OR may be counted toward the major and Tier Two Social Science; it may NOT count towards BOTH Tier One and the major.

PY204 Experimental Psychology (3)

PY331 Research Design & Data Analysis in the Social Sciences (3)-if not taken in Tier Two “Analytical Skills.”PY334 Applied Quantitative Data Analysis (3) -if not taken in Tier Two “Analytical Skills” requirements

PY480 Senior Thesis (Capstone) (3)

Psychology electives (6 hours): PY210 cannot be counted for Psychology credit in the degree programs of Psychology majors or minors without the written permission of the chair of the Division of Social Sciences.

One (1) course from each of these four areas (12 Hours):

**Biological:**

PY211 Psychology of Adjustment (3)PY346 Sensation and Perception (3)

PY348 Health Psychology (3)

PY349 Biological Psychology (3)

**Applied:**

PY315 Sport and Exercise Psychology (3)

PY332 Cognitive Processes and Applications (3)

PY338 Applied Psychology (3)

PY345 Learning (3)

PY353 Industrial/ Organizational Psychology (3)

**Counseling, abnormal, and personality:**

PY301 Abnormal Psychology (3)

PY308 Personality (3)

PY351 Introduction to Counseling (3)

**Developmental and social:**

PY223 Developmental Psychology (3)

PY321 Family Relationships and Values (3)

PY324 Social Psychology (3)

Minor and Electives (To Complete Min. 124 Hours)

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# Associate of Arts in Psychology

Common Core (28.5-29 Hours): [See common core requirements](#)

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## Foundations (11.5-12 hours)

CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA1099 and/or MA103I)

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## Understanding Human Nature (13 hours)

Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, PL, PS, PY, or SO)	3 hours
Exploring the Nature of the Universe	4 hours
Science with Lab	4 hours

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## Tier Two: Additional General Education Requirements (15-16 Hours)

Humanities or Fine Arts:	9 hours
When choosing a Humanities course, <a href="#">see guidelines</a> .	
When choosing a Fine Arts course, <a href="#">see guidelines</a> .	
Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours
Science: <a href="#">See guidelines</a> .	3-4 hours

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## Concentration in Psychology (18 Hours)

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## Electives (To Complete Min. 62 Hours)

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# Religion

## Religion Degree

### Religion & Church Leadership Degrees

#### Religion Associates Degree

The study of Religion is open to everyone regardless of background or beliefs. The program is designed to familiarize students with the history, texts, and traditions that form the basis of religious expression in Western and other cultures. Through their studies, students will learn to appreciate the diversity found among religious traditions, to recognize the complexity of religious thought, and to respect the freedom of religious expression. This training will help prepare students to make responsible decisions in their communities, society, and beyond. Students will be encouraged to examine actively their own moral, spiritual, and ethical foundations and to clarify for themselves what role religious values will take in their personal development.

The study of Religion is valued in a number of occupational fields including banking, business law, and social and governmental services. A major in Religion will give students the necessary background for entrance into seminary or other graduate study in the field of Religion. A Religion major is particularly useful for those planning to enter the Christian ministry, Christian Education, or other church-related vocations. Interested students may wish to participate in the Pre-Ministry Program.

## Religion & Church Leadership

The Religion and Church Leadership major is an interdisciplinary degree designed to help students develop the skills and knowledge necessary for successful ministry, lay or professional, in the Christian church. Students will take a core set of classes helping them establish a solid foundation in biblical studies. They will also choose from a variety of electives in religion, providing further background in Bible and Christian history and thought. Along with the Religion classes, students will take courses from other disciplines selected to round out their knowledge of cultural and social dynamics as well as of ethics. Finally, students will learn the fundamental skills in communication and management in order to help them develop skills necessary to succeed in leading ministry programs.

CMU has a chapter of Theta Alpha Kappa, a national honor society for Religious Studies and Theology (advisor: Dr. Daryl Jefferies).

## Religion Minors

### Religion Minor

RL314 World Religions Today (3)

Electives in Religion (12 hours)

#### **One (1) from the following:**

RL201 Old Testament (3)

RL202 New Testament (3)

### Religion and Church Leadership Minor (18 hours)

RL201 Old Testament (3)

RL202 New Testament (3)

RL203 Explorations of Christian Thought (3)

RL205 Introduction to Church Leadership (3)

RL268/368 Internship or Field Experience (3)

Elective in Religion

## Religion Courses



**RL122 Religion and the Human Adventure.** 3 hours. This is an introduction to the ways in which religion provides meaning and purpose for human life. The course includes a study of a variety of religious traditions, beliefs, and practices. Prerequisite to all upper-level courses in Religion.

**RL190 Special Topics.** 1-3 hours. This is an introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**RL201 Old Testament.** 3 hours. This is a survey of Old Testament literature, concentrating on the faith of Israel and its relevance for today. Fall.

**RL202 New Testament.** 3 hours. This is a survey of New Testament literature, concentrating on the faith of the early church and its relevance for today. Spring.

**RL203 Explorations in Christian Thought.** 3 hours. Students examine the resources of the Christian faith with special concern for its relevance to twentieth-century life. Prerequisite: RL122. Fall.

**RL205 Introduction to Church Leadership.** 3 hours. This course provides the practical framework for developing and executing leadership skills in a church setting. It is designed, in particular, to assist students pursuing the Religion and Church Leadership major but can be of use to other students as well. The course does not meet the Common Core leadership requirement and does not meet the Tier Two Humanities requirement.

**RL225 Philosophy of Religion.** 3 hours. This is a study of the nature of religion and of the relation of philosophy to theology. Attention is given to such problems as the existence of God, knowledge of God, faith, religious language, evil, immortality, and eschatology. Cross-listed with PL225. Prerequisite: RL122. Odd-numbered years.

**RL260 Special Problems.** 1-5 hours. This is an independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**RL268 Internship and Field Experiences.** 1-3 hours.

**RL290 Special Topics.** 1-3 hours. This is an intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**RL301 Mission and Message of Jesus.** 3 hours. This is a study of the four gospels—using the tools of critical scholarship—to understand Jesus and his teachings and the faith of the early Christian community which produced these writings. Prerequisite: RL122. Even-numbered Falls.

**RL302 Paul and the Early Church.** 3 hours. This is a study of the Pauline epistles, of the Acts of the Apostles, and of non-orthodox Christian traditions that sought expression during the formative years of Christianity. Prerequisite: RL122. Odd-numbered Falls.

**RL303 The Prophets.** 3 hours. This is a study of the origins of Old Testament prophecy and of the contributions to the religion of Israel by Amos, Hosea, Isaiah, Jeremiah, and others. Prerequisite: RL122. Odd-numbered Springs.

**RL310 Biblical Literature and the Ancient World.** 3 hours. This is a survey of the archaeological records and of the material history of the ancient civilizations of Mesopotamia, Egypt, and Palestine, with emphasis on their religions. Special attention will be given to the archaeological backgrounds of the Old and New Testaments and of the development of biblical faith in relation to its historical and cultural contents. Prerequisite: RL122.

**RL314 World Religions Today.** 3 hours. This is a study of the theoretical, practical, and sociological expressions of religions including Hinduism, Buddhism, Chinese religions, Judaism, Christianity, and Islam. Cross-listed with PL314. Prerequisite: RL122. Odd-numbered years.

**RL331 History of Christianity I.** 3 hours. This is a study of the Christian church from the close of the apostolic age to the Reformation; attention is centered on the emergence of Christian theology, on the evolution of ecclesiastical institutions, and on Christian biography. Prerequisites: RL122 and Sophomore standing.

**RL332 History of Christianity II.** 3 hours. This is a study of selected topics in the history of the Christian church from the Reformation to the present; attention is centered on theological developments, on changes in ecclesiastical structures, and on Christian biography. Prerequisites: RL122 and Sophomore standing.

**RL335 History of American Methodism.** 3 hours. This is a study of the development of English Methodism with focus of the Methodist movement in America. Students consider the influences of major American historical events on the church and the church's influence on historical, political, and social developments in America. Prerequisite: RL122.

**RL336 Thanatology.** 3 hours. This is a cross-cultural study of many aspects of the phenomena of death and dying, and of the associated rituals and processes accompanying them. Prerequisite: RL122. Even-numbered years.

**RL360 Special Problems.** 1-5 hours. This is an independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**RL368 Internship and Field Experiences.** 1-3 hours.

**RL390 Special Topics.** 1-3 hours. This is an advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**RL480 Religion Capstone.** 3 hours. This course is open only to Seniors majoring in Religion, except by division chair's permission.

# Associate of Arts in Religion - Min. 62 Hours

Common Core (28.5-29 Hours): [See common core requirements.](#)

Foundations (11.5-12 hours)	
CMU101/102	1.5-2 hours
Wellness	1 hour
Freshman Writing	3 hours (6 hours if taking EN110 & EN111)
Oral Communications	3 hours
Math/Algebra/Statistics	3 hours (5-8 hours if taking MA099 and/or MA103I)
Understanding Human Nature	13 hours
Religion	3 hours
Social Science with Constitution	3 hours
Leadership	1 hour
Literature	3 hours
Valuing or Social Science (CJ, CT, EC, Ethics, HI, Philosophy, PS, PY, or SO)	3 hours
Exploring the Nature of the Universe	4 hours
Science with Lab	4 hours
<b>Tier Two: Additional General Education Requirements (15-16 Hours)</b>	
Humanities or Fine Arts:	9 hours
When choosing a Humanities course, <a href="#">see guidelines.</a>	
When choosing a Fine Arts course, <a href="#">see guidelines.</a>	
Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines.</a>	3 hours
Science: <a href="#">See guidelines.</a>	3-4 hours
<b>Concentration in religion (12 Hours)</b>	
Four (4) from the following:	
RL201 Old Testament (3)	RL310 Biblical Literature and the Ancient World (3)
RL202 New Testament (3)	RL314 World Religions Today (3)
RL203 Explorations in Christian Thought (3)	RL331 History of Christianity I (3)
RL225 Philosophy of Religion (3)	RL332 History of Christianity II (3)RL336 Thanatology (3)
RL301 The Mission and Message of Jesus (3)	RL160/260/360 Special Problems
RL302 Paul and the Early Church (3)	RL190/290/390 Special Topics
RL303 The Prophets (3)	
<b>Electives (To Complete Min. 62 Hours)</b>	

# Religion & Church Leadership Degrees

## Bachelor of Arts in Religion and Church Leadership - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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### Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts: 9 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines](#). 3 hours

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Science: [See guidelines](#). 3-4 hours

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Foreign Language (a single language) 6-8 hours

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### Religion and Church Leadership Major (31-33 Hours)

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Required Courses (13-15 hours from the following; Must include RL480) Religion Electives, 6 hours from the following:

RL201 Old Testament (3)

RL203 Explorations in Christian Thought (3)

RL202 New Testament (3)

RL225 Philosophy of Religion

RL205 Intro to Church Leadership (3)

RL290 Special Topics (1-5)

RL268 Internship and Field Experiences (1-3)

RL301 Mission and Message of Jesus (3)

RL368 Internship and Field Experiences (1-3)

RL302 Paul and the Early Church (3)

RL303 The Prophets (3)

RL480 Religion Capstone (3)

RL310 Biblical Literature and the Ancient World (3)

RL331 History of Christianity I (3)

RL332 History of Christianity II (3)

RL390 Special Topics (1-3)

Communication & Management (6 hours from the following, or other courses approved by the advisor)

CT201 Public Relations (3)

Sociology & Ethics (6 hours from the following, or other courses approved by the advisor)

CT320 Interpersonal Communication (3)

PL306 Ethics and the Professions (3) OR PL310 Ethics and Leadership (3)

CT345 Small-Group Communication (3)

SO101 Introduction to Sociology (3)

SO102 Social Problems (3)

MK330 Marketing (3)

SO150 Introduction to Anthropology (3)

MG354 Principles of Management (3)

SO204 World Cultures (3)

MG356 Human Resource Management (3)

SO301 Minority Groups (3)

SO321 Family Relationships and Values (3)

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### Minor And Electives (To Complete Min. 124 Hours)

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## Bachelor of Science in Religion and Church Leadership - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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**Additional General Education Requirements (21-24 Hours)**

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Humanities or Fine Arts: 9 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines](#). 3 hours

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Science: [See guidelines](#). 3-4 hours

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Analytical Skills 6-8 hours

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**Religion and Church Leadership Major (33 Hours)**

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Required Courses (15 hours from the following; Must include RL480)

RL201 Old Testament (3)

RL202 New Testament (3)

RL205 Intro to Church Leadership (3)

RL268 Internship and Field Experiences (1-3)

RL368 Internship and Field Experiences (1-3)

RL480 Religion Capstone (3)

Communication & Management (6 hours from the following or other advisor approved courses)

CT201 Public Relations (3)

CT320 Interpersonal Communication (3)

CT345 Small-Group Communication (3)

MK330 Marketing (3)

MG354 Principles of Management (3)

MG356 Human Resource Management (3) Or other advisor approved courses.

Religion Electives(6 hours from the following)

RL203 Explorations in Christian Thought (3)

RL225 Philosophy of Religion

RL290 Special Topics (1-5)

RL301 Mission and Message of Jesus (3)

RL302 Paul and the Early Church (3)

RL303 The Prophets (3)

RL310 Biblical Literature and the Ancient World (3)

RL331 History of Christianity I (3)

RL332 History of Christianity II (3)

RL390 Special Topics (1-3)

Sociology & Ethics (6 hours from the following or other advisor approved courses)

PL306 Ethics and the Professions (3) OR PL310 Ethics and Leadership (3)

SO101 Introduction to Sociology (3)

SO102 Social Problems (3)

SO150 Introduction to Anthropology (3)

SO204 World Cultures (3)

SO301 Minority Groups (3)

SO321 Family Relationships and Values (3)

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**Minor And Electives (To Complete Min. 124 Hours)**

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# Bachelor of Arts in Religion - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts: 9 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines](#). 3 hours

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Science: [See guidelines](#). 3-4 hours

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Foreign Language (a single language) 6-8 hours

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## Religion Major (27 Hours):

### REQUIRED COURSES (9 HOURS)

RL201 Old Testament (3) OR RL202 New Testament (3)

RL314 World Religions Today (3)

RL480 Religion Capstone (3)

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### Electives (18 hours):

One (1) from the following:

RL303 The Prophets (3)

RL310 Biblical Literature and the Ancient World (3)

One (1) from the following:

RL301 Mission/Message of Jesus (3)

RL302 Paul and the Early Church (3)

One (1) from the following:

RL331 History of Christianity I (3)

RL332 History of Christianity II (3)

One (1) from the following:

RL203 Explorations in Christian Thought (3)

RL225 Philosophy of Religion (3)

RL336 Thanatology (3)

Two (2) additional Religion courses (6 hours)

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### Minor And Electives (To Complete Min. 124 Hours)

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# Science & Earth Science

## Science & Earth Science Minor - 22 Hours

AS101 Descriptive Astronomy-The Solar System (3) and AS101L (1)

AS102 Descriptive Astronomy-Beyond the Solar System (3) and AS102L (1)

GL105 Exploring Geology (4)

HI205 World Geography (3)

SC101 Concepts in Physical Science (3) and SC101L (1)

SC103 Introduction to Meteorology (3)

## Science & Earth Science Courses

**SC101 Concepts in Physical Science.** 3 hours. A study of the theory, interrelation, and application of concepts from Chemistry, Physics, Astronomy, Geology, and Meteorology presented in an activity format. Also explores teaching strategies for physical science concepts. 3 lectures. Prerequisite: Meet or exceed University policy for College Algebra (3hr course); or MA103 with grade of C or better; or by permission of the Chair. For Education majors, MA224 or completion of MA103 or MA103I.

**SC101L Concepts in Physical Science Lab.** 1 hour. Lab exercises that accompany SC101. Must be taken concurrently with SC101. 2 lab hours.

**SC103 Introduction to Meteorology.** 3 hours. A basic survey course of the atmosphere and atmospheric phenomena. Most topics in this Science course are presented descriptively. However, some familiarity with algebra and computers is assumed. Emphasis is placed on understanding and application of meteorological concepts to everyday life.

**SC160 Special Problems.** 1-5 hours. Independent study or research based on reading and analysis of published sources on a subject of interest to an individual student. A student may take this course any number of times but with a limit of 8 hours on combined SC160, SC190, SC260, SC290, SC360, SC390, and SC460 counting towards graduation. Prerequisite: Instructor's permission. 12/11

**SC190 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. A student may take this course any number of times but with a limit of 8 hours of combined SC160, SC190, SC260, SC290, SC360, SC390, and SC460 counting towards graduation. Prerequisite: Instructor's permission. 12/11

**SC225 Interdisciplinary Science Seminar.** 1 hour. For majors, this one hour course must be taken during the Freshman or Sophomore years. Designed to study and discuss research and issues in science and technology and to explore the role of scientists in research, education, and society. The seminar may be repeated each semester, but only 1 hour will count toward the major.

**SC260 Special Problems.** 1-5 hours. Independent study or research based on reading and analysis of published sources on a subject of interest to an individual student. A student may take this course any number of times but with a limit of 8 hours on combined SC160, SC190, SC260, SC290, SC360, SC390, and SC460 counting towards graduation. Prerequisite: Instructor's permission. 12/11

**SC268 Internship and Field Experiences.** 1-5 hours. Professional supervised internship and/or field experience. Students must fill out the appropriate forms for course credit and be approved by the division's internship coordinator. Students are expected to spend 40 hours in the internship and/or field experience for each hour of credit. A student may take this course any number of times but with a limit of 5 hours of combined SC268, SC368, and SC468 counting towards graduation. 12/11

**SC290 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. A student may take this course any number of times but with a limit of 8 hours of combined SC160, SC190, SC260, SC290, SC360, SC390, and SC460 counting towards graduation. Prerequisite: Instructor's permission. 12/11

**SC325 Interdisciplinary Science Seminar.** 1 hour. Must be taken during the Junior or Senior year. Designed to study and discuss research and issues in science and technology and to explore the role of scientists in research, education, and society. A student may take the seminar any number of times, but only 1 hour will count toward the major.

**SC331 Research Methods.** 1 hour. An introduction to the process of project design and proposal development for research projects in the Division of Mathematics, Science, and Computer Science.

**SC360 Special Problems.** 1-5 hours. Independent study or research based on reading and analysis of published sources on a subject of interest to an individual student. A student may take this course any number of times but with a limit of 8 hours on combined SC160, SC190, SC260, SC290, SC360, SC390, and SC460 counting towards graduation. Prerequisite: Instructor's permission. 12/11

**SC364 Undergraduate Research.** 1-3 hours. Independent research involving the collection and analysis of data that is conducted under the supervision of a faculty member within the Division of Mathematics, Science, and Computer Science. Students are expected to spend 4 hours per week working on the research project for each hour of credit. A student may take SC464 any number of times but with a limit of 5 hours of combined SC364 and SC464 counting towards graduation. Prerequisite: SC331. 12/11

**SC368 Internship and Field Experiences.** 1-5 hours. Professional supervised internship and/or field experience. Students must fill out the appropriate forms for course credit and be approved by the division's internship coordinator. Students are expected to spend 40 hours in the internship and/or field experience for each hour of credit. A student may take this course any number of times but with a limit of 5 hours of combined SC268, SC368, and SC468 counting towards graduation. 12/11

**SC382 History and Philosophy of Science.** 3 hours. A study of important discoveries of science and how they influenced our culture. The course entails a broad selection of topics from science and technology. There is emphasis on analyses of science related problems; making decisions about science related problems; and communicating solutions to science related problems. Prerequisites: Any 2 science laboratory courses. Fall

**SC390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. A student may take this course any number of times but with a limit of 8 hours of combined SC160, SC190, SC260, SC290, SC360, SC390, and SC460 counting towards graduation. Prerequisite: Instructor's permission. 12/11

**SC401 Conceptual Physical Science in the Elementary Classroom.** 3 hours. An inquiry based approach to topics in physics, chemistry, astronomy, meteorology and geology. Experiments and activities to teach scientific concepts and to demonstrate teaching strategies are emphasized. Students are required to complete a project to incorporate the new knowledge into their teaching situation. Offered on demand.

**SC402 Advanced Conceptual Physical Science in the Elementary Classroom.** 3 hours. Students further expand and apply their knowledge base in specific areas of Physics, Astronomy and Chemistry as applies to grade level. Constructivist teaching methods and strategies are explored in relation to personal and children's knowledge growth in the classroom environment. Offered on demand.

**SC425 Science Seminar.** 1 hour. (Capstone) For majors, this one hour course must be taken during the Senior year for capstone credit. Designed to study and discuss research and issues in science and technology and to explore the role of scientists in research, education, and society. In addition to making a formal presentation, students will be expected to complete the standardized exit exam for their major and participate with the Career Development Center in resume preparation and career planning.

**SC460 Special Problems.** 1-5 hours. Independent study or research based on reading and analysis of published sources on a subject of interest to an individual student. A student may take this course any number of times but with a limit of 8 hours on combined SC160, SC190, SC260, SC290, SC360, SC390, and SC460 counting towards graduation. Prerequisite: Instructor's permission. 12/11

**SC464 Undergraduate Research Capstone.** 3 hours. Independent research involving the collection and analysis of data that is conducted under the supervision of a faculty member within the Division of Mathematics, Science, and Computer Science. Students are expected to spend 4 hours per week working on the research project for each hour of credit. A student may take SC464 any number of times but with a limit of 5 hours of combined SC364 and SC464 counting towards graduation. Prerequisite: SC331. 12/11

**SC468 Internship and Field Experiences.** 1-5 hours. Professional supervised internship and/or field experience. Students must fill out the appropriate forms for course credit and be approved by the division's internship coordinator. Students are expected to spend 40 hours in the internship and/or field experience for each hour of credit. A student may take this course any number of times but with a limit of 5 hours of combined SC268, SC368, and SC468 counting towards graduation. 12/11



# Sociology

## Sociology Degree

The Division of Social Sciences offers Bachelor's degree programs in Sociology which are designed to fulfill the following objectives: (1) provide an understanding of the interdependence between humans and their social environment; (2) provide insight into the interdependent relationships between social elements; (3) develop an appreciation for the procedure and methodology of Sociology as a scientific study of human interaction; and (4) provide necessary knowledge and skills to work as an applied sociologist or to pursue graduate studies in Sociology. The Sociology major has the option of graduating with a Bachelor of Arts or a Bachelor of Science degree. As a requirement for graduation, all Sociology majors must sit for a nationally normed exit examination during their Senior year.

CMU's chapter of Student Sociological Association is for students studying sociology (advisor: Dr. Brent Myer).

CMU has a chapter of Pi Gamma Mu, an international social science honor society (advisor: Dr. Kristin Cherry).

## Sociology Minor

Eighteen hours in sociology, other than those counted toward the major. The minor must include six (6) hours of upper division (300/400 level) coursework.

## Sociology Courses

**SO101 Introduction to Sociology.** 3 hours. A study of social interaction and its products; culture, personality, social groups, institutions and social change. Fall.

**SO102 Social Problems.** 3 hours. A study of the major problems of social and personal disorganization. Spring.

**SO150 Introduction to Anthropology.** 3 hours. A study of humans and their works from prehistory to the present. Covers the four major sub-fields of anthropology, in addition to anthropological theory and method. Odd-numbered Springs.

**SO190 Special Topics.** 1-5 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**SO204 World Cultures.** 3 hours. A survey of western and non-western world cultures using anthropological and historical perspectives. Special emphasis on sample groups in Africa, India and Asia. Cross-listed with HI204. Odd-numbered Falls.

**SO260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**SO268 Internship and Field Experiences.** 1-5 hours.

**SO290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**SO301 Race and Ethnicity in the United States.** 3 hours. This course introduces students to contemporary race and ethnic relations in the United States. We examine how race has been socially constructed in the past, how racial identities are created and maintained in the present, the emergence and persistence of racial inequality, current beliefs and discourses about race, and how some groups are resisting racial inequality. We pay close attention to the relations between the dominant society and African-Americans, Asian-Americans, Latino-Americans, and Arab-Americans. Prerequisite: SO101 or SO102. Odd-numbered Springs.

**SO311 Popular Culture.** 3 hours. This course examines contemporary popular culture and its significance in our lives. Students will study sociological perspectives on music, mass media, and ideology, and the distinctions between cultural forms including food, fashion, reading habits, status symbols, issues with identity, and intersectionality. This course also examines cultural issues surrounding contemporary forms of entertainment with a specific focus on gaming. Prerequisite: SO101 or SO102. Odd-numbered Falls.

**SO312 Gender and Sexuality.** 3 hours. This course examines how our conceptions of gender and sexuality influence our daily lives. The course will focus on how gender and sexuality are socially constructed; on media images of gender, gender inequality, heterosexuality, homosexuality, and bisexuality; on political and social issues associated with gender and sexuality, and on the various ways in which sexuality is practiced. Prerequisite: SO101 or SO102. Even-numbered Springs.

**SO314 Social Deviance.** 3 hours. Sociological approaches to deviance are reviewed and various forms of social deviance are examined as is the process involved in changing the status of a behavior from deviant to not and vice-versa. Cross-listed with CJ314. Prerequisite: SO101. Odd-numbered Falls.

**SO315 Criminology.** 3 hours. The nature, extent, causes, control and prevention of crime. Cross-listed with CJ315. Spring.

**SO321 Family Relationships and Values.** 3 hours. A study of interpersonal relations in courtship and marriage across cultures, with an emphasis on the currently changing values in the United States. There will be a focus on cultural, social, cognitive and emotional bases of intimacy, commitment, and family roles. Cross-listed with PY321. Fall and Spring.

**SO324 Social Psychology.** 3 hours. The basic principles that underlie social behavior, with emphasis upon the social aspects of personality and the psychological bases of interaction between individuals and groups. Cross-listed with PY324. Prerequisite: SO101 or PY101. Even-numbered Falls.

**SO331 Research Design and Data Analysis in the Social Sciences.** 3 hours. An introduction to research design, social measurement, analytic strategies and applied statistical techniques relevant to the interpretation of social phenomena. Cross-listed with CJ/HI/PS/PY331. Fall and Spring.

**SO334 Applied Quantitative Data Analysis in the Social Sciences.** 3 hours. A study of the application of quantitative analytic techniques to data in the social sciences. Cross-listed with CJ/HI/PS/PY334. Prerequisite: MA105 or instructor's permission. Spring.

**SO340 Teaching with Historic Places.** 3 hours. A multi-dimensional study of historic places for use in the social studies classroom to understand history, historical change, and cultural continuity. Cross-listed with HI340. Prerequisite: HI 117 or HI118. Even-numbered Springs.

**SO350 Social Theory.** 3 hours. Analysis and application of sociological theory from past to present. Specific attention is given to the contemporary relevance and potential of perspectives and concepts. Prerequisites: SO101 and Junior standing. Even-numbered Falls.

**SO351 Introduction to Counseling Theory and Practice.** 3 hours. A study of basic theories and methods of counseling and psychotherapy, including: behavioral, cognitive, and humanistic approaches to counseling, client analysis, and interviewing techniques. Emphasizes goals, responsibilities, and ethical problems in the counseling relationship. Cross-listed with PY351. Prerequisite: PY101. Fall.

**SO360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**SO368 Internship and Field Experiences.** 1-5 hours.

**SO390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**SO395 Sociology Senior Seminar.** 1 hour. This capstone course focuses on the transition from college into a professional career. Students explore career options in areas such as work in non-profit organizations, social services, social work, for-profit organizations, government, and graduate school. Students will also create a resume, learn interviewing strategies, and complete an assessment portfolio. This course should be taken in the fall semester of a student's senior year.

**SO480 Senior Thesis (Capstone).** 3 hours. Open to Juniors and Seniors majoring in Sociology. This course is a Senior thesis seminar. To receive credit in this course, all students must complete a directed research paper and successfully defend it before the faculty of the Division of Social Sciences. Fall

# Bachelor of Arts or Bachelor of Science in Sociology - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .	3-4 hours
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BA Foreign Language (a single language)	6-8 hours
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BS Analytical Skills: [See guidelines](#).

**Must include** MA105 Elementary Statistics (3) if MA105 not taken as part of the Common Core (above).

**Must include** either SO331 Research Design and Data Analysis in the Social Sciences (3) OR SO334 Applied Quantitative Data Analysis (3) OR BOTH if MA105 taken as part of the Common Core above.

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## Sociology Major (24-30 hours)

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SO331 Research Design and Data Analysis (3) OR SO334 Applied Quantitative Data Analysis (3), whichever not taken as part of Tier Two requirements	One (1) from the following (3 hours): SO301 Race and Ethnicity in the United States (3) SO312 Gender and Sexuality (3)
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SO350 Social Theory (3)

Choose one of the following:

SO480 Senior Thesis (3) (Capstone), SO368 Internship, or SO395 Sociology Senior Seminar

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## Five (5) from the following (15 hours):

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SO101 Introduction to Sociology (3)	SO314 Social Deviance (3)
SO102 Social Problems (3)	SO315 Criminology (3)
SO150 Introduction to Anthropology (3) SO204 World Cultures (3)	SO321 Family Relationships and Values (3)
SO301 Race and Ethnicity in the United States (3)	SO324 Social Psychology (3)
SO311 Popular Culture (3)	SO340 Teaching with Historic Places (3)
SO312 Gender and Sexuality (3)	SO351 Introduction to Counseling Theory and Practice (3)
	SO190/290/390 Special Topics (1-5)

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**Directed Electives (3  
hours):**

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M105 Elementary Statistics is a prerequisite for SO334 (required course)

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**Minor And Electives (To Complete Min. 124 Hours)**

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# Special Education: Mild-Moderate Disabilities

## Special Education Degree

The undergraduate programs provided by the Division of Professional Education at Central Methodist University offers a rigorous and comprehensive initial educator preparation program in Mild-Moderate Disabilities. The program reflects the most recent Council for Exceptional Children and State of Missouri professional standards. Please note that courses with the SE discipline code are offered only online.

The standards-based curriculum features:

1. a commitment to the preparation of reflective education practitioners to serve in both rural and urban environments;
2. a commitment to a curriculum that is inculcated with a global perspective that values and appreciates the contributions of a multicultural student population;
3. a common core of courses for all Special Education majors;
4. a series of fieldwork experiences that provide opportunities for early application of performance standards concurrent with courses containing related knowledge standards;
5. a series of fieldwork experiences that provide opportunities for early and on-going investigation of the needs and opportunities for teaching in rural and urban environments;
6. a full semester capstone student teaching experience;
7. a performance-based evaluation system.

CMU has a chapter of the Student Missouri State Teachers Association (SMSTA). All students who are interested in a career in education must join a professional organization by their senior year. The Missouri State Teachers Association is the sponsoring organization (advisor: Prof. Barb Thurmon).

## Special Education Courses

See related course listings under [Education](#) and [Physical Education](#).

**SE203 Introduction to Special Education – MMD K-12.** 3 hours. This course is an introduction to the profession of special education. History, theoretical foundations and practices related to the social, emotion, health, and learning characteristics of the individuals with mild-moderate disabilities are explored. The course includes an introduction to the educational and psychological characteristics (cognitive, emotional, and social) of school age individuals with mild-moderate disabilities and the implications these characteristics have for educational practice. Problems of definitions, screening, diagnosis, classification systems, transition, future planning, classroom management, and multicultural issues are introduced. Fall.

**SE204 Diversity Experience for Special Education Majors.** 1 hour. Students from CMU will visit an urban school, spending two school days in a special education classroom, preferably at two different grade levels since their certification will be K-12. Immediately following these visits, students will write about their experiences, connecting the practices and behaviors they observed with Missouri Standards for Teacher Education programs (MoSTEP) and grade-level expectations (GLE) they have discussed in their classes. These papers will be evaluated by the CMU instructor of the practicum, who will accompany the students to the schools.

**SE213 Curriculum Methods – MMD Elementary.** 3 hours. This course provides an introduction to the educational and psychological characteristics (cognitive, emotional, and social) of elementary age individuals with mild-moderate disabilities and the implications that these characteristics have for educational practice. Problems of definitions, screening, diagnosis, classification systems, transition, future planning, classroom management, and multicultural issues are addressed. Information useful for selecting and developing intervention programs for elementary age students with mild disabilities including physical and other health impairments are addressed. Included is an overview of research in the field with emphasis on the study of instructional approaches emphasizing specific methods and materials. Prerequisite: Concurrent enrollment in SE214. Spring.

**SE214 Curriculum Methods – Practicum.** 1 hour. The practicum will be a supervised clinical and school based experience with students with mild-moderate disabilities including physical and other health related impairments for a total of 32 clock hours. The student observes and uses strategies and techniques demonstrated by the classroom teacher and/or university supervisor. Prerequisite: Concurrent enrollment in SE213. Spring.

**SE223 Career Development.** 2 hours. This course will explore a variety of theories, concepts, principles, curriculums, and service delivery models utilized when planning and implementing effective career development and transition programs for the exceptional individual. Issues related to family dynamics and resources available in the community to support families and their children

as they transition into adulthood will be explored. Students will learn techniques for interacting with parents/professionals and examine collaborative strategies for interdisciplinary efforts. Spring.

**SE233 Special Education Processes.** 2 hours. This course focuses on the legally mandated process involved in special education assessment, diagnosis, placement, and intervention. An analysis of federal, state, and local requirements is included. Emphasis is placed on the development of Individual Education Plan (IEP) with information provided on the development of Individual Family Service Plans (IFSP) and Individualized Transition Plans (ITP). Spring.

**SE301 Curriculum Methods—MMD Secondary.** 3 hours. This course provides an introduction to the educational and psychological characteristics (cognitive, emotional, and social) of secondary age individuals with mild-moderate disabilities and the implications that these characteristics have for educational practice. Problems of definitions, screening, diagnosis, classification systems, transition, future planning, classroom management, and multicultural issues are addressed. Information useful for selecting and developing intervention programs for secondary age students with mild disabilities including physical and other health impairments are addressed. Included is an overview of research in the field with emphasis on the study of instructional approaches emphasizing specific methods and materials. Prerequisite: Successful passing of MoGEA exam and concurrent enrollment in SE309. Fall.

**SE309 Curriculum Methods – Practicum.** 1 hour. The practicum will be a supervised clinical and school based experience with students with mild-moderate disabilities including physical and other health related impairments for a total of 32 clock hours. The student observes and uses strategies and techniques demonstrated by the classroom teacher and/or university supervisor. Prerequisite: Concurrent enrollment in SE301. Fall.

**SE311 Curriculum Methods MMD K-12.** 4 hours. This course provides an introduction to the educational and psychological characteristics (cognitive, emotional, and social) of K-12 individuals with mild-moderate disabilities and the implications that these characteristics have for educational practice. Problems of definitions, screening, diagnosis, classification systems, transition, future planning, classroom management, and multicultural issues are addressed. Information useful for selecting and developing intervention programs for students with mild disabilities including physical and other health impairments are addressed. Included is an overview of research in the field with emphasis on the study of instructional approaches emphasizing specific methods and materials. This course includes 20 hours of practicum experience.

**SE313 Counseling in Special Education.** 2 hours. This course presents approaches to working with school students, both with and without disabilities, in the home, school, and community environment. Students will focus on understanding, developing, and implementing approaches to interact with school students. Students will explore theories and practical methods to enhance positive relationships with families of school-aged children. Spring.

**SE321 Diagnostic & Prescriptive Procedures.** 3 hours. This course is an introduction to principles and practices in evaluation procedures in education and special education (preschool through adolescence). Students are also introduced to securing case histories and test administration and interpretation in basic development and skill areas. Fall.

**SE340 Mathematics Instruction for Special Needs Students.** 2 hours. This course focuses on the methods for diagnosis and remediation of mathematical skills and concepts of the special needs learner. The students will review, evaluate, develop, and provide individual and/or classroom trials of instructional components prepared for teaching remedial mathematics. The course will develop a greater depth of preparation and development of programs for exceptional children. Prerequisites: Successful passing of MoGEA exam and ED324.

**SE341 Literacy Instruction for Special Needs Students.** 2 hours. This course builds upon the foundation provided by the previous reading and literacy coursework included in the elementary certification program. Students will learn how to adapt literacy instruction for the needs of individual students, small groups, and/or classroom settings. Prerequisite: Successful passing of MoGEA exam.

**SE345 Classroom & Behavior Management.** 3 hours. This course is designed to acquaint pre-service and in-service teachers with genuine issues of classroom and behavior management and organization. Participants engage with information that will provide a clear view of the knowledge and skills to be internalized in order to maximize instructional opportunities and insure a successful professional career in Education.

# BSE, Special Education: Mild-Moderate Disabilities K-12 - minimum 124 hours

Common Core: [See Common Core requirements](#)

Required Courses from General Education: Science with a laboratory (4), EC101 General Economics (3)

## Tier Two: Additional General Education Requirements (19 Hours)

Humanities or Fine Arts:	3 hours
Social Sciences: PY210 Educational Psychology (3) AND HI205 World Geography (3)	6 hours
Additional Science with or without Lab:	3-4 hours
MA224 Mathematics for Elementary and Middle School Teachers (4)	4 hours
ED122 Education Technology	2 hours

## Professional Education (26 Hours)

ED101 Foundations of Education (2)	ED462 Student Teaching (10)
ED102 Field Experience I (1)	PY210 Educational Psychology (3)
ED453 Education as a Profession (2)	PY223 Developmental Psychology (3)
ED454 Student Teaching Seminar/Methods (2)	PY342 Psychology of the Exceptional Child (2)
	PY343 Psychology of the Exceptional Child Practicum (1)

## Special Education certification (Mild/Moderate disabilities K-12) requirements (52 Hours)

ED103 Child Development (2)	SE203 Introduction to Special Education – MMD K-12 (3)
ED303 Methods/Materials for Teaching Content Classes (3)	SE223 Career Development (2)
ED304 Methods and Materials for Teaching Content Classes Practicum (1)	SE233 Special Education Processes (2)
ED315 Reading and Writing with Young Children (4)	SE311 Curriculum Methods MMD K-12 (4)
ED318 Reading Assessment and Instruction (3)	SE313 Counseling in Special Education (2)
ED319 Reading Practicum (1)	SE321 Diagnostic & Prescriptive Procedures (3)
ED320 Reading and Writing in the Middle School (4)	SE340 Mathematics Instruction for Special Needs Students (2)
ED324 Methods of Teaching Mathematics in the Elementary/Middle School (3)	SE341 Literacy Instruction for Special Needs Students (2)
ED326 Children's Literature (3)	SE345 Classroom & Behavior Management (3) <b>or</b> ED313 Classroom Behavior Management (3)
ED329 Emergent Language (2)	EN211 Grammar for Educators (3)

**Minor And Electives (To Complete Min. 132 Hours)**

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# Sports Management

## Sports Management Degree

The Bachelor of Science in Sports Management combines a dedicated group of courses in sports management, business and physical education with the combination of liberal arts courses. Coursework for the degree focuses on key business skills with specific application to the sports industry. A sports management major can expect to find careers as professional managers in areas such as sports marketing, sports media, amateur and professional athletics, nonprofit recreation programs and sports and entertainment event planning. Opportunities are available throughout the United States and globally.

## Sports Management Minor - 17 Hours

SPM101 Introduction to Sports Management (2)

SPM303 Sports Marketing and Events (3) (Pre-requisite may be waived for non-business and non-sports management majors)

SPM345 Law for Recreation and Sports Managers (3)

SPM368 Sports Management Internship (2)

SPM480 Sports Management Capstone (3)

MG356 Human Resource Management (3) or ET375 Small Business Management (3)

PE214 or PE215 Sport in Society (2) or Psychology of Sport (2)

## Sports Management Classes

See related course listings under [Physical Education](#).

**SPM101 Introduction to Sports Management.** 2 hours. An introduction to the sports management profession, including an explanation of the various sports, and possible career opportunities. Fall

**SPM201 Sports Management Pre-Internship.** 1 hour. This internship preparatory course is for students seeking an internship in sports management. Students will research potential internship sites and develop a plan for finding an internship. Students will develop goals and learning objectives for their internship and will learn skills to make the most of their internship experience. Students will learn about and be responsible for the requirements regarding all appropriate required institutional internship forms, deadlines, fees etc. Spring

**SPM301 Sports Management Post-Internship.** 2 hours. Examination of the internship expertise, where the student reflects on their personal internship experience and shares the internship experience of fellow learners. Emphasis is placed on the student's assessment of their work performance, and the assessment of the internship employer. Prerequisite: SPM2XX Sports Management Pre Internship, and 80 hours of internship experience.

**SPM303 Sports Marketing and Events.** 3 hours. This course provides a framework for understanding the management and marketing strategies used within the sports management and marketing industries today. This course is intended to cover three basic components: sports as a medium, sports as a product and the emerging considerations relevant for the application of marketing techniques, tasks and event planning responsibilities that can be applied in amateur, recreational or professional sports, sporting events and entertainment events. Prerequisite: MK330 and sophomore standing. Spring. Cross listed with MK303.

**SPM345 Law for Recreation and Sports Managers.** 3 hours. This course is designed to develop student understanding of legal issues in the recreation and sports industry. Topics covered in this course will include tort law, contracts, personal liability, risk management, gender discrimination (Title IX), human resources, and drug testing. Fall.

**SPM360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**SPM368 Internship and Field Experience.** 2-5 hours.

**SPM480 Sports Management Capstone.** 3 hours. Capstone course for the Sports Management major: this course addresses the professional governance, standards, behaviors and expectations of the sport manager. Application of contemporary management and leadership concepts, principles, and issues related to the operation of sport organizations. Includes theories of organization and leadership. Prerequisites: SPM101 (Intro to Sports Management), senior standing, open to Sports Management majors only—or with permission of instructor. Odd falls.

# Bachelor of Science in Sports Management - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional General Education Requirements (21-22 Hours)

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Humanities or Fine Arts: 6 hours

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): [See guidelines](#). CT201 AND EC201 OR EC202 or EC101 6 hours

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Science: [See guidelines](#). 3-4 hours

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Analytical Skills: [See guidelines](#). Must include BU225 Computer Applications in Business (3) [students may need CS121 (1)] AND CS214 OR MA105 Statistics (3). 6 hours

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## Sports Management Major (47-50 Hours)

NOTE: This major has a "forced" minor built into the following coursework for the major.

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AC201 Accounting Principles I (3)	<b>Two of the following:</b>
BU110 Introduction to Business (3)	PESW101 Swimming (1)
BU341 Business Law Contracts (3)	PE331 Strength and Conditioning (3)
MG356 Human Resource Management (3)	IB 376 International Business (3)
ET375 Small Business Management (3)	FB351 Business Finance (3)
MK330 Marketing (3)	MK339 Sales Management (3)
PE212 First Aid/Community CPR (2)	CT280 Public Relations Events (3)
PE203 Introduction to Strength & Conditioning (2)	
PE221 Psychology and Sociological Aspects of Physical Education (3)	
PE323 First Aid, Care & Prevention of Athletic Injuries (3)	
PE339 Tests and Measurements (3)	
SPM101 Introduction to Sports Management	
SPM201 Sports Management Pre-Internship (1)	
SPM301 Sports Management Post-Internship (2)	
SPM303 Sports Marketing and Events	
SPM345 Law for Recreation and Sports Managers (3)	
SPM480 Sports Management Capstone (3)	

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## Electives (To Complete Min. 124 Hours)

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# Theatre Arts

## Theatre Arts Degree

### Theatre Arts Degree with Certification

The Department of Theatre Arts offers a major leading to either a Bachelor of Arts or a Bachelor of Science in theatre arts or communication/theatre arts (which is especially designed for those seeking teaching certification). Theatre arts majors may utilize study in the department as preparation for a career in theatre or graduate work in theatre.

Students seeking certification at the secondary level select an emphasis in both communication and theatre arts, receiving general background in both disciplines.

A declared minor in theatre arts may be used to enhance another field of study or to develop specific skills or interests of the student. Most of the courses in theatre arts are open to students of any major, and drama productions frequently involve students concentrating in a variety of academic disciplines.

CMU has a chapter of Alpha Psi Omega, a national honorary fraternity in theatre (advisor: Dr. Mark Kelty).

## Theatre Arts Minor

TA103 Basic Principles of Theatre (3)

TA111 Acting I (3)

TA113 Script Analysis (3)

One (1) from the following:

TA384 Theatre History I (3)

TA386 Theatre History II (3)

TA388 Dramatic Literature and Criticism (3)

Guided Electives (200-300 level courses) in Theatre (5-6 hours)

## Theatre Arts Courses

**TA100 Portfolio Review.** 0 hours. Portfolio Review is an annual external review of the student's professional preparation. Students audition for a panel of active theatre professionals with two monologues and a song (optional), a complete and current résumé, and a professional headshot. (Capstone: required each year in residence.) Grading: Pass/Fail.

**TA103 Basic Principles of Theatre.** 3 hours. An introduction to the art of theatre including an introduction to both classic and modern plays, analysis and criticism of the plays and an examination of the roles of the director, the actor, the designer, and the technician. Fulfills "Fine Arts" requirement.

**TA111 Acting I.** 3 hours. This course introduces students to the craft of realistic acting focusing on the theory and practices originated by Constantin Stanislavski and his followers in the U.S. Students will read and practice exercises developed by the masters, applying them to individual exercises and scene work. Fulfills FINE ARTS requirement. 12/11

**TA113 Script Analysis.** 3 hours. This course focuses on the analysis of play scripts with an emphasis on developing insights for theatre practitioners: designers, actors, and directors. Fulfills "Fine Arts" requirement.

**TA190 Special Topics.** 1-5 hours. Introductory course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**TA211 Acting II.** 3 hours. This course concentrates on developing strong dramatic characterizations through classroom exercises and scene work based on the theoretical concepts of Stanislavski, Meissner, and others. Fulfills FINE ARTS requirement. Prerequisite: TA 111 or instructor's permission. 12/11

**TA245 Oral Interpretation.** 3 hours. Introduction to the oral communication of literature, focusing on the study of vocal technique and vocal training. Studies in the analysis of the literary work in preparation for performance, with emphasis on the development of specific skills in interpretive reading. Fulfills FINE ARTS requirement. 12/11

**TA250 Stage Makeup.** 3 hours. The practice and theory of theatrical makeup, including character analysis, applied according to the different style and genre demands of the theatre. Fulfills FINE ARTS requirement. 12/11

**TA252 Stage Movement.** 3 hours. An introduction to different techniques of movement and sensory awareness used in actor training, including warm-ups and stage combat and their connection to the development of the acting process.

**TA253 Stagecraft.** 3 hours. Students learn and practice the major aspects of technical theatre via classroom instruction and hands-on set construction in the scene shop. Developing an understanding of the history of stage construction and design as well as being able to articulate a critical response to theatrical design work are outcomes of the course. Fulfills Fine Arts Requirement.

**TA260 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**TA268 Internship and Field Experiences.** 1-5 hours.

**TA290 Special Topics.** 1-5 hours. Intermediate-level course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

**TA301 Interactive Theatre.** 3 hours. Students study, practice, and rehearse the "Pedagogy of the Oppressed" techniques developed by Augusto Boal. Class members create scripts, work on improvisational acting skills, and are trained in subject matter such as psychology/counseling, healthy relationships, and group facilitation. Prerequisite: Instructor's permission.

**TA303 InterActive Practicum.** 0, 0.5, or 1 hour. Focusing on the Augusto Boal's Rainbow of Desire methodology, class members create and present vignettes that promote discussion about important issues such as healthy relationships. Students work in teams to create scripts, work on improvisational acting skills, and are trained in such subject matter areas as psychology/counseling, healthy relationships, and group facilitation. Prerequisite: Instructor's permission. May be repeated for credit.

**TA354 Theatrical Design I.** 3 hours. This course is an introduction to the basic concepts of theatrical design for scenery, lights, and sound. Prerequisite: TA253 or instructor's permission.

**TA360 Special Problems.** 1-5 hours. Independent study or research on a subject of interest to an individual student. Prerequisite: Instructor's permission.

**TA365 Directing Techniques (Capstone).** 3 hours. A study of play production, concentrating on the art of directing. Students will learn and apply principles of directing theory, including production conceptualization and stage composition. Students will apply analytical techniques learned in previous coursework and from the rehearsal hall. Of special value to teachers preparing to present dramatic or musical productions, to those preparing for religious education, and to those preparing for professional theatre careers. Culminates in production of student-directed One-Act Plays on the Little Theatre stage. Prerequisite: TA111, TA113, TA211, and TA384; or instructor's permission.

**TA368 Internship and Field Experiences.** 1-5 hours each semester.

**TA374 Theatrical Design II.** 3 hours. Techniques and history of design, including both scenic and lighting design. Students may concentrate in the design area of their choice. Prerequisite: TA354.

**TA384 Theatre History I.** 3 hours. A study of theatrical history and drama from the golden age of Greece through the Renaissance. Fulfills FINE ARTS requirement. Prerequisite: TA103 or instructor's permission.

**TA386 Theatre History II.** 3 hours. A study of theatrical history and drama from the Restoration through today. Fulfills "Fine Arts" requirement. Prerequisite: TA103 or instructor's permission.

**TA388 Dramatic Literature and Criticism.** 3 hours. The study of dramatic literature from the golden age of Greece through today with an emphasis on 20th century drama. Fulfills HUMANITIES requirement. Prerequisite: TA113 or instructor's permission. 12/11

**TA390 Special Topics.** 1-5 hours. Advanced course on a topic not included in the regular curriculum. Prerequisite: Instructor's permission.

# Bachelor of Arts or Bachelor of Science in Theatre Arts - Min. 124 Hours

Common Core: [See Common Core requirements](#)

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## Tier Two: Additional Gen. Ed. Requirements (21-24 Hours)

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Humanities or Fine Arts:	9 hours (BA)	6 hours (BS)
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Must include TA103 Basic Principles of Theatre (3).

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

Social Sciences (CJ, CT, EC, HI, PS, PY, or SO): <a href="#">See guidelines</a> .	3 hours (BA)	6 hours (BS)
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Science: <a href="#">See guidelines</a> .	3-4 hours
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BA Foreign Language (a single foreign language)	6-8 hours
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BS Analytical Skills: [See guidelines](#).

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## Theatre Arts Major (33 Hours)

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Required Courses (27 hours):    TA354    Theatrical Design I (3)

TA100    Portfolio Review (Capstone) (0)	TA111    Acting I (3)	TA365    Directing Techniques (3) (Capstone)	
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TA113    Script Analysis (3)	TA245    Oral Interpretation (3)	TA384    Theatre History I (3)	TA386    Theatre History II (3)
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TA250    Stage Makeup (3)	TA388    Dramatic Literature and Criticism (3)		
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And 6 hours from the following courses:

TA211    Acting II (3)

TA252    Stage Movement (3)

TA253    Stagecraft (3)

TA374    Theatrical Design II  
(3)

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## Minor And Electives (To Complete Min. 124 Hours)

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# BA or BS in Theatre Arts, Speech and Theatre Certification - Min. 124 Hours

Common Core: [See Common Core requirements](#). Required Courses from General Education:

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Science with a laboratory (4), CT101 Public Speaking (3)

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## Tier Two: Additional General Education Requirements (21-24 Hours)

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Humanities or Fine Arts: 9 hours (BA) 6 hours (BS)

Must include TA103 Basic Principles of Theatre (3).

When choosing a Humanities course, [see guidelines](#).

When choosing a Fine Arts course, [see guidelines](#).

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Social Sciences PY210 Educational Psychology (3) and PY223 Developmental Psychology (3) 6 hours (BA) 6 hours (BS)

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Additional Science w/ or without lab (3-4) 3-4 hours

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BA Foreign Language (a single foreign language) BS Analytical Skills: [See guidelines](#). Must include ED122 Education Technology (2). 6-8 hours

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## Theatre Arts Requirements (24 Hours)

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TA100 Portfolio Review (Capstone) (0) TA111 Acting I (3) TA365 Directing Techniques (3) (Capstone) TA388 Dramatic Literature and Criticism (3)

TA113 Script Analysis (3)

### One (1) from the following:

TA211 Acting II (3)

TA384 Theatre History I (3)

TA245 Oral Interpretation (3)

TA386 Theatre History II (3)

TA354 Theatrical Design I (3)

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## Speech requirements (12 Hours):

CT101 Public Speaking (3)\*\* From Common Core.

CT310 Argumentation and Debate (3)

## Electives in Communication (6): At least 3 hours must be at the 300 level.

CT201 Public Relations (3)

CT230 Mass Media (3)

CT265 Media Convergence (3)

CT306 Media Law (3)

CT320 Interpersonal Communication (3)

CT325 Advanced Public Speaking (3)

CT330 Business Communication (3)

CT345 Small Group Communication (3)

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## Professional Education Requirements (42+ Hours)

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ED101 Foundations of Education (2) ED470 Instructional Interventions for Students with Reading Deficits (3)

ED471 Teaching Reading in the Content Area (3)

ED102 Field Experience I (1)

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ED105 Field Experience II (0-1)	PY210 Educational Psychology (3)
ED122 Education Technology (2) [if not taken in Tier Two]	PY223 Developmental Psychology (3)
ED313 Classroom Behavior Management (3)	PY342 Psychology of the Exceptional Child (2)
ED350 Education Methodology (2)	PY343 Psychology of the Exceptional Child Practicum (1)
ED370ST Methods of Teaching of Speech and Theatre (3)	
ED453 Education as a Profession (2)	
ED454 Student Teaching Seminar/Methods (2)	
ED462 Supervised Student Teaching (Capstone) (10)	

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**Electives (To Complete Min. 124 Hours)**

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# University Policies

The University's governance is established to maintain wholesome conditions whereby students may develop intellectually, socially, and spiritually. Students are expected to conduct themselves as persons of good character. Regulations governing students are made by the faculty, students, and administration in order to clarify the standards of the institution and secure the cooperation of all who are involved. The student's registration each term constitutes the student's agreement to comply with all of the University's policies and regulations.

The University supports federal, state, and local laws and regulations relating to alcoholic beverages and controlled substances and will cooperate in the enforcement of these laws. In addition, the University specifically prohibits the use or possession of alcoholic beverages or illegal drugs on the campus. Students who are on the campus under the influence of either alcohol or drugs are subject to disciplinary action. Gambling, hazing, and immoral practices are forbidden. Students who bring discredit to the University are subject to disciplinary action, including dismissal. Students are expected to adhere to all policies related to data, voice, and video transmissions.

Students may be removed from one or more classes, assigned failing grades, placed on probation, suspended, or dismissed for any infraction of University regulations or for other serious misconduct. Students may be suspended or dismissed from the University when their conduct becomes injurious to the reputation of the University, or when their behavior or actions are harmful, or potentially harmful, to themselves or a threat to other individuals within the University community. When students are placed on conduct probation, they are ineligible to represent the University in extracurricular activities and their guardian or parents are notified. Students should consult the Student Handbook for further information on the University's policies and disciplinary procedures regarding residence halls, student activities, and other specific areas of student life.

## Non-Discrimination Policy and Disability Accommodations

Central Methodist University does not discriminate on the basis of race, color, sexual preference, religion, sex, national origin, age, or federally defined disability/state defined handicap ("disability"). This includes but is not limited to recruitment and admission of students, educational programs, services, activities, financial aid, and scholarship programs. The University complies with all federal and state non-discrimination requirements.

The Law. Students with disabilities are protected from discrimination to ensure they have equal access to all aspects of college life by Section 504 of the Rehabilitation Act of 1973 and by the Americans with Disabilities Act (ADA) of 1990.

**Services for Postsecondary Students with Disabilities.** Section 504 of the Rehabilitation Act states, "No otherwise qualified individual with a disability in the United States...shall, solely by reason of his or her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity received Federal financial assistance..."

Title II of the ADA states, "A public entity shall make reasonable modifications in policies or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the public entity can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity."

**Postsecondary School Provision of Auxiliary Aids.** Section 504 of the Rehabilitation Act states, "A recipient... shall take such steps as are necessary to ensure that no handicapped student is denied the benefits of, excluded from participation in, or otherwise subjected to discrimination under the education program or activity operated by the recipient because of the absence of educational auxiliary aids for students with impaired sensory, manual, or speaking skills."

The Title II regulation states, "A public entity shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy and benefits of, a service, program, or activity conducted by a public entity."

**Disability Accommodations.** The Center for Learning & Teaching at Central Methodist University is committed to ensuring nondiscrimination and equal access to all programs, service, and activities for qualified students with a disability. The procedures described here are intended to guide and assist faculty, staff, and students in complying with this policy, and in determining what reasonable accommodations must be made for the claimed disability. All materials and information regarding disabilities will be governed by the University's normal policies regarding privacy.

**Student and University Responsibilities.** It is the responsibility of any student who wishes to claim a disability and seek an accommodation to file official documentation confirming the disability and a completed Disability Services Student Information Form with the Center of Learning and Teaching prior to seeking any accommodation based on the disability.

#### Disability Services Student Information Form

must be completed, signed by the student, and delivered or faxed to the Center for Learning and Teaching.

2. Official documentation of the disability must be sent directly from the originating office (e.g. high school, testing center, certified professional center, or physician) directly to the Center for Learning and Teaching. All such official documentation must be for an evaluation dated no more than eighteen (18) months prior to being received by the University.
  - . All official documentation which the student wishes to have the University consider in providing a reasonable accommodation for the disability must be included (e.g. Individual Education Plan [IEP] and related materials, 504 Plan, professional diagnosis, and recommendations). Professional diagnosis must include a diagnosis of the student's current disability; the date of the diagnosis; how the diagnosis was reached; the credentials of the professional making the diagnosis; how the student's disability affects a major life activity; and how the disability affects the student's academic performance. The documentation should provide enough information for the student and the University to consider what may be an appropriate academic adjustment. Each student's accommodation(s) will be considered on a case-by-case basis. The University is not responsible for conducting or paying for a new evaluation to document a disability or the need for an academic adjustment.

The Center for Learning and Teaching will work with the student to develop a reasonable accommodation for the disability only after adequate documentation and a completed Disability Services Student Information Form have been received. Under emergency needs, temporary accommodations may be approved by the Director of the Center for Learning and Teaching while waiting for adequate documentation. Any information received by the Center for Learning and Teaching will be held in confidence and not released directly or indirectly without the written consent of the student except for the purpose of providing services.

At the beginning of each new semester/term, the student will be required **to re-register**

with the Center for Learning and Teaching and request his or her Letter of Accommodation. The Disability Services Accommodations Application

(semester application) must be completed, signed, and returned to the Center before accommodations for that semester will be granted.

1. Students attending the main campus in Fayette are required to make an appointment with the Director of the Center for Learning and Teaching to discuss any changes in their accommodation(s) and to pick up their Letter of Accommodation. Failure to re-register could result in the student not receiving his or her accommodation(s) until a re-register form is completed and received by the Center for Learning and Teaching. Students must allow the Center time to complete the process and produce the possible Letter of Accommodation after receiving the re-register form.
2. Once the student (Fayette Campus students) has received his or her Letter of Accommodation, he or she is responsible to meet and/or communicate with his or her instructor to discuss his or her Letter of Accommodation and to identify how any accommodation(s) will be implemented.
3. Online or Extended Studies students must complete an online re-register form and contact the staff of the Center for Learning and Teaching to request that his or her Letter of Accommodation be sent to the instructor. Students must make sure the instructor has received the Letter of Accommodation.

In addition to making reasonable accommodations for any confirmed disability, the Center encourages students to make full use of the various learning resources available to all students. These include regular conversations with their instructors and faculty advisor, work with departmental tutors when they are available, assistance and support from the Center for Learning and Teaching, campus computing, the services of the Office of Student Development, and counseling services.

Students should understand that all requests for reasonable accommodations for documented disabilities must be made in advance. Faculty and staff will not be asked to adjust grades or to provide alternative evaluation measures for work that students have already completed prior to the request for reasonable accommodation based on disabilities being made.

**Auxiliary Aids of a Long-Term or Permanent Nature.** Central Methodist University believes that its mission can best be met by assisting students with disabilities in obtaining auxiliary aids of a long-term or permanent nature from governmental units (such as state vocational rehabilitation agencies) or from private charitable organizations (such as the March of Dimes, etc.). Students with disabilities are expected to exercise initiative in identifying and obtaining auxiliary aids and assistance through every reasonable channel available to them. The primary role of the University in this effort should be informative/supportive of the active self-advocacy on the part of the student. The Director of the Center for Learning and Teaching will serve as a resource in this process. If outside agencies cannot provide the auxiliary aids that the student needs, the University has a responsibility to determine the aid necessary to ensure that the student is not denied the right to participate in a program, benefit, class, or a service because of the absence of an auxiliary aid that would make participation possible. It is the responsibility of the University to provide the auxiliary

aid or find a reasonable alternative that will allow the student full participation, unless the request is determined to be unreasonable or will impose undue hardship on the University.

Every attempt will be made to ensure availability of necessary aids at the time the student begins classes. A minimum of four weeks' notice should be given to ensure this result. In any event, the University must have sufficient time to evaluate the request, determine the necessary aid to be provided, and identify sources for obtaining it. Late requests cannot be guaranteed but will be evaluated on a case-by-case basis, and, when determined necessary, provided as soon as reasonably possible under the circumstances presented.

It is the student's responsibility to keep The Center for Learning and Teaching informed about the need for auxiliary aids such as timely semester-to-semester schedules for the use of an interpreter, ordering large print books and materials, or any other specific needs. If the student does not keep the Center informed, the Center cannot be expected to provide the auxiliary aid determined to be required.

**Academic Accommodations.** The appropriate academic accommodation(s) must be determined based on the student's individual disability needs. Academic accommodations include modifications to academic requirements, auxiliary aids, and services (for example, extended time for testing, testing in a quiet area or providing notetakers, recording devices, and sign-language interpreters). The University does not have to provide as academic accommodations personal attendants, individual prescribed devices, readers for personal use or study, or other devices or services of a personal nature, such as tutoring and typing.

### **Disability Discrimination & Complaint Procedures**

Students who are registered with the Center for Learning and Teaching as having documented disabilities and who believe they have been discriminated against on the basis of their disability may file a grievance with the Director of the Center for Learning and Teaching.

If the complaint is against the Center for Learning and Teaching, the student may appeal any decisions regarding reasonable accommodations provided by the Center for Learning and Teaching and faculty to the Vice President and Dean of the University.

## Alcohol Policy

CMU fully supports all state and federal laws and local ordinances regulating the sale and possession of alcoholic beverages. The possession and/or consumption of alcoholic beverages by students or their guests and the use, possession, or distribution of narcotics or other dangerous and illegal drugs on CMU property is strictly prohibited. It is the responsibility of the officers and members of each student organization to see that those in attendance at their social functions and meetings conduct themselves in accordance with CMU regulations. Use of alcohol and other drugs has been shown to be a health risk. The campus counselors are trained and available to help students deal with these issues.

## The Family Educational Rights and Privacy Act (FERPA)

The federal government requires that the University obtain—from every enrolled student—a signed Permission to Release Education Information form. Each student may waive or not waive his or her rights of educational privacy as spelled out under the Family Educational Rights and Privacy Act (FERPA). Photographs and other visual images taken by the University of persons, places, or events related to the University's programs and activities are property of the University and may be used at its discretion.

**What is FERPA?** FERPA provides a student the right to examine his educational records and to request amendment of information believed to be inaccurate, misleading, or otherwise in violation of the student's privacy rights. For further information, please refer to the CMU website. FERPA also allows each student to restrict the release of information or to grant the University limited permission to release information in the student's interest.

**Waiving or Not Waiving Individual Rights.** When a student completes the Permission to Release Educational Information form, he must either waive or not waive his FERPA rights of privacy.

**Waiving FERPA rights of privacy:** When a student waives his FERPA rights of privacy, he grants permission to the University to release CMU Educational Information to individual(s) whom the student names on the form; these persons are usually parents or a spouse. The waiver of FERPA rights applies until such time as the student withdraws permission by written notification to the Office of Student Development.

**Not Waiving FERPA rights of privacy:** When a student does not waive his FERPA rights of privacy, he does not grant permission to the University to release CMU Educational Information to individual(s). The non-waiver of FERPA rights applies until such time as the student withdraws permission by written notification to the Office of Student Development.

The FERPA act does, however, authorize disclosure without consent if the disclosure meets one of several conditions. The two most common are listed below. See the [FERPA page for more information](#).

**Exception 1:** CMU may disclose educational information to parents if the student is a dependent (claimed on the parent's or parents' federal tax forms).

**Exception 2:** CMU may disclose personally identifiable information without consent if there is an articulable and significant threat to the health or safety of the student or other individuals.

A copy of each student's signed Permission to Release Educational Information form is filed electronically.

Even though a student may not waive his FERPA rights of privacy, this non-waiver does not restrict communications among CMU's educational officials concerning the student's academic performance or progress.

**Directory Information and FERPA.** Unless specifically prohibited by the student, the University may release "Directory Information" at its discretion for news releases and other purposes which it believes serve the student's interest. "Directory Information" includes

name, mailing and e-mail address, telephone number, dates of attendance, date and place of birth, photograph, grade level, enrollment status, and most recent educational agency/institution attended; awards, honors, degrees, and major field of study; and records of participation and accomplishments in sports and other University activities - for athletes this includes physical factors such as height and weight.

To withhold any Directory Information, within ten days after registration each semester the student must notify the Office of Student Development in writing of the information which may not be released.

**Educational Information and FERPA.** In the student's interest and without the student's written consent, CMU Educational Information may be shared confidentially with educational officials of the University whose duties require such knowledge. "CMU Educational Information" may include academic records, employment records, financial aid records, and—on a restricted basis—discipline records and some counseling records.

**MyCMU Grade Entry and FERPA.** All CMU instructors and students have access to myCMU, and all students should consult their respective myCMU course sites for grade information.

## grievancemce-item-anchorGrievance Policy and Process

The grievance policy and process is designed to provide students, employees and members of the public with a process to resolve potential issues.

This policy and process is established to provide persons with an avenue to file a written concern and to establish a process to track and implement changes as a result of said concern.

1. The person with the grievance may first attempt to resolve the issue informally with the appropriate student, faculty or employee involved (
  - Note
  - :
  - Degree programs with specific accreditation requirements, such as the Nursing, Occupational Therapy Assistant and Physical Therapist Assistant programs, as well as the graduate programs in Nursing and Clinical Counseling must follow those guidelines outlined in program handbooks prior to pursuing this process
  - ). Students may also direct concerns to the Divisional Chair regarding academic issues.
2. The Vice President for Institutional Growth and Student Engagement, as well as the Vice-President for Administration, and the Provost, are all available to help mediate resolution, to provide impartial advice and guidance on the process and to discuss the issue.
3. If the issue cannot be resolved informally to the satisfaction of the parties, the student must present, in writing within 30 days of the incident/issue, a formal grievance/explanation of the situation [via the online web form\\_blank](#)
4. All formal complaints will be promptly and thoroughly investigated by the appropriate departmental administrator. The written grievance/explanation should include the specific complaint and a reference to the specific matter described below. The burden of proof shall rest on the accuser or complainant, with the opportunity to present related evidence. There will be

an impartial, prompt and thorough investigation of the issue. All investigations will use preponderance of evidence as the evidential standard.

- a. If the complaint relates to issues regarding Title IX, the process will follow that noted in the Employee and Student Handbooks respectively. Students may file in person according to policy and process, or may also submit [through the online complaint form](#)\_blank.
- b. If the matter relates to grade appeals, the process that is found in the Undergraduate and Graduate Catalogs will be followed. [Appeals may also be electronically filed online](#)\_blank.
- c. If the appeal involves other academic related issues, Provost will act as reviewer. Student wishing to file a grievance may [complete the grievance form](#)\_blank.
- d. If the appeal relates to matters concerning student life, including Greek and residence hall activities, the policies as found in the Student Handbook will be followed and the Associate Dean of Students will act as reviewer. Students may [complete a formal grievance form](#)\_blank.
- e. All personnel matters will be addressed in accordance with the Faculty and Employee Handbooks. The Office of the Provost and Human Resources will act as reviewer.
- f. All other matters will be referred to the appropriate administrator for review.

### Other Appeals

Students may also file a complaint of discrimination on the basis of sex, disability, gender orientation, race, color, national origin or age with the Office of Civil Rights (OCR), Department of Education, [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov). Such complaints must be filed in writing no later than 180 days after the occurrence of the alleged discrimination.

In addition, The Missouri Department of Higher Education serves as a clearinghouse for postsecondary student complaints. [See the MDHE complaint policy](#)\_blank.

This process contains information about the complaint process and includes instructions for how to file a formal complaint. Note that the policy provides that a student who wishes to file a complaint with the department must first exhaust all formal and informal avenues provided by the institution to resolve disputes.

Students who are taking courses in the online format, may also file complaints and concerns [with the respective states](#)\_blank.

Individuals may also file a grievance with the Higher Learning Commission. [Complaints Against an Institution Policy and Process](#)\_blank

## Retaliation Notice

Retaliation against a person who files a complaint or persons who participate in the grievance proceeding is prohibited.

# Admission Policies & Procedures

Central Methodist University seeks men and women who aspire to enter an exciting and challenging world through a high-quality, liberal arts education which promotes character and leadership through learning, social responsibility, and service. CMU's admission standards are intended to identify those who are most likely to succeed in a university program of studies. Central Methodist University does not discriminate on the basis of race, color, sexual preference, religion, gender, national origin, age, or federally defined disability in its recruitment and admission of students.

Central Methodist University reserves the right to restrict, deny, or revoke an offer of admission or the admission of any person otherwise eligible for reasons determined to be in the best interest of the institution by the officers thereof. These reserved rights shall be administered in a manner strictly consistent with state and federal non-discrimination laws.

## Application Procedures for Admission

### Office of Admission

The Office of Admission at CMU is staffed with experienced professional admission representatives and is open from 8 a.m. to 5 p.m. weekdays. Weekend appointments are available. We encourage students and parents to visit the CMU campus. Please call our toll-free number (877) CMU-1854 to arrange a campus visit. Inquiries, requests for information, and campus visit requests can also be made online or by writing The Office of Admission, 411 Central Methodist Square, Fayette, MO 65248.

A campus visit includes a guided campus tour, an individual visit with an admission counselor, financial assistance representative, and a faculty member in the student's academic area of interest. Appointments with activity directors and athletic coaches can also be arranged at your request.

### Enrollment Fee

New students must pay an enrollment/orientation fee of \$200 to receive their class schedules and to reserve campus housing. The enrollment/orientation fee, together with a housing application, ensures a reservation in the residence halls. This payment is not subject to refund if a student fails to matriculate or cancels after May 1. Half of the fee is an orientation fee; the other half is a damage deposit for the residence hall room. Off-campus/commuter students pay a \$100 orientation fee.

## Admission as a Full-time, First-time Degree-Seeking College Freshman

First-time freshmen are those who are entering college for the first time or have successfully completed 23 or fewer non-developmental, post-high school college credit hours other than dual credit. Those with 24 or more such credit hours may apply as transfer students even if their enrollment is on a part-time basis.

- **Application for Admission.** All applicants must submit a completed online or paper application for admission to the Office of Admission. [Online Application](#)\_blank
- **Academic Transcripts.** All applicants must submit official transcripts of their high school records clearly indicating their grade point average and class rank to verify eligibility for admission and financial assistance. Home-schooled students should submit a state-certified transcript. Those who have attempted any college and/or post-secondary courses (including dual credit) must also submit official transcripts from all post-secondary institutions attended. All transcripts are part of the students' permanent college record. In addition, all transcripts must be received in the Office of Admission before a student will be eligible to attend classes and receive financial assistance.
- **Deadline.** New students (both first-time freshmen and transfer students) who meet CMU's published admission standards (and, in the case of transfer students, who have copies of all official transcripts) will be accepted for admission through Friday of the first week of classes for both the Fall and Spring semesters, as long as there is a clear assurance that they will be in their classes the following Monday. (NOTE: This policy specifically excludes [a] students who would have to be admitted by committee action, and [b] readmission of students who have been previously suspended - since the deadline for appeals would already have passed.)
- **Test Scores.** All first-year applicants must submit results of the American College Testing (ACT) program (use code 2270 to submit your ACT scores to CMU) or Scholastic Assessment Test (SAT) (CMU code:6059)
- **Admission Standards.** To receive unconditional admission to Central Methodist University, applicants are expected to have completed a college preparatory program with at least a 2.5 cumulative grade point average on a 4.0 scale and have a 21 or above on the ACT or 1500 or above on the SAT) examination. Students falling below the minimum standards may be admitted on provisional status. See description of Provisional Admission (page 30). An offer of acceptance is made to a student with the condition that he or she remains in good standing.

- **High School Equivalency.** Applicants without a high school diploma may qualify for admission by passing the test of General Educational Development (GED) with a score at or above the 50th percentile or by passing the High School Equivalency Test (HiSET) and an ACT score of 21 or above (SAT 1500 or above).
- **Early Enrollment of Freshmen.** High school applicants of exceptional ability may be admitted and enrolled following completion of their Junior year of high school. Early enrollment applicants must complete all of the procedures for regular Freshman admission, have a personal interview, and obtain the written consent of their parents and their high school principal.
- **Advanced Standing.** Central Methodist University awards credit for scores of 3 (three) or higher on some of the Advanced Placement (AP) tests available through the College Entrance Examination Board. Each AP exam must be reviewed and approved by the Office of the Registrar and department chairperson. CMU will consider granting credit for a limited number of subject examinations available through the College-Level Examination Program (CLEP). CMU recognizes the high achievement and academic excellence of students who have participated in the International Baccalaureate degree program. Usually, a score of 4 (four) or above on the Higher Level IB exam or a score of 5 (five) or above on the Standard Level IB exam will be assessed as equivalent credit for specific courses. Specific course equivalents will be designated in consultation with the appropriate Division Chair, Dean, and Registrar. Students must provide an official copy of the score report from IB, sent directly to the Office of Admissions. For further information, contact the Office of the Registrar at 660-248-6210.

## • Admission as a Full-time Degree-Seeking Transfer Student

- Transfer students are those who have successfully completed 24 or more non-developmental, credit-bearing, post-high school college credit hours. Those with fewer hours apply as first-time freshmen. The University subscribes to the transfer of credit guidelines set by the Coordinating Board for Higher Education of the State of Missouri.
- **Application for Admission.** All applicants must submit a completed online application for admission to the Office of Admission. [Online Application](#)\_blank
- **Academic Transcripts.** To verify eligibility for admission and financial assistance, transfer applicants must submit official transcripts from all post-secondary institutions previously attended (including dual credit courses) clearly indicating cumulative GPA. Applicants must provide a copy of their high school diploma or official transcript (with completion date, GPA, and class rank), GED, or state certified copy of home school transcript. An ACT or SAT score must also be submitted. All transcripts are part of the students' permanent college record. In addition, all transcripts must be received in the Office of Admission before a student will be eligible to attend classes and receive financial assistance. When CMU accepts associate's and bachelor's degrees from other regionally accredited institutions of higher learning, we honor the means by which those institutions granted credit (including credit granted by internal testing-out procedures, Advanced Placement scores, International Baccalaureate scores, CLEP scores, etc.). [12/11]
- **Admission Standards.** Transfer students with 24 or more transfer credits must have a 2.0 or higher cumulative grade point average on a 4.0 scale for all previously attempted college course work and be eligible to return to the last college attended. Transfer applicants with 24 or more transfer credits who do not have a 2.0 or higher cumulative grade point average on a 4.0 scale must have a 21 or above on the ACT (1500 or above on the SAT examination). Students not meeting those standards may be considered for provisional admission as described below. All official transcripts must be received by the Office of Admission verifying the applicant's eligibility for admission prior to class attendance.
- **Deadline.** New students (both first-time freshmen and transfer students) who meet CMU's published admission standards (and, in the case of transfer students, who have copies of all official transcripts) will be accepted for admission through Friday of the first week of classes for both the Fall and Spring semesters, as long as there is a clear assurance that they will be in their classes the following Monday. (NOTE: This policy specifically excludes [a] students who would have to be admitted by committee action, and [b] readmission of students who have been previously suspended - since the deadline for appeals would already have passed.)

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## Admission of Part-time/Non-Degree Seeking Students

Part-time students, those registered for fewer than 12 semester hours, and students who are not seeking a degree are required to apply through the Office of Admission. Students who decide to continue their education at CMU in a full-time, degree-seeking capacity are required to follow the admission guidelines for full-time admission. Entering students who are turned down by the Academic Standards and Admissions Committee but who choose to enroll part-time, must be treated as non-degree-seeking students and are ineligible for financial aid. Any part-time student who wishes to receive financial aid must petition the Financial Aid Committee in order to receive or keep financial aid.

## Readmission of Former Students



Former students who wish to return to CMU must apply for readmission through the Office of Admission. Students who left CMU in good standing academically and in good standing with the Business Office are routinely readmitted. Students who left CMU under academic or financial probation or suspension will be considered for admission by the Academic Standards and Admissions Committee on an individual basis. Former students attending other institutions during their absence from CMU must submit an official transcript from each college attended. All transcripts must be received in the Office of Admission before a student will be eligible to attend class and receive financial assistance.

## Admission of International Students

To be considered for admission to Central Methodist University, International Students must meet all the regular criteria stated above. They must also:

- Submit for an online or paper application for admission. ([Online Application\\_blank](#))
- Submit official transcripts of all work comparable to secondary and post-secondary work including grade point average and class rank when possible. Courses from Non-U.S. Institutions will be evaluated on a case by case basis.
- Submit evidence of financial ability to pay for that portion of tuition, board and room not covered by academic or performance scholarships.
  - a. Official copies of bank statements dated within the past six months.
  - b. Affidavit of support which has been signed, dated, and notarized.
- Present evidence of proficiency in the English language through the submission of official test scores. We accept any of the following four nationally recognized tests:
  - a. TOEFL: 77 or higher on IBT (Internet-based); or 213 or higher on CBT (computer-based).
  - b. Eiken: Score of Grade Pre-1 or higher
  - c. IELTS: 5.5 or higher
  - d. SAT: 1500 or higher
  - e. ACT: 21 or higher
- Maintain legal status by complying with the USCIS SEVIS regulations governing F-1 students.

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Please contact the Designated School Official (DSO) in the Office of Admission for more information.

## Other Admission Information

### Admission of High School Students for Part-time Study

High school students of superior ability may be admitted to selected courses at Central Methodist University. The approval of the high school principal and parents are required.

### Veterans

Military veterans may receive limited credit for military training as recommended in the Handbook of the American Council on Education

. Please consult CMU's Office of the Registrar for more information. All credit will be reviewed on an individual basis.

### Provisional Admission

Applicants not meeting the criteria for unconditional admission will be considered for provisional admission on an individual basis. This consideration will be conducted by the Director of Admission and the Academic Standards & Admission Committee. Students admitted under provisional admission must comply with all conditions and requirements specified in writing by Central Methodist University in the acceptance letter.



# Finals Schedule

If course start time or course days do not correspond to these grids, consult instructor for assistance.

Should a student have more than 3 final examinations scheduled on the same calendar date, the student may request that his or her advisor consult with all involved instructors to determine whether alternatives are available for the student (e.g., taking a proctored examination in the Center for Learning and Teaching on a different date).

**NOTE:** During final examination week, follow this schedule; your classes will not meet at the same days and times as during your regular semester schedule.

<b>Regular Class Time</b>	<b>FALL 2017 Final Exam Time</b>	<b>SPRING 2018 Final Exam Time</b>
8 MWF	Thurs., Dec. 14, 7:30-9:30 a.m.	Thurs., May 10, 7:30-9:30 a.m.
9 MWF	Wed., Dec. 13, 7:30-9:30 a.m.	Wed., May 9, 7:30-9:30 a.m.
10 MWF	Wed., Dec. 13, 10:30 a.m.-12:30 p.m.	Wed., May 9, 10:30 a.m.-12:30 p.m.
11 MWF	Mon., Dec. 11, 7:30-9:30 a.m.	Mon., May 7, 7:30-9:30 a.m.
Noon MWF, TR	Tues., Dec. 12, 4:30-6:30 p.m.	Tues., May 8, 4:30--6:30 p.m.
1 MWF	Mon., Dec. 11, 1:30-3:30 p.m.	Mon., May 7, 1:30-3:30 p.m.
2 MWF	Wed., Dec. 13, 1:30-3:30 p.m.	Wed., May 9, 1:30-3:30 p.m.
3 MWF	Mon., Dec. 11, 4:30-6:30 p.m.	Mon., May 7, 4:30-6:30 p.m.
Mon. evening (5 p.m. or later)	Mon., Dec. 11, 8-10 p.m.	Mon., May 7, 8-10 p.m.
Wed. evening (5 p.m. or later)	Wed., Dec. 13, 8-10 p.m.	Wed., May 9, 8-10 p.m.
8/8:30 TR	Mon., Dec. 11, 10:30 a.m.-12:30 p.m.	Mon., May 7, 10:30 a.m.-12:30 p.m.
9 TR	Tues., Dec. 12, 10:30 a.m.-12:30 p.m.	Tues., May 8, 10:30 a.m.-12:30 p.m.
11 TR	Tues., Dec. 12, 7:30-9:30 a.m.	Tues., May 8, 7:30-9:30 a.m.
1 TR	Tues., Dec. 12, 1:30 -3:30 p.m.	Tues., May 8, 1:30-3:30 p.m.
2/2:25 TR	Thurs., Dec. 14, 10:30 a.m.-12:30 p.m.	Thurs., May 10, 10:30 a.m.-12:30 p.m.
3 TR	Wed., Dec. 13, 4:30-6:30 p.m.	Wed., May 9, 4:30-6:30 p.m.
Tues. evening (5 p.m. or later)	Tues., Dec. 12, 8-10 p.m.	Tues., May 8, 8-10 p.m.
Thurs. evening (5 pm. or later)	Thurs., Dec. 14, 5:00-7:00 p.m.	Thurs., May 10, 5:00-7:00 p.m.

# General Academic Regulations

## Student Academic Responsibilities

Because education is a uniquely personal experience, it is the individual responsibility of each student (1) to know the degree requirements for his or her own course of study; (2) to know the rules, regulations, and deadlines which govern the academic programs which are published in this catalog; and (3) to develop and follow schedules which comply with these course and program requirements. The University's faculty, advisors, and staff support each student's education in every way they can, but students must assume final responsibility to establish the timeline for advancing and completing their course of study, to register for the appropriate courses, and to complete all degree requirements. Students are also responsible for knowing and adhering to all University policies published in The Student Handbook. Registration in the University confirms students' acceptance of these obligations.

## Academic Advising

Students at CMU quickly develop personal relationships with their instructors. Through these relationships, faculty and students explore a wide range of academic and personal matters both in the classroom and through informal conferences and conversations. The faculty and administration also provide a well-structured program of student advising for each student. This program begins before students enroll through their assignment to a faculty advisor on the basis of admissions information. Advisors assist students in planning their academic work and in managing problems in their college careers. Freshman students are advised by the faculty of CMU 101, the First-year experience course required of all entering freshmen. Freshman students thus meet with their advisors each time the class is held during the semester. The CMU 101 faculty continues to advise freshmen during the second semester. As early as possible, students are assigned, or choose, advisors according to academic interest or choice of major. Students may change their faculty advisor at any time by making a formal request in the Registrar's Office. The faculty advisors, the staff of the Registrar's Office, the Associate Dean, and the Dean of the University will do all they can to assist students in interpreting degree requirements, in determining which requirements have or have not been met, and in developing plans to meet degree requirements. However, the University believes that each student's education belongs uniquely to the student.

The University holds each student to be finally responsible for being fully informed about the graduation requirements for his or her own degree program and for arranging academic schedules to meet graduation requirements on the timetable the student establishes. Faculty advisors will do all they can through the advising processes to assist students in meeting their educational goals.

The University also keeps students informed of their academic progress by sending students and their advisors (1) warning of unsatisfactory grades after the first month of classes are posted online, (2) mid-semester grade reports (posted on-line), and (3) final grade reports each term.

## Academic Bankruptcy Policy

To declare "Academic Bankruptcy" a student must petition the Academic Standards and Admissions Committee specifying the courses the student requests to be dropped. Only courses with grades of "D" and "F" may be dropped. Only courses taken ten semesters (excluding summer sessions) or more before the student's application for readmission may be dropped. The petition for Academic Bankruptcy must be made within six months following the student's readmission. Only students who are readmitted to and currently attending the University may petition the Academic Standards and Admissions Committee for Academic Bankruptcy. When the Committee approves a petition for Academic Bankruptcy, the original grades will be shown on the transcript but a notation will be made and these grades will not be included in the calculation of grade point averages or the satisfaction of degree requirements.

## Class Attendance

Students may not be successful in college for many reasons, but the principle reasons for student failure are excessive absence from class and the lack of class preparation. The faculty and administration expect students to attend classes regularly and to establish adequate study patterns. Individual instructors establish their own attendance policies that are clearly stated in each course syllabus. The University reserves the right to withdraw any student from one or more classes or from the University for excessive absence. Students are responsible for any work missed as a result of absence. They should consult with each instructor to make satisfactory arrangements for academic work missed. This should be done in advance whenever possible. Students, faculty and staff are expected to adhere to the policy stated below for Institution-Sanctioned absences. Absence from class does not constitute

withdrawal from the class or from the College of Liberal Arts and Sciences. Students who leave school without completing the withdrawal process forfeit their claim to honorable dismissal and will receive a grade of "F" for all courses in progress.

## Institution-Sanctioned Absence Policy

Absences incurred as a result of competitions, performances, or event (with appropriate e-mail notification and the student's name on the list provided), will not be considered when dropping a student's grade because of absences. Each coach is responsible for working with the Athletic Director's Office to ensure that all conference limits are adhered to - in regards to how many competitions can be held on class days in a season. Each coach/director/instructor (or his/her designee) is responsible for sending an e-mail communication to all CLAS faculty 2-4 days ahead of time, for each competition, performance or event that will interfere with class days. This communication should include departure time, when students will return to campus, and a list of students involved. Students who will miss a class or lab because of an institution-sanctioned event are responsible for talking with each professor ahead of the absence. Where possible class assignments, exams or exercises are to be made up before the departure time. Faculty members should contact the coach/director/instructor if a student on the list should consider (because of class performance or previous absences) not attending the competition or performance. If a student chooses to attend class and skip the competition, performance, or event there will be no direct penalty (extra running, grade penalty, pushups, etc.), from the coach/director/instructor.

## Classification of Students

Students are classified by the Hours of credit achieved.

Freshman: 1-29 Hours

Sophomore: 30-59 Hours

Junior: 60-89 Hours

Senior: 90 or more Hours

Special Students are those students who are not matriculating for a degree but who wish to enroll for specific courses. They may be full- or part-time and may or may not have a baccalaureate degree. After completing 29 hours, special students must apply to the Office of Admission and be formally admitted to a course of study in order to continue to take classes.

Part-Time Students are those students who register for fewer than 12 hours in a semester or fewer than six hours in a summer session. Part-time students may not live on campus or represent the University in extracurricular activities. Their tuition charges and fees are based on the number of credit hours undertaken.

## Academic Load

Fifteen to sixteen hours of academic credit is considered the normal load per semester. No student may register for more than 18 hours of academic credit unless that student has a grade point average of 3.20 in the previous semester and obtains permission from the Provost. Registering for an overload (more than 18 hours per semester) requires the approval of the Provost. Students who are permitted to register for an overload will be subject to additional charges for each hour over 18. No student may receive credit for more than 21 hours in a semester unless that student has a grade point average of 3.20 in the previous term and obtains written permission from the Provost of the University, and only under extreme circumstances.

## Courses, Grades, and Grade Point Averages

Courses and grades are given on a semester-hour basis. Normally, one semester hour of credit means one hour of instruction per week for a semester (15-16 hours of class instruction) plus two or more hours of study for each hour of instruction, but instructional time and credit hours may vary. Grade reports are issued to students at mid-term and following the end of each semester. Only final grades for courses are entered on the student's transcript. The transcript is the individual student's permanent academic record, maintained and secured by the Registrar's Office.

The University uses the system of grades, grade symbols, and quality points described below to report each student's academic achievement on grade reports and transcripts.

A	Grade Points	4
B	Grade Points	3

C	Grade Points	2
D	Grade Points	1
F	Grade Points	0
P	Pass, credit hours only	
I	Incomplete	
W	Withdrawal	
AU	Audit, no credit hours	

All courses taken on a letter grade basis (A through F) are used to compute Grade Point Averages (GPA). For grades in courses repeated, see below. A student's GPA is calculated by dividing the number of grade points earned by the number of credit hours attempted on a letter grade basis. As a result, GPAs range from 0 to 4.0. Courses taken on a Pass/Fail (P/F) basis are not computed in the student's GPA. Few courses are offered on a P/F grade basis. The grades of "I", "W", and "AU" earn no credit and are not computed in GPA.

The grade of "I" (Incomplete) can be given by an instructor at the end of the term only when both of the following conditions are met: (1) the student is unable to finish the work of a course because of exceptional circumstances which can be documented, and (2) the student has completed at least three-fourths of the course work and can complete the remaining work apart from class meetings. Faculty should file a plan for completion of incomplete work with the Registrar. All incomplete work must be completed by mid-semester of the following semester. After this time, if the "I" has not been removed, it will automatically convert to a grade of "F." Additional work will no longer be accepted, and the grade appeals policy (below) will apply.

A student may withdraw from a class with a grade of "W" until two weeks before the last day of classes for the semester as defined by the academic calendar. The grade of "W" will not be calculated into the student's GPA. A student may not withdraw from a class after this date. For half semester classes, a student would be allowed to withdraw with a grade of "W" until one week prior to the final date of class as determined by the Dean of the College of Liberal Arts and Sciences.

The grade of "AU" is given to students who formally register as "auditors." Auditors must have the approval of the instructor prior to registering and are expected to attend regularly. They receive no credit, and no grade is given, but the hours are included in determining a student's academic load. Upon the report from the professor that an audit has been satisfactorily completed, notation of the audit is made on a permanent record. Special or part-time students pay normal tuition rates to audit courses.

## Grade Appeals

Students have the right to appeal a grade. All student appeals must be initiated, in writing, within one calendar year of the date the grade is first posted. In all steps of that appeal, the faculty member must be consulted and the burden of proof is on the student. Students should first make every effort to resolve grade issues with the course instructor. This is the most likely avenue to produce satisfactory results. If the issue is not resolved with the course instructor, the student should next appeal to the Division Chair. In these appeals, the course instructor will be consulted and the grade cannot be changed without the instructor's consent. If the issue is still not resolved, and the student wishes to continue the appeal, the student should consult the Dean or the Associate Dean who will direct the student in presenting a petition to the Academic Standards and Admissions Committee. The course instructor will be consulted in advance, notified of any hearings, and permitted to be present at the hearing. If a two-thirds majority of the Academic Standards and Admissions Committee judges that a grade change is warranted, the committee will direct the Registrar to make the change. The decision of this Committee is final and binding on all parties.

## Repeated Courses

Students may repeat any course in which they received a grade of A, B, C, or D one time and receive financial aid for the course. If the course was taken as dual credit the student may repeat it twice while receiving financial aid because they did not receive financial aid for taking it in high school. If a student receives a grade of F in a course, the student may repeat that course as often as necessary to achieve a passing grade. The most recent grade earned will be counted in the student's grade point average. All registrations and grades will be entered on the permanent record, but a notation that the course has been repeated will be added to previous enrollments in the course.

## Course Numbering System

Courses numbered 000-099 do not fulfill any graduation requirements. They are developmental courses designed to prepare students for college-level work.

Courses numbered 100-199 are designed with few or no prerequisites. They are survey courses, courses defining basic concepts, or courses presenting the terminology of a discipline. Typically, courses in this range will focus on recall of facts and explaining ideas or concepts. Outcomes may include words such as: define, discover, duplicate, list, memorize, repeat, state, classify, describe, discuss, explain, identify, locate, recognize, report, and select.

Courses numbered 200-299 may have prerequisites. They include survey courses of areas of a discipline. Typically, courses in this range will focus on explaining ideas or concepts and using information in new situations. Outcomes may include words such as: classify, describe, discuss, explain, identify, locate, recognize, report, select, execute, implement, solve, use, demonstrate, interpret, operate, schedule, and sketch.

Courses numbered 300-399 usually have prerequisites and typically are taken by upper division students and majors. Generally, these are courses specific to a major, not offered as part of the general education model. Typically, courses in this range will focus on drawing connections among ideas and justifying a decision. Outcomes may include words such as: analyze, differentiate, organize, relate, compare, contrast, distinguish, examine, experiment, question, test, appraise, argue, defend, judge, select, support, value, critique, and weigh.

Courses numbered 400-499 usually have prerequisites and are taken by advanced students in the major. Capstone courses generally fall in this category. Typically, courses in this range will focus on evaluating decisions and creating new work. Outcomes may include words such as: appraise, argue, defend, judge, select, support, value, critique, weigh, design, construct, create, formulate, investigate, invent, and author.

## Catalog in Effect - Graduation Requirements

Students' degree requirements are generally governed by the catalog in effect when they matriculate for a degree so long as enrollment is continuous. Students may choose to meet the requirements of any subsequent catalog published during their enrollment but not of an earlier catalog. Former students who are readmitted must meet the graduation requirements in the catalog at the time of re-enrollment.

## Registration

Students must register on the days and at the times designated by the Dean. They should register only after a conference with their advisor. Deadlines for registration and changes in registration are published on the Academic Calendar.

Changes in classes or class sections may be made at no charge during the first week of classes by completing a Change of Course Form from the Registrar's Office. After the first week of classes, courses may not be added. Any exceptions require written permission from the course instructor, division chair, and the Dean. Courses may be dropped at any time prior to two weeks before the last day of classes for the semester. Students are urged to remember that the grade of "F" will be recorded on their transcripts for every course that is not completed but not officially dropped. Courses are not officially dropped until the Change of Course Form has been filed in the Registrar's Office.

## Enrollment in CGES/Online Courses

College of Liberal Arts and Sciences (CLAS) students requesting permission to enroll in online or statewide courses during the Fall or Spring semesters must meet one of the following eligibility criteria:

Through no fault of his/her own, the student must enroll in a specific course to graduate and said course is not available before graduation in CLAS. (If a student postpones taking said course until his/her Senior year that could have been taken earlier, the student may not qualify for enrollment under this criterion.)

The student will benefit educationally by taking a course and is recommended by his/her advisor, has approval of the Dean, and agrees to pay all tuition/fees required to take the course above regular CLAS tuition and fees.

## Withdrawal from Classes

No student may withdraw from any class the last two weeks of the Fall or Spring semester.

A student who wishes to withdraw from the University must obtain a withdrawal form from the Director of Student Success. It is the student's responsibility to see that this withdrawal form is completed and filed with the Director of Student Success or Hall Director. The form is NOT complete until it is returned to either the Director of Student Success or Hall Director. The form

requires signed clearance from the Residence Hall Director, Library, Financial Assistance Office, Scholarship Coach or Director (music/athletics), Student Success Coordinator, and Business Office. The completed withdrawal form, together with the student ID Card, is filed with the Director of Student Success. An honorable dismissal will be granted to all students who desire to withdraw from the University if they are in good academic standing, are not subject to discipline, have made satisfactory arrangements for settling their financial account, and file the completed withdrawal form. Students who withdraw from the University will receive grades for the courses in which they are registered according to the grading policies published in this catalog.

The University reserves the right to withdraw any student from one or more classes or from the University for academic misconduct, excessive absence, disruptive behavior, or other sufficient cause.

## Medical Withdrawal

Students may withdraw from classes at any time during the term for medical reasons. Requests made after the last day to drop with a "W" must be approved by the Dean of the College or, at the Dean's request, by The Academic Standards and Admissions Committee. The Registrar will indicate the withdrawal by placing a "W" on the transcript. A student (or someone representing the student) must initiate the medical withdrawal process by notifying the Office of Student Development or the Registrar's Office. They will outline the proper procedures for withdrawal. The student seeking a medical withdrawal must present a bona fide medical excuse signed by a physician. The regular refund schedule will apply to medical withdrawals.

Students who have been granted a medical withdrawal and wish to re-enter the University must follow standard re-admission policies and must provide satisfactory evidence that their medical condition will no longer impede their academic performance.

## Federal Definition of Credit Hour

Credit hour: Except as provided in 34 CFR 668.8(k) and (l), a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than –

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours. (34 CFR 600.2)

## CMU's Calculation of Credit Hour

CMU will observe the following minimum time requirements for courses:

1. Online courses are as rigorous as on-ground courses and typically require as much time to complete the coursework as the on-ground counterpart. Thus, students are expected to demonstrate they have met the student learning outcomes equivalent to a traditionally delivered course.
2. Hybrid courses combine on-ground and online study. These courses are as rigorous as completely on-ground courses and typically require as much time to complete the coursework as the on-ground counterpart. Thus, students are expected to demonstrate they have met the student learning outcomes equivalent to a traditionally delivered course.

Students will have the opportunity to meet learning outcomes in a number of ways through online and/or hybrid coursework.

- Direct faculty instruction will include:
  - a. Weekly threaded discussion forums
  - b. PowerPoint Presentations without audio
  - c. PowerPoint Presentations with audio
  - d. Lecture notes
  - e. Video lectures
  - f. Assigned videos (does not include lecture videos)
  - g. Quizzes/Exams
  - h. Rough Draft feedback
  - i. Face-to-Face meetings (hybrid only)
- Out of class student work will include:
  - a. Readings

- b. Written assignments (papers, journals, reviews, etc)
- c. Rough Draft papers
- d. Paper revisions
- e. Research
- f. Case Studies
- g. Power Point Presentations
- h. Assigned homework problems
- Clinical/Practicum/Internship

## Press Enter to add more content

### Calculations for an 8-week course:

Credit Hours	Direct Instruction Hours	Student Work Hours	Total Course Hours
1	15	30	45/8-weeks
2	30	60	90/8-weeks
3	45	90	135/8-weeks
4	60	120	180/8-weeks
5	90	150	240/8-weeks

### Calculations for a 16-week course:

Credit Hours	Direct Instruction Hours	Student Work Hours	Total Course Hours
1	15	30	45/16-weeks
2	30	60	90/16-weeks
3	45	90	135/16-weeks
4	60	120	180/16-weeks
5	90	150	240/16-weeks

\*\*Final exams and/or presentations are completed during the 16<sup>th</sup> week.

Students will have the opportunity to meet learning outcomes in a number of ways through online and/or hybrid coursework.

- Direct faculty instruction will include:
  1. Weekly threaded discussion forum
  2. PowerPoint Presentations without audio
  3. PowerPoint Presentations with audio
  4. Lecture notes
  5. Video lectures
  6. Assigned videos (does not include lecture videos)
  7. Quizzes/Exams
  8. Rough Draft feedback
  9. Face-to-Face meetings (hybrid only)
- Out of class student work will include:
  1. Readings
  2. Written assignments (papers, journals, reviews, etc)
  3. Rough Draft papers
  4. Paper revisions
  5. Research
  6. Case Studies
  7. Power Point Presentations

- 8. Assigned homework problems
  - Clinical/Practicum/Internship
- Direct faculty instruction will include:
  1. Weekly threaded discussion forum
  2. PowerPoint Presentations without audio
  3. PowerPoint Presentations with audio
  4. Lecture notes
  5. Video lectures
  6. Assigned videos (does not include lecture videos)
  7. Quizzes/Exams
  8. Rough Draft feedback
  9. Face-to-Face meetings (hybrid only)
- Out of class student work will include:
  1. Readings
  2. Written assignments (papers, journals, reviews, etc)
  3. Rough Draft papers
  4. Paper revisions
  5. Research
  6. Case Studies
  7. Power Point Presentations
  8. Assigned homework problems
- Clinical/Practicum/Internship

## Press Enter to add more content

### Calculations for an 8-week course:

Credit Hours	Direct Instruction Hours	Student Work Hours	Total Course Hours
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Credit Hours	Direct Instruction Hours	Student Work Hours	Total Course Hours
1	15	30	45/16-weeks
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3	45	90	135/16-weeks
4	60	120	180/16-weeks
5	90	150	240/16-weeks

\*\*Final exams and/or presentations are completed during the 16<sup>th</sup> week.

### Calculations for direct faculty instruction:

Weekly threaded discussion forums	1 post + 2 replies = 1 hour
PowerPoint Presentations without audio	1 slide = 3 minutes



PowerPoint Presentations with audio	1 side variable = 5-10 minutes
Lecture notes	1 page = 5 minutes
Video lectures	Variable = 30 minutes – 1 hour
Face-to-Face meetings (hybrid only)	1 hour = 1 hour
Assigned videos (does not include lecture videos)	Variable 30 minutes – 1 hour
Quizzes/Exams	Variable 30 minute – 1 hour
Rough draft feedback	30 minutes per page

**Calculations for student work:**

Readings	Variable 10-30 minutes per page depending on content
Written assignments (papers, journals, reviews, etc.)	1 hour per page
Rough draft papers	1 hour per page
Paper revisions	30 minutes per page
Research	1 hour per article/source
Case Studies	1 hour per page
PowerPoint Presentations	30 minutes per slide
Assigned homework problems	Variable 10-30 minutes per problem based on math level

**Calculations for Applied Music (Private Lessons)**

45 hours of practice	1 credit hour
90 hours of practice	2 credit hours
135 hours of practice	3 credit hours

**Calculations for Clinical/Practicum/Internship/Lab:**

Clinical	45 work hours = 1 credit hour
Practicum	Variable 20-40 observation hours = 1 credit hour
Internship	40 work hours = 1 credit hour
Lab	30 contact hours = 1 credit hour

**Calculations for Independent Study:**

Independent projects, such as special problems, in which the student works more or less individually at various locations, ordinarily requiring intermittent consultation with the professor. The instructor will identify appropriate outcomes/objectives to meet the credit hour requirements of the course.

Hours spent on the course per week may vary from week to week, though the standard total time spent is as follows

40 hours of student work + 5 hours of direct instruction	1 credit hour
80 hours of student work + 10 hours of direct instruction	2 credit hours
120 hours of student work + 15 hours of direct instruction	3 credit hours
160 hours of student work + 20 hours of direct instruction	4 credit hours

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205 hours of student work + 25 hours of direct instruction

5 credit hours

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## Course Delivery Definition

The following definitions of educational delivery methods are based on the Sloan Consortium's (2010) course classification system. For the purposes of these definitions, synchronous is defined as class instruction and student learning occurring at the same time (for example: in the classroom at 9:00 a.m. on Monday, Wednesday, Friday); asynchronous is defined as class instruction and student learning occurring at different times (for example: viewing a recorded lecture for the first time three days after it is conducted). Please note that these definitions pertain to the delivery method not course content.

- **Traditional course:** 0% of course content delivered online. No online technology is used. Course content is delivered in the classroom. Instructor and student interactions occur face-to-face in the classroom.
- **Web Facilitated:** 1-29% of course content delivered online. Web-based technology is used to enhance a face-to-face course. Course materials (handouts, assignments, lecture notes, syllabi) are stored and available to students online in the Learning Management System. Instructor and student interactions occur face-to-face in the classroom.
- **Hybrid/Blended course:** 30-79% of course content delivered online. Instructor and student interactions occur both in the classroom and online. The number of classroom meetings is reduced to a minimum of two meetings for an eight-week course and a minimum of four meetings for a sixteen-week course. All classroom meetings are synchronous.
- **Online course:** 80+% of course content is delivered online. Instructor and student interactions occur online through: discussion, chat, web conferencing, and other activities. Asynchronous class meetings may be conducted using BlackBoard Collaborate; however there is no requirement for a minimum number of meetings. Students are able to interact with one another and the instructor through the online Learning Management System.

# Academic Recognitions & Sanctions

## Dean's List

Outstanding academic achievement each semester is recognized by students being named to the Dean's List. This honor is reserved for those who meet the following requirements:

### Scholarship:

1. Students must complete at least 12 academic hours for the semester,
2. Students must earn a grade point average of 3.50 for the semester, and
3. Students must have no grade lower than a "C" for the semester.
4. Students must have no reports of academic misconduct on file.

**Conduct:** The student must be a good citizen of the college community, in the judgment of the Dean of the University.

## Graduation Honors

The following honors information does not apply to CMU associate degrees; it applies only to CMU CLAS baccalaureate degrees.

Each year, certain members of the graduating class are recognized for outstanding scholarship. Students whose cumulative grade point average is 3.95 or above graduate summa cum laude. Students whose grade point average is 3.8 or above graduate magna cum laude. Students whose grade point average is 3.7 or above graduate cum laude. Honors students must have earned at least 40 hours in residence at Central Methodist University. Graduation with Honors will be figured using all grades earned by the student toward graduation, including all transferred hours (as of December for May graduation, including any courses completed by Spring midsemester). These honors are recorded on the diplomas. Honors students are awarded recognition cords to wear with their cap and gown.

**Conduct:** **Conduct:** The student must be a good citizen of the college in the judgement of the Provost of the University.

## Academic Conduct

The students of Central Methodist University are expected always to follow the rules of good conduct, including the specific policies of the University as outlined in the CMU Student Handbook. When they are participating in a class, whether in the classroom, a laboratory, or another setting, students are responsible to the instructor and are expected to comply with class policies provided by the instructor and with reasonable requests made by the instructor. Course instructors may request that any student be administratively dropped from a course at any time for academic misconduct, excessive absence, or disruptive or other unacceptable classroom behavior. With the approval of the Provost, or, at the Provost's request, by the Academic Standards and Admissions Committee, the student will be withdrawn from the course. Additional penalties may be imposed under the Academic Conduct Policy below.

## Academic Conduct Policy

Central Methodist University believes that adhering to acceptable professional practices throughout life is a significant foundation of character and personal integrity. The University's Academic Conduct Policy applies to all forms of academic work, including but not limited to quizzes and examinations, essays and papers, lab reports, oral presentations, surveys, take-home tests, etc. Every student is responsible for understanding this policy. By registering at the University, every student accepts the obligation to abide by this policy. Students also are responsible for understanding the particular policy applications required by each of their instructors and to ask instructors to clarify any areas of uncertainty.

Academic Conduct requires that each person accept the obligation to uphold professional standards in all academic endeavors. Any conduct that unprofessionally represents a student's academic performance violates CMU's Academic Conduct Policy. Unprofessional practices include but are not limited to the following:

1. **Cheating** in any form (e.g., ghost-written papers; cheat sheets or notes; copying during exams, quizzes, or other graded class work; allowing anyone access to your courseware account to misrepresent their coursework as yours, or your coursework as theirs, etc.);
2. **Unauthorized Collaboration** with others on work to be presented in ways contrary to the stated rules of the course or the specifications of a particular assignment;

3. **Stealing** or having unauthorized access to examination or course materials,
4. **Falsifying Information** (records, or laboratory or other data);
5. **Submitting Work Previously Presented in Another Course** without the advance consent of the second instructor;
6. **Assisting Academic Misconduct** (intentionally or unintentionally) - This includes allowing any other student to use or submit your academic work or performance, or other academic work supplied by you, under a name different from the author of the work; and
7. **Plagiarism** includes but is not limited to (1) representing as your own work a paper, speech, or report written in whole or in part by someone else (from the un-credited use of significant phrases to the un-credited use of larger portions of material), including material found on the internet, (2) failing to provide appropriate recognition of the sources of borrowed material through the proper use of quotation marks, proper attribution of paraphrases, and proper reference citations. Always provide appropriate recognition of all borrowed materials and sources.

The University will discipline students for infractions of the Academic Conduct Policy with various sanctions which it deems appropriate, up to and including suspension or expulsion from the University. Penalties internal to a course, including grades and expulsion from the course, are at the discretion of the instructor. Students can appeal instructors' internal course penalties to the Committee on Academic Standards and Admissions, whose decision is final. Instructors must report all penalties which they impose for academic misconduct, with a brief account of the offense, to the Provost, so that all violations are recorded. For serious or repeated offenses, the Provost may impose further penalties beyond the course penalty. These penalties include but are not limited to notations in the student's file, notations on the student's transcript, probation, suspension, and expulsion. A decision by the Provost can be appealed to the Faculty Committee on Academic Standards and Admissions, whose decision is final.

## Academic Probation

Academic Probation is imposed for one of two reasons: (1) the failure of a full-time student to pass at least 67% of all coursework attempted, and/or (2) the failure of any student to make the cumulative and cumulative resident grade point averages (GPAs) each semester listed below.

Weighted Hours Attempted*	Minimum Cumulative and Cumulative Resident GPAs
1-29	1.80
30-59	1.90
60-89	2.00
90 or beyond	2.00

\*Hours attempted that do not include developmental or P/F courses.

## Academic Suspension

For any student carrying six hours or more, academic suspension is imposed for one of three reasons: (1) the failure to rise above the probation level at the end of two semesters on probation at CMU, (2) the failure of any student to achieve above a 1.0 grade point average for any semester, or (3) the failure of any student to attain at least the following cumulative and cumulative resident grade point average for his or her attempted hours.

Weighted Hours Attempted*	Minimum Cumulative and Cumulative Resident GPAs
1-29	1.50
30-59	1.60
60-89	1.70
90 or beyond	1.90

\*Hours attempted that do not include developmental or P/F courses.

### Suspension Options:

1. **Petition for readmission on full-time/part-time, probationary status:** A suspended student who wishes to return full-time/part-time to CMU classes (at any campus/site or online) must petition the faculty Committee on Academic Standards and Admissions (care of the Office of the Provost) to enroll as a full-time/part-time student at CMU (at any CMU campus/site or

online or summer or regular CGES term). If that petition is successful, the student will be readmitted on academic probation. If a student enrolls in a January or May term class before the student is informed that he or she has been suspended, he or she may finish out only that term's classes. He or she may not enroll in any Summer or other regular term class without a successful petition of the Committee.

2. **Enroll at another accredited institution during suspension period:** A suspended student who chooses to enroll at another accredited institution during the period of suspension and who then petitions for readmission at CMU must submit official transcripts from that other institution for review by the Committee on Academic Standards and Admissions before the student is readmitted. The student still may not enroll in any CMU courses (at any CMU campus/site or online or summer or regular CGES) unless and until that student has successfully petitioned the Committee.

# Transfer Policies & Transcripts

## Transfer Credit and Credit by Examination

### **Current CMU Students Transferring Credit to CMU**

CMU strongly encourages CMU students to get prior written approval (from the appropriate Division Chair, Provost, and Registrar) before enrolling for any courses at another institution and then attempting to transfer the credit to apply to any CMU degree program. This will ensure that the proposed transfer coursework will apply to their degree programs as they intend. If students take courses at another institution without advanced written CMU approval (from the Division Chair, Provost, and Registrar), CMU accepts no responsibility for the applicability of these courses to the student's degree program.

### **Students Transferring to Central Methodist University**

CMU subscribes to the guidelines of the Coordinating Board for Higher Education of the State of Missouri. CMU welcomes students with course work or associate's degrees from other accredited colleges and pledges to seek harmonious solutions to any problems that transfer students may encounter. Transfer credit from an accredited institution may be used to satisfy any course requirements where the courses or course categories are generally equivalent to CMU requirements.

## Transfers of Credit

Students who have attended other Colleges (including dual credit courses taken while in high school) must request an official transcript to be sent to Central Methodist University (CMU). The transcript can be mailed or presented to the CMU Office of the Registrar; it can be presented to an extended campus site in a sealed envelope from the sending College's Academic Records and Registrar office; or it can be delivered as an e-transcript through the student records clearinghouse. Any other form of transcript will be considered "unofficial" and will not be accepted for transfer credit. Official transcripts are required to transcript credit. CMU computes cumulative grade point averages on the basis of all hours attempted at all colleges attended. Courses that cannot transfer are not used in GPA calculations.

The Office of the Registrar will transfer credit from accredited institutions, which may be used to satisfy any course requirements where the courses or course categories are generally equivalent to CMU requirements. To determine transfer credit from regionally accredited colleges, CMU will: 1) Review most current Higher Education Directory for College Accreditation, 2) Transfer courses with CMU equivalencies or check course descriptions, 3) Transfer general education block and/or courses with institutions listed on

Signatories to General Education and Credit Transfer Policy

. Courses not in the CMU catalog but earned at a regionally accredited university, will be accepted as elective credit on a case-by-case basis. The Office of the Registrar, in consultation with division chairs, is responsible for these determinations.

The Office of the Registrar will consider credit from non-regionally accredited institutions on a case-by-case basis. To determine transfer credit from non-regionally accredited colleges, CMU will: 1) Review most current Higher Education Directory for College Accreditation, 2) Obtain course descriptions for coursed under consideration for transfer, 3) Conduct review and approval through academic division chair, 4) Request additional documentation as needed, such as a syllabus, 5) Provide approval or denial information to student's advisor.

A Transfer/Articulation Agreement or Transfer Guide outlines courses taken at a community college or other institution of higher education, which apply toward degree requirements at CMU. CMU personnel work in consultation with the Office of the Registrar to establish a transfer agreement. Agreement drafts are submitted to the Office of the Registrar for consideration, who will consult with academic divisions and faculty as needed. Approved and final agreements will be posted to the University web site and with the Office of the Provost.

### **General Education Requirements for Transfer Students with a Bachelor's Degree**

Students with a Bachelor's Degree from another accredited institution have met all requirements for the General Education Common Core but must satisfy any additional General Education requirements for each program and/or degree. When CMU accepts bachelor's degrees from other regionally accredited institutions of higher learning, we honor the means by which those institutions granted credit (including credit granted by internal testing-out procedures, Advanced Placement scores, International Baccalaureate scores, CLEP scores, etc.).

### **General Education Requirements for Transfer Students with an Associate's Degree**

Students transferring to CMU with a post-1995 Associate of Arts degree and Associate of Arts in Teaching degree (and 60-89 hours of transfer credit) from a Missouri institution of higher education (or with a completed general education program consistent with the "42-hour General Education Curriculum" described in the Missouri State Transfer and Articulation Agreement) are required to complete an advanced writing course, foreign language (for students pursuing the Bachelor of Arts degree), analytical skills (for students pursuing a Bachelor of Science degree), and any specified courses for a specific degree (BSE, BAcc, etc.) as identified in the catalog or as designated in any subsequent catalog. Students are cautioned, however, that Associate of Arts coursework might not meet individual program requirements.

General education credit from an Associate of Arts (AA) and Associate of Arts in Teaching (AAT) degrees from an accredited college, which are signatories to the AA/AAT transfer will satisfy CMU's general education block. General education credit from an AA with an out-of-Missouri accredited college, per CMU transfer agreements, will satisfy CMU's general education block. AA/AAT transfer students are required to take CMU's advanced writing course (EN305/306) and other general education requirements required of the degree or a specific program.

CMU will accept as general elective courses, those courses meeting graduation requirements from the transferring accredited institution but not counting toward specific major or general education requirements, at CMU.

Repeated courses may only be counted once. Special Topics courses, Special Problems courses, and Internships may be repeated for credit in accordance with CMU regulations (see catalog course description for details). Transfer students may apply a maximum of three (3) hours of activity courses in Physical Education toward any degree. CMU does not accept for transfer those courses in which failing grades (F) were received, nor withdrawn (W). Developmental courses (numbered below 100) are not transferred, unless there is a direct equivalency to a CMU course.

When CMU accepts associate's from other regionally accredited institutions of higher learning, we honor the means by which those institutions granted credit (including credit granted by internal testing-out procedures, Advanced Placement scores, International Baccalaureate scores, CLEP scores, etc.).

All grades (except withdrawals) are transcribed. When a student repeats an equivalent transfer course at CMU, the higher of the two grades will be used to calculate hours earned and the GPA. The repeated course and grade remain on the CMU transcript.

If a student changes his or her major, a request must be made to have transfer credit reevaluated. Any student who is classified as a visiting student or a personal interest student will only have prerequisite courses transcribed. Articulation agreements and transfer guides for Colleges can be found on CMU's website.

## General Education Program Transfer Policies

The following general transfer policies apply to CMU's General Education Program:

	Take CMU101 & CMU102?	Take PE111?	Take CMU201?
0-29 transfer hours without one full-time semester of study on a university campus	Yes	Yes	Yes
0-29 transfer hours with one full-time semester of study on a university campus	No	Yes	Yes
30-59 transfer hours	No	No	Yes
# 60 transfer hours	No	No	No

## Earning Non-Transfer Academic Course Credit

CMU recognizes the need for students to earn credit in a variety of ways. The following information recognizes different ways in which CMU will accept credit other than transfer credit from other institutions of higher education. A maximum of 32 hours of such credit may be counted toward the hours required for graduation. Such non-transfer academic credit appears on the student's transcript as being non-transfer academic credit earned with "P" as the grade received.

**Credit by Institutional Examination:** Students enrolled in the University may receive credit for 100-level courses if they earn at least a C on a comprehensive institutional examination approved by the appropriate Division Chair, Dean, and Registrar. CMU charges an examination fee for such institutional examinations. See the appropriate Division Chair for additional information.

Students may receive credit by institutional examination for courses beyond the 100 level only if the instructor agrees that the course can be adequately assessed by an examination the instructor provides and administers, and only with the approval of the Division Chair and the Dean. Students must complete the process of receiving credit for all prerequisite courses before taking the next course above the course taken by examination. Currently, institutional examinations are possible for the following courses only:

- AS101 Descriptive Astronomy
- AS102 Descriptive Astronomy-Beyond the Solar System
- BI101 General Biology
- BI102 General Biology
- BI104 Biology of the Dinosaurs (same as GL104)
- BI105 Introduction to Environmental Science
- BI106 Human Biology
- BI107 Human Anatomy
- BI108 Biodiversity
- BI110 Introduction to Biotechnology
- BU110 Introduction to Business
- CH107 Chemistry/Allied Health
- CH114 General Chemistry
- CJ100 Introduction to Criminal Justice
- CS121 Introduction to MS Office
- CS122AW Computers in the Academic World
- CS172 .NET 1
- GL104 Biology of the Dinosaurs (same as BI104)
- GL105 Exploring Geology
- HI101 World History I
- HI102 World History II
- HI103 Introduction to Missouri Civics (same as PS103)
- HI117 Development of the U.S. I
- HI118 Development of the U.S. II
- MA103 (but not MA101/102) College Algebra
- MA104 Analytical Geometry & Trigonometry
- MA105 Elementary Statistics
- MA107 Discrete Mathematics
- MA112 Selected Topics in Calculus
- MA118 Calculus & Analytical Geometry
- PH111 General Physics I
- PH112 General Physics II
- PS101 Introduction to American National, State, and Local Government
- PS103 Introduction to Missouri Civics (same as HI103)
- SC101 Concepts in Physical Science
- SO101 Introduction to Sociology
- SO102 Social Problems
- SO150 Introduction to Anthropology

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**CLEP (College-Level Examination Program) Credit:** When approved by the appropriate Division Chair, Dean, and Registrar, CMU gives 100-level credit for subject examinations administered by the College-Level Examination Program (CLEP).

**AP (Advanced Placement) Credit:** CMU affirms the intellectual achievement of students who have participated in the Advanced Placement program. Students may apply for credit for Advanced Placement (AP) courses that they have successfully completed with an AP score of 3 (three) or higher; acceptance of any AP examination or examination score is subject to approval by appropriate Division Chair, Dean, and Registrar. Students must provide an official copy of the score report from AP, sent directly to the Office of Admissions.

**IB (International Baccalaureate) Credit:** CMU recognizes the high achievement and academic excellence of students who have participated in the International Baccalaureate degree program. IB's breadth of focus and commitment to scholarship are commensurate with the Mission and educational goals of CMU. Usually, a score of 4 (four) or above on the Higher Level IB exam or a score of 5 (five) or above on the Standard Level IB exam will be assessed as equivalent credit for specific courses. Specific



course equivalents will be designated in consultation with the appropriate Division Chair, Dean, and Registrar. Students must provide an official copy of the score report from IB, sent directly to the Office of Admissions.

**DANTES (Defense Activity for Non-Traditional Educational Support) Credit:** CMU awards semester-hour credit recommended by the American Council on Education (ACE) upon attainment of an acceptable passing score per section, or CMU awards credit as determined by the testing authority at the time the test was taken. Students must provide an official copy of the test results, sent directly to the Office of Admissions. At the time of application, students must send an official record of test results to the Office of Admissions. Acceptance of any DANTES credit score is subject to approval by the appropriate Division Chair, Dean, and Registrar.

**Military Credit:** Military veterans may receive limited credit for military training as recommended in the Handbook of the American Council on Education. CMU will review all credit on an individual basis. Please consult CMU's Registrar for more information. Acceptance of any military credit is subject to approval by the appropriate Division Chair, Dean, and Registrar.

## Transcription Transfer Credit

The Office of the Registrar enters transfer credit on the student's CMU transcript after evaluating the student's official transcripts. Some departments or degree programs have time limits for transfer courses. A course may transfer as a CMU equivalent but because of its age, may not be applicable to a specific major. (See individual programs for more detail.)

If a student does not agree with the evaluation of a course for transfer credit, he/she may submit a catalog course description or course syllabus from the sending College to the Office of the Registrar to have the course re-evaluated. The Office of the Registrar will review with division chair and provide decision back to student. If the appeal regarding the disputed course is not resolved, the student may appeal utilizing the Grievance Policy and Process.

The Registrar reviews credit earned by credit-by-exam (CLEP, DSST or AP) and from non-traditional sources (military experience, standardized occupational testing or department exams). Official reports or transcripts must be submitted to CMU for review and transfer of credit-by-exam.

Transfer credit is awarded for courses completed at colleges and universities outside the United States that are accredited or approved by the Ministry of Education (or other appropriate government agency) of the country in which they are located. The transcripts must be translated into English and evaluated course-by-course by one of the recognized transcript evaluation services. A student may be asked to provide course descriptions or course syllabi to determine course equivalencies. (Contact the Office of the Registrar for information.)

Any irregularities in transcripts that are received will be checked and if a document is determined to not be authentic, admission will be denied and registration at CMU will be cancelled.

All College transcripts must be on file prior to enrollment. A registration hold will be placed on the student's record until all official transcripts have been submitted.

## Requesting a CMU Transcript

The student's permanent record is confidential, and, by the terms of the Family Education Rights of Privacy Act, transcripts of the student's record are not issued except upon receipt of a signed request from the student. A fee of \$7.25 is charged for each transcript. Electronic PDF is available for \$9.00. Priority mailing for official transcripts is available for an additional \$20.00 per address and FAX service for unofficial transcripts costs an additional \$7.50 per transcript.

Official transcripts are issued directly to other schools, employers, official governmental agencies, or other persons or organizations entitled to receive an official statement of the student's record. Unofficial transcripts are issued to the student or parents.

No transcripts will be issued for any student or former student who is not financially in good standing with the University. Transcripts will not be issued to current students during the last two weeks of the term, until grades for that term are recorded.

To have a transcript issued, complete the [online request form](#). For further information call the Registrar's Office at 660-248-6208.

# Faculty

## Current Faculty

LARRY C. ANDERSON (1982) Associate Professor of Physical Education; BSE, Central Methodist College; MA, Drury College

JACQUELINE ANSON (2012) Assistant Professor of Psychology; BS, Illinois State U; MA, U of Colorado-Colorado Springs; MA and PhD, U of Rochester

JOHN BELLEFEUILLE (2006) Associate Professor of Chemistry; BS, Ithaca College; PhD, Texas A&M U

JULIE A. BENNETT (2006) Associate Professor of Business; BA, MBA, William Woods U

BARBARA L. BERWIN (1997) Professor of Music; BS, Dana College; MM, U of Nebraska; PhD, U of Missouri

TARA BRACKMAN (2011) Assistant Professor of Physical Education; BSE, BSAT, Central Methodist U; MA, Lindenwood U

RICHARD BRADLEY (1999) Professor of History and Political Science; Director of the Honors Program; BS, Illinois State U; MA, PhD, U of Illinois

COLLIN BRINK (2007) Associate Professor of Communication; BA, William Jewell College; MA, Southwest Missouri State U; JD, U of Missouri

KEVIN CARNAHAN (2009) Associate Professor of Philosophy and Religion; BA, Southwestern College (KS); MTS, Perkins School of Theology; PhD, Southern Methodist U

JOHN J. CARTER (1980) Professor of Political Science; Director of Pre-Law; BA, U of Missouri; MA, U of Central Missouri; PhD, U of Missouri

KRISTIN L. CHERRY (2008) Associate Professor of Communication; BA, Millikin U; MA, PhD, U of Missouri

KENDAL CLARK (Jan. 2013) Assistant Professor of Physics; BA, Central Methodist College; MA, Ohio U; PhD, Ohio U

ANGIE CORNELIUS (2004) Associate Professor of Nursing; BSN, William Jewel College; MSN, U of Missouri; DNP, Rush U

LEA M. DANIEL (2010) Assistant Professor of Biology; BS, Oklahoma State U; MS, U of Oklahoma; PhD, U of Oklahoma

ALANNA DENNISON (2015) Assistant Professor of Athletic Training, M Ed, Central Methodist University, BS in Athletic Training, Missouri State University

JAIME DODSON (2017) Instructor of Nursing; MSN in-process, University of Missouri; BSN, Central Missouri State University

HEATHER DOUGHERTY (2010) Assistant Professor of Nursing; BSN, MSN, Central Methodist U

CYNTHIA M. DUDENHOFFER (2006) Associate Professor of Library Science; Director of Smiley Library; BA, MLS, U of Missouri

JESSICA EPPLE-FARMER (2016) Professor of Anatomy and Physiology; BS, Lincoln U; MS, Texas A & M U; PhD, Texas A & M U

REBBECA FENTON (2015) Assistant Professor of Occupational Therapy Assistant; Master in Health Care Administration, University of Missouri; BS from Drury University; AAS in OTA from Ozarks Technical College

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- TRAVIS SMITH (2016); Assistant Professor of Philosophy and Religion; BA Oklahoma City U; MA, Southern Illinois U; PhD, Southern Illinois U
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- HOPE TAYLOR (2013) Assistant Professor of Nursing; BSN, U of Central Missouri; MSN, Walden U
- BARBARA THURMON (2008) Associate Professor of Education; BS, U of Missouri; MA, Central Methodist U
- GREG THURMON (2007) Associate Professor of Biology; BA, Central Methodist College; MA, Northwest Missouri State U
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- DORI WAGGONER (2010) Associate Professor of Music; BME, Central Methodist College; MM, U of Missouri; PhD, U of Missouri
- LAURA WIEBE (2014) Assistant Professor of Music; BA, North Park U; MM, U of Wisconsin; DMA, U of Iowa
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- CLAUDE WESTFALL (2008) Associate Professor of Music; Director of Choral Activities; BS, Southwest Baptist U; MS, Southwest Missouri State U; PhD, U of Missouri
- ROBERT P. WIEGERS (1989) Professor of History; BA, Westminster College; MA, Boston U; MA, PhD, U of Missouri
- RYAN D. WOLDRUFF (2015) Assistant Professor of English (Composition), PhD, University of Tennessee-Knoxville, MA, University of Tennessee-Knoxville, BA, William Jewell College
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## Faculty Emeriti

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- MARY ELIZABETH FRIEDEN (1986-2010) Professor of Spanish; BA, U of Nebraska; MA, U of Illinois; PhD, U of Missouri
- JOSEPH E. GEIST (1972-1998) Professor of English; AB, Benedictine College; AB, Kenrick Seminary; MA, Emporia State U; PhD, U of Kansas
- CHESTER E. HANSON (1963-1993) Associate Professor of Mathematics and Computer Science; BA, Central Methodist College; MA, U of Northern Iowa; MS, U of Evansville
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