

1995

## 1995-1996 Bulletin of Information - Graduate

Seattle University

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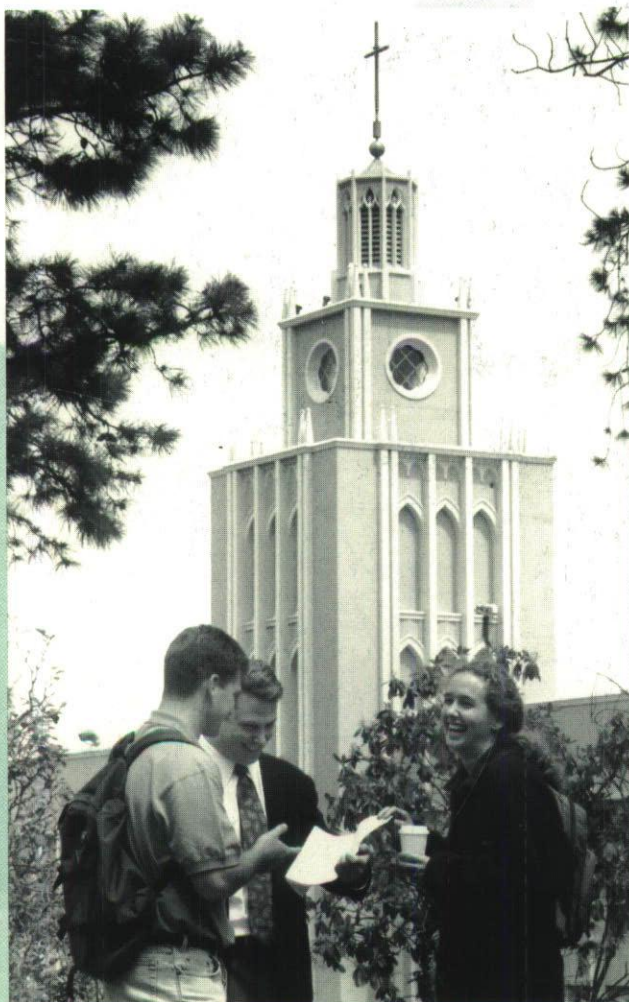
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# Seattle University



Graduate Bulletin of Information

95/96



**Seattle University**  
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Information concerning undergraduate and summer school programs may be obtained in supplementary bulletins.

Seattle University does not discriminate on the basis of religion, race, color, national or ethnic origin, gender, or the presence of any sensory, mental or physical disabilities in the administration of its admissions policies or in its scholarship, loan and work study programs. Inquiries relating to these policies may be referred to the university's assistant vice president for human resources and affirmative action officer.

The university reserves the right to change the fees, rules and calendar regulating admission and registration, instruction in and graduation from the university and its various divisions, and to change any other regulations affecting the student body. Changes may go into effect at any time and will apply to prospective students and to students who are currently enrolled. The university also reserves the right to discontinue courses and programs at any time.

As a general rule, students follow the academic programs contained in the Bulletin of Information in effect at the time of their matriculation.

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## For More Information

**Toll-free inside Washington state, call 1-800-542-0833**  
**Toll-free outside Washington state, call 1-800-426-7123**

*NOTE: Area code for all numbers listed below is (206)*

Addiction Studies Office ..... 296-5350	Financial Aid Office ..... 296-5840
Admissions, Graduate ..... 296-5900	International Student Center ..... 296-6260
Admissions, Undergraduate ..... 296-5800	Law, School of ..... 591-2252
Alumni Office ..... 296-6100	Library, A.A. Lemieux ..... 296-6230
Arts and Sciences, College of ..... 296-5300	Minority Student Affairs Office ..... 296-6070
Business and Economics, Albers School of ..... 296-5700	Nursing, School of ..... 296-5660
Campus Assistance Center ..... 296-6464	Public Service, Institute of ..... 296-5440
Campus Ministry ..... 296-6075	Registrar's Office ..... 296-5850
Career Development Center ..... 296-6080	Safety and Security Office ..... 296-5990
Controller's Office ..... 296-5880	Science and Engineering, School of . 296-5500
Education, School of ..... 296-5760	Theological Studies, Institute for ..... 296-5330
	Veteran's Affairs Office ..... 296-5850



# 1995-96 ACADEMIC YEAR

## Fall Quarter 1995

- September 15 (Fri):** Tuition and fees for fall quarter are due.
- September 20 (Wed):** All classes begin.
- September 27 (Wed):** Last day to register, add/drop or change grading option.
- November 1 (Wed):** Last day to remove I grades from spring 1995 or summer 1995.
- November 3-9 (Fri-Th):** Advising week for winter 1996 registration.
- November 10 (Fri):** Veteran's Day—no classes.
- November 12 (Sun):** Advance registration for winter 1996 begins.
- November 16 (Th):** Last day to withdraw with W grade.
- November 22-25 (Wed-Sat):** Thanksgiving—no classes.
- December 1 (Fri):** Closing date to remove N grade from previous year.
- December 1 (Fri):** Closing day for degree applications.
- December 2 (Sat):** Last class day.
- December 4-9 (Mon-Sat):** Final examinations.
- December 13 (Wed):** Grades due, 10 a.m.
- December 15 (Fri):** Tuition and fees for winter quarter are due.

## Winter Quarter 1996

- January 3 (Wed):** All classes begin.
- January 10 (Wed):** Last day to register, add/drop or change grading option.
- January 15 (Mon):** Martin Luther King's Birthday—no classes.
- February 13 (Tue):** Last day to remove I grade from fall 1995.
- February 16 (Fri):** President's Day observed—no classes (February 17 classes will meet as scheduled).
- February 19-22 (Mon-Th):** Advising week for spring 1996 registration.
- February 23 (Fri):** Advance registration for spring 1995 begins.
- March 1 (Fri):** Closing date to remove N grade from previous year.
- March 1 (Fri):** Last day to withdraw with W grade.
- March 11 (Mon):** Last class day.
- March 12-16 (Tue-Sat):** Final examinations.
- March 15 (Fri):** Tuition and fees for spring quarter are due.
- March 20 (Wed):** Grades due, 10 a.m.

## Spring Quarter 1996

- March 25 (Mon):** All classes begin.
- April 1 (Mon):** Last day to register, add/drop or change grading option.
- April 5 (Fri):** Good Friday—no classes.
- April 6 (Sat):** Easter Holiday—no classes.
- May 1 (Wed):** Closing date to remove N grade from previous year.

- May 1 (Wed):** Last day to remove I grade from winter 1996
- May 13-15 (Mon-Wed):** Advising week for summer and fall 1996 registration.
- May 16-17, 19-20 (Th-Fri, Sun-Mon):** Advance registration begins—by appointment summer 1996
- May 17 (Wednesday):** Advance registration for summer 1996 begins.
- May 21-24 (Tue-Fri):** Advance registration begins by appointment fall 1996.
- May 22 (Wed):** Last day to withdraw with W grade.
- May 26-31 (Sun-Fri):** Advance registration fall—continues.
- May 27 (Mon):** Memorial Day observed—no classes.
- June 3 (Mon):** Last class day.
- June 4-8 (Tue-Sat):** Final examinations.
- June 8 (Sat):** Baccalaureate.
- June 9 (Sun):** Commencement.
- June 12 (Wed):** Grades due, 10 a.m.

## Summer Quarter 1996\*

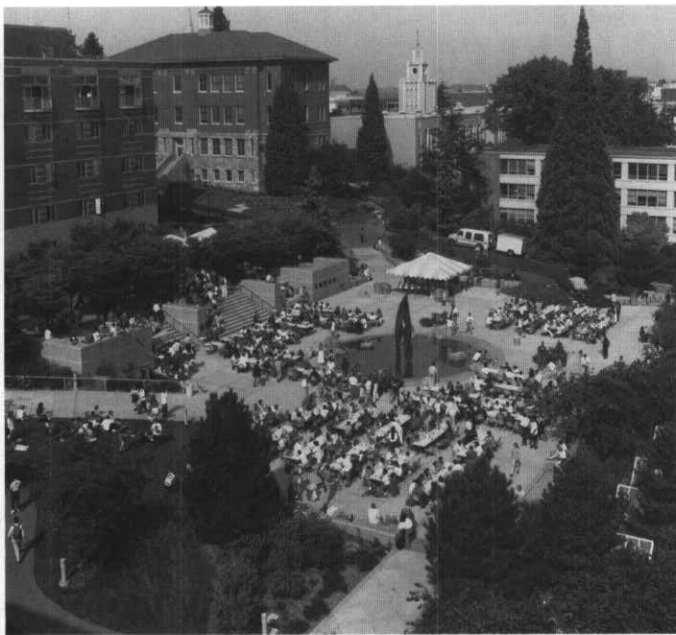
- June 2-24:** Summer 1996 registration continues.
- June 17 (Mon):** Tuition and fees summer quarter due
- June 17 (Mon):** Classes begin—first and full term.
- June 24 (Mon):** Last day to add/drop for first and full term.
- June 25 (Tue):** Registration for second term and intersession continues—Touchtone.
- July 3 (Wed):** Last day to withdraw first term.
- July 4 (Th):** Independence Day—No classes.
- July 15 (Mon):** Classes begin, second term.
- July 22 (Mon):** Last day to add/drop or change grading option for second term (in person).
- July 26 (Fri):** Last day to withdraw for second and full term (in person).
- August 1 (Th):** Last day to remove N grade from summer 1995.
- August 2 (Fri):** Last class day for 7-week session.
- August 9 (Fri):** Last class day for 8-week session.
- August 14 (Wed):** Grades due, 10 a.m.

## Intersession 1996\*

- August 12 (Mon):** Classes begin.
- August 14 (Wed):** Last day to register, add/drop or change grading option (in person).
- August 16 (Fri):** Last day to withdraw (in person).
- August 19 (Mon):** Registration fall 1996 continues—touchtone.
- September 2 (Mon):** Labor Day—no classes.
- September 9 (Mon):** Last class day.
- September 11 (Wed):** Grades due, 10 a.m.

*\*Final examinations for summer term and intersession are held during the last class meeting, the last week of the term.*





*The Seattle University Quadrangle is the site of many campus events, from small intimate prayer gatherings to campus-wide picnics.*

## About Seattle University

From humble beginnings 104 years ago, Seattle University has become the largest independent institution of higher learning in the Northwest with more than 6,000 students enrolled on the 46-acre Seattle campus. Our School of Law, located in Tacoma, enrolls approximately 800 additional students.

The university offers 49 undergraduate programs, 29 graduate programs, and a juris doctor professional degree. Teaching is our first priority. We keep student-to-faculty ratios low to ensure that faculty members are readily available to students.

One of 28 Jesuit colleges in the United States, Seattle University offers a broadly based academic program, including a strong liberal arts core curriculum that prepares students for community service and personal fulfillment, as well as professional success.

Seattle University is recognized as a leader in innovative academic programs, and many of the programs have become important to the economy of the Northwest. The nation's first addiction studies program was offered in 1973. In 1979 the university started its pioneering graduate program in software engineering. The Northwest's first undergraduate program in environmental engineering was offered in 1990. Beginning in 1995, Seattle University offered the first executive graduate degree program in the nation developed specifically for those who head not-for-profit organizations. The university continually revises curriculum offerings and develops new courses that prepare graduates for work in the global economy.

The true measure of the university's excellence is the success of its graduates. Seattle University's alumni includes distinguished individuals in business, public affairs, education, the performing arts, athletics, and other fields. Examples include former Washington Governor John Spellman; U.S. Senator Frank Murkowski; Dr. Yusaku Furuhashi, former dean, College of Business Administration, University of Notre Dame; Ann L. Stanford, former U.S. consul general, Lyon, France; Jim Whittaker, businessman and outdoorsman; Margaret Chow, superintendent, Richland Public Schools; Martha Yallup, deputy director of human services, Yakima Indian Nation; and collegiate and professional basketball legend, Elgin Baylor.

## Purpose and Scope

As an institution of higher learning, Seattle University's objective and purpose include the interpretation and transmission of knowledge, ideas, and values. The university is dedicated to the extension of the frontiers of knowledge by critical and exhaustive investigation and experimentation. Thorough, intelligent training in theory and principle provided by Seattle University prepares students for professional careers.

Well into its second century of educational services, Seattle University is dedicated to its historical mission of:

- teaching and learning
- education for values
- preparation for service
- growth of persons

Conducted under the auspices of the Society of Jesus, Seattle University supports Christian ideals and values. The university affirms the belief in the unity and totality of all human knowledge, whether experiential, speculative, or divinely revealed. As a community inspired by the Spirit of Christ, the campus atmosphere inside and outside the classroom encourages the development of an unbiased, truly liberated and enlightened intelligence in its faculty and student body.

As a comprehensive institution of higher learning, Seattle University brings this fourfold purpose to bear on all its activities and programs; on its relations to its students; its own community of educators; and on the various publics it serves.

## Administration

William J. Sullivan, SJ, PhD, *President*

John D. Eshelman, PhD, *Provost*

Edward J. Jennerich, PhD, *Associate Provost for Academic Administration and Dean of Graduate School*

Tullisse A. Murdock, PhD, *Associate Provost for Programs and Planning*

Henry Durand, PhD,

*Vice President for Student Development*

Nancy Gerou, PhD, *Assistant Vice President for Student Development*

Linda N. Hanson, BA, *Vice President for University Relations*

Len Beil, MBA, *Executive Assistant to the President*

J. Paul Blake, BA, *Assistant Vice President for University Relations and Director of Public Relations*

Mark Burnett, MPA, *Assistant Vice President for University Relations and Director of Alumni Relations*

Richard Francois, MOB, *Assistant Vice President for University Relations and Director of Development*

Denis S. Ransmeier, MEd, MBA, *Vice President for Finance and Administration*

James Adolphson, BABA, *Assistant Vice President and Budget Director*

Anna Sarton, *Assistant Vice President for*

*Human Resources and Affirmative Action Officer*

Barbara Horgan, PhD, *Associate Vice President for Information Services*

## History

Seattle University's development as one of the Pacific Northwest's leading centers of higher education is interwoven with the history of Seattle and the Puget Sound area.

In 1890, Father Aegidius Junger, bishop of the Nesqually Diocese, concerned over the lack of educational opportunity for Catholic youth in the Seattle area, urged the Jesuits of the Rocky Mountain Mission territory to establish a parish and a school in the young city.

Fathers Victor Garrand and Adrian Sweere arrived in Seattle from Yakima in the spring of 1891 and immediately set about their task. They initially leased St. Francis Hall, constructed in the previous year by Father Francis X. Prefontaine, the area's first resident priest. In these quarters, re-dedicated as the parish and school of the Immaculate Conception, the Jesuit co-founders began their modest educational effort.

In 1893, the cornerstone of the first building on the present campus was laid. The Garrand Building, which again housed both parish church and school, was opened for classes for the "older boys" in September 1894, and was formally dedicated the following December.

Further progress was made in 1895 with the introduction of the first "academic" or high school level class. In 1898, articles of incorporation were filed and duly approved by the state of Washington, changing the parish school for boys into Seattle College.

The years that followed the founding of the college were a time of struggle and disappointment. But in 1909, the three members of the first graduating class received bachelor of arts degrees.

Adverse circumstances during World War I led to the suspension of college classes from 1918 to 1922.

By 1933, the first women were enrolled in credit courses, making Seattle College the first Jesuit college to accept women students. The first women graduates received their degrees in 1936. In the previous year, the first professional degree program was established with the introduction of the School of Education. In 1937, the college was fully accredited by the Northwest Association of Secondary and Higher Schools. The School of Nursing was officially opened in 1940 and the School of Engineering was added in 1941.

In anticipation of the academic needs of returning veterans of World War II, the School of Commerce and Finance was established in 1945 as the fifth major academic unit of the college. By 1948, the total enrollment neared 3,000 students. To recognize the growth and academic development of the previous 15 years, the board of trustees approved a further amendment to the articles of incorporation, changing the institution's name to Seattle University.

The 1950s and 1960s were marked by rapid expansion of both the physical boundaries and the educational facilities of the university. In 1950, the campus comprised three permanent buildings and three World War II surplus structures. During the next 20 years, a total of 12 major buildings were added either by construction or conversion. This development took place for the most part under the direction of Father A.A. Lemieux, who served as university president from 1948 to 1965.

The 1970s were a period of curriculum expansion, achieved through the introduction of innovative new schools and programs. Chief among these additions were the School of Science and Engineering in 1972, the Institute of Public Service in 1974, and Matteo Ricci College in 1977. In 1976, the university instituted its first doctoral degree program, the

doctorate in educational leadership. The list of recent academic innovations also includes master-level programs in software engineering, teacher preparation, and therapeutic psychology, along with a baccalaureate program in computer science. The Institute for Theological Studies was initiated in 1985.

Under the leadership of William J. Sullivan, SJ, who became president in May 1976, the growing campus continues to serve the needs of students. The Marguerite M. Casey Building for arts and sciences and the Engineering Building opened in the fall of 1987. In 1989, renovations to the Bannan Building and the addition of a new underground biology wing completed the re-dedicated Thomas J. Bannan Center for Science and Engineering.

Located at the heart of campus, the Quadrangle, with the university's Centennial Fountain at its center, was finished in the fall of 1989, providing a popular gathering spot for the university community and area residents.

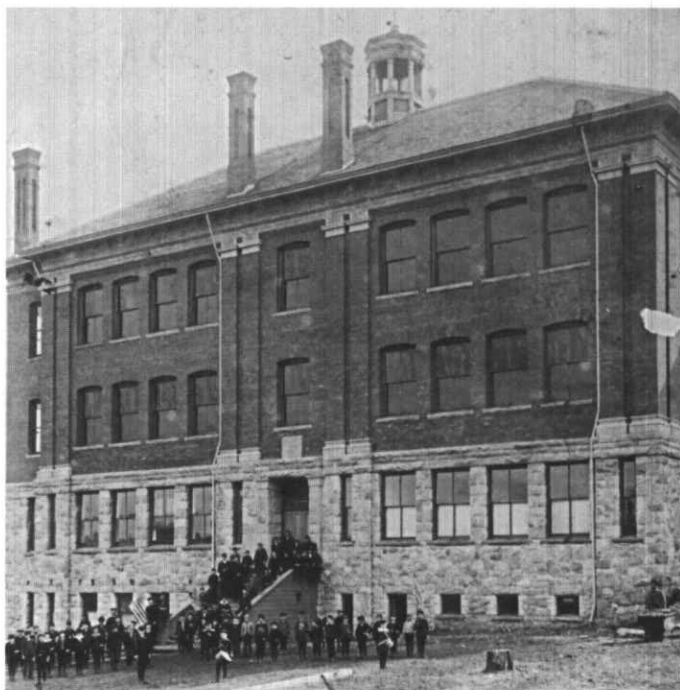
In the fall of 1991, Seattle University launched the 21st Century Campaign to raise \$65 million to improve existing facilities, build new structures, increase endowment, and enhance the quality of academic programs.

The Seattle University School of Law admitted its first class in the fall of 1994. The school was purchased from the University of Puget Sound in 1993. Seattle University became the 14th Jesuit institution to include a law school. Father Sullivan noted at the time that having the law school provides several opportunities for future cross-disciplinary offerings with the university's programs in public administration, business and economics, education, and more.

## Organization

Seattle University is an independent coeducational institution of higher learning incorporated under the laws of the state of Washington. It is governed by a board of trustees and administered under the auspices of the Society of Jesus. Students, faculty, and staff are drawn from all races and denominations. Seattle University derives its mission from the academic experience and educational ideals of the Society of Jesus.

The university is composed of 10 major academic units: College of Arts and Sciences; Albers School of Business and Economics; Institute



*The Garrand Building, as it appeared when it first opened in 1894, was renovated and reopened in 1994, providing a proud cornerstone to campus.*





*The Lemieux Library continues to be a popular place for quiet study. Its cool interior holds many books, periodicals, and reference materials for review.*

for Theological Studies; Institute of Public Service; School of Education; School of Law; School of Nursing; School of Science and Engineering; Matteo Ricci College; and the Graduate School.

## Lemieux Library

Constructed in 1966, the Lemieux Library is a spacious building that seats nearly 1,100 people in study lounges, conference rooms, and individual carrels. It has an online catalog which runs the Sirsi Unicorn system. The library houses a growing collection of more than 200,000 books, 2,400 periodicals and serials, an extensive collection of microforms, and numerous non-print materials, such as sound recordings and films. These resources are strongest in subjects that correspond to university programs, especially those in which graduate studies are offered: business, economics, education, psychology, software engineering, and religious studies.

In addition to its collections, the library is a service center. The reference and information services staff assists students in ways that range from personal instruction in the use of the catalog to advising on advanced, specialized research materials or the development of bibliographies. Classroom presentations are given throughout the year. The staff also arranges interlibrary loans and executes on-line bibliographic searches in support of more specialized research needs.

Other library services include a reserve book reading area, media carrels for using non-print material, databases on CD-ROM and photocopiers.

## Off-Campus Courses

Opportunities are available for business, education, and theological students to take selected courses off campus. Business classes are offered in Bellevue and Everett. Education courses are offered in Auburn and Bellevue (MIT courses are only offered on the main campus). Theological courses are offered in Bothell with some seminars placed where student location demands.

## Student Development and Services

Education is a combination of academic classroom experiences and valuable out-of-classroom experiences. Seattle University offers many services that serve the spiritual, social, personal and physical needs of both the undergraduate and graduate student populations. Some of the services available to students include:

### *Associated Students of Seattle University (ASSU)*

ASSU is the voice of Seattle University students. Its goal is to be representative of the student community and to communicate student concerns to other students, faculty, staff, and administrators. In addition, it coordinates and promotes a diverse program of entertaining and educational activities for the campus community.

### *Campus Assistance Center*

The center's primary goal is linking people with information and resources. Conveniently located in the Student Union Building, the center is accessible to day and evening students.

### *Campus Ministry*

The ministry team is committed to developing the spiritual life of the university community. Besides providing sacramental and liturgical celebrations for Catholics, the team is concerned with nurturing the faith life of all people. Retreats, searches, outreach programs, and individual spiritual direction enable members of the community to enrich and share their spiritual values and religious traditions.

### *Career Development Center*

Career counseling, job search guidance, and informational services are available to students through this center. Vocational testing, résumé preparation, and interview skill development are also offered. In addition to normal office hours, the center is open one evening a week to better accommodate the needs of students.

### *Child Development Center*

Open to children aged two and one half to five years, the center is a full-service daycare with a USDA school lunch program.

### *Counseling Center*

Confidential personal counseling is available to all students.

### *Disabled Student Resources*

Students with disabilities succeed at Seattle University. This office provides services to help students with disabilities.

### *Information Services*

In addition to managing several modern computer labs (free for student use), Information Services provides computer consulting and troubleshooting services to students, faculty, and staff. This office also provides statistical computing services, instructional media support, and computer software training.

*International Student Center*

The center coordinates student clubs, international dinners and other special events. It also provides emergency assistance, immigration information, counseling and much more.

*Learning Center*

Individualized help with course work is provided by this office, which also coordinates assistance from tutors.

*Minority Student Affairs Office*

Promoting an understanding and appreciation of cultural diversity in the university community is the main responsibility of this office. It is an advocate for the personal, academic and social success of American ethnic students. In addition, the office sponsors programs such as Martin Luther King Jr. Week, Cinco de Mayo celebrations, and a Native American Powwow.

*Residential Life*

Housing in the residence halls is available to graduate students and is provided through this office. The three residence halls offer unique living environments.

*Safety and Security Services*

This office provides 24-hour security for university property and members of the university community. Services include first aid, escort services, crime prevention information, criminal incident reports, and investigation, and lost and found.

*Student Activities Office*

This office coordinates student events on campus such as Quadstock, Battle of the Bands, and Oktoberfest. Catering to the diverse needs of the campus community, the office invites comedians, musicians, poets, and folk singers to entertain students.

*Student Health Center*

The health center administers health services for students enrolled for nine or more credit hours. The center is located in Bellarmine Hall. Student health insurance is available for full-time students and their dependents in the university's voluntary student health insurance program. The program provides accident and sickness benefits. Insurance may be purchased during registration.

*Center for Leadership and Activities for Students*

This office provides programming, training, and resources to assist students in the development of life skills which promote success in career, community, and social settings. The office also advises the Associated Students and Student Activities Office, and manages the Student Union Building.

*University Sports/Connolly Center*

The hub of athletic activity at Seattle University, the Connolly Center provides a comprehensive recreation facility with two full gymnasiums, two swimming pools, a complete fitness and weight room, an astrogym for indoor tennis and soccer, racquetball courts and two squash courts. The university is a member of the National Association of Intercollegiate Athletics and competes in six men's and women's sports. Intramural and recreational programs are offered throughout the year.

*Volunteer Center*

The center provides students with meaningful, supervised volunteer opportunities in the community.

*Patricia Wismer Center for Women*

This center serves as an information clearinghouse and gathering place for activities and resources available to women.

**Accreditation and Membership**

Seattle University is accredited by, and is a member of, the following academic and professional bodies:

**Accreditations:**

Accreditation Board for Engineering and Technology  
 American Assembly of Collegiate Schools of Business  
 American Bar Association (previously full, provisional during transition)  
 American Chemical Society  
 Association of Theological Schools  
 Committee on Allied Health Education and Accreditation  
 National Council for Accreditation of Teacher Education  
 National League for Nursing  
 Northwest Association of Schools and Colleges

**Approvals:**

American Medical Association  
 American Society of Clinical Pathologists  
 Washington State Board of Education  
 Washington State Board of Nursing

**Memberships:**

American Association of Colleges for Teacher Education  
 American Association of Colleges of Nursing  
 American Assoc. of Collegiate Registrars and Admissions Officers  
 American Association of Higher Education  
 American Council on Education  
 Association of American Colleges  
 Association of American Law Schools  
 Association of Catholic Colleges and Universities  
 Association of Governing Boards  
 Association of International Educators  
 Association of Jesuit Colleges and Universities  
 College Board  
 Council for Advancement and Support of Education  
 Independent Colleges of Washington  
 International Federation of Catholic Universities  
 National Association of College Admission Counselors  
 National Association of Foreign Student Advisers  
 National Association of Independent Colleges and Universities  
 National Association of Intercollegiate Athletics  
 National League for Nursing  
 National Intramural and Recreation Sports Association  
 Washington Friends for Higher Education  
 Washington Council on High School-College Relations



# SEATTLE UNIVERSITY GRADUATE SCHOOL

*Edward J. Jennerich, PhD, Dean*

## Doctoral Degree

*Education, School of*

- Doctor of Education (EdD)

## Educational Specialist Degrees

*Education, School of*

- Educational Administration (EdS) ■ School Psychology (EdS)

## Master's Degrees

*Arts and Sciences, College of*

- Master of Arts in Psychology (MA)

*Business and Economics, Albers School of*

- Master of Arts in Applied Economics (MAE)
- Master of Business Administration (MBA)
- Master of International Business (MIB)
- Master of Science in Finance (MSF)

*Education, School of*

- Master of Arts in Education (MA) ■ Master of Counseling (MC)
- Master of Education (MEd) ■ Master in Teaching (MIT)

*Nursing, School of*

- Master of Science in Nursing (MSN)

*Public Service, Institute of*

- Master of Not-For-Profit Leadership (MNPL)
- Master of Public Administration (MPA)

*Science and Engineering, School of*

- Master of Software Engineering (MSE)

*Theological Studies, Institute for*

- Master of Arts in Pastoral Studies (MAPS)
- Master of Arts in Transforming Spirituality (MATS)
- Master of Divinity (MDiv)

## Certificates

*Business and Economics, Albers School of*

- Post-MAE Studies ■ Post-MBA Studies
- Post-MSF Studies

*Education, School of*

- Post-Master's Community College Teaching
- Post-Master's Teaching English to Speakers of Other Languages

*Theological Studies, Institute for*

- Post-Master's Transforming Spirituality
- Post-Baccalaureate Sacred Universe

## Professional Degree

A Juris Doctor is offered through the Seattle University School of Law. Refer to page 55 of this Graduate Bulletin of Information or the School of Law's *Law Bulletin*.

## Meeting the Changing Needs of Students

The Graduate School is a dynamic component of Seattle University, growing steadily every year. Graduate studies were first offered at Seattle University in 1910 with a master's degree in a division of the College of Arts and Sciences. Additional graduate degree programs have been introduced over the years, primarily to meet the needs of working professionals. Today, more than 1,700 students are enrolled in 28 Graduate School programs. Always placing teaching first, the Seattle University Graduate School strives to meet the changing needs of working professionals, as well as traditional students.

## Programs Offered

Master's degree programs are available in psychology; business administration; applied economics; international business; finance; adult education and training; counselor preparation; curriculum and instruction; educational administration; student development administration; and teaching English to speakers of other languages; community clinical nurse specialist; not-for-profit leadership; and public administration; software engineering; pastoral studies; transforming spirituality; and divinity. An educational specialist degree is offered in either school psychology or educational administration. A doctorate in education is offered in educational leadership. In addition, post-masters certificates are offered in the schools of business and education, and the Institute for Theological Studies.

## Objectives

Graduate School programs offer advanced, in-depth education to individuals seeking specialized knowledge and skills in a particular field. Graduate work encourages students to fully develop speaking and writing competencies, and to enhance high-level thinking abilities, including application and synthesis. Graduate education at Seattle University cultivates expertise in the examination of ethical and value-laden issues in various fields.

Graduate program instructors strive to stimulate participants' curiosity and provide the investigative skills needed to seek answers to challenging questions. Graduate students develop personal and professional qualifications that contribute to their field and to the betterment of those they serve.

## Organization

The Graduate School dean and the Graduate Council are responsible for administration of the Graduate School and supervision of all programs leading to a degree.

The schools and various departments provide courses of instruction for graduate students, direct their studies and conduct examinations, as well as maintain requirements and make recommendations for degree programs. The Graduate School dean and the Graduate Council establish and maintain requirements for degrees according to these recommendations.

Academic transactions involving registration and awarding of degrees are supervised by the university's registrar. Admission to graduate study is granted through the Graduate School dean in consultation with the appropriate graduate program director and the graduate admissions director.

# ADMISSION POLICIES

## Admission Requirements and Procedures

Admission to a graduate school program is granted to applicants who have bachelor's or advanced degrees from regionally accredited colleges or professional schools, and whose scholarship records and credentials indicate ability to pursue graduate work. Some programs extend a limited number of admission offers and only accept applications for specified terms of entry. An undergraduate major or its equivalent in the same field from which students select their graduate work may be required. For specific program requirements and terms of entry, consult individual program brochures and the appropriate sections of this bulletin. Additional restrictions apply to applicants who have Prior Learning Experience credit.

Required grade point averages are calculated on course work leading to the bachelor's degree or the master's degree, to include post-bachelor's upper division undergraduate (usually numbered 300-400 or above) and graduate-level course work, as specified by each program. Course work must have been completed at regionally accredited institutions.

The dean of the Graduate School and program chairs reserve the right to request test scores and other supplementary data. Such data will ordinarily be expected of students submitting transcripts from non-traditional institutions. Those applicants are required to submit the Graduate Management Admissions Test (GMAT), Graduate Records Exam (GRE), or Miller Analogies Test (MAT), as requested by individual programs. For further information on requirements and exceptions, applicants should contact the Graduate Admissions Office or program chairs.

### *Application Process*

Applications for admission should be submitted as early as possible and no later than the program deadline for the term in which students wish to begin work. Each applicant must submit to the Graduate Admissions Office an application form and fee, and official transcripts of academic credits from each accredited school attended since high school. To be considered official, transcripts and documents must be received by Seattle University with the envelopes sealed and unbroken, as originally sent by each issuing institution or agency. Failure to file complete records of previous school attendance renders students liable to dismissal or cancellation of course credit. For application files to be considered complete, applicants must also submit all forms and documents, as requested by individual programs and the Graduate Admissions Office.

Students are not regarded as duly admitted graduate students until they receive a letter of acceptance from the dean of the Graduate School. Offers of acceptance are for regular, probationary, provisional, or transitional admission.

### *Selection Criteria*

Seattle University selects for admission those students who have demonstrated moral character and the scholastic ability to achieve a level of academic performance necessary to earn a degree. The dean of the Graduate School reserves the right to withdraw an offer of admission for academic or personal reasons. An individual's past conduct, particularly as it may relate to unlawful or criminal behavior, may interfere with the university's ability to provide a proper learning envi-

ronment. Seattle University reserves the right to deny admission or the right of continued enrollment to any individual who has engaged in unlawful or criminal behavior. It is the responsibility of all applicants and, as appropriate, admitted students to disclose in writing to the dean of the Graduate School all criminal convictions classified either as a felony or gross misdemeanor.

### *Probational and Provisional Admission*

Students may be admitted to the Graduate School on probation when the previous academic record is marginal or when there is lack of adequate prerequisite course work in the chosen field; or when the applicant has majored in another area with a satisfactory record, but there is some doubt about ability to pursue the program in question. A program to correct these deficiencies will be designed by the department, and students are expected to become qualified within a specific time limit. When all conditions are fulfilled, the department may recommend advancement to regular graduate status.

Provisional admission to the Graduate School is granted to applicants who must fulfill a special requirement to qualify for formal admission to graduate standing.

### *Transitional Admission*

Graduate transitional student status is granted to eligible, non-matriculated students who want to take graduate-level courses for no more than two quarters. There is a separate application and fee. Not all programs necessarily allow transitional student enrollment.

### *International Admission Requirements*

International students must meet the admission requirements outlined on the international student application form, as well as those outlined in specific graduate program brochures. International students are not admitted probationally or transitionally and must have complete files on record, including official transcripts and TOEFL scores, before an admission decision can be made. Applicants must meet the international application deadlines or specific program deadlines, whichever is earlier. Transcripts and academic documents must be provided in the original language and with professional English translations.

### *Re-Admission*

Graduate students will continue to receive information regarding quarterly registration and will be eligible to register for four quarters after the last quarter of registration. Students who have attended another institution in the interim must have official transcripts of that work sent to the Registrar's Office.

Students who have been absent for four or more consecutive quarters must complete a readmission application. International students on an F-1 visa must apply for readmission if they are absent for one quarter, unless that quarter is summer. Official transcripts of any academic work taken in the interim must be sent to the Graduate Admissions Office, along with the application, by the program application deadline for the intended quarter of entry. There is no fee for readmission. Applicants will be responsible for clearing all financial and administrative holds. Applications are subject to the review and discretion of the academic department and Graduate School dean, and therefore readmission is not guaranteed.



# ACADEMIC POLICIES

## Academic Regulations

Students enrolled in the Graduate School are responsible for informing themselves of the academic regulations and requirements set forth in this Bulletin of Information and for revisions as posted on campus bulletin boards or printed in other official publications of the university. Students enrolled in the Seattle University School of Law are responsible for the regulations and requirements of the School of Law, and should note that the policies set forth in this Graduate Bulletin of Information do not apply. Failure to meet the requirements or comply with regulations because of lack of knowledge does not excuse students from being subject to them.

Students' programs of study must be approved by a faculty member, usually an adviser, at registration. However, such approval does not give official sanction to any failure to meet university requirements, nor does it free students of that responsibility necessary to intelligent personal choice.

The graduate dean has discretionary powers for all cases not covered by the rules and regulations listed in this section. The university reserves the right to cancel any class which does not meet the required minimum enrollment. The enrollment and graduation of all students, the awarding of academic credits and the granting of any award or degree are strictly subject to the disciplinary authority of the university. The university reserves the right to change any requirement and to ask students to withdraw at any time. Students are not allowed to attend class unless officially enrolled with appropriate fees paid.

## Graduate Student Definition

A graduate student is one who has been admitted to the Graduate School to pursue a program of study leading to a specific certificate, or master's, educational specialist, or doctoral degree.

In special circumstances, undergraduate seniors or fifth-year students may be allowed to enroll in graduate courses with prior approval from the director of the graduate program in the area of the course in question, or the dean of the college or school in which the course is taught and the graduate dean.

Students pursuing certification in education are not considered graduate students unless, in addition to this study supervised by the School of Education, admission has been granted by the dean of the Graduate School to a master's, educational specialist, or doctoral degree program.

### *Classification of Students*

**Fifth-Year:** post-baccalaureate students not seeking advanced degrees and eligible to take courses numbered 100-499.

**Graduate:** post-baccalaureate students admitted to Graduate School for master's, educational specialist, or doctoral degrees.

**Transitional:** non-matriculated students registering for no more than two quarters; permission required from the departmental dean or chair, and dean of the Graduate School. This includes visiting graduate students: students enrolled in other institutions who are registering at Seattle University as transitional students for one or two quarters only.

## Undergraduate Course Work

In certain circumstances, it may be appropriate for graduate students to take courses below the 500 (graduate) level. There is a 15-credit maximum limit for such courses that normally include both undergraduate and graduate students. In such cases, graduate students will be expected to perform at a level consistent with receiving graduate credit. Therefore, graduate students enrolled in 300- or 400-level courses primarily designed for undergraduates will be expected to do additional work in the form of projects, papers, or other suitable assignments. Likewise, in the grading of examinations or other written work, graduate students will be expected to demonstrate higher levels of analysis and synthesis than the undergraduates in the class. In all classes in which there is a mixture of undergraduate and graduate students, graduate students must demonstrate knowledge, quality and quantity of work beyond that expected of undergraduates.

Students pursuing undergraduate course work beyond the bachelor's degree, who are not admitted to the Graduate School for advanced degrees, are granted status as fifth-year or second baccalaureate degree students, which are undergraduate classifications, and under the jurisdiction of the dean of the college in which they are taking courses.

## Attendance Requirement

Attendance is an essential and intrinsic element of the education process. In any course in which attendance is necessary to the achievement of a clearly defined set of course objectives, it may be a valid consideration in determining students' grades. While there is no university regulation requiring class attendance, it is the responsibility of the instructor to state the relevance of attendance at the beginning of each course.

## Course Numbering System

The course numbering system is as follows:  
100 to 499 are undergraduate courses.  
500 and above are graduate courses.\*  
600 and above are doctoral courses.\*

*\*Graduate standing is required for courses numbered 500 or above.*

## Concurrent Enrollment at Two Colleges

University regulations require students to seek written permission to be enrolled at another institution simultaneously with enrollment at Seattle University. Credits completed at a second institution are not transferable unless, prior to enrolling elsewhere, a petition authorizing dual enrollment is approved by the program chair/director and the graduate dean.

## Course Substitution

In some situations, a previously completed graduate course may be substituted for an equivalent required graduate course, even though the earlier course may not qualify for transfer. In such a case, however, the substitution in no way reduces the total number of credits required for the degree.

## Extension Credit/Correspondence Credit

Graduate-level credit for extension courses is not normally allowed in the Graduate School. Any exceptions are at the discretion of the graduate dean. Credits earned through correspondence are not accepted by the Graduate School under any circumstances.

## Seattle University's Grading System

The following system of grading indicates the level of individual student achievement. Graduate students must maintain a 3.00 (B) grade point average. Each letter grade has a quality point value assigned for the grade achieved as follows:

A	4.0 Superior performance
A -	3.7
B +	3.3
B	3.0 Good performance
B -	2.7
C +	2.3
C	2.0 Adequate performance
C -	1.7
D +	1.3
D	1.0 Poor performance
D -	0.7
E	0.0 Failing

The grades of I, M, N, NC, Q, R, S, or W have no quality point value.

### Other Grading Symbols

**I-Incomplete:** a temporary grade assigned at the discretion of the instructor in case a student has been in attendance and has done satisfactory work until within two weeks of the end of the quarter, provided the student has furnished proof satisfactory to the instructor that the work cannot be completed because of illness or other serious circumstances beyond the student's control. When the instructor assigns an I grade, a notice of incomplete grade form must be filed with the dean, registrar, student, and instructor. This form will state what work remains to be completed to obtain a final grade. The student has until six weeks after the beginning of the next quarter, regardless of whether the student is enrolled, to complete the specified work. Once the specified work is completed, the student must file an official incomplete removal form and pay the required fee to have the final grade posted to the transcript. However, if the grade is an E, the final grade will be posted without student payment. I grades assigned spring quarter must be removed by six weeks after the beginning of the fall quarter. Prior to the end of the I removal period, the dean may notify the registrar of serious reasons that require an extension of this deadline to a certain time, but under no circumstances may this be extended beyond one calendar year from the date of initial posting of the I. While on the transcript, I grades will carry no penalty, i.e., they will not be counted in credit or grade point average computations.

**M-Missing:** used on grade reports to inform student that grade has not been received from instructor.

**N-No Grade:** a suspended grade for courses in which work is not scheduled for completion until after the quarter closes, e.g., theses or research courses at the 500 level. It is the responsibility of the student to arrange with the supervising instructor to remove the N within one calendar year of the quarter the grade is assigned, per the schedule given below. Once the closing date has passed, pre-registration and

payment of regular tuition is required in order to obtain credit for the work completed.

### N Grades Received Must be Removed Before:

Summer term .....	August 1 of the following calendar year
Fall term .....	December 1 of the following calendar year
Winter term .....	March 1 of the following calendar year
Spring term .....	May 1 of the following calendar year

**NC-No Credit:** grade assigned at the graduate level for unsatisfactory completion of thesis, research, independent study, or field experience.

**Q-Suspended Grade:** for courses at the 600-level only, in which work is not scheduled for completion until after the quarter closes. Because of the nature of these courses, which often extend beyond a year, no four-quarter time limit is required.

**R-Research in Progress:** doctoral students only. (EDDR 612, 613, 649 only)

**S-Satisfactory:** may be given for thesis, research, independent study, off-campus courses, and field experience equivalent to at least a B grade.

**W-Withdrawal:** official withdrawal.

### Grade Reports

Student quarterly grade reports are mailed at the end of each quarter. The university does not hold itself responsible for grade report errors unless the registrar is notified of the error within six months after the date of issue of a grade report.

### Grade Point Average

Graduate students must maintain a B average, which is equivalent to a cumulative 3.00 grade point average. Graduate students must repeat required graduate courses when a C- grade or lower is received and may repeat a graduate course graded C or C+ once. The second grade received will be used in computing the grade point average for graduation; the original grade, however, will remain on the record.

Graduate students whose grade point average falls below 3.00 will be placed on academic probation. Students who remain on probation for three quarters may be dismissed from the university by the graduate dean.

## Changing Programs Within the University

To transfer from one graduate program within the university to another, students must formally apply to the new program and be officially accepted. The procedure begins in the Graduate Admissions Office.

## Records

As required by federal legislation, Seattle University has a policy on the rights of students to privacy of their educational records and access to the information on file. This policy is published annually. Student directory information will be published by the university unless students request otherwise in writing to the Registrar's Office by the last day to register as announced in the quarterly schedule of classes. Records policy includes the right of the university to place a hold against the transcript of students with financial obligations and to deny re-registration until all debts owed the university have been paid. The full policy statement, including right to appeal, may be obtained from the registrar.

## Registration

All Seattle University students use a touch-tone registration system. Newly admitted students must complete registration on the date specified in the academic calendar or elsewhere. Procedures for the registration of continuing graduate students can be found in the class schedule published each quarter. Students may not attend a university course for which they are not registered. Students registering late are held responsible for absences incurred.

### *Registration Changes*

Students are held accountable for completion of every course for which they register. If it is necessary to drop or add a course or to otherwise change a program of study, students must complete the appropriate touch-tone registration transaction within the specified time limit. No course may be added or changed after the last day to add/drop as announced in the quarterly Schedule of Classes. Students who drop or change courses without following this procedure are ineligible for tuition refund and may be assigned a failing grade.

## Transcripts

Students may obtain official transcripts from the Registrar's Office. No official transcript will be provided for students with a financial obligation to the university. Seattle University will not issue a transcript to any third party unless students or graduates file written requests with the registrar. Copies of transcripts should be requested in writing at least one week before they are required.

The university does not hold itself responsible for any error on a transcript which is not brought to the attention of the registrar within six months of the closing date of the quarter in which the error occurred.

## Withdrawal

The Registrar's Office must be officially notified when a student intends to withdraw from one or more courses. The withdrawal form is obtained from the registrar and presented to the instructor and registrar, in that order, for approval and signature. In an emergency, notification of withdrawal may be made by the student to the university in writing. The official withdrawal is completed only when the approved form is presented to the registrar within the specified time limit. A grade of W will be allowed until the end of the eighth class day before the end of the quarter.

## Degree Requirements

### *Admission to Candidacy*

Students in selected programs must file the candidacy form after completing 15 credits in courses applicable to the graduate program of the department, with a minimum cumulative grade point average of 3.00. Doctoral students should consult the doctoral program section of this bulletin for information on doctoral candidacy.

### *General Requirements*

As a general rule, students are required to meet degree program requirements in effect at the time of their matriculation. However, students who are absent from the university for more than one academic year may be required to meet the degree requirements in effect when they resume study.

Official commencement exercises are held once a year in June. Application for graduation must be made according to the deadlines as published in the university academic calendar. Students completing course requirements will receive diplomas approximately eight weeks following the quarter of completion. All responsibility for fulfilling requirements and for applying for graduation rests with individual students.

To graduate with the master's degree, candidates must present a minimum of 45 credits beyond the bachelor's degree. Students must satisfy any additional requirements imposed by their major department and the Graduate School. For those candidates who have already earned a master's degree in a related area, requirements for a second master's degree may be reduced by up to 10 credits upon recommendation of the program chair. Some programs may require additional course work.

All work must be of distinctly advanced character, but with the approval of the department and the graduate dean, up to 15 credits may be earned in courses numbered 300 to 499, if the subjects are suitable to the program and approved by the dean of the Graduate School (please refer to the policy on undergraduate coursework). For educational specialist and doctoral degree requirements, consult those program sections in this bulletin.

Candidates may be required to pass a comprehensive examination in the major field of study. This examination shall be written and/or oral at the judgment of the department and the approval of the Graduate Council. A 3.00 average is required for work done toward an advanced degree. Students whose averages fall below the required 3.00 are placed on academic probation. After three quarters on probation, they are subject to dismissal from the university.

Master's students may request to complete theses on topics approved by their major departments and the dean of the Graduate School. For this work, no more than 10 credits are granted. A thesis is not necessarily a work of original research, but it must demonstrate the candidate's abilities and express themselves in an original, lucid way.

- Thesis topics are to be approved by students' mentors, graduate program advisers, and the dean of the Graduate School, and filed with the Graduate School.
- All thesis work must be done under the direct supervision of an assigned adviser.
- Four unbound copies of approved theses are to be submitted to the graduate dean four weeks before the date of graduation. Two of these copies will be bound and placed on file in the university library; one copy will go to the department chairperson and one to the student.
- An oral examination on the content of theses, cognate literature, and available source material may be held before a board appointed by the departmental chairperson and approved by the dean of the Graduate School.

For information on doctoral projects, consult that program section of this bulletin.

## Time Restrictions

Seattle University recognizes that students progress at different rates and their time to degree completion is often dictated by individual circumstances. However, all requirements for the master's, educational specialist, or doctoral degree, including transfer courses, must be completed within six years after course work is begun. In those unusual circumstances where students cannot complete the degree require-



ments within the six-year statute of limitations, they must file a petition with the graduate dean at least one quarter prior to the expiration of the six-year statute requesting an extension of one year. When petitions are approved, students may be required to take additional credits. In most cases, only one extension will be allowed. The Graduate School alone has the authority to recommend a candidate for a master's, educational specialist, or doctoral degree.

## Transfer Credit

At the master's or educational specialist level a maximum of 10 credits may be transferred from another accredited institution if they are earned with a grade of 3.00 or better on a 4.00 American grading scale, were taken for graduate credit, fall within the six-year limitation, and are approved by the department and the Graduate School dean. Transfer credits for the doctoral program are specified in that program section of this bulletin. Transfer credits for the master of divinity degree are specified in that section of this bulletin.

## Application for a Degree

Whether students plan to participate in the once-a-year graduation ceremony in June or wish to receive their diplomas in the mail following the quarter of completion, they must apply for graduation following the steps indicated below:

1. Visit the Registrar's Office and complete the application form by the following deadlines:
  - Fall graduation ..... October 15-16
  - Winter graduation ..... December 1
  - Spring graduation ..... December 1
  - Summer graduation ..... July 31
2. Take the graduation evaluation worksheet to their advisers.
3. Insure that all N and I grades are removed.

Diplomas are mailed approximately eight weeks following the quarter of completion. The graduation year ends with June commencement and students who do not complete requirements the year they apply for a degree must take the initiative to reapply for the following year. Students cannot graduate with deficiencies, and must complete all requirements before participating in commencement.

## Academic Honesty Code

Seattle University is committed to the principle that academic honesty and integrity are important values in the educational process and that violations in this area should be dealt with in an appropriate and effective manner.

### Violations

Academic dishonesty includes but is not limited to cheating, plagiarism, ghost writing, and furnishing false or misleading information on any official university academic form.

### Penalties

The imposition of penalties initially will be the responsibility of classroom teachers or department chairs, depending on the nature of the offense. For example, teachers have the discretion either to reprimand students or give failing grades for assignments, individual examinations, or entire courses. Brief reports of incidents and the penalties imposed will be filed with both instructors and students' department chairs. In

any such instance students have the right to appeal teachers' actions first to department chairs, and then to the appropriate dean.

In the case of repeated or more serious violations of academic honesty, teachers or department chairs involved may recommend to students' deans that students either be suspended or expelled from the school or college in which they are enrolled. Suspension or expulsion from a given school is within the authority of the dean of that school and may be appealed by students to the associate provost for academic affairs.

Although suspension or expulsion from a school will, in most instances, have the effect of separating students from the university, this result does not follow necessarily or automatically. In a rare instance, depending on the nature of the code violation, such students might be accepted by the dean of another school. Only the president may suspend or expel students from the university as such, and only, in normal circumstances, following a hearing of the charges in the presence of the accused.

## Student Academic Grievance Procedure

The purpose of the grievance procedure is to provide a confidential, fair, and timely means by which students may seek redress for an academic grievance. It assures a consistent and uniform response to such grievances throughout all academic units of the university.

The grievance procedure is intended to promote a spirit of conciliation and mutual respect between students and faculty members by requiring cooperative participation in the resolution of grievances.

Copies of the grievance procedure are available from the Graduate Dean's office and from program chairs.

## Sexual Harassment Grievance Procedure

Seattle University recognizes its obligation to promote an environment and an attitude that encourages men and women to meet as equals in all aspects of life. Seattle University condemns any form of sexual harassment.

Sexual harassment can involve faculty, staff, or students. This statement covers men or women harassing men or women.

Students who believe they have been victims of sexual and/or gender harassment, and who wish to report or discuss incidents or receive counseling while preserving anonymity, should contact the affirmative action officer.

This statement in no way precludes students taking action outside the university.

### *Sexual Harassment Policy Statement*

Sexual harassment by any employee is forbidden. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal/non-verbal, or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment.
2. Submission to, or rejection of, such conduct by an individual is used as a basis for their employment.
3. Such conduct has the purpose or effect of interfering with an individual's work performance, or creating an intimidating or offensive working environment.

### *Filing a Complaint*

Seattle University is committed to providing a work environment that is free of discrimination. In keeping with this commitment, the university maintains a policy prohibiting unlawful harassment in any form. Procedures for reporting sexual harassment claims may be formal or informal and apply to faculty, staff, administration, and students.

Any member of the university who believes that he or she has been the victim of sexual harassment may bring the matter to the attention of the university's affirmative action officer.

The complainant should present the complaint as soon as possible after the alleged harassment occurs to ensure his or her complaint has been entered into the record, should he/she decide to file a formal complaint at a later date.

The first meeting with the complainant and affirmative action officer is informational and confidential. This meeting is to assure the complainant that his or her complaint will be heard; to diffuse any feelings of guilt, anger, or discomfort; and to discuss the process for filing a formal complaint. The complainant is assured that the dissemination of information relating to the case will be limited in order to safeguard the privacy of all individuals.

If the complainant decides to proceed, he/she will meet with the affirmative action officer and submit a written statement.

The affirmative action officer will inform the alleged offender and his/her manager. A written statement of the complaint will be given to both parties. The complainant will be advised that every effort will be made to protect him/her from retaliatory action by the person(s) named in the complaint.

Once a complaint is submitted, the affirmative action officer will initiate steps deemed appropriate to effect an informal resolution to the complaint acceptable to both parties.

The complainant, if unsatisfied with the resolution proposed, shall have access to the university's formal grievance procedures upon submission of a request to the affirmative action officer.

Seattle University believes that publishing these procedures will help create an atmosphere in which individuals who believe that they are victims of harassment will be assured that their complaints will be dealt with fairly.

# TUITION AND FEES 1995-96

## Tuition

### Graduate Programs

Business .....	\$393 per credit hour
Institute for Theological Studies .....	\$303 per credit hour
Education (master's and EdS degrees) .....	\$303 per credit hour
Doctor of Education .....	\$365 per credit hour
EDDR 612 (0 credit) .....	\$500 per quarter
EDDR 613 (0 credit) .....	\$650 per quarter
Nursing .....	\$328 per credit hour
Psychology .....	\$328 per credit hour
Philosophy .....	\$328 per credit hour
Institute of Public Service .....	\$328 per credit hour
Software Engineering .....	\$393 per credit hour

## Fees

Application, graduate and transitional .....	\$50
Doctor of Education activity fee, EDDR 601,602,603 .....	\$150
Education 460, EDCN 527, EDSP 553, 554, 555 .....	\$49 per course
EDMT 511 .....	\$65
ITS activity fee (full-time students) .....	\$56
ITS activity fee (part-time students) .....	\$28
Late payment fee .....	\$200
Matriculation, graduate .....	\$70
Removal of incomplete .....	\$40 (per course)
Doctoral degree thesis binding .....	\$70
Master's degree thesis binding .....	\$55

## Controller's Office Services

The various student services offered by the Controller's Office include providing student account statements; receipt of student payments; answering questions about student accounts; disbursing Stafford, Unsubsidized Stafford, and WSNB checks; signing Perkins, nursing, and institutional loan documents, monitoring the repayment process and collection of Perkins, nursing, and institutional loans and delinquent student accounts; receiving and processing time sheets for student payroll; and issuing student payroll checks.

## Tuition Payment

Tuition and fees are due and payable on or before September 15 for fall quarter, December 15 for winter quarter, March 15 for spring quarter, and June 15 for summer quarter.

Payment of tuition and fees includes library and health service fees, student newspaper, student organization allotments, building fund, and admission to athletic events. International students will automatically be charged insurance. An insurance waiver can be obtained from the International Student Center upon proof of insurance coverage.

## Official Withdrawal

Until a student officially withdraws from a course with the Registrar's Office, it is the student's responsibility to pay for all fees in full whether or not the student attended class.

## Payment Methods

- **Mail:** Send your check for the total amount due to the Controller's Office, Seattle University, P.O. Box 24064, Seattle, WA 98124-0064. Please write your student ID number/social security number on your check.
- **Charge (Visa or MasterCard):** Complete the credit card information section on your statement and send it to the address above.
- **Phone:** Credit card payments can be made 24 hours a day, seven days a week, by calling (206) 296-5898—or during regular business hours between 8:30 a.m. and 6 p.m., Monday and Tuesday, or between 8:30 a.m. and 4:30 p.m., Wednesday through Friday, at (206) 296-5880.
- **Drop-Box:** Place your check or credit card information in the drop-box adjacent to the Controller's Office door available 24 hours a day, seven days a week.
- **In Person:** Come to the Student Accounts window at the Controller's Office between 8:30 a.m. and 6 p.m., Monday and Tuesday, or between 8:30 a.m. and 4:30 p.m., Wednesday through Friday.
- **Make Payment Arrangements with the Student Accounts Department:**
  - **Plan A:** Annual arrangements may be made with Academic Management Service (AMS) for monthly payments. Call (800) 635-0120 for information on AMS (Deadline to apply is 9/15/95).
  - **Plan B:** 1/3 of tuition balance plus 1% service fee by the tuition due date; 1/3 in 30 days; remaining balance due in 60 days.
  - **Plan C:** 1% service fee plus balance of account in 30 days.

Without a signed payment plan on file with the Controller's Office, tuition balances paid after the due date are subject to a late registration/payment and refund policies.

Seattle University reserves the right to change its charges at any time without previous notice.

If you have questions regarding your account, please call the Student Accounts Department at (206) 296-5880 between 8:30 a.m. and 6 p.m., Monday and Tuesday, or between 8:30 a.m. and 4:30 p.m., Wednesday through Friday.

## Tuition Refund Insurance

Tuition refund insurance, underwritten by A.W.G. Dewar, Inc., is available to cover tuition charges in case a student must withdraw for medical reasons. Application and claim forms are available at the Controller's Office. For further information, you may call Dewar, Inc., at (617) 380-8770.

## Late Payment

A late fee of \$200 (one time per term) and interest of 1% per month on any balance due will be applied if:

- Pending financial aid is not sufficient to cover the outstanding charges on the account, and/or
- Payment or payment arrangements have not been made with the Controller's Office by the tuition due date. If a signed payment plan is on file with the Controller's Office the late fee will be waived. If the terms and conditions of the plan are not met, all applicable late fees will be applied retroactively.



A service fee of \$15 will be charged for all checks not honored by the bank and returned unpaid to Seattle University. If the returned check was for tuition and charges are still outstanding after the tuition due date, a late fee will also be assessed to the student's account.

## Past Due Accounts

Failure to pay in full all tuition and other fees for any quarter (or session) will result in a "hold" being placed on the issuance of academic transcripts or diplomas and will prevent further registration until resolved/paid in full. All costs, expenses, and fees (including, but not limited to, attorney fees, court costs, and other out-of-pocket expenses) incurred by the university in collecting or attempting to collect a past-due account are the responsibility of the student and shall be charged to the student's account.

## Refunds

Firm deadlines for full or partial withdrawals for graduate students.\*

One to five class days .....	100 percent
Six to 10 class days .....	80 percent
11 to 15 class days .....	70 percent
16 to 20 class days .....	60 percent
21 to 25 class days .....	50 percent
26 to 30 class days .....	40 percent
Thereafter .....	No refund

\*See the quarterly schedule of classes for specific dates

For graduate students, refunds are based on the number of consecutive days from the first class day of the term to the official withdrawal date or reduction in class load date. The official date is considered the date of any change made by touchtone registration or the date you submit your official withdrawal form to the registrar.

A refund to financial aid recipients is applied first to financial aid source(s) and the balance, if any, is remitted to the student.

Stafford Loan proceeds are returned directly to the lender. A check for a credit balance will be issued by the Controller's Office.

Petitions for tuition adjustment and fee waiver will be approved only to correct a university error.

# FINANCIAL AID

## Applications for Federal Student Aid

Financial aid applications called the Free Application for Federal Student Aid (FAFSA) are available after January 1 of each year from the Financial Aid Office or the Graduate Admissions Office. A new FAFSA is required for each academic year students apply for financial aid. Students must also submit financial aid transcripts (FAT) from all colleges attended, even if no financial aid was received. FATs are free and can be obtained by calling or writing the Financial Aid Office at your prior institutions. A copy of the student's IRS tax form is also required.

While applications for financial aid are encouraged anytime, students who have all their documents submitted to the Financial Aid Office by March 1 will be given first priority for funds available for the academic year starting in September. The earlier a file is completed the more likely it is that funding will be available on the first day of class.

The FAFSA is used to determine the expected student contribution. Eligibility, or financial need, is defined as the difference between the amount it will cost to attend Seattle University for one year and the amount a student and/or family can afford to pay according to the FAFSA. The Financial Aid Office will then put together a financial aid package which may include any of the following items.

## Loans

The federal government funds three major low-interest loans, which must be repaid: the Federal Perkins Loan, the Federal Stafford Loan, and the Unsubsidized Federal Stafford Loan. All first-time borrowers at Seattle University are required to attend an in-person loan entrance interview before receiving their funds.

### *Federal Perkins Loan*

The Federal Perkins Loan Program (formerly NDSL) is a long-term, 5 percent interest loan based on financial need. Seattle University offers a maximum of \$2,000 a year to needy graduate students. Overall, eligible students may borrow a total of \$30,000 for their combined graduate and undergraduate education. Repayment begins nine months after students cease to attend at least half-time. The Federal Perkins Loan also includes limited deferment and forgiveness features, and payment may extend 10 years.

### *Federal Stafford Loan*

The Federal Stafford Loan (formerly GSL) is a long-term, need-based loan arranged with a lender selected by the student. Commercial banks, credit unions, and savings and loan associations are possible lenders.

Graduate students may borrow up to their maximum eligibility as determined by the FAFSA and interpreted by the Financial Aid Office. The maximum any student can borrow for one academic year is \$8,500. The aggregate limit (undergraduate and graduate combined) is \$65,500.

Stafford funds are reduced by approximately 4 percent of the amount borrowed. The amount withheld represents a loan origination and guarantee fee. There are no other charges while students are enrolled at least half-time. For financial aid purposes, Seattle University defines half-time graduate work as a minimum of four credits, full-time as a minimum of eight credits.

The interest rate for Federal Stafford Loans is variable with a maximum of 8.25 percent. The minimum repayment is \$50 per month and starts six months after students cease half-time enrollment.

The Financial Aid Office will send a certified Federal Stafford Loan application ready to take to a lender after the award letter is returned and the student's file is complete. Early application is essential, since processing can take more than six weeks.

### *Unsubsidized Federal Stafford Loan*

The Unsubsidized Federal Stafford Loan is a "non-need-based" loan which has the same terms and conditions as the Federal Stafford Loan described above, except that students are responsible for interest that accrues while they are in school. The loan is available to students who do not qualify for the need-based Federal Stafford Loan. Some students may have a partial Federal Stafford Loan and a partial Unsubsidized Federal Stafford Loan because they did not qualify for a full Federal Stafford Loan. The combination of these two loans cannot exceed the annual loan limit of \$18,500. Aggregate limit is \$73,000 (undergraduate and graduate combined).

### *Alternative Loans*

There are alternative loan programs available, such as the Grad EXCEL, through Nellie Mae, and the Educational Line of Credit, through Manufacturers Hanover, which are committed to providing convenient, long-term financing to help students and/or families cope with the cost of education. Information on these programs can be requested and questions answered by calling toll-free 1-800-634-9308 (Nellie Mae) or 1-800-258-3640 (Manufacturers Hanover).

## Work Study

Seattle University offers two work programs: federal work study and state work study. Work study is awarded to graduate students based on request and availability of funds. Earnings under both programs are limited to eligibility as determined by the FAFSA. An authorization-to-work form is sent when students' files are complete if they are awarded work study. Please note the work study program is an opportunity to earn funds by working and is not subtracted from the bill.

### *Federal Work Study*

The Federal Work Study Program allows students to earn funds by working part-time on campus. Under this program students may work up to 20 hours per week at positions on Seattle University's campus.

### *State Work Study*

This is a state-funded program available to Washington state residents, in which students may work up to 19 hours per week in positions off campus. Positions are available in private businesses, non-profit organizations, or in city and county government. Students submit time sheets for hours worked and are paid directly by their employers. The employers are reimbursed a certain percentage by the state.

## Assistantships

There are a limited number of non-work study assistantships offered at Seattle University. Academic departments should be contacted by students interested in this program.

## Scholarships

### *Graduate School Scholarships*

The Graduate School offers a need-based scholarship to a number of newly admitted and continuing graduate students for one or more quarters. Recipients must be enrolled for a minimum of five quarter credits. Directions and application forms for these scholarships can be obtained in the Graduate Admissions Office or the Financial Aid Office.

Firm deadlines for receipt of completed scholarship application forms in the Financial Aid Office are:

**May 1:** summer, fall, winter, and spring quarters

**November 1:** winter and spring quarters

The application is not considered complete unless students are admitted into graduate programs prior to the deadline.

These scholarships are awarded in conjunction with financial aid. New award letters will be sent with revised packages when students are selected.

### *Diversity Scholarships*

In an effort to enrich the diversity of the graduate school, Seattle University designates awards for selected minority students in education, nursing, and the Institute for Theological Studies. To apply, students should contact those departments.

## Departmental Sources

Business administration, education, nursing, and theological studies students can contact the individual departments for additional scholarship information and applications.



# COLLEGE OF ARTS AND SCIENCES

Stephen Rowan, PhD, Dean

## Degree Offered

- Master of Arts in Psychology  
55 Credits

## Psychology

Graduate Program Director: Lane Gerber, PhD  
Phone: (206) 296-5400

### An Interdisciplinary Approach

With an emphasis on existential-phenomenological psychology, this program offers students an interdisciplinary focus on the qualitative, experiential study of psychological events in the context of life. By laying the foundations for a therapeutic attitude, the program prepares students to enter the helping professions, and/or to further study the psychological world. It is humanistic in that it intends to deepen the appreciation for the human condition by reflection on immediate psychological experiences and on the wisdom accumulated by the long tradition of the humanities. It is phenomenological in that it aims to be faithful to experience by setting aside theoretical prejudgments. It is therapeutic in that it focuses on the psychological conditions that help people deal with the difficulties of life.

### Admission Requirements

- Bachelor's degree, including an introduction to psychology, statistics, scientific research methods, growth and development, abnormal psychology, theories of personality—ordinarily the equivalent of a minor in psychology
- Minimum 3.00 GPA
- Three letters of recommendation
- An autobiography (minimum four pages) including but not limited to information on the applicant's present and future interests in psychology. This essay should be sufficiently specific to give the reader a concrete sense of your personal, as well as your vocational and intellectual development. Thus, it should include an account of work or volunteer experiences, influential courses or readings, why you are interested in this program and orientation, and *especially* personal events and changes which furthered your interest in psychology and the therapeutic
- A beginning understanding of existential and phenomenological psychology
- An interview, either in person or by telephone, will be asked of those applicants who have reached the final screening.
- Prior to admission, some experience in the areas of counseling or human services
- All admission requirements, except interviews, ordinarily are to be completed by January 15.

Applications are accepted each year for fall quarter. For a complete application packet and instructions, contact the Graduate Admissions Office at (206) 296-5900.

*NOTE: Students in this program are not allowed to do psychotherapy as private practitioners.*

## Degree Requirements

Fifty-five credit hours, which consist of 36 credits in 14 academic courses, 18 credits for 600 hours of practicum experience, and one credit for an integration paper. This is ordinarily a full-time, two-year program; students typically carry nine credits each quarter.

## Psychology Graduate Courses

**PSY 501 Phenomenology of the Face ..... 3 credits**  
Introduction to existential-phenomenological philosophy and psychology for therapeutic practice. Existential phenomenology helps us ethically understand other people in face-to-face situations: the paradox that "the face" presented both reveals and conceals the meanings of the other person.

**PSY 503 Assessment I ..... 3 credits**  
Introduction to disturbances labeled schizophrenia and borderline. Focus is on understanding the lived experience of the severely disturbed, an exploration of possible developmental roots of such styles of being and the implication for psychotherapy. Prerequisite: PSY 505, permission of instructor.

**PSY 505 Desperate Styles ..... 3 credits**  
The articulation of a phenomenologically and clinically based perspective for understanding disturbed behavior, with an emphasis on neurotic (anxiety) disorder. Issues in diagnosis (e.g., the DSM-III-R) and therapy will also be given considerable attention. Permission of instructor.

**PSY 511 Growing Up in Families ..... 3 credits**  
Exposure to historical, social and cultural perspectives of the family and contemporary thought on the roles and relationships within the family. A look at the challenges which face the family structure today and an introduction to some of the current therapeutic approaches. Permission of instructor.

**PSY 513 Assessment II ..... 3 credits**  
The theory and practice of phenomenological assessment. Specific issues such as diagnosis, report writing, and the uses of psychological tests within the context of dialogue with clients will be discussed in detail. Consideration of the relationship between phenomenological research, psychotherapy and assessment. Prerequisites: PSY 505, 503, permission of instructor.

**PSY 515 Group Therapy: Identity in Community .3 credits**  
Experiencing the group situation, viewed as a social microcosm and context for therapeutic change, simultaneous with the reflection on the foundational and interdependent notices of existential separateness and identity as rooted in dialogue in community. Majors only, graded S/NC.

**PSY 523 Perspectives of Psychotherapy ..... 3 credits**  
Exploration of dream interpretation, unconscious phenomena, transference and countertransference, the healing relationship and other key issues in psychotherapy from an experiential as well as conceptual perspective. Permission of instructor.

**PSY 525 Self Psychology ..... 3 credits**  
The clinical writings of Heinz Kohut and his students, as well as our own therapy work with clients with so-called difficult narcissistic and borderline problems, will be discussed. Self-psychology prizes empathy, listening from within the experiential world of the client, and understanding and utilizing counter-transference. Permission of instructor, spring.

## Psychology Graduate Faculty

Lane Gerber, BS, Franklin and Marshall College; PhD, 1968, University of Chicago; professor; 1980.

Steen Halling, BS, York University; MA, PhD, 1976, Duquesne University; professor; 1976.

Kevin Krycka, BA, Aquinas College; PsyD, 1988, Illinois School of Professional Psychology; assistant professor; 1989.

Georg Kunz, BA, PhL, Gonzaga University, PhD, 1975, Duquesne University; associate professor; 1971.

James Risser, BA, California State University; MA, PhD, 1978, Duquesne University; professor; 1994.

Jan O. Rowe, BA, MEd, PhD, 1982, Georgia State University; associate professor; 1982.

**PSY 527 Ethics and Phenomenology ..... 3 credits**  
A search for the ethical ground for understanding pathology and therapy. A claim that Western philosophical egocentrism contributes to the narcissism of modern pathologies. A review of the philosophy of Emmanuel Levinas, which suggests that the center of the true self is not in the individual self, but in the responsible concerns for others. Permission of instructor, spring.

**PSY 533 Therapeutic Communication ..... 3 credits**  
Principal focus on listening to, understanding and responding to another, as well as self, in the interview process. Essentially an experiential course designed to explore the meaning of attending to relationship in a quasi-therapeutic setting. Majors only, graded S/NC.

**PSY 535 Phenomenology of Therapeutic Change .... 3 credits**  
Exploration of the different meanings of helping and change in a therapeutic relationship. Reflection on various models of the healer and experiential work on our own motives, expectations and needs for ourselves as therapists. Graded S/NC

**PSY 543 Basic Practicum in  
Therapeutic Psychology I ..... 6 credits**

**PSY 544 Basic Practicum in  
Therapeutic Psychology II ..... 6 credits**

**PSY 545 Basic Practicum in  
Therapeutic Psychology III ..... 6 credits**

Offered as a series; each course provides a minimum of 200 hours on-site supervised practicum experience in agencies providing psychological service; weekly group case consultation with a faculty member, as well as individual consultation as needed. Ordinarily students are not allowed to get their practicum experience at agencies where they are working as staff. Majors only, graded S/NC.

**PSY 551 Hermeneutics: Interpretive**

**Foundations of Non-Behavioral Psychology ..... 3 credits**  
Philosophical study for practical decision making in therapeutic practice. A focus on the interpretive structure of human existence whereby meaning is constituted, and the philosophical ground of the activity of understanding oneself and others, which discloses itself in conversation. Permission of instructor.

**PSY 563 Integration Paper ..... 1 credit**  
Completion of a written work on a chosen theme that integrates academic course work and practicum experience. Majors only, graded S/NC.

**PSY 591 Special Topics ..... 1 to 3 credits**

**PSY 592 Special Topics ..... 1 to 3 credits**

**PSY 593 Special Topics ..... 1 to 3 credits**

**PSY 596 Independent Study ..... 1 to 3 credits**

**PSY 597 Independent Study ..... 1 to 3 credits**

**PSY 598 Independent Study ..... 1 to 3 credits**

A student may take up to six credits of upper-level undergraduate or graduate courses as a substitute for the required courses, with approval.

# ALBERS SCHOOL OF BUSINESS AND ECONOMICS

*Jerry A. Viscione, PhD, Dean*

*C. Frederick DeKay, PhD, Associate Dean (on sabbatical)*

*Hildegard R. Hendrickson, PhD, Acting Associate Dean, 1995-96*

*Kathryn E. Lewis, MBA, Director, Graduate Programs*

*David E. White, Assistant Director, Graduate Programs*

## Degrees Offered

- Master of Arts in Applied Economics (MAE)
- Master of Business Administration (MBA)\*
- Master of International Business (MIB)\*
- Master of Science in Finance (MSF)\*
- Certificate of Post-MAE Studies
- Certificate of Post-MBA Studies
- Certificate of Post-MSF Studies

\*Accredited by the American Assembly of Collegiate Schools of Business (AACSB). AACSB is the premier accrediting agency and service for U.S. business schools.

## Admission Requirements for All Business Graduate Degree Programs

Students seeking admission to graduate programs should contact the Albers School of Business and Economics at (206) 296-5700 or the Seattle University Graduate Admissions Office at (206) 296-5900 for admission materials. Documents required for admission to either the MBA, the master of arts in applied economics (MAE), the master of international business (MIB), or the master of science in finance (MSF) programs include the following:

- Completed application form and fee
- Official (sealed) transcripts showing a bachelor's degree from an accredited institution and information from all post-secondary educational institutions attended
- Scores from the Graduate Management Admissions Test (GMAT)  
**NOTE:** MAE applicants may substitute scores from the Graduate Record Exam (GRE).
- A current resumé

Applicants whose first language is not English are required to submit TOEFL scores. International students should submit the international application materials specified for them.

## Math and Computer Proficiency

All graduate students in the degree programs of the Albers School of Business and Economics must establish their proficiency in basic mathematics (college algebra and introductory calculus) and in computer use (intermediate-level skills in spreadsheet analysis) and word processing, as well as access to a computer with modem, or flexibility to use campus computer labs.

Proficiency can be established by evidence of previous credit or non-credit course work within certain time limits, and by waiver exam, among other options. Students are encouraged to complete these proficiency requirements prior to starting their graduate degree program. These requirements must be completed by the end of the first year in each program.

For additional information, students should consult "Policies on Accepting Course Work Done Outside of Seattle University," available in the Albers School of Business and Economics dean's office.

## Business Administration

*Graduate Program Director: C. Frederick DeKay, PhD (on sabbatical)*

*Acting Graduate Program Director 1995-96: William L. Weis, PhD*

*Phone: (206) 296-5700*

## Degrees Offered

- Master of Business Administration (MBA)  
48-72 Credits
- Certificate of Post-MBA Studies  
18 Credits

## Master of Business Administration

The master of business administration (MBA) program is designed to prepare graduates for managerial responsibilities in business and organizations. The program is constructed with the following goals:

- To provide knowledge and understanding of the fundamental disciplines, techniques and ethical dimensions involved in managerial decisions
- To develop proficiency in applying concepts and analytical methods to domestic and international organizational strategy
- To develop leadership skills within a broad business and social perspective

MBA courses are available at the main campus, as well as the Seattle University Eastside Education Center in Bellevue and the Applied Technology Training Center in Everett. Students may select classes from each site. Courses are generally scheduled late afternoons, evenings and Saturdays. Also, a weekend MBA option is available, scheduling students for two courses on Saturdays.

## MBA Degree Requirements

- 24 credits of foundation-level classes, which may be waived based on previous course work in business, including: IS 500, EC 501, BUSA 502, ACC 503, FIN 504, MKTG 505, OP 506, MGMT 508. Math and computer proficiency must also be established.
- 27 credits of management core classes, including: BUSA 511, ACC 513, FIN 514, MKTG 515, EC 517, MGMT 518, BUSA 520, EC 527 and MGMT 590.
- Three credits of international electives from the following list: BUSA 521, FIN 546, MGMT 573, MKTG 554, or other electives with prior written approval from the MBA Program Director.
- 18 credits of elective courses. A maximum of 12 credit hours may be taken from any single area of electives, including accounting, business law, economics, finance, information systems, international business, management, marketing, operations, and quantitative and statistical methods.

A formal concentration is available in accounting, is noted on official transcripts and requires ten elective courses. Four accounting electives are "extra" courses beyond those required by the MBA.



Courses are as follows:

- Eight specified electives from the accounting area: ACC 531, ACC 532, ACC 533, ACC 534, ACC 535, ACC 536, ACC 537, plus one additional accounting elective;
- Two electives outside of the accounting area  
Students seeking eligibility to sit for the CPA Exam in Washington State must take eight elective courses (two accounting electives are extra courses beyond those required for the MBA). Courses are as follows:
- Six elective courses: ACC 531, ACC 532, ACC 533, ACC 534, ACC 535, ACC 536;
- Two electives outside of the accounting area

### *Certificate of Post-MBA Studies*

The certificate of post-MBA studies is designed to allow master of business administration graduates to develop expertise and acquire a credential beyond the MBA degree, in a specified area of concentration.

The curriculum consists of a custom-designed selection of six courses. After reviewing students' transcripts and interests, the associate dean, with the guidance of departments offering the programs, will designate required courses. Certificates are awarded in the following areas of specialization: accounting, business economics, finance, general management, international business, marketing, management and society, management science, and operations. Course work for the certificate may be applied to other advanced graduate degrees.

During the program students must maintain a 3.00 (B) grade point average in the required courses. The minimum grade requirements for course work in the MBA program will apply to the certificate candidates. Upon completion of the requirements of the program, students will have posted to their transcripts the entry, "Certificate of Post-MBA Studies in (insert discipline)" and be issued a certificate listing the discipline studied.

The program is open only to graduates of MBA programs accredited by the American Assembly of Collegiate Schools of Business (AACSB). The application process requires preparation of an application form and submission of graduate transcripts and GMAT scores. Seattle University MBA graduates generally will be considered automatically eligible for the program. Contact the Albers School for information at 296-5700.

### *Post-MBA Certificate Requirements*

#### **Accounting**

ACC 531 Financial Accounting Theory and Practice I  
ACC 532 Financial Accounting Theory and Practice II  
ACC 534 Managerial Cost Accounting  
ACC 535 Auditing  
ACC 536 Federal Taxation  
ACC 537 Accounting Information Systems

#### **Business Economics**

EC 563 Survey Research Methods/Experimental Design  
EC 566 Forecasting Business Conditions  
EC 571 Government Finance and Economics  
EC 572 Labor Market Analysis  
EC 574 Advanced Managerial Economics  
EC 577 Industry and Competitive Analysis

#### **Finance**

FIN 541 Cases in Managerial Finance  
FIN 542 Investment Portfolio Theory  
FIN 543 Advanced Financial Theory

FIN 544 Financial Institutions and Markets  
FIN 545 Speculative Markets  
FIN 546 Finance for International Business

#### **General Management**

MGMT 580 Organizational Structure and Theory  
MGMT 581 Human Resource Management  
MGMT 584 Labor Relations and Collective Bargaining  
MGMT 585 Management of Change  
MGMT 586 Entrepreneurship  
MGMT 588 Negotiation Skills

#### **Information Systems**

IS 561 Corporate Information Systems  
IS 566 Database Management  
IS 567 Expert Systems  
IS 568 Data Communication  
ACC 537 Accounting Information Systems  
BUSA 599 Research Paper

#### **International Business**

IB 519 International Business Enterprise  
FIN 546 Finance for International Business  
MKTG 554 Topics for International Marketing  
BUSA 576 International Law and Business  
ECON 573 International Economics  
MGMT 573 International Management

#### **Management and Society**

One class from each area.

#### **Management Science and Operations**

IS 561 Corporate Information System Management  
BUSA 562 Project Management  
BUSA 565 Quality Assurance  
ACC 537 Accounting Information Systems  
EC 566 Forecasting Business Conditions  
BUSA 599 Research Paper

#### **Marketing**

MKTG 552 Marketing Research  
MKTG 554 Topics for International Marketing  
MKTG 555 Promotional Management  
MKTG 556 Seminar in Marketing  
MKTG 599 Research Paper  
EC 574 Advanced Managerial Economics

*Final selection must be approved by the Associate Dean of the Albers School of Business and Economics.*

## **Applied Economics**

*Graduate Program Director: Mary Jean Rivers, PhD*

*Phone: (206) 296-2540*

### *Degrees Offered*

- Master of Arts in Applied Economics (MAE)  
*45 Credits Minimum*
- Certificate of Post-MAE Studies  
*18 Credits*

### *Master of Arts in Applied Economics*

The master of arts in applied economics (MAE) degree program lays the foundation for a career as an economist in business, government, or consulting.

Students enter the MAE program with a variety of interests, including forecasting, industry and market analysis, international economics, tax policy, cost/benefit and impact analysis. The program is designed to enable students to acquire data collection and analysis tools, along with decision-making techniques for use in private businesses and public sector agencies.

The program core combines a strong foundation in basic microeconomic and macroeconomic theory with the development of key quantitative and data analysis skills. Elective courses in economics and finance allow students to apply economic theory and techniques to specific fields of business and policy, such as labor market analysis, environmental economics, health care and finance for international business.

The MAE's affiliation with the master of business administration and master of science in finance programs in the Albers School of Business and Economics provides students with an opportunity to focus on the applications of economics in a managerial context. Students are encouraged to select general electives to broaden their experience in areas such as marketing, accounting and operations.

### *MAE Degree Requirements*

- 15 credits of basic business and economic prerequisites, which may be waived based on previous course work, including EC 501, ACC 503, FIN 504, EC 517, EC 527. Math and computer proficiency must also be established
- 24 credits of required core courses, including FIN 514, EC 561, EC 562, EC 563, EC 564, EC 565, EC 566, EC 574
- Nine credits of applied economics electives. Choose from EC 568, EC 571, EC 572, EC 575, EC 577, EC 578
- Three credits of an international elective. Choose from FIN 546 or EC 573
- Three credits of a finance elective. Choose from FIN 542, FIN 543, FIN 544, FIN 545
- Six credits of general business or economic electives. Students are encouraged to consider using one of the electives for an internship or research project. Students with an MBA from an AACSB-accredited program may waive general electives.

### *Certificate of Post-MAE Studies*

The certificate of post-MAE studies is designed for individuals with graduate degrees in economics who want to update and deepen their skills in economics and quantitative methods.

Students must maintain a 3.00 (B) average in required and prerequisite courses. The minimum grade requirements and other academic policies for the MAE will apply to post-MAE students. Upon satisfactory completion of the program requirements, students will have posted to their transcript the following entry: "Certificate of Post-MAE Studies" and will be issued a certificate. Credits earned toward the certificate may be applied to other graduate degrees.

The program is open to individuals with graduate degrees in economics from accredited universities. The application process involves completion of an application form and submission of graduate transcripts and GMAT or GRE scores. Seattle University MAE graduates usually will be considered automatically eligible for the program. For non-Seattle University graduates, GMAT or GRE scores and academic performance must meet the standards for entry into the Seattle University master of arts in applied economics program.

### *Certificate Requirements*

The curriculum consists of a custom-designed selection of six graduate economics courses, plus prerequisites. After a review of the student's background and interests, the MAE director will designate the courses required.

## **International Business**

*Graduate Program Director: David W. Arnesen, JD*

*Phone: (206) 296-5700*

### *Degree Offered*

- Master of International Business (MIB)  
45 Credits Minimum

### *Master of International Business*

Seattle University's master of international business degree program provides an opportunity for advanced education in international business. The program prepares students through an in-depth study of the global economy and its impact on business. The key objective of the program is to prepare graduates for positions of leadership in business, government, or other international organizations.

### *MIB Degree Requirements*

- 18 credits of business foundation courses, which may be waived, based on previous course work, including EC 501, BUSA 502, ACC 503, FIN 504, MKTG 505, MGMT 508. Also, math and computer proficiency must be established
- 15 credits of required business core courses: FIN 514, MKTG 515, EC 517, MGMT 518, EC 527
- 21 credits of required international business courses: MGMT 573, EC 573, BUSA 576, MKTG 554, FIN 546, BUSA 521, MGMT 589
- Nine credits of international electives. This may include area electives or other special topic electives as approved by the program director

### *Language Proficiency*

MIB students must demonstrate oral competency in a foreign language prior to graduation. This competency will be based on an intermediate-mid score on the ACTFL or similar scale.

### *International Experience*

MIB students must gain international experience. This requirement can be met in a number of ways.

- Working professionals who have had an overseas job assignment lasting six months or more
- Students may spend a term or semester studying at an approved academic institution in another country
- Students may participate in an approved study tour sponsored by another institution or Seattle University
- International students may also satisfy this requirement by obtaining a two-quarter internship in the United States.

## Finance

Graduate Program Director: Barbara M. Yates, PhD

Phone (206) 296-2540

### Degrees Offered

- Master of Science in Finance (MSF)  
45 credits minimum
- Certificate of Post-MSF Studies  
18 credits

### Master of Science in Finance

Seattle University's master of science in finance (MSF) degree program provides an opportunity to obtain advanced in-depth education in finance. The program is designed primarily for individuals who have completed an undergraduate or graduate degree in business. Applicants without a business degree will be required to take some preparatory business courses.

In addition to the development of appropriate quantitative and communication skills, the MSF provides detailed coverage of the following major areas of finance:

- Business finance
- Investments
- Financial institutions and markets

The program also includes the corollary fields of accounting and economics and incorporates discussion of ethical issues in business and finance.

MSF graduates typically earn jobs as financial analysts and are often on the track toward a corporate financial officer position. Students interests include banking, insurance, international finance, personal financial planning, portfolio management, small business finance, capital budgeting, real estate and general corporate financial management.

### MSF Degree Requirements

- 15 credits of basic business prerequisites, which may be waived based on previous course work, including EC 501, ACC 503, FIN 504, MKTG 505, MGMT 508. Also, math and computer proficiency must be established
- 30 credits of required core courses, including BUSA 520, EC 564, EC 565, FIN 514, FIN 541, FIN 542, FIN 543, FIN 545, FIN 546 and FIN 544 or FIN 548
- Nine credits of electives in accounting and economics. Recommended courses include ACC 513, ACC 531, ACC 538, EC 517, EC 527
- Six credits of free electives. Students with an MBA from an AACSB-accredited program may waive these electives

### Certificate of Post-MSF Studies

The certificate of post-MSF studies is designed to allow graduates of AACSB-accredited MSF programs to develop expertise in a specified area of concentration beyond the MSF. The curriculum consists of a custom-designed selection of six graduate courses plus prerequisites. After a review of the student's background and interests, the MSF director will designate the courses required. Credits earned for the certificate may be applied to other graduate degrees.

Students must maintain a 3.00 (B) grade point average in required and prerequisite courses. The minimum grade requirements and other academic policies for the MSF will apply to post-MSF students. Upon satisfactory completion of program requirements, students will have posted to their transcript the following entry: "Certificate of Post-MSF Studies in (Accounting, Economics, Management, Marketing, Operations, or General Business)" and will be issued a certificate.

The program is open only to graduates of MSF programs accredited by the American Assembly of Collegiate Schools of Business (AACSB). The process involves completing an application form and submission of graduate transcripts and GMAT scores. Seattle University MSF graduates usually will be considered automatically eligible for the program. For non-Seattle University graduates, GMAT scores, academic performance and work experience must meet or exceed the standard for entry into the master of science in finance program.

### Post-MSF Certificate Requirements (choose one area)

#### Accounting

ACC 531 Financial Accounting Theory and Practice I  
ACC 532 Financial Accounting Theory and Practice II  
ACC 534 Managerial Cost Accounting  
ACC 535 Auditing  
ACC 536 Federal Taxation  
ACC 538 Financial Statement Analysis

#### Economics

EC 561 Business Cycles and Economic Growth  
EC 562 Economics of the Market System  
EC 573 Healthcare Economics and Finance  
EC 574 Advanced Managerial Economics  
Plus two approved electives

#### General Business

Six graduate courses approved by the director to enhance breadth in business administration

#### Management

MGMT 518 Advanced Organizational Behavior  
MGMT 573 International Management  
MGMT 580 Organizational Structure and Theory  
MGMT 581 Human Resource Management  
MGMT 585 Management of Change  
Plus one approved elective

#### Marketing

MKTG 515 Marketing Management  
MKTG 551 Consumer Behavior  
MKTG 552 Marketing Research  
MKTG 554 Topics for International Marketing  
MKTG 555 Promotion Management  
MKTG 591 Industrial Marketing

#### Operations

BUSA 511 Management Science  
BUSA 562 Project Management  
BUSA 565 Quality Assurance  
BUSA 591 Operations Planning and Control  
BUSA 591 Operations Strategy  
Plus one approved elective



## Business Graduate Courses

### **ACC 503 Financial Accounting ..... 3 credits**

Concepts and principles underlying accounting, with special attention to income determination and measurement of assets and equities. Analysis of business performance from accounting viewpoints.

### **ACC 513 Managerial Accounting ..... 3 credits**

Accounting information for decision making, its measurement and classification for use in product costing, cost-volume-profit decision making, capital allocation decisions and development of financial budgets. An introduction to the structure and use of management financial control systems. Prerequisite: ACC 503

### **ACC 531 Financial Accounting**

#### **Theory and Practice I ..... 3 credits**

Theory and development of accounting principles; evolution of theory as it relates to the current state of accounting for the assets of the entity and the measurement and reporting of periodic income. Prerequisites: ACC 503, ACC 513

### **ACC 532 Financial Accounting**

#### **Theory and Practice II ..... 3 credits**

Theory and development of accounting principles; evolution of theory as it relates to the current state of accounting for liabilities and owners' equities. Prerequisite: ACC 531

### **ACC 533 Financial Accounting**

#### **Theory and Practice III ..... 3 credits**

Study of advanced topics in financial accounting theory and practice. Selected topics include accounting for income taxes, pensions, leases, statement of cash flows and international accounting issues. Special emphasis on governmental and not-for-profit accounting practices. Prerequisite: ACC 532

### **ACC 534 Managerial Cost Accounting ..... 3 credits**

Intensive analysis of cost accounting in job order, process and standard cost systems, with emphasis on overhead cost determination and its relevancy to decision making. Advanced analysis of budgeting, relevant cost and revenue information for management planning and control decisions. Prerequisite: ACC 513

### **ACC 535 Auditing ..... 3 credits**

Purpose, scope, concepts and methods used in examining and attesting to financial statements. Current issues concerning professionalism and role of the public accountant. Prerequisite: ACC 532, ACC 534 recommended

### **ACC 536 Federal Taxation ..... 3 credits**

Introduction to the basic concepts of federal income taxation for the various forms of business organizations. Use of tax service and research in tax problems. Prerequisite: ACC 503

### **ACC 537 Accounting Information Systems ..... 3 credits**

Study of accounting information systems and their managerial aspects. Topics include computer technology, systems controls, systems analysis and design, as well as specific applications to accounting subsystems, such as job cost, inventory, accounts payable, payroll, billing, cash, and property. Prerequisites: BUSA 500, ACC 513

### **ACC 538 Financial Statement Analysis ..... 3 credits**

Course examines the use of published financial information in measuring business performance and financial position, evaluating credit risk and profitability and a critique of the traditional models for interpreting and assessing published financial information. Prerequisites: ACC 503, FIN 504

### **ACC 568 Management Planning and**

#### **Control Systems ..... 3 credits**

The nature, structure and processes of management planning and control systems are examined in terms of components, such as organizational responsibility, firm objectives, key economic variables, transfer pricing rules and performance measurement criterion, in both manufacturing and service industries, profit and not-for-profit. Prerequisite: ACC 513

### **BUSA 502 Legal Environment ..... 3 credits**

Objectives of the American legal system, its structure and procedures, dynamics of courts and regulatory commissions. Relationship of law to social change and preservation of society's values: emphasis on analysis, legal problem solving.

### **BUSA 511 Management Science ..... 3 credits**

Topics include linear programming, simulation, dynamic programming, queuing theory, game theory, integer programming, transportation method, assignment, goals programming, decision analysis and other topics. Prerequisites: EC 501, mathematics and computer proficiency, BUSA 506. Students may register for 506 and 511 concurrently.

### **BUSA 520 Business Responsibility/Ethics ..... 3 credits**

Basis for ethical relationships among economic agents in a mixed market economy. Responsibilities on both sides of such relationships are examined: employer and employee, firm and customer, competitors, stockholders, dealers and suppliers, unions, local communities and government.

### **BUSA 521 International Ethical and**

#### **Cultural Issues ..... 3 credits**

This course will examine the impact of ethics and culture on international business. Students will focus on culture from a world view, examining cultural/ethical patterns by reference to specific existing cultures.

### **BUSA 570 Real Estate Law ..... 3 credits**

Course designed to help students evaluate and understand real estate acquisitions. Topics include mortgages, deeds of trust, promissory notes, easements, liens, warranty deeds, special warranty deeds, quit claim deeds, encumbrances, taxes, legal descriptions, actions for specific performance, broker responsibilities, leases, community property, joint tenancy, tenancy in common, strategies for investment, negotiation techniques, types of financing and escrows. Prerequisite: BUSA 502

### **BUSA 576 International Law and Business ..... 3 credits**

This course examines the policy reasons for various U.S. import and export requirements, tariffs, and international business restrictions. Lectures include discussion of legal issues in international commercial transactions and host country regulations involving the European Community, the Pacific Rim, Canada and Third World countries. In addition, specific sections focus on international corporate, labor and environmental issues. Prerequisite: BUSA 502

### **EC 501 Introductory Business Statistics ..... 3 credits**

Descriptive and summary statistics, probability, statistical sampling and sampling distributions, interval estimation, hypothesis testing on one population, Chi-square analysis, one-way analysis of variance, simple correlation and regression analysis. Prerequisites: math and computer proficiency

### **EC 517 Macroeconomic Analysis ..... 3 credits**

Functioning of mixed market economy. Determinants of aggregate level of income, employment and prices. Forecasting and policy analysis, international aspects. Prerequisite: mathematics proficiency

**EC 527 Managerial Economics ..... 3 credits**

Theory of the consumer, the firm and the industry, with emphasis on applications to business decision making. Prerequisite: mathematics proficiency, EC 517 recommended

**EC 561 Business Cycles and Economic Growth... 3 credits**

A study of the factors contributing to cyclical patterns of economic growth. A critical examination of the theories of business cycles and growth and issues in current policy debate. Prerequisite: EC 517

**EC 562 Economics of the Market System ..... 3 credits**

The basic theory of consumer demand, the firm and the partial equilibrium analysis of markets. Designed to provide an analytical and conceptual framework for applied microeconomics. Prerequisite: EC 501

**EC 563 Survey Research****Methods/Experimental Design ..... 3 credits**

Principle and techniques for analysis of experimental data, survey design and planning of statistical aspect of surveys. Topics may include linear models; analysis of variance randomization, blocking, and factorial designs; incorporation of corporate information; design, and analysis of surveys. Prerequisite: EC 501

**EC 564 Quantitative Methods in****Economics and Finance ..... 3 credits**

Mathematical techniques used to integrate complex issues in finance and economics. Topics include graphical representation, differential and integral calculus, differential and difference equations, vectors and matrices, and applications of matrix algebra. Prerequisite: mathematics proficiency

**EC 565 Applied Econometrics ..... 3 credits**

Fundamentals of econometrics, and use of econometric techniques in financial and economic research, and decision-making. Topics include simple linear regression, residual analysis, multivariate regression, and the generalized linear model. The course will stress computer applications. Prerequisite: EC 501

**EC 566 Forecasting Business Conditions ..... 3 credits**

Techniques for applied business forecasting with emphasis on time-series methods. A survey of regression-based and time-series methods, models for stationary, and non-stationary time series, estimation of parameters, computations of forecasts and confidence intervals, and evaluation of forecasts. Prerequisites: EC 501, EC 517

**EC 568 Natural Resources and****Environmental Economics ..... 3 credits**

This course covers the economic analysis related to natural resource and environmental management. Topics include: renewable and non-renewable resources, pollution, preservation, conservation, and policy analysis. Prerequisite: EC 527

**EC 571 Government Finance and Economics ..... 3 credits**

Analysis of the revenues, expenditures and debts of federal, state, and local governments. Public investment and pricing. Effects of government on the private sector. Prerequisites: EC 517, EC 527

**EC 572 Labor Market Analysis ..... 3 credits**

Recent development in labor market analysis and public policies related to contemporary labor issues. Determinants of labor supply and demand; the structure and stratification of labor markets; the effects of discrimination, unions, and government regulations. Prerequisites: EC 517, EC 527

**EC 573 International Economics ..... 3 credits**

Analysis of modern trade theories and issues concerning international competitive strategy. The impact of trade patterns and commercial policy on domestic business activity. The effects of macroeconomic policies across nations. Prerequisites: EC 517, EC 527

**EC 574 Advanced Managerial Economics ..... 3 credits**

Application of economic theory and methodology to business administration practice, using tools and techniques of economic analysis to solve business problems. Prerequisite: EC 527

**EC 575 Health Care Economics and Finance ..... 3 credits**

The application of economic principles to health care policy issues. Topics include analysis of health care demand, information costs and market structure, and the provision of private and social health care insurance. Prerequisite: EC 527

**EC 577 Industry and Competitive Analysis ..... 3 credits**

Analysis of the determinants of market structure. Strategic interaction among firms in imperfectly competitive markets. Considers effects of market structure on pricing, capacity choices, product differentiation, marketing, innovation, contracts with customers, etc. Prerequisite: EC 527

**EC 578 Urban/Regional Economics ..... 3 credits**

Examines the distribution of economic activity over space. The study of location and land use decisions as they affect neighborhood and regional development. Analysis of urban economic problems such as poverty, housing and transportation. Prerequisites: EC 517, EC 527

**FIN 504 Introduction to Financial****Management ..... 3 credits**

Theory and practice of business finance with emphasis on asset valuation, capital structure, cost of capital, and capital budgeting. Prerequisites: Mathematics proficiency, ACC 503

**FIN 514 Managerial Finance ..... 3 credits**

Topics to be covered are: asset valuation, capital budgeting, lease analysis, dividend policy, long-term sources of funding, and contingent claims. Prerequisite: FIN 504

**FIN 532 Personal Financial Planning ..... 3 credits**

Elements involved in development of a comprehensive personal financial plan. Topics include: risk management and insurance, personal investing, consumer finance, retirement planning. Prerequisite: FIN 504

**FIN 541 Cases in Managerial Finance ..... 3 credits**

Cases in business finance that develop students' skill for identifying problems, acquiring relevant material, and using appropriate financial theory for making decisions in simulated business settings. Prerequisite: FIN 514

**FIN 542 Investments and Portfolio Theory ..... 3 credits**

Review of theory and empirical research on risk/return relationships, market efficiency, pricing of assets and contingent claims, effects of taxes, and inflation. Prerequisite: FIN 514

**FIN 543 Advanced Financial Theory ..... 3 credits**

Examination of advanced current topics and issues in financial theory using a seminar approach. The course involves readings, discussions, and case studies on selected topics. Prerequisite: FIN 514

**FIN 544 Financial Institutions and Markets ..... 3 credits**

Structure of U.S. money and capital markets, the impact of monetary and fiscal policies on the funds flows and interest rates in these markets, and the policies of financial institutions participating in these markets. Prerequisites: EC 517, FIN 514

**FIN 545 Speculative Markets ..... 3 credits**  
Modeling for risk and uncertainty, advanced portfolio theory, options and futures. Prerequisite: FIN 514

**FIN 546 Finance for International Business ..... 3 credits**  
Reviews theoretical concepts, practical techniques, institutions, and issues related to the management of financial aspects of international business. Includes topics such as balance of payments, exchange rates, trade finance instruments, hedging, economic exposure, capital budgeting, foreign investment. Prerequisites: EC 517, FIN 514

**FIN 547 Security Analysis ..... 3 credits**  
Principles, policies and practices of security investment. Analysis of public and private securities from individual and institutional viewpoints. Prerequisite: FIN 514

**FIN 548 Financial Management of Banks ..... 3 credits**  
Analysis of problems in the financial management of commercial banks and other financial institutions. Asset/liability management, loan management, capital policies, and other selected issues. Prerequisite: FIN 514

**IB 519 International Business Enterprise ..... 3 credits**  
Managing international business. Topics such as the international financial environment and exchange rate risk, international trade theories and institutions, and government trade policies. Foreign marketing strategies and accounting, legal and labor practices. Prerequisite: MGMT 508

**IS 500 Intro to Information Systems for Managers .. 3 credits**  
Introduction to information systems including systems concepts, transaction processing systems, management information systems, decision support systems, database management, office automation, data communications, and networking, artificial intelligence, systems analysis, and development life cycle, hardware/software acquisition process, computer security, and disaster planning. Prerequisite: computer proficiency

#### **IS 561 Corporate Information**

**Systems Management ..... 3 credits**  
This is a case method course. Topics include: strategic IS planning, information resource management, technology assimilation, organizing the IS function, IS management control, project risk and portfolio analysis, operation management and multinational issues. Prerequisite: IS 500

**IS 566 Database Management in Business ..... 3 credits**  
Introduction to database concepts for general managers. Topics include: database design and implementation, logical database modeling, relational model, database administration, query language, security and current trends in database management systems. Prerequisite: IS 500

**IS 567 Expert Systems in Management..... 3 credits**  
Introductory-level course on business applications of expert systems. It is designed for end-user managers, as opposed to software engineers. Topics include knowledge acquisition and representation, system design and development system implementation and managerial issues. Prerequisite: IS 500 or IS 561

**IS 568 Data Communications and Networking..... 3 credits**  
Introduction to concepts and terminology of data communications and network design. Emphasis on the planning and management of equipment, architectures, security, and transmission alternatives. Prerequisite: IS 500 or IS 561

**MGMT 508 Principles of Management..... 3 credits**  
Introductory survey to principles of management, organizational theory and organizational behavior. Basic concepts and tools to solving organizational problems.

**MGMT 518 Advanced Organizational Behavior .... 3 credits**  
Models and theories of organizational behavior, alternative managerial behaviors, developing skills in dealing with people in areas of leadership, motivation, communication skills, conflict, group processes and selected international topics. Emphasis on emerging theory. Prerequisite: MGMT 508

**MGMT 573 International Management ..... 3 credits**  
This course investigates the role of management in developing and executing international and global business strategy. Emphasis is placed upon theories of organizational roles in society, and how culture shapes both organizational and individual behaviors. How firm-specific and country-specific elements relate to competitive advantage are also studied. Prerequisite: MGMT 508

**MGMT 574 Management for the 21st Century ..... 3 credits**  
Course topics include management of growth and decline, transnationalization of business, alliances, joint ventures, manufacturing networks, and other issues and trends facing managers today. Emphasis is on the changing business environment and methods for organizations and managers to adapt. Prerequisite: MGMT 508

**MGMT 577 Management and Diversity ..... 3 credits**  
Course examines environments in which diversity initiatives operate. Dominant work values are explored to understand how they define desired work behaviors and understand ways in which a diversity program challenges some dominant work values. Course challenges students to acquire information about diversity via studies of organizational culture and subcultures. Prerequisite: MGMT 508

**MGMT 578 American Manufacturing in the 1990s ..... 3 credits**  
Course covers trends in the health of American manufacturing, tracing the reasons for success of some sectors, the decline of others and the role of general management. The course involves extensive reading of contemporary books about manufacturing and management. Prerequisite: MGMT 518

**MGMT 580 Organization Structure and Theory .... 3 credits**  
Structure and behavior in organizations. Topics include organization strategy, environment and departmentation; corporate culture, motivation, power leadership, conflict and change. Prerequisite: MGMT 518

**MGMT 581 Human Resource Management ..... 3 credits**  
Problems and policies in personnel philosophy; ethics; implementation of personnel program; directing, appraisal, compensation, training and development of employees. Prerequisite: MGMT 518

**MGMT 584 Labor Relations and  
Collective Bargaining ..... 3 credits**  
Historical development of labor management relations and current legal and regulatory systems, including collective bargaining and future prospects. Emphasis on developing skills in labor relations. Prerequisites: BUSA 502, MGMT 518

**MGMT 585 Management of Change ..... 3 credits**  
Process of change in organizations, its impact on the individuals and organizations. Problems in technology and culture, managerial philosophy, lifestyles and attitudes toward work. Prerequisite: MGMT 518

**MGMT 586 Entrepreneurship ..... 3 credits**  
Procedures and problems in starting and operating a successful small business enterprise. Prerequisites: ACC 513, FIN 514, MKTG 515, MGMT 518

**MGMT 588 Negotiation Skills ..... 3 credits**  
Traditional and modern approaches to bargaining and conflict resolu-



tion. Emphasis on developing negotiation skills for use in a professional context or any interpersonal activity. Prerequisite: BUSA 502

**MGMT 589 International Policy and Strategy ..... 3 credits**

General management and the tasks of strategy formulation and implementation, taking into account the complexities of corporate operations in different cultures. Prerequisites: foundation, international business core and permission. Recommend course be taken during last two quarters of enrollment.

**MGMT 590 Business Policy ..... 3 credits**

Policy problems faced by chief administrative officers. Determination of objectives; development of policies to achieve objectives; organization of executive personnel to implement policies; coordination of the organization; and adjustments to changes in environment. Case study seminars. Builds upon the core curriculum. Prerequisites: foundation, management core courses and permission. Recommend course be taken during last two quarters of enrollment.

**MKTG 505 Marketing Principles ..... 3 credits**

Introduction to marketing and its functions. Examination of contemporary problems and issues in marketing of goods and services.

**MKTG 515 Marketing Management ..... 3 credits**

Basic marketing management activities of planning, implementing and controlling product, price, distribution and promotion decisions. Emphasis on market analysis techniques, the selection of strategic alternatives, application of the marketing mix and evaluation of the firm's marketing efforts. Prerequisite: MKTG 505

**MKTG 551 Consumer Behavior ..... 3 credits**

Study and research in consumer behavior. Theoretical concepts from psychology, sociology and economics are applied to understanding human behavior in the market place and relating it to firm strategy. Prerequisite: MKTG 515

**MKTG 552 Marketing Research ..... 3 credits**

Purpose, methods, and techniques of marketing research and description of marketing information systems. Prerequisites: EC 501, MKTG 515

**MKTG 554 Topics in International Marketing ..... 3 credits**

Growing importance of international marketing; differences in economic, cultural, and political factors between countries; feasibility of using American techniques in performing marketing functions abroad. Prerequisite: MKTG 515

**MKTG 555 Promotion Management ..... 3 credits**

The marketing functions of personal selling, advertising, sales promotion, and publicity and their coordination into an effective promotional mix. Prerequisite: MKTG 515

**OP 506 Manufacturing and Service Operations ... 3 credits**

(Formerly BUSA 506 Production and Operations Management) This course uses a case-oriented approach to introduce students to operations functions and problems in manufacturing and service settings. An emphasis is placed on the strategic importance of operations management and on the significance of the topic to other functional areas such as marketing, finance, engineering and accounting. Course topics include strategy, quality, product and process design, purchasing, inventory, materials management, scheduling, planning, safety and the environment, and international issues. Students work in teams to visit a local factory or service facility and integrate course concepts in follow-up assignments. Skills are developed in quantitative applications, conceptual models, analytical methods and written oral communication.

Prerequisites: EC 501, math and computer proficiency. Offered quarterly.

**OP 561 Operations Strategy ..... 3 credits**

A comprehensive examination of the links between the operations function and marketing, finance, and engineering in both manufacturing and service industries. Domestic and international cases are used to illustrate the formulation and implementation of operations strategies and the role of operations in supporting business strategy. An emphasis is placed on the challenges faced by managers in finding a complementary match among strategic elements. Student teams apply a theoretical framework to analyze operations strategies in local organizations. Prerequisites: OP 506, MKTG 505 (MKTG 505 may be taken concurrently with OP 561). Offered once yearly.

**OP 562 Total Quality Management ..... 3 credits**

An overview and analysis of the quality improvement process, beginning with assessment of customer requirements and extending through the production and service delivery process to an evaluation of product and service reliability in the field. The course covers tools that have been effectively applied in the implementation of Total Quality Management (TQM), Continuous Quality Improvement (CQI) and other approaches to customer-focused organizational change. These include quality planning and organization, quality function deployment, benchmarking, statistical process control, process analysis tools, quality-circles, and reliability prediction. An emphasis is placed on ethical responsibilities of goods and service producing firms in relation to their customers and other stakeholders. Cases and team projects will introduce students to current industry practices. Prerequisites: OP 506, MKTG 505, BUSA 511. Offered once yearly.

**OP 563 Operations Planning and Control Systems ..... 3 credits**

An in-depth study of the interacting systems that support manufacturing and service operations. Cases, computer exercises, simulations, plant tours, class exercises, and analytical assignments will be used to demonstrate course concepts. These concepts include master planning, forecasting, inventory management, master production scheduling, material requirements planning, capacity planning, staffing, just-in-time systems, systems theories, distribution requirements planning, automation and implementation issues. Prerequisites: OP 506, BUSA 511. Offered in alternating years.

**OP 564 Purchasing and Materials Management ..... 3 credits**

Study of the purchasing process and its strategic importance to manufacturing and service operations. Course activities will include case discussions, guest speakers and simulated negotiations. Topics will include an overview of the purchasing process, supplier selection and development, supplier partnerships, ethics, negotiation, just-in-time methods, legal concerns, international issues, inventory management, new product development, hazardous material procurement and disposal, and transportation/logistics. Prerequisite: OP 506. Offered in alternating years.

**OP 565 International Study Tour in Operations .. 3 credits**

Students will spend one-to-two weeks touring factories and meeting in faculty-led seminar groups in Mexico, Europe, or Asia. Seminar sessions and extensive readings prior to the tours will provide students with relevant backgrounds regarding politics, customs, culture, language and manufacturing practices. Group projects completed prior to the tour will allow students to learn about specific companies to be visited. At the end of the tour, each student will write a paper summarizing observations and relating them to previous course work in operations. Prerequisites: OP 506 and instructor permission, Recommended: MGMT 573. Offered in alternating years.

**OP 566 Project Planning and Scheduling** ..... 3 credits  
Study of the managerial concepts and technical tools required for evaluating, planning and scheduling projects. An emphasis is placed on the integration of social and technical concepts for effective planning. Topics include: project selection, human resource issues, project team-building, work breakdown structures, the role of creativity, project definition, budgeting, network planning models such as PERT/CPM, resource management and time-cost trade-offs. Guest speakers from the industry highlight implementation issues. Students work in teams to develop a complete project plan. Prerequisites: OP 506, BUSA 511. Offered once yearly.

**OP 576 Project Management and Control** ..... 3 credits  
A continuation of OP 566, this course extends beyond the planning phase to address topics related to the management and control of projects. The class will involve cases, exercises, project site visits, guest speakers, software evaluation, personal application exercises and a computer-simulated project management game. Course topics will include advanced project evaluation techniques, new product development, cost-schedule control systems, management of project crises, project management software, design-build team concepts, contract administration, conducting review meetings and post-project evaluation. Prerequisite: OP 566 or instructor permission. Offered in alternating years.

**ACC 591 Special Topics** ..... 1 to 3 credits  
**BUSA 591 Special Topics** ..... 1 to 3 credits  
**EC 591 Special Topics** ..... 1 to 3 credits  
**FIN 591 Special Topics** ..... 1 to 3 credits  
**IB 591 Special Topics** ..... 1 to 3 credits  
**IS 591 Special Topics** ..... 1 to 3 credits  
**MGMT 591 Special Topics** ..... 1 to 3 credits  
**MKTG 591 Special Topics** ..... 1 to 3 credits  
**OP 591 Special Topics** ..... 1 to 3 credits  
Special topics courses. See administrative office for prerequisites and course descriptions.

**ACC 596 Independent Study** ..... 1 to 3 credits  
**BUSA 596 Independent Study** ..... 1 to 3 credits  
**EC 596 Independent Study** ..... 1 to 3 credits  
**FIN 596 Independent Study** ..... 1 to 3 credits  
**IB 596 Independent Study** ..... 1 to 3 credits  
**IS 596 Independent Study** ..... 1 to 3 credits  
**MGMT 596 Independent Study** ..... 1 to 3 credits  
**MKTG 596 Independent Study** ..... 1 to 3 credits  
**OP 596 Independent Study** ..... 1 to 3 credits

**ACC 598 Internship** ..... 1 to 3 credits  
**BUSA 598 Internship** ..... 1 to 3 credits  
**EC 598 Internship** ..... 1 to 3 credits  
**FIN 598 Internship** ..... 1 to 3 credits  
**IB 598 Internship** ..... 1 to 3 credits  
**IS 598 Internship** ..... 1 to 3 credits  
**MGMT 598 Internship** ..... 1 to 3 credits  
**MKTG 598 Internship** ..... 1 to 3 credits  
**OP 598 Internship** ..... 1 to 3 credits

**ACC 599 Research Paper** ..... 1 to 3 credits  
**BUSA 599 Research Paper** ..... 1 to 3 credits  
**EC 599 Research Paper** ..... 1 to 3 credits  
**FIN 599 Research Paper** ..... 1 to 3 credits  
**IB 599 Research Paper** ..... 1 to 3 credits  
**IS 599 Research Paper** ..... 1 to 3 credits  
**MGMT 599 Research Paper** ..... 1 to 3 credits

**MKTG 599 Research Paper** ..... 1 to 3 credits  
**OP 599 Research Paper** ..... 1 to 3 credits

## Business Graduate Faculty

Abdolhossein Ansari; BS, RCD School of Insurance and Economics, Tehran; MBA, MA, University of Detroit; PhD, 1985, University of Nebraska; associate professor of operations; 1985.

David Arnesen; BA, University of Washington; JD, 1977, University of Puget Sound; program director, master of international business; assistant professor of law; 1989.

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David E. Tinius; BSME, MBA, PhD, 1977, University of Washington; chair, department of accounting; professor of accounting; 1970.

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Jerry Viscione; BS, Boston College; MBA, MA, PhD, 1973, Boston University; dean, Albers School of Business and Economics; Genevieve Albers chair and professor in business administration; professor of finance; 1988.

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James West; BA University of Denver; MA PhD, 1994, University of Michigan; assistant professor of economics; 1994.

William L. Weis; BSBA, MBA, Bowling Green State University; PhD, 1979, University of Washington; professor of accounting; 1973.

Geoff Willis; BS, Vanderbilt University; MS, PhD, 1994, Texas Tech University; assistant professor of business administration; 1994.

Peter Wilamoski; BA, California State University; MA, PhD, 1991, University of Oregon; assistant professor of economics; 1991.

Barbara M. Yates; BA, College of Wooster; MA, PhD, 1969, University of Michigan; chair, department of economics and finance; program director, master of science in finance; professor of economics; 1970.



# SCHOOL OF EDUCATION

Margaret M. Haggerty, PhD, Dean  
Dian S. Blom, EdD, Assistant Dean  
(206) 296-5760

## Degrees Offered

- Doctor of Education (EdD)
- Educational Specialist (EdS)
- Master of Arts in Education (MA)
- Master of Counseling (MC)
- Master of Education (MEd)
- Master in Teaching (MIT)
- Post-Master's Certificate in Community College Teaching
- Post-Master's Certificate in Teaching English to Speakers of Other Languages

## Leaders in Education

Guided by Seattle University's Jesuit tradition, the mission of the School of Education is to prepare ethical and reflective professionals for excellent service in diverse communities. These professionals will contribute positively to the values, principles and practices of their communities, workplaces and professional associations.

The adult education and training program is for those planning to specialize in the education and training of adults. This flexible program permits specialization in adult development or adult basic education; or human resources: training, education and development. It is appropriate for those who wish to work in post-secondary educational settings or in training divisions in public and private sectors.

The counseling degree and programs prepare professionals for counseling in schools, higher education and community agency settings. Successful completion of the school counseling program qualifies the candidate for initial educational staff associate certification as a school counselor in Washington state.

The curriculum and instruction program is for those continuing careers as professional educators, as instructional leaders or curriculum specialists. This flexible program permits a variety of specializations, including reading, special education, early education, gifted education and religious education. Also appropriate for educators in non-school settings.

The educational administration program prepares leaders for schools, colleges, universities, social agencies and educational functions in business. It may include principal or program administrator certification.

The educational specialist degree in school psychology prepares professionals to assess and counsel individuals for placement in educational programs, and to plan and implement curriculum interventions. Successful completion of the school psychology program qualifies the candidate for initial educational staff associate certification as a school psychologist in Washington state.

The educational leadership doctoral degree is designed for educational leaders in schools, colleges, businesses, and social service agencies. The mission of the program is to prepare effective leaders for an interdependent world. The program may include Washington state superintendent certification.

The master in teaching degree is for those planning to become teachers in elementary or secondary schools. Completion of the program

leads to Washington state initial teaching certification.

The student development administration program is for those planning to work in post-secondary institutions as administrators of student programs, college student service planners or student advisers.

The Teaching English to Speakers of Other Languages program prepares professional educators for the role of teacher or teacher-administrator in adult education programs either in the United States or other countries.

Several other master's degree programs are available at Seattle University outside the School of Education, including religious education, business and public service. Educators wishing to combine courses from these graduate fields with selected education courses pursue the major in curriculum and instruction, adult education and training, or educational administration, which permit such combinations. (See educational specialist and doctoral degree requirements elsewhere in this bulletin.)

## Special Information for Degree Holders with Teacher Certification or Equivalent

### Continuing Certification

May be earned either through transitional student status (two quarters only), or combined with a master's degree.

### Initial Administrative Credential

Requirements for the administrative credentials include possession of a valid initial or continuing teaching certificate (principal only), completion of a master's degree, of which at least 30 quarter hours of graduate level work are in the approved preparation program, completion of an internship at the levels and in the role for which the certificate will be endorsed, and 180 days of full-time or more teaching experience with at least 30 days with the same employer. Acceptance to the Graduate School is a prerequisite.

### Continuing Administrative Credential

Candidates for any continuing administrative credential must have the appropriate initial administrative credential, and must have completed 180 days of full-time employment in the role at the appropriate level(s), and at least 30 days with the same employer.

### School Counselor's Certification

This certification program is included in the master's degree in school counseling (either MA or MEd) described below. Contact counseling faculty member for details.

## General Admission Requirements

Master's degree programs each have a specified grade point average and other admission requirements that are included in their department descriptions that follow this section. General requirements include:

- Bachelor's degree from a regionally accredited institution and initial certification (where applicable)
- Relevant work experience, usually at least one year beyond the bachelor's degree (two years for the educational specialist in school psychology)
- For non-business school administration or curriculum and instruction majors, academic background equivalent to that required for a teaching certificate is necessary. This does not apply to students preparing for work in non-K-12 settings.

### General Format of Degree Studies

Following are typical programs for each major field (except master in teaching, see below). While details vary from program to program, all education graduate degree programs contain the following components.

- Admission as degree applicant (see general admission requirements)
- Students accepted on probation must remove all conditions of probation before completing more than 15 hours of degree work at Seattle University.
- Initial course work: 15 hours of course work to include ED 500, Introduction to Research and Graduate Studies, plus the designated first course in the major field and other courses designated at admission or by the program adviser
- Candidacy: Admission to degree candidate status is based on the following criteria:
  - 3.00 (B) grade point average in the first 15 hours; 20 hours for counseling and school psychology majors only
  - Recommendation of major program adviser
  - Submission of a planned program of studies approved by adviser
  - For counseling and school psychology majors only: successful completion of EDCN 510
- Advanced course work:
  - Completion of major field course work. The amount varies from program to program and student to student
  - Completion of core and approved electives. MA candidates must complete at least 45 credits, including either a three-credit project or thesis. All MEd candidates must complete at least 48 credits. All counseling candidates must complete at least 65 credits.
  - In the programs requiring a practicum or internship there are two evaluation points beyond initial admission—at candidacy and just prior to the practicum or internship—to further determine the candidate's capabilities to function effectively in the practicum or internship role.
- Comprehensive examination: satisfactorily complete a written comprehensive examination covering the major area of study. The examination may be taken as soon as all major area course work is completed. The examination is offered at least three times each year.

### Grade Point Average

A 3.00 (B) grade point average must be maintained during graduate study.

### Time Limit

All degree work must be completed within six years. This limit includes transfer credit.

### Residency

Students are encouraged to spend at least one quarter in full-time study, preferably the first summer quarter (except counseling). Eight hours or more per quarter constitutes full-time graduate study.

### Combining Degree Work and Certification

By careful planning students may combine degree work with a program leading to teacher endorsement, initial principal or program administrator's certificate or counselor's certificate.

### Enrollment Limits for Employed Students

Anyone holding full-time employment is ordinarily limited to six hours per quarter. (This may be exceeded when added courses are an integrated part of the working day, e.g., internship, and certain independent studies and graduate projects.)

## Adult Education and Training

Graduate Program Coordinator: Carol L. Weaver, PhD

Phone: (206) 296-5908

### Degrees Offered

- Master of Arts in Education (MA)  
45 credits minimum, including a graduate project
- Master of Education (MEd)  
48 credits minimum
- Post-Master's Certificate in Community College Teaching  
15 credits minimum

### Areas of Specialization

Intended for those planning to instruct adults or manage programs designed for adult learners in post-secondary institutions or public and private organizations. Students select their area of specialization, which can include adult development or adult basic education, or human resources: training, education and development.

#### Adult Development or Adult Basic Education

Designed for those who wish to work in community colleges or social service agencies helping adults improve basic skills in reading, writing, math and/or English as a second language.

#### Human Resources: Training, Education and Development

Designed for those who wish to administer or instruct in employer-sponsored training programs.

### Flexible Options for Special Interests

Additionally, programs of study can be tailored for other content areas such as nursing, technology, liberal studies, communication, ESL abroad, or theological studies. Up to nine elective credits and the internship may be used to emphasize a particular content area.

### Admission Requirements

Admission is selective, and candidates are evaluated on their individual merits rather than on a comparative basis.

- A bachelor's degree from an accredited institution
- A 2.75 cumulative or upper-division GPA. Applicants who are below a 2.75 GPA may be considered but scores from the Graduate Record Exam (GRE) or the Miller Analogies Test (MAT) are required. Test scores must be no more than five years old and be received directly from the test scoring agency.
- Two recommendations from recent supervisors
- A résumé indicating a minimum of one year's work experience

### Internship

All students, regardless of specialization or degree option, must complete a minimum of three credit hours of internship experience. The internship is selected cooperatively by the student and major adviser,

and is designed to provide a practical learning experience in an adult education setting. Up to three additional credits may be chosen as an elective.

### *Program of Study*

#### **Part I: School of Education Core Requirements ..... 9 credits**

ED 500 Introduction to Research and Graduate Study .....	3 credits
ED 530 Philosophy of Education .....	3 credits
ED 521 Adult Psychology/Learning .....	3 credits

#### **Part II: Adult Education**

##### **and Training Requirements ..... 18 credits**

EDAE 510 Planning Programs for Adult Learners .....	3 credits
EDAE 515 Diversity of Adult Learners .....	3 credits
EDAE 562 Foundations of Adult Education .....	3 credits
EDAE 563 Instructional Methods for Adult Learners .....	3 credits
EDAD 577 Evaluation of Educational Programs .....	3 credits
EDAE 566 Internship in Adult Setting .....	3 credits

#### **Part III: Adult Education and Training Electives .. 12 credits**

EDAE 564 Practices in Adult Basic Education .....	3 credits
EDAE 565 Philosophy and Methods of Skill Training .....	3 credits
EDAE 567 Internship in Adult Setting .....	1-3 credits
EDAE 568 Administration in Adult Settings .....	3 credits
EDAE 569 Teaching Methods in Basic Skills for Adults .....	3 credits
EDAE 573 Human Resources:	

Training, Education and Development .....

EDAE 574 Continuing Education for the Professional .....	3 credits
EDAE 575 Computer Support for Administrators .....	3 credits
EDAD 559 The American Community College .....	3 credits
EDPD 430-444 Teaching English	

as a Second Language .....

#### **Part IV: Additional Recommended Electives .... 3 to 9 credits**

ED 424 Introduction to Mild Handicaps .....	3 credits
ED 561 Women as Transformational Leaders .....	3 credits
EDAD 570 Leadership in Education I .....	3 credits
EDAD 571 Leadership in Education II .....	3 credits
EDCI 526 Reading in the Content Fields .....	3 credits
EDSP 554 Individual Educational Assessment .....	3 credits

*NOTE: Alternative electives may be selected with approval of adviser.*

#### **MEd Option ..... 48 Credits Total**

Part I: School of Education Core Requirements .....	9 credits
Part II: Adult Education and Training Requirements .....	18 credits
Part III: Adult Education and Training Electives .....	12 credits
Part IV: Additional Recommended Electives .....	9 credits

#### **MA Option ..... 45 Credits Total**

Part I: School of Education Core Requirements .....	9 credits
Part II: Adult Education and Training Requirements .....	18 credits
Part III: Adult Education and Training Electives .....	12 credits
Part IV: Additional Recommended Electives .....	3 credits
EDAE 595 Graduate Project .....	3 credits

### *Post-Master's Certificate in Community College Teaching*

The post-masters certificate in community college teaching provides practical teaching preparation for individuals who seek or hold teaching positions in community colleges. The certificate is not required in Washington community colleges.

The courses and the required supervised teaching experience are designed to provide an overview of:

- The characteristics of community college students
- The history, purposes, beliefs, aims, and administrative structure of the community and technical college system in the state of Washington
- Program planning and instructional methods

Applicants are required to hold a masters degree (or higher) from an accredited university in a field other than education. Applicants also need to provide two recommendations, one from the master's degree major adviser and one from a current supervisor, regarding their ability to perform as teachers in the content field.

The post-masters certificate in community college teaching requires a minimum of 15 credits, to be taken at Seattle University. If students have completed courses that are substantially similar to those required for the certificate, substitutions may be made from other course offerings at Seattle University. Required courses are:

ED 521 Adult Psychology and Learning .....	3 credits
EDAE 510 Planning Programs for Adult Learners .....	3 credits
EDAD 559 The American Community College .....	3 credits
EDAE 561 Internship in Community College Setting .....	3 credits
EDAE 563 Instructional Methods for Adult Learners .....	3 credits

## Department of Counseling and School Psychology

*Graduate Department Chair: Max Hines, PhD*

*Graduate Program School Psychology*

*Coordinator: Kristin Guest, PhD*

*(206) 296-5750*

### *Degrees Offered*

#### **Community Agency Counseling**

- Master of Arts in Education (MA)  
65 credits, including a graduate project
- Master of Counseling (MC)  
65 credits

#### **School Counseling**

- Master of Arts in Education (MA)  
68 credits, including a graduate project
- Master of Education (MEd)  
65 credits

#### **Post-Secondary Counseling**

- Master of Arts in Education (MA)  
65 credits, including a graduate project
- Master of Education (MEd)  
65 credits

#### **School Psychology**

- Educational Specialist (EdS)  
94 credits, post-bachelors or  
45 credits minimum, post-masters.



### *Preparing Ethical and Skilled Helpers*

Balance is the primary feature of the master programs in the Counseling and School Psychology Department at Seattle University.

Flexible scheduling allows students to balance graduate studies with full-time work commitments. Balanced curricula incorporate theoretical perspectives with practical applications. Instructional approaches encourage the balancing of direct with reflective learning experiences.

The result for the student is a humanistic learning community that respects the life experiences of the adult learner, along with an ethical sensibility that emphasizes personal responsibility and professional accountability.

Department graduates work in educational and agency settings, in institutional environments and private practice. Public and private schools, colleges, social service and mental health agencies, correctional facilities and youth service bureaus have all become venues for graduates of our programs.

### *Degree Programs*

The Counseling and School Psychology Department offers the following degree programs:

#### **Community Agency Counseling**

Preparing students to work in various community settings, this program includes an internship at a community agency—youth service bureaus, mental health centers and correctional facilities, for example.

#### **School Counseling**

This program prepares counselors for educational staff associate (ESA) certification in K-12 settings, public and private. Whenever possible, internships are done at schools where students' choose, usually at schools where they teach, enabling them to continue working while completing the internship. Teacher certification is favored by many school districts for employment as a school counselor, though not required by most. Teacher certification requires at least one additional year of full-time study, including student teaching.

#### **Post-Secondary Counseling**

This program prepares students for work in two- and four-year college counseling centers, including an internship. More opportunities for vocational and career counseling are available at these sites than at community health centers. Students who choose a two-year college counseling track are also required to take the course EDAD 559 American Community College, or a suitable alternative, in place of three elective credits.

#### **School Psychology**

Students completing the school counseling program may apply to the school psychology program and work toward certification as a school psychologist. Dual certification in both counseling and psychology is a very marketable combination, especially at the elementary school level. Information is available at (206) 296-5750.

### *Electives and Related Programs*

Electives for all of the program options are available from various departments, including, but not limited to, addiction studies and psychology. Students should work closely with advisers to ensure selection of approved electives. There are from zero to nine elective credits, depending on degree and focus chosen, for a total of 65 credits in each program. A sequence in addiction studies may be incorporated into all programs.

#### **Addiction Studies Program**

Students may choose to earn a basic certification in addiction stud-

ies to supplement any degree described above by taking their electives in that department. Requirements for this certification total approximately 20 additional credits. Students electing to complete certification in this program are required to be admitted to the Addiction Studies Department, as well as to the counseling program. Further information may be obtained by calling (206) 296-5350.

## Counseling Program of Study

### *The Five Pillars*

Five "pillars" are used to describe our vision of counselor effectiveness and shape our counseling programs.

First, effective counselors have both a sense of personal identity and an understanding of the process of identity formation that informs their work and governs their professional ethics. This sense of self is the most basic of the five pillars of our program.

Second, effective counselors are thoroughly grounded in counseling skills, transcending any theoretical orientation.

Third, counselors are knowledgeable in a variety of classical and contemporary counseling theories, and have their own evolving theoretical foundation.

Fourth, counselors develop coping skills to manage the stresses of a demanding professional life.

Finally, counselors develop a support system to nourish and sustain them, professionally and personally.

These five pillars are complementary expressions of Seattle University's mission, affirming the importance of personal development combined with service to others in diverse communities.

### *Admission Requirements for Counseling Programs*

- A bachelor's degree in the area of psychology, sociology, human services, social work, community services or education; or a bachelor's degree in any field which includes 45 quarter hour credits (30 semester) in the above areas
- A 3.00 grade point average (GPA). Applicants with less than a 3.00 GPA may apply but are required to submit recent (within the past five years) official Graduate Record Examination (GRE) scores by the application deadline. GRE information is available by calling the Graduate School Admissions office at 296-5900. Applicants from non-letter grade bachelor's degree programs must also submit GRE scores.
- Two recommendations from employers, administrators or supervisors who are familiar with your work and interpersonal skills. Do not choose peers, friends, professors, or therapists. NOTE: Recommendation forms and envelopes are provided in the application packet.
- 1,000 hours of post bachelor's relevant work experience. 500 hours must be supervised professional or paraprofessional work (counseling, nursing, teaching, social work, casework). The other 500 hours can be unsupervised caregiving, including parenting, caring for aging, infirm, or dying people.
- A three- to four-page professional autobiography highlighting the evolution of your career interests
- A two- to three-page work résumé. Include the nature and amount of work completed and indicate whether it was full time or part time. If part time, for each setting, indicate the number of hours per week or month and the number of weeks or months.

- A group interview with faculty members and other candidates  
**NOTE:** *Qualified applicants will be contacted for an interview by mail or phone.*

Applications are accepted for fall and spring quarters of entry. For a complete application packet and instructions, contact the Graduate Admissions Office at (206) 296-5900.

### Counseling Student Re-Admission

Students withdrawing from the program for any period are expected to discuss this with their advisers beforehand. Re-admission is not guaranteed.

### Counseling Program of Study

- Part I: School of Education Core Requirements ..... 6 credits**  
 ED 500 Introduction to Research and Graduate Study ..... 3 credits  
*Choose one of the following three courses ..... 3 credits*  
 ED 521 Adult Psychology/Learning  
 ED 522 Child Psychology/Learning  
 ED 523 Adolescent Psychology/Learning

**Part II: Counseling Program Core Requirements ..... 41 credits**

- ADD 480 Introduction to Drug and Alcohol Addiction ..... 3 credits  
 EDCN 510 Fundamental Counseling Skills ..... 3 credits  
 EDCN 511 Counseling Theories ..... 3 credits  
 EDCN 512 Career Counseling and Information Services ..... 3 credits  
 EDCN 517 Group Counseling Theory and Practice ..... 3 credits  
 EDCN 527 Counseling Tests and Measurements\* ..... 3 credits  
 EDCN 551 Counseling Lab ..... 4 credits  
 EDCN 552 Counseling Practicum I ..... 4 credits  
 EDCN 564 Counseling Internship I ..... 4 credits  
 EDCN 565 Counseling Internship II ..... 4 credits  
 EDCN 566 Counseling Internship III ..... 4 credits

- Choose one of the following two courses ..... 3 credits*  
 EDCN 518 Group Counseling Practicum  
 EDCN 560 Family Counseling

\*A course in basic statistics is a prerequisite. This may be an undergraduate course.

**Part III: Program Options**

*NOTE: All courses listed under the respective program options are in addition to core requirements listed above. Some courses below are required in more than one of the following program options. Any of them may be taken as electives if not required in your chosen specialty area.*

- Community Agency Counseling (MA or MC) ..... 18 credits**  
*Choose the one course not taken in the core requirements ..... 3 credits*  
 EDCN 518 Group Counseling or  
 EDCN 560 Family Counseling  
 EDCN 540 Diagnosis and Assessment for Mental Health\* .... 3 credits  
 EDCN 558 Community Mental Health Practice ..... 3 credits  
 Electives ..... 9 credits\*\*\*

\* A course in psychopathology or abnormal psychology is a prerequisite. This may be an undergraduate course.  
 \*\*\*MA option requires EDCN 595 Graduate Project as three to six elective credits

- School Counseling (MEd or MA) ..... 18-21 credits**  
 ED 424 Introduction to Mild Handicaps ..... 3 credits  
 ED 515 Multicultures ..... 3 credits  
 ED 530 Philosophy of Education ..... 3 credits

- EDSP 554 Individual Educational Assessment ..... 3 credits  
 EDCN 508 Washington School Counselors and Psychologists 3 credits  
 EDCN 509 Developmental School Counseling ..... 3 credits  
 EDCN 595 Graduate Project for MA Only ..... 3 credits

**Post-Secondary Counseling (MA or MEd) ..... 18 credits**

- ED 515 Multicultures ..... 3 credits  
 ED 530 Philosophy of Education ..... 3 credits  
 EDCN 540 Diagnosis and Assessment for Mental Health\* .... 3 credits  
 Electives ..... 6 to 9 credits\*\*

\* A course in psychopathology or abnormal psychology is a prerequisite. This may be an undergraduate course.

\*\*MA option requires EDCN 595 Graduate Project as three-six elective credits; EDAD 559 American Community College is required for Community College option as three of the elective credits.

**Degree Option**

- Part I: School of Education Core Requirements ..... 6 credits  
 Part II: Counseling Program Core Requirements ..... 41 credits  
 Part III: Program Option Requirements ..... 18 to 21 credits  
 EDCN 595 Graduate Project ..... 3 credits

- MC Option ..... 65 credits Total**  
**MEd Option ..... 65 credits Total**  
**MA Option ..... 65 to 68 credits\***

\* Master of Arts in education degree in school counseling is 68 credits.

## School Psychology Program of Study

### Expanded School Psychologist's Role

The school psychologist is charged with making ethical and moral decisions in his or her professional practice. The basis for leadership in this decision making is a clear dedication to child advocacy, the ability to take responsibility for the consequences of one's actions and the moral courage to make decisions that will lead to appropriate interventions for an individual child.

### School Psychologist Program Design

The curriculum of the program is based on a best practices orientation as defined by the National Association of School Psychologists and the Washington State Association of School Psychologists in their accreditation standards.

The faculty of the school psychology program are committed to education that is participatory and, because of the length of the program, the relationship of faculty and students is both personal and professional.

The post-bachelor's degree requires 94 credit hours. The post-master's degree requires a minimum of 45 credit hours. This degree program is designed for the practicing special education teacher, counselor or school psychologist who seeks continued theoretical and experiential growth. Students entering with master's degrees other than special education, counseling or school psychology must expect to take additional course work to make up the deficiencies.

At the time of initial enrollment a student will review previous course work with an adviser to plan a program meeting certificate competency requirements. A specific program will be designed to meet the student's particular needs. On completion of the program, the educational specialist degree (EdS) will be awarded by Seattle University and a recommendation made to Washington state for the educational staff associate (ESA) certificate in school psychology.

### Admission Requirements for School Psychology Program

- A 3.00 GPA for students entering with a bachelor's degree; 3.25 GPA for students entering with a master's degree. Strong applicants whose GPA is below 3.00 may be admitted with probationary status.
- Two recommendations: one from an immediate supervisor and one from an academic professor
- Official test scores from either the GRE (verbal of 500) or the GRE (verbal plus quantitative total of 900)
- One year successful professional educational experience (documented)
- A one-page autobiographical statement indicating experience with children and adolescents relevant to school psychology
- An interview with a school psychology faculty member within the first 15 credits

### School Psychology Program of Study

<b>Knowledge of the Learner .....</b>	<b>18 credits</b>
ED 515 Multicultures .....	3 credits
ED 522 Child Psychology/Learning .....	3 credits
ED 523 Adolescent Psychology/Learning .....	3 credits
ED 424 Introduction to Mild Handicaps .....	3 credits
ED 428 Language Development .....	3 credits
ADD 480 Introduction to Alcohol and Drug Addiction .....	3 credits

<b>Assessment Techniques and Interpretation .....</b>	<b>12 credits</b>
EDSP 553 Individual Intelligence Testing .....	3 credits
EDSP 555 Projectives and Personality .....	3 credits
EDSP 554 Individualized Educational Assessment .....	3 credits
EDCN 540 Diagnosis and Assessment for Mental Health .....	3 credits

<b>Educational Foundations .....</b>	<b>6 credits</b>
ED 530 Philosophy of Education .....	3 credits
EDSP 556 Issues in School Psychology I .....	1 credit
EDSP 557 Issues in School Psychology II .....	1 credit
EDSP 558 Issues in School Psychology III .....	1 credit

<b>Intervention Strategies for Instruction and Management .....</b>	<b>12 credits</b>
EDCI 543 Seminar in Behavior Disorders .....	3 credits
EDCI 546 Class Management .....	3 credits
EDCI 527 Corrective Techniques in Reading .....	3 credits
EDCI 542 Methods in Special Education .....	3 credits

<b>Counseling and Collaboration .....</b>	<b>3 credits</b>
EDCN 509 Developmental School Counseling .....	3 credits

<b>Counseling Theory and Application .....</b>	<b>15 credits</b>
EDCN 510 Fundamental Counseling Skills .....	3 credits
EDCN 511 Counseling Theories .....	3 credits
EDCN 517 Group Counseling .....	3 credits
EDCN 560 Family Counseling .....	3 credits
EDCN 561 Child and Adolescent Counseling .....	3 credits

### Research and Evaluation Techniques:

<b>Legal and Ethical Requirements .....</b>	<b>9 credits</b>
ED 500 Introduction to Research and Graduate Study .....	3 credits
ED 505 Fundamental of Research Design .....	3 credits
EDCN 508 Washington School Law for Counselors and Psychologists .....	3 credits

<b>Application of Theory to Practice .....</b>	<b>19 credits</b>
EDSP 560 School Psychology Assessment Practicum .....	3 credits
EDCN 551 Counseling Lab .....	4 credits
EDCN 552 Individual Counseling Practicum I .....	3 credits
EDSP 559 Internship .....	9 credits

### Comprehensive Examinations

An oral examination of one- to one-and-a-half hours is required of all degree students. In addition, all students recommended for state education staff associate (ESA) certification in school psychology are required to complete a three-hour written examination.

## Curriculum and Instruction

*Graduate Department Chair: Katherine Schlick Noe, PhD*

*Graduate Program Coordinators:*

*John Chattin-McNichols, PhD, early childhood education*

*Stephanie Bravmann, PhD, gifted education*

*Katherine Schlick Noe, PhD, reading*

*Alan Hilton, EdD, special education*

*Phone: (206) 296-2671*

### Degrees Offered

- Master of Arts in Education (MA)  
*45 credits minimum, including a graduate project*
- Master of Education (MEd)  
*48 credits minimum*

## Flexible Options in Education

The curriculum and instruction program centers on education in its most basic form: facilitating the exchange of knowledge between learner and teacher. In today's information society, as specific content knowledge becomes rapidly outdated, knowing how to learn becomes increasingly significant. This program is designed to develop effective educators who have solid understanding of the learner and the educational needs of diverse populations, as well as a clearly articulated philosophy of education.

Each specialty area in the program shares a core of common study, emphasizing the social, historical, and philosophical foundations of education, as well as theories of human development and learning, and principles of research. curriculum and instruction core classes provide a background of academic methodological and clinical knowledge, in addition to elective courses. Faculty members emphasize individual attention in advising.

One of the significant advantages of this program is the degree of flexibility available to students. Students may choose to specialize in areas that are pre-designed, or they may work with the faculty to develop individualized programs of study, tailor-made for specific student needs.

### Areas of Specialization

- Early Childhood Education
- General Curriculum and Instruction
- Gifted Education
- Individually Designed Specialty Area
- Reading
- Religious Education
- Special Education



## Program Design

Our program is designed primarily for part-time students who plan to take one or two courses per quarter. Students may begin the program during any quarter. Full-time residency is not required; however students typically live within commuting distance of campus.

Classes are offered late afternoons and evenings during the school year, and also during daytime hours in the summer session, to accommodate the professional educator. Most classes meet weekly in blocks of two hours and 40 minutes.

## Who Should Attend?

This degree program is designed for individuals involved in all aspects of curriculum and instruction that affect the pre-kindergarten through 12th grade schools and students. The program provides a solid background in educational theory and the foundations of teaching and curriculum development, as well as the opportunity to work in-depth in specific areas of curriculum and instruction.

While most students in the program are professional educators, the program is also appropriate for individuals employed in non-school settings who are interested in educational programs and issues, especially in the business and non-profit sectors.

## Admission Requirements:

We look for individuals who demonstrate the aptitude, interest, and ability to successfully complete a challenging academic program

- A 2.75 cumulative or upper division grade point average (GPA) in a bachelor's degree program from a regionally accredited institution. Students below 2.75 may apply, but must include Graduate Record Exam (GRE) or Miller Analogies Test (MAT) scores. In that case, test scores must be from within five years of the application date.
- Relevant work experience, usually at least one year beyond the bachelor's degree. Applicants employed outside of the kindergarten through 12 school setting are eligible to apply.
- Two recommendations including one from an immediate supervisor and one from a previous academic adviser or professor.

**NOTE:** *Recommendation forms and envelopes are provided in the application packet.*

## Application Procedures

If you do not already have a complete application packet, request one from the Graduate Admissions Office. Applications are accepted for each quarter. **Deadlines for receipt of application materials are: fall–August 20, winter–November 20, spring–February 20, summer–May 20.** We encourage early applications.

- Request one set of official transcripts from each college and university you have attended. Have them sent to you in sealed envelopes signed by the registrar. Do not open these envelopes or the transcripts will no longer be considered official. **NOTE:** Transcripts may be mailed directly to the Graduate Admissions Office from each issuing institution.
- Distribute the recommendation forms and the designated envelopes. **NOTE:** Recommenders are asked to seal and sign the envelopes near the flap before returning them to you. Please do not break the seals on these envelopes.

- For applicants with a GPA below 2.75, request that official test scores from the GRE or MAT be sent directly to Seattle University from the test scoring agency.
- Assemble the completed Graduate School application form and supporting documents, and send them with the application fee in one large envelope to the Graduate Admissions Office.

## How Long to Complete the Program?

The majority of the students in this program are working adults, who choose to take one or two classes each quarter. During the summer quarter, teachers frequently are able to take additional courses. For all part-time students, the time required to complete the program will relate directly to the number of courses that their work schedule will allow.

For a full-time student, the program will require a minimum of two years for completion.

### Program of Study

#### Part I: School of Education Core Requirements ..... 9 credits

ED 500 Introduction to Research and Graduate Study ..... 3 credits

ED 530 Philosophy of Education ..... 3 credits

*One of the following three courses* ..... 3 credits

ED 521 Adult Psychology/Learning

ED 522 Child Psychology/Learning

ED 523 Adolescent Psychology/Learning

#### Part II: Curriculum and Instruction

##### Core Requirements ..... 6 to 18 credits

EDCI 510 Basics of Curriculum and Instruction ..... 3 credits

EDCI 512 Seminar: Instructional Effectiveness\* ..... 3 credits

EDCI 513 Supervision of Instruction ..... 3 credits

EDCI 519 Practicum: Curriculum Design I\* ..... 3 credits

EDCI 520 Practicum: Curriculum Design II\* ..... 3 credits

Course in Exceptionality\*\* ..... 3 credits

\* *Option for special education specialization students.*

\*\* *Option for special education and reading.*

#### Part III: Specialization Requirements

##### General Curriculum and Instruction ..... 15 credits

The generalist option allows students to design a degree program tailored to their individual needs, in consultation with their adviser. Electives may be selected from additional work in curriculum and instruction, other graduate education majors, and other academic areas such as English, foreign language, history, business. Courses must be 400-level or above. Students may choose such options as:

- Additional work in curriculum and instruction, including ED 529 Values and Leadership; EDCI 596 Curriculum Independent Study; and EDCI 595 Curriculum Graduate Project
- Courses from other graduate education majors, such as administration and counseling
- Courses from other graduate programs, such as public administration and business administration.
- An academic area such as English, foreign language, history, and business. Courses must be 500-level or conform with undergraduate course work policy.
- Teaching English as a Second Language

**Early Childhood Education ..... 15 credits**

Emphasizing curriculum and teaching methods for preschool, kindergarten and primary-grade children, this area includes studies of child development theory, research in the effectiveness of ECE programs, and current issues in the field.

ED 413 Programs in Early Childhood Education .....	3 credits
ED 414 Issues in Early Childhood Education .....	3 credits
ED 415 Early Education Practicum .....	3 credits
EDCI 525 Seminar in Reading .....	3 credits
One elective course .....	3 credits

**Gifted Education ..... 18 credits**

Studies focus on the theoretical and historical foundations of gifted education; assessment; identification tools and strategies; curriculum development and modification; program administration; issues and trends in the field, and current research.

ED 450 Nature and Needs of the Gifted .....	3 credits
ED 451 Gifted Education: Math and Science .....	3 credits
EDCI 531 Curriculum for the Gifted:	

Development and Modification .....	3 credits
EDCI 532 Psychosocial Development of Gifted Students .....	3 credits
EDCI 533 Current Issues in Gifted Education .....	3 credits
One elective course .....	3 credits

**Reading ..... 24 credits\***

This specialization prepares reading specialists, as well as other educators with responsibilities in reading, for various roles, including curriculum development, literacy assessment, instructional planning and nurturing lifelong reading. Courses in this area include an examination and evaluation of current literacy research and practice.

EDCI 524 Reading Diagnosis and Evaluation .....	3 credits
EDCI 525 Seminar in the Teaching of Reading .....	3 credits
EDCI 526 Reading in the Content Fields .....	3 credits
EDCI 528 Field Practicum Workshop .....	3 credits
EDCI 529 Field Practicum in Reading .....	6 credits
Two elective courses .....	6 credits
<i>*MEd option only</i>	

**Religious Education ..... 4 to 5 credits**

This area of specialization provides a solid background for the programming and curriculum development of Christian scriptures, Christology, Ecclesiology, as well as study of the theories of religious education

**NOTE:** *ITSM 580 or ITSM 581 may be substituted for ED 521, ED 522, or ED 523.*

One of the following two courses .....	2 credits
ITSM 503 Introduction to Christian Ethics	
ITSM 505 Sacramental and Liturgical Theology	

One of the following two courses .....	2 to 3 credits
ITSM 576 Justice Ministry	
ITSM 584 Theories of Religious Education	

**Special Education\* ..... 27 to 33 credits**

This area involves training professionals to work within school systems, either directly or indirectly with students with disabilities, including physical, mental, learning and behavioral disabilities, as well as a critical analysis of management systems.

ED 422 Working With Parents and Professionals .....	3 credits
EDCI 542 Special Education Methods .....	3 credits
EDCI 546 Class Management .....	3 credits

EDSP 554 Individual Educational Assessment .....	3 credits
Elective courses (selected in consultation adviser) ..	15 to 18 credits
<i>*ED 425 and ED 428 or their equivalents are prerequisites to this program.</i>	

**Individual Program ..... 15 credits**

Some students enter the program with highly specialized needs often related to current employment responsibilities. In this option, students work closely with an adviser to develop a curriculum plan to meet their own academic and professional needs.

Students work with an adviser to develop a curriculum plan to meet specialized needs.

**MA Option ..... 45 credits**

Part I: School of Education Core Requirements .....	9 credits
Part II: Curriculum and Instruction Core	

Requirements .....	6 to 18 credits
Part III: Specialization Requirements .....	12 to 24 credits
EDCI 595 Curriculum Graduate Project .....	3 credits

**MEd Option ..... 48 credits**

Part I: School of Education Core Requirements .....	9 credits
Part II: Curriculum and Instruction	

Core Requirements .....	6 to 18 credits
Part III: Specialization Requirements .....	12 to 24 credits
Two elective courses .....	6 credits

## Educational Administration

*Graduate Program Coordinator: Sandra L. Barker, PhD  
(206) 296-5908*

### Degrees Offered

- Master of Arts in Education (MA)  
*45 credits minimum, including a graduate project*
- Master of Education (MEd)  
*48 credits minimum*
- Educational Specialist (EdS)  
*45 credits, post-master's degree*

### Five Specializations

The program in educational administration offers five specializations to meet the needs of instructional leaders in K-12 and post-secondary schools as well as other organizations featuring educational activities. The specializations are principalship, independent school principalship, program administration, school business administration and general administration. Certification as a principal or program administrator is available with the master's degree or as a post-master's program of study.

### Degree Options

Students may earn a master of education in all specializations (45 to 55 credits, depending on the specialization). A master of arts in school business administration or in general administration requires 45 credits, including a graduate project. Those in the principalship, program administration or independent school principalship specializations who wish to earn a master of arts degree must add a three-credit graduate project to their programs (total of 51 to 55 credits). Information on earning an educational specialization degree follows the program of study below.

### Internship

All students must complete an internship experience in sites selected cooperatively by the student and major adviser. Students seeking certification as principals, whether in public or in independent schools, take three two-credit internships; students in program administration take two two-credit internships.

### Admission Requirements

- Bachelor's degree
- One year successful relevant work experience
- 2.75 cumulative or upper division GPA. Students below 2.75 may apply, but must include Graduate Record Exam (GRE) or Miller Analogies Test (MAT) scores from tests which have been taken within five years of application.
- Three recommendations from supervisors within past five years
- Interview with the program coordinator

### Program of Study

#### Part I: School of Education Core Requirements ..... 9 to 12 credits

ED 500 Introduction to Research and Graduate Study ..... 3 credits

*One of the following two courses* ..... 3 credits

ED 530 Philosophy of Education\*

ED 514 History and Philosophy of Catholic Education\*

ED 521 Adult Psychology ..... 3 credits

*Program administration, principal and independent school principal specialization require one of the following courses* ..... 3 credits

ED 522 Child Psychology/Learning

ED 523 Adolescent Psychology/Learning

*\*Independent school principal specialization, Catholic school, requires ED 514 History and Philosophy of Catholic Education instead of ED 501 Philosophy of Education.*

#### Part II: Specialization Requirements Principal ..... 36 credits\*

EDAD 564 Administrative Internship I ..... 2 credits

EDAD 565 Administrative Internship II ..... 2 credits

EDAD 566 Administrative Internship III ..... 2 credits

EDAD 570 Leadership in Education I\*\* ..... 3 credits

EDAD 571 Leadership in Education II\*\* ..... 3 credits

EDAD 572 The Principalship ..... 3 credits

EDAD 577 Evaluation of Educational Programs ..... 3 credits

EDAD 578B Principles of Educational Law ..... 2 credits

EDAD 583B School Finance ..... 2 credits

EDAD 584B Washington School Law ..... 2 credits

EDAD 586 Professional Personnel ..... 3 credits

EDCI 510 Basics of Curriculum and Instruction ..... 3 credits

EDCI 512 Seminar: Instructional Effectiveness ..... 3 credits

EDCI 513 Supervision of Instruction ..... 3 credits

*\* Students must have a prerequisite course in exceptionality.*

*\*\* Must be included in the first 15 credits.*

#### Principal MA Option ..... 51 credits

Part I: School of Education Core Requirements ..... 12 credits

Part II: Specialization Requirements ..... 36 credits

EDAD 595 Administrative Graduate Project ..... 3 credits

#### Principal MEd Option ..... 48 credits

Part I: School of Education Core Requirements ..... 12 credits

Part II: Specialization Requirements ..... 36 credits

#### Independent School Principal ..... 40 credits\*

EDAD 570 Leadership in Education I ..... 3 credits

EDAD 571 Leadership in Education II ..... 3 credits

*One of the following two courses* ..... 3 credits

EDAD 572 The Principalship\*\*

EDAD 553 The Catholic School Principalship\*

EDAD 577 Evaluation of Educational Programs ..... 3 credits

EDAD 578B Principles of Educational Law ..... 2 credits

EDAD 583B School Finance ..... 2 credits

EDAD 584B Washington School Law ..... 2 credits

EDAD 550 Independent School Finance and Law I ..... 2 credits

EDAD 551 Independent School Finance and Law II ..... 1 credits

EDAD 552 Independent School Finance and Law III ..... 1 credits

EDAD 586 Professional Personnel ..... 3 credits

EDCI 510 Basics of Curriculum and Instruction ..... 3 credits

EDCI 512 Seminar: Instructional Effectiveness ..... 3 credits

EDCI 513 Supervision of Instruction ..... 3 credits

EDAD 554 Independent School Internship I ..... 2 credits

EDAD 555 Independent School Internship II ..... 2 credits

EDAD 556 Independent School Internship III ..... 2 credits

*\* Students must have a prerequisite course in exceptionality.*

*\*\*Independent School Principal Specialization, Catholic school, requires EDAD 553 Catholic School Principalship instead of EDAD 572 The Principalship.*

#### Independent School Principal MA Option ..... 55 credits

Part I: School of Education Core Requirements ..... 12 credits

Part II: Specialization Requirements ..... 40 credits

EDAD 595 Administrative Graduate Project ..... 3 credits

#### Independent School Principal MEd Option ..... 52 credits

Part I: School of Education Core Requirements ..... 12 credits

Part II: Specialization Requirements ..... 40 credits

#### School Business Administration ..... 33 to 36 credits

EDAD 564 Administrative Internship I ..... 2 credits

EDAD 565 Administrative Internship II ..... 2 credits

EDAD 566 Administrative Internship III ..... 2 credits

EDAD 570 Leadership in Education I ..... 3 credits

EDAD 571 Leadership in Education II ..... 3 credits

EDAD 574 School Plant and Facilities ..... 3 credits

EDAD 575 Critical Programs/Collective Bargaining ..... 3 credits

EDAD 576 School Business Administration ..... 3 credits

EDAD 578 Principles of Educational Law ..... 2 to 3 credits

EDAD 583 School Finance ..... 2 to 3 credits

EDAD 584 Washington School Law ..... 2 to 3 credits

EDCI 510 Basics of Curriculum and Instruction ..... 3 credits

*One of the following two courses* ..... 3 credits

ED 502 Computers for Educational Leaders

EDAE 575 Computer Support for Administrators

*In addition, elective credits may be chosen from the list below or selected from the Albers School of Business and Economics, with approval of adviser, to complete the MEd degree* ..... 3 credits

EDAD 586 Professional Personnel

EDAD 587 Community Relations

#### School Business Administration MA Option ..... 45 credits

Part I: School of Education Core Requirements ..... 9 credits

Part II: Specialization Requirements ..... 33 credits

EDAD 595 Administrative Graduate Project ..... 3 credits



**School Business Administration MEd Option ..... 48 credits**

Part I: School of Education Core Requirements .....	9 credits
Part II: Specialization Requirements .....	39 credits

**Program Administration ..... 37 credits\***

EDAD 564 Administrative Internship I .....	2 credits
EDAD 565 Administrative Internship II .....	2 credits
EDAD 570 Leadership in Education I .....	3 credits
EDAD 571 Leadership in Education II .....	3 credits
EDAD 577 Evaluation of Educational Programs .....	3 credits
EDAD 578B Principles of Educational Law .....	2 credits
EDAD 583B School of Finance .....	2 credits
EDAD 584B Washington School Law .....	2 credits
EDAD 586 Professional Personnel .....	3 credits
EDCI 510 Basics of Curriculum and Instruction .....	3 credits
EDCI 512 Seminar: Instructional Effectiveness .....	3 credits
EDCI 513 Supervision of Instruction .....	3 credits
EDCI 519 Practicum: Curriculum I .....	3 credits
EDCI 520 Practicum: Curriculum II .....	3 credits

\*Students must have a prerequisite course in exceptionality.

**Program Administration MA Option ..... 52 credits**

Part I: School of Education Core Requirements .....	12 credits
Part II: Specialization Requirements .....	37 credits
EDAD 595 Administrative Graduate Project .....	3 credits

**Program Administration MEd Option ..... 49 credits**

Part I: School of Education Core Requirements .....	12 credits
Part II: Specialization Requirements .....	37 credits

**General Administration ..... 33 or 39 credits**

ED 515 Multicultures .....	3 credits
EDAD 564 Administrative Internship I .....	3 credits
EDAD 565 Administrative Internship II .....	3 credits
EDAD 566 Administrative Internship III .....	3 credits
EDAD 570 Leadership in Education I .....	3 credits
EDAD 571 Leadership in Education II .....	3 credits
EDAD 577 Evaluation of Educational Programs .....	3 credits
EDAD 578 Principles of Educational Law .....	3 credits
EDAD 586 Professional Personnel .....	3 credits

In addition, 6 electives may be chosen to complete the MA degree or 12 electives may be chosen to complete the MEd degree.

**General Administration MA Option ..... 45 credits**

Part I: School of Education Core Requirements .....	9 credits
Part II: Specialization Requirements .....	33 credits
EDAD 595 Administrative Graduate Project .....	3 credits

**General Administration MEd Option ..... 33 or 39 credits**

Part I: School of Education Core Requirements .....	9 credits
Part II: Specialization Requirements .....	39 credits

**Educational Specialist Degree (EdS) in Educational Administration**

The individualized 45-credit post-master's degree program is intended to upgrade the knowledge and abilities of supervisors and administrative personnel from schools, post-secondary organizations and training agencies who regard themselves as instructional leaders and as organizational managers.

Course work is in the areas of administration, organization, and management; law; research and evaluation; instructional leadership; values; and electives. Admission requirements are:

- Master's degree in a field of education, with the prerequisite courses from an accredited institution
- Three letters of recommendation from supervisors within the past five years
- Minimum of 3.25 GPA in post-baccalaureate studies. Students may be accepted conditionally if GPA is between 3.00 and 3.25 and they receive strong endorsement from their supervisory administrators, submit a GRE or MAT score, and have a personal interview.

Contact the program coordinator for further details about the educational specialist degree in educational administration.

**Educational Leadership**

*Graduate Program Chair: Jeremy Stringer, PhD*

*Graduate Program Coordinator: Gary Zarter, PhD, educational leadership; Carol F. Fillenberg, PhD, superintendent certification*

(206) 296-6170

**Degree Offered**

- Doctor of Education (EdD)  
90 Credits Minimum

**Designed for Leaders**

This three-year post-master's program leads to the doctor of education (EdD) degree with a major in educational leadership. It is designed for practicing leaders in education who may complete it while continuing employment. Designed to meet the needs of a broad spectrum of leaders in schools, colleges, businesses and social agencies, the program includes a common core of studies in educational leadership theory and practice, as well as courses, internships, projects and independent studies oriented toward the specific needs of each student. Individual programs of study may include earning a state principal, program administrator or superintendent certificate. The program begins each year in July.

**Admission Requirements**

- Master's degree from an accredited university
- Two recommendations for doctoral study, one from a master's degree major professor and one from an immediate on-the-job supervisor
- Official test scores from either the GRE (verbal of 500 or verbal plus quantitative total of 900) or the MAT (40)
- A 3.5 GPA in master's degree program courses
- Three years of successful educational experience (in schools or other agencies)
- A minimum of one year in a leadership role as a leader of adult professionals
- A personal interview with Seattle University departmental faculty members, including an on-site sample of writing skills

For details on admission procedures please call 296-6170 and obtain a packet of materials.

*Program of Study*

<b>Educational Leadership Major</b> .....	<b>27 credits</b>
EDDR 600 Workshop in Educational Leadership .....	9 credits
EDDR 601 Seminar in Educational Leadership I .....	5 credits
EDDR 602 Seminar in Educational Leadership II .....	5 credits
EDDR 603 Seminar in Educational Leadership III .....	5 credits
EDDR 604 Organizational Development and Change .....	3 credits

**Cognate Study/Professional Education** ..... **39 credits**

Credits required in these two categories will vary greatly with student background and need. Normally a minimum of 12 credits each will be required in cognate and professional education. Cognate studies may be in any field other than education (e.g., business, political science, public service, history, philosophy, psychology, religion or software engineering). Unless already completed at the graduate level, the following courses or equivalents must be included: philosophy of education, counseling, testing or research design, supervision of instruction, curriculum, finance and education law. For professionals from non-school agencies, equivalent courses from other fields may be substituted for finance and law (with approval).

**Independent Study, Internship, Project** ..... **24 credits**

EDDR 605 Independent Study .....	1-5 credits
EDDR 606 Independent Study .....	1-5 credits
EDDR 607 Independent Study .....	1-5 credits
EDDR 608 or 609 Internship .....	1-9 credits
EDDR 610 Doctoral Project .....	11-19 credits
EDDR 611 Doctoral Project/Dissertation Dissemination .....	1 credit
EDDR 614 Seminar in Educational Leadership IV .....	3 credits

**Doctor of Education**..... **90 credits total***Residency*

Full-time residency is not required; however 32 credits must be completed in the first 13 months, including EDDR 600, EDDR 601 and EDDR 604. The program is designed for completion within three years by those continuing in leadership positions. Students going beyond three years will continue to register for the EDDR 614 Seminar as long as actively seeking the degree. Also, students who exceed three years are required to register for additional doctoral projects through the quarter in which all degree requirements have been completed. As long as students are active in the program, enrollment every quarter is required either in regular courses or EDDR 649 Doctoral Enrollment. Formal leaves may be granted for cause. Credit applied to the degree may not be more than six years old when the program is completed.

*Prerequisites*

Graduate study and demonstrated competence in research, plus child, adolescent or adult psychology are required before beginning the doctoral program. If not completed prior to enrollment, these could be completed within the first academic year, but are in addition to the 90 doctoral degree credits.

*Transfer Credit*

Up to 15 credits of post-master's graduate study may be transferred, if it meets our criteria, including completion within six years of the date all degree work is concluded. Transfer credit must be A or B grades. Post-master's graduate credit taken at Seattle University prior to acceptance into the program is also included in the 15 credits allowed to transfer.

*Credit at Seattle University*

At least three-fourths of the applicable credits taken at Seattle University must be 500 level or higher. In any case, no more than 21 credits at Seattle University below the 500 level may be applied, and then only with specific advanced, written approval. (Inclusion in an approved program of studies will satisfy this requirement.) All credit applied to the EdD must have been completed within six years prior to the date on which all requirements for the degree are satisfied.

*Formal Degree Candidacy*

Degree candidacy is attained when EDDR 604 has been completed, a program of studies has been approved and a project proposal has been accepted.

*Comprehensive Exam*

An eight- to 12-hour exam is required of all students. It consists of a four-hour examination on educational leadership common to all students and an individualized four- to eight-hour exam during the final quarter tailored to each student's program, cognate area and project.

*Superintendent, Program Administrator and Principal Certification*

Students may earn a Washington state certificate as part of their doctoral program. Further details on requirements for integrating studies toward any of these certificates into a doctoral program are available from the department.

**Typical Sequence for a Three-Year Educational Leadership Program**

	1st Summer	1st Year	2nd Summer	2nd Year	3rd Summer	3rd Year	Subtotal	Total
Prerequisites*		ED 500 ED 521, 522 or 523						6 credits*
Educational Leadership	9 credits (EDDR 600)	5 credits (EDDR 601)	3 credits (EDDR 604)	5 credits (EDDR 602)		5 credits (EDDR 603)		27 credits
Cognate Study		3 credits	3 credits	3 credits	6 credits	3 credits	18 credits	39 credits
Professional Education		6 credits	3 credits	6 credits	3 credits	3 credits	21 credits	
Independent Study				4-12 credits			4-12 credits	24 credits
Doctoral Project				12-20 credits			12-20 credits	

\* May be waived. These are in addition to the 90 credits required for the doctoral degree.

**Superintendent Certification Option ..... 90 to 105 Credits**

Endorsement for superintendent or an administration certificate may be earned as a part of the doctoral program. A student must hold or be eligible for an initial or continuing teacher of educational staff associate (ESA) certificate. Doctoral Program Prerequisites (graduate study in the following courses or their equivalent not included in 90-minimum credits)

ED 500 Introduction to Research and Graduate Study ..... 3 credits

One of the following two courses ..... 3 credits

ED 522 Child Psychology/Learning

ED 523 Adolescent Psychology/Learning

**Educational Leadership Core**

(see EdD program of study) ..... 27 credits

**Independent Study, Internship, Dissertation Project, Project Dissemination (see EdD program of study) to include EDDR 609 (9 credits) ..... 24 credits**

**Cognate Study and**

**Professional Education ..... 39 to 54 credits**

Cognate Study in Business Administration and/or

Public Administration ..... 12 to 27 credits

Professional Education (the following courses or their equivalent must have been completed at the graduate level) .. 12 to 42 credits

One of the following three courses ..... 3 credits

ED 424 Introduction to Mild Handicaps

ED 425 Introduction to Special Education

ED 432 Mainstreaming the Exceptional Student

ED 530 Philosophy of Education ..... 3 credits

ED 515 Multicultures ..... 3 credits

One of the following three courses ..... 3 credits

EDCN 509 Development School Counseling

EDCN 510 Fundamental Counseling Skills

EDCN 511 Counseling Theories

One of the following two courses ..... 3 credits

EDCN 527 Counseling Tests and Measurements I

EDSP 554 Individual Educational Assessment

EDCI 510 Basics of Curriculum and Instruction ..... 3 credits

EDCI 513 Supervision of Instruction ..... 3 credits

EDAD 576 School Business Administration ..... 3 credits

EDAD 578B Principles of Education Law ..... 2 or 3 credits

EDAD 579 The School Superintendent:

Politics and Policy ..... 3 credits

EDAD 583B School Finance ..... 2 or 3 credits

EDAD 584B Washington School Law ..... 2 or 3 credits

EDAD 586 Professional Personnel ..... 3 credits

EDAD 587 Community Relations ..... 3 credits

One of the following two courses ..... 3 credits

ED 502 Computers for Educational Leadership

EDAE 575 Computer Support for Administrators

**Student Development Administration**

Graduate Program Coordinator: *Jeremy Stringer, PhD*

Phone: (206) 296-5910

**Degrees Offered**

■ Master of Arts in Education (MA)

48 credits minimum, including a graduate project

■ Master of Education (MEd)

51 credits minimum

**Careers in College Student Services**

This program prepares students for careers in college student development, such as administrators of student programs, college student services planners and student advisers. Themes offered across the program include understanding student clientele, fostering diversity, incorporating ethics and values, and adapting to cultures of specific educational environments.

**Degree Options**

Students may earn a master of arts in education with 48 credits or a master of education with 51 credits.

**Internship**

All students are required to have a minimum of three one-credit internships in the field, either at Seattle University or at any of several cooperating institutions in the area.

**Admission Requirements**

Admission is selective, and candidates are evaluated on their individual merits rather than on a comparative basis

- A bachelor's degree in any field from an accredited institution
- A 3.00 GPA in the last 90 quarter credits (or 60 semester credits) contributing to your baccalaureate degree. Upper-division postgraduate grades and credits are averaged into the GPA. Students below a 3.00 GPA and those with non-letter-graded transcripts must include scores from the GRE. Scores must be from tests taken within the last five years.
- Two recommendations

**Program of Study****Part I: School of Education Core Requirements ..... 9 credits**

ED 500 Introduction to Research and Graduate Study ..... 3 credits

ED 530 Philosophy of Education ..... 3 credits

ED 521 Adult Psychology/Learning ..... 3 credits

**Part II: Student Development Requirements ..... 33 credits**

ADD 480 Introduction to Alcohol and Drug Addiction ..... 3 credits

ED 424 Introduction to Learning Disabilities\* ..... 3 credits

ED 515 Multicultures ..... 3 credits

EDAD 570 Leadership in Education I ..... 3 credits

EDAD 571 Leadership in Education II ..... 3 credits

EDSD 564 Internship in

Student Development Administration I ..... 1 credit

EDSD 565 Internship in

Student Development Administration II ..... 1 credit

EDSD 566 Internship in

Student Development Administration III ..... 1 credit

EDSD 576 Leadership and

Governance in Post-Secondary Education ..... 3 credits

EDSD 577 Principles of

Student Development Administration ..... 3 credits

EDSD 578 Student Development

Theory, Research and Practice ..... 3 credits

EDSD 579 Student Development Capstone Seminar ..... 3 credits

Counseling Course ..... 3 credits

\* Another exceptionality course may be substituted.

**Part III: Student Development Electives ..... 3-9 credits**

IS 500 Intro to Information Systems for Managers ..... 3 credits



EDAD 559 The American Community College .....	3 credits
EDAD 577 Evaluation of Educational Programs .....	3 credits
EDAD 580 Higher Education Law .....	3 credits
EDAD 585 Higher Education Finance .....	3 credits
EDAD 586 Professional Personnel .....	3 credits
EDAE 573 Human Resource Development and Training .....	3 credits
EDAE 574 Continuing Education for the Professional .....	3 credits
EDAE 575 Computer Support for Administrators .....	3 credits
EDCN 510 Fundamental Counseling Skills .....	3 credits
EDCN 511 Counseling Theories .....	3 credits
EDCN 512 Career Counseling/Information Services* .....	3 credits
EDCN 515 Loss and Grief .....	3 credits
EDCN 517 Group Counseling-Theories and Practice* .....	3 credits
EDCN 517 Group Counseling-Theories and Practice* .....	3 credits
EDSD 591 Special Topics in SDA .....	3 credits

\* NOTE: Some electives may require prerequisites. See education course descriptions for details.

#### Med Option ..... 51 credits

Part I: School of Education Core Requirements .....	9 credits
Part II: Student Development Core Requirements .....	33 credits
Part III: Additional Recommended Electives .....	9 credits

#### MA Option ..... 48 credits

Part I: School of Education Core Requirements .....	9 credits
Part II: Student Development Core Requirements .....	33 credits
Part III: Additional Recommended Electives .....	3 credits
EDSD 595 Student Development Graduate Project .....	3 credits

## Teacher Education

Graduate Department Chair: Margit McGuire, PhD  
(206) 296-5759

### Degree Offered

- Master in Teaching (MIT)  
60 credits minimum

*"A Teacher Affects Eternity."* —Henry Adams

By challenging and encouraging us, teachers make us aware of the possibilities within ourselves. Teachers who can access this realm of human possibility also touch the future.

The master in teaching (MIT) program at Seattle University brings the future within reach. This innovative, full-time graduate degree program enables students to earn both their master's degree in education and their initial teaching certification, all within four academic quarters of study.

### Why a Master's Degree in Teaching?

Reports on the state of education note that teachers are often not adequately prepared in their academic subject areas, when undergraduate programs attempt to combine both teacher education and academic majors within the limits of four years. A significant advantage of the MIT program is that it provides prospective teachers with the opportunity to have both the in-depth preparation of a full academic major at the undergraduate level, as well as solid preparation for professional education at the graduate level.

Also, the advantages of having a master's degree, as reflected in Washington school district pay scales, are clear. Entering teachers with master's degrees earn as much as 20 to 27 percent\* more than those from undergraduate programs leading to teacher certification, and continue to earn more for each year they teach.

\* 1991-92 K-12 Certificated Regular Salary Schedule Report, Report 93-20, April 1993, Washington Education Association.

### A Program with Strong Supports

Students proceed together through the program as part of a cohort, which provides the opportunity to create and experience a learning community. MIT students are placed in a school setting within the first two weeks of the program. The program features multiple field experiences with strong supervisory support, and incorporates peer collaboration and team teaching approaches.

### Earn a Teaching Certificate

Successful completion of the MIT program will enable the student to become a certificated teacher in Washington state.

To earn a certificate to teach kindergarten through eighth grade, the elementary certification candidate must have completed an undergraduate degree with a strong liberal arts foundation, including courses in language arts, sciences and math, and social sciences.

To earn a certificate to teach fourth through twelfth grade, the secondary certification candidate must have completed an undergraduate or a graduate degree in an academic major corresponding to those listed on the following page.

### Program Design

Students are expected to enter the 60-credit daytime MIT program already strongly grounded in their academic field.

The program curriculum includes comprehensive educational theory and research following the themes of individualization, ethical responsibility, and the use of technology as an essential educational tool. Internships in community service programs put pre-service teachers in touch with the world as it is lived by their students. Through integrated course work and field experiences, prospective teachers develop the insight and skills needed to be effective educators in a complex and technological world.

### Secondary Teaching Candidates

In order to place MIT students in a full-time student teaching experience, all secondary certification candidates must be qualified in one of the areas listed below. If your degree major does not exactly match the subject areas listed below, you must provide a written evaluation showing that your previously earned credits will qualify you for endorsement in one area. Call (206) 296-5759 for the endorsement evaluation packet for your subject area:

- |                                |                     |
|--------------------------------|---------------------|
| ■ Art                          | ■ History           |
| ■ Biology                      | ■ Mathematics       |
| ■ Chemistry                    | ■ Physics           |
| ■ English                      | ■ Science           |
| ■ English as a Second Language | ■ Social Studies    |
| ■ English/Language Arts        | ■ Special Education |
| ■ Foreign Language: designated |                     |

### Program Prerequisites

Certain prerequisites must be completed prior to beginning the MIT program, and these are described in detail on the MIT Prerequisite Form in the application packet. All students seeking elementary certification must demonstrate competency in mathematics through course work or successful completion of a math competency exam. Also, all

MIT students must demonstrate competency in technology by being able to operate a computer and to load and use software, including a word processing program.

By Washington state law, a background check is required using fingerprint identification, conducted through the Washington State Patrol and the Federal Bureau of Investigation. The results of the background check may preclude teacher certification and placement in a school setting. Information on procedures is sent to those admitted to the MIT program.

### Admission Requirements

We seek applicants who demonstrate strong academic knowledge and skills, a commitment to equity and justice, and continued growth and learning. In addition, applicants must demonstrate potential for leadership, characterized by risk-taking, strong self concept and interpersonal skills. Program requirements include:

- A bachelor's degree with a 3.00 grade point average (GPA) from a regionally accredited institution. Strong applicants who are below a 3.00 GPA may be admitted probationally.
- Official scores from the Graduate Record Exam (GRE) general test, or the Praxis/National Teacher Exam (NTE) core battery communication skills test. Scores must be from tests taken within the last five years and received in the Graduate Admission office by the deadline.
- Two recommendations, preferably from current immediate supervisors and/or professors. Recommendation forms and envelopes are provided in the application packet.
- Satisfactory completion of the MIT Prerequisite Form, an autobiographical statement, the spontaneous writing sample, and an interview with faculty. (See the Application Procedures section for detailed information.)

### Application Procedures

If you do not already have a complete application packet, request one from the Graduate Admissions Office. **Deadlines for receipt of all application materials: October 1 for March entry or February 1 for August entry.** We encourage early applications.

- Request two sets of official transcripts from each college and university you have attended. Have them sent to you in sealed envelopes signed by the registrar. Do not open these envelopes or the transcripts will no longer be considered official. NOTE: Transcripts may also be mailed directly to the Seattle University Graduate Admissions Office from each issuing institution.
- Have official GRE or Praxis/NTE test scores sent directly to Seattle University from the Educational Testing Service.
- Distribute the recommendation forms and designated envelopes. NOTE: Recommenders are asked to seal and sign the envelopes near the flap before returning them to you.
- Complete the MIT Prerequisite Form.
- Complete a one-page, double-spaced autobiographical statement. On your own paper, outline your motivation and commitment to teaching, prior applicable course work, experience with school-age students and understanding of cultural differences. Describe your experience with young people or exceptional individuals, demonstrated by paid or volunteer work in classrooms, social service agencies or other youth-associated activities.

- Complete a spontaneous writing sample at the Seattle University Learning Center. Call (206) 296-5740 to schedule an appointment. Note: For out-of-state applicants, the autobiographical statement will be analyzed in place of the writing sample.
- Applicants from outside Washington state or those who will not be in the state for the interview process, must also submit a video or audio tape to the MIT Program Office to arrive by the deadline date. For specifications on tape content, format and length, contact the MIT program secretary at (206) 296-5759.
- Assemble the completed Graduate School application form and supporting documents (except test scores), and send them with the application fee in one large envelope to the Graduate Admissions Office.
- Based on faculty reviews, selected applicants will be contacted within a month of the deadline for a small-group interview. If you are an out-of-state applicant, send your tape now, carefully following specifications.
- On acceptance, a \$100 nonrefundable deposit is required. Six weeks before the program begins, an additional \$400 nonrefundable deposit is required. Applicants who do not submit their deposits by the deadlines forfeit their space.

## MIT Schedule of Course Offerings

Students may begin the four-block program in March or late August. The course distribution with respective credits and starting times are as follows:

### March Entry

#### Block I (spring)

EDMT 510*	5
EDMT 511	1
EDMT 512	12
EDMT 513	2
EDMT 542	1
Total credits	21

#### Block II (fall)

EDMT 520	2
EDMT 521 or 522	12
EDMT 523	2
EDMT 543	1
Total credits	15
Total credits	17

#### Block III (winter)

EDMT 528 or 529	14
Total credits	14

#### Block IV (spring)

EDMT 535	1
EDMT 540	3
EDMT 544	1
Elective	3
Total credits	8

### August Entry

#### Block I (fall)

EDMT 510	5
EDMT 511	1
EDMT 512	12
EDMT 513	2
EDMT 542	1
Total credits	21

#### Block II (winter)

EDMT 520	2
EDMT 521 or 522	12
EDMT 523	2
EDMT 543	1
Total credits	17

#### Block III (spring)

EDMT 528 or 529	14
Total credits	14

#### Block IV (summer)\*\*

EDMT 535	1
EDMT 540	3
EDMT 544	1
Elective	3
Total credits	8

\* Course overlaps winter quarter course and exam weeks.

\*\* Summer tuition discounts do not apply.

### Program of Study

<b>MIT Program Requirements</b> .....	<b>60 credits</b>
EDMT 510 The Teacher as Reflective Decision Maker .....	5 credits
EDMT 511 The Arts and Cultural Diversity .....	1 credit
EDMT 512 Learners and Instruction .....	12 credits
EDMT 513 Field Experience I .....	2 credits
EDMT 520 Service Leadership .....	2 credits
<i>One of the following two courses</i> .....	12 credits
EDMT 521 Elementary School Methods and Curriculum	
EDMT 522 Middle/Secondary School Methods and Curriculum	
EDMT 523 Field Experience II .....	2 credits
<i>One of the following two courses</i> .....	14 credits
EDMT 528 Student Teaching (Elementary)	
EDMT 529 Student Teaching (Secondary)	
EDMT 535 Child Abuse and Related Issues .....	1 credit
EDMT 540 Reflective Teaching Seminar .....	3 credits
EDMT 542 MIT Research Project .....	1 credit
EDMT 543 MIT Research Project .....	1 credit
EDMT 544 MIT Research Project .....	1 credit
One elective course .....	3 credits

## Teaching English to Speakers of Other Languages

Graduate Program Coordinator: Delight C. Willing, EdD

(206) 296-6168

### Degrees Offered

- Master of Arts (MA)  
45 credits minimum, including a graduate project
- Master of Education (MEd)  
48 credits minimum
- Post-Master's Certificate in Teaching English to Speakers of Other Languages

### Areas of specialization

The graduate program in Teaching English to Speakers of Other Languages prepares professional educators for the role of teacher or teacher administrator, primarily in adult programs, in either the United States or in other countries. Those wishing to work with younger students in the United States may use the degree program to supplement their existing teaching credential and gain an additional endorsement in teaching English as a second language. Outside the United States, those with a masters in TESOL may be able to work with younger learners; requirements vary from country to country.

### Working with Adult Learners

Designed for those who wish to serve as teachers or teacher-administrators in programs designed to provide adults an opportunity to gain proficiency in speaking English as a second language. In the United States, teaching opportunities exist within colleges, universities, community colleges, language institutes, and community organizations. In other countries, teachers may work with either young adults or adult learners in a variety of educational, business and community organizations.

### Working with Students Within K-12 System in the United States.

For those who already hold a K-12 teaching certificate in the State of Washington, the M-TESOL degree can be used to gain an additional endorsement in teaching English as a second language, or in some cases, in bilingual education. Those wishing endorsement should obtain endorsement requirements from the state agency issuing teaching certificates. Requirements vary from state to state.

### Admission Requirements

Admission is selective, and candidates are evaluated on their individual merits rather than on a comparative basis.

- An undergraduate degree from an accredited institution
- A 3.00 cumulative GPA for students entering with a bachelor's degree. Students below 3.00 may apply, but must include Graduate Record Examination (GRE) or Miller Analogies Test (MAT) scores from tests taken within five years of application.
- TOEFL score of 560 or higher, with a minimum of 54 on each section is required if the applicant's original language is not English.
- A minimum of two letters of recommendation from recent employers/supervisors

### Degree Requirements

- The MA-TESOL requires 45 credits. Each student will complete 13 courses, an individual three-credit internship, and a three-credit graduate project.
- The MEd-TESOL requires 48 credits. Each student will complete 15 courses and an individual three-credit internship.
- Passage of a grammar entrance examination, or successful completion of an approved grammar review course with a B or higher grade. If English is not the first language, an oral fluency competency examination must be passed. These competency requirements must be met prior to achieving candidacy status.
- A maximum of 12 Professional Development (EDPD) 400 credits may be used by those seeking the Master of Education option and a maximum of nine professional development (EDPD) 400 credits may be used by those seeking the Master of Arts option. A maximum of 20 course credits at the 400 level may be applied to the Master's program.
- A cumulative grade point average of 3.00 must be maintained to remain in the program and to graduate from the program.
- Satisfactory performance on a comprehensive examination of selected areas within the program of study. The examination may be taken upon completion of Part I and Part II of the Program of Study.

### Program of Study

<b>Part I: School of Education Core Requirements ... 9 credits</b>	
ED 500 Intro to Research and Graduate Study .....	3 credits
ED 521 Adult Psychology and Learning .....	3 credits
ED 530 Philosophy of Education .....	3 credits
<b>Part II: M-TESOL Core Requirements ..... 30 credits</b>	
EDAE 510 Planning Programs for Adult Learners .....	3 credits
EDAE 563 Instructional Methods for Adult Learners .....	3 credits



EDAE 566 Internships in the Adult Setting .....	3 credits
EDPD 430 Teaching English as a Second Language:	
Theory and Application .....	3 credits
EDPD 431 Methods of Language Acquisition .....	3 credits
EDPD 432 Teaching Grammar to ESL students .....	3 credits
EDTE 531 Language Acquisition: Theories and Issues .....	3 credits
EDTE 535 Language in Society .....	3 credits
EDTE 536 English for Academic Purposes .....	3 credits
EDTE 537 Linguistics for Language Teachers .....	3 credits

### Part III: Additional Recommended Electives.... 3-9 credits

ED 515 Multicultures .....	3 credits
EDAD 559 The American Community College .....	3 credits
EDAD 577 Evaluation of Educational Programs .....	3 credits
EDAE 562 Foundation of Adult Education .....	3 credits
EDAE 564 Issues in Basic Skills for Adults .....	3 credits
EDAE 567 Internship in the Adult Setting .....	3 credits
EDAE 568 Introduction to Administration in Adult Settings ..	3 credits
EDAE 569 Teaching Methods in Basic Skills for Adults .....	3 credits*
EDPD 433 Materials Selection and Development .....	3 credits*
EDPD 434 Developing ESL Literacy .....	3 credits*
EDPD 442 Teaching English Pronunciation .....	3 credits*

\*Note: Nine credit limit on EDPD courses in Master of Arts option.

### MA Option ..... 45 credits total

Part I: School of Education Core Requirements .....	9 credits
Part II: MTESOL Core Requirements .....	30 credits
Part III: Additional Recommended Electives .....	3 credits
EDAE 595 Graduate Project .....	3 credits

### MEd Option ..... 48 credits total

Part I: School of Education Core Requirements .....	9 credits
Part II: MTESOL Core Requirements .....	30 credits

## Post-Master's Certificate in Teaching English to Speakers of Other Languages

This post-master's certificate program in teaching English to speakers of other languages is designed to allow individuals who hold a master's degree to develop special skills in teaching English. The certificate is not required in Washington community colleges.

### The Post-Master's Certificate Program Focus

The courses and required supervised teaching experience provide an overview of:

- Teaching methods specific to the field of English language studies
- Language acquisition and linguistic theories
- English grammar

### Admission Requirements

Applicants are required to hold a master's degree (or higher) from an accredited university in a field other than this specific area. Applicants also need to provide two recommendations, one from the master's degree major adviser and one from a current supervisor, regarding their ability to perform as teachers in the field.

### Certificate Requirements

The post-master's certificate in TESOL requires that all courses listed below have been completed either as a part of a master's degree or fol-

lowing the completion of such a degree and that at least 15 credits are taken while enrolled within the post-master's certificate program at Seattle University.

In addition, the grammar competency examination must be passed with a satisfactory score, or a grammar review course must be completed during the first quarter or enrollment.

### Required Courses ..... 24 credits

EDAE 566 Internship in ESL Setting .....	3 credits
EDPD 430 Teaching English as a Second Language;	
Theories and Applications .....	3 credits
EDPD 431 Methods of Language Acquisition .....	3 credits
EDPD 432 Teaching Grammar to ESL Students .....	3 credits
EDTE 531 Language Acquisition, Theories and Issues .....	3 credits
EDTE 535 Language in Society .....	3 credits
EDTE 536 English for Academic Purposes .....	3 credits
EDTE 537 Linguistics for Language Teachers .....	3 credits

*If students have completed courses that are substantially similar to those required for the certificate, substitutions may be made from other course offerings at Seattle University.*

## Education Graduate Courses

### ED 413 Programs in Early Childhood Education.... 3 credits

Models of observation; curriculum and teaching methods for preschool, kindergarten and primary-grades children.

### ED 414 Issues in Early Childhood Education ..... 3 credits

Stresses child development theory, research on the effectiveness of ECE programs, and current issues and trends for preschool, kindergarten and primary grades. Prerequisite: ED 413

### ED 415 Early Education Practicum ..... 3 credits

Field based curriculum development or action research project in a preschool, kindergarten or primary grades setting. Prerequisite: permission of ECE coordinator, ED 413 and ED 414

### ED 422 Working With Parents and Professionals... 3 credits

This course will focus on skills necessary for teachers who work with parents and professionals. Included are techniques for involving parents in the educational process, counseling approaches and conferencing practices. Emphasis is placed on working with the parents of exceptional students.

### ED 423 Introduction to Classroom Management .... 3 credits

Provides theory and strategies for managing the K-12 classroom. While a variety of theories will be studied, the systematic use of applied behavior analysis techniques will be a major emphasis of the course.

### ED 424 Introduction to Mild Handicaps ..... 3 credits

History and current practices in diagnosis and remediation of students who are learning disabled and mildly handicapped.

### ED 425 Introduction to Special Education ..... 3 credits

A review of special education practices and federal and state laws guiding special education. Writing individual education programs that lead to effective instruction is also included.

### ED 426 Introduction to Moderate and Severe Handicaps ..... 3 credits

Examination of characteristics of students with moderate or severe developmental disabilities. Emphasis on current trends and practices in their education.

**ED 427 Methods in Special Education ..... 3 credits**  
An examination of methods of teaching exceptional students in varied settings. Prerequisite: ED 425 or permission of instructor

**ED 428 Language Development ..... 3 credits**  
An introduction to critical features of the developmental processes of receptive and expressive language with consideration of diagnosis, curriculum and method.

**ED 432 Mainstreaming the Exceptional Student .. 3 credits**  
Issues surrounding mainstreaming; methods for working with exceptional students in the regular classroom.

**ED 450 Nature and Needs of the Gifted ..... 3 credits**  
An introductory course to gifted education, including a history of the field, theoretical foundations, administrative arrangements for program organization, definitions, assessment (identification tools, new strategies), developmental issues, special populations (gender, ethnicity, SES, urban/rural, handicapped, extremely gifted, etc.), awareness of attitudes toward the gifted, etc. Will include work on intellectually (academically) gifted as well as creatively gifted individuals.

**ED 451 Gifted Education: Math and Science ..... 3 credits**  
Current research exploring the relationship of brain development to types of giftedness will be examined, as will implications of this research and Piaget's work as they relate to curriculum design. Applications to the rationale and methods for mathematics and science instruction for gifted students will be identified and explored. Prerequisite: ED 450

**ED 500 Introduction to Research  
and Graduate Study ..... 3 credits**  
Introduction to research skills and literature in students' fields. Includes an orientation to graduate studies. Ordinarily taken as first graduate course.

**ED 502 Computers for Educational Leaders ..... 3 credits**  
Basic computer literacy for educators, including a review of the research on the effectiveness of various types of computer-based education programs, the history of computers in education, the evaluation of hardware and software, and the ethics of computer use. Includes site visits to various computer centers.

**ED 503 Comparative Education ..... 3 credits**  
Investigation and comparison of the leading national and cultural systems of education of the world.

**ED 505 Fundamentals of Research Design ..... 3 credits**  
Statistical techniques, research design, measurement and evaluation. Development of skills for critical reading of educational research.

**ED 506 Educational Statistics ..... 3 credits**  
Emphasis on utilizing the computer in solving research problems, practical and theoretical problems in conducting research.

**ED 514 History and Philosophy  
of Catholic Education ..... 3 credits**  
An overview of fundamental assumptions regarding the nature of person, learning and values basic to Catholic education. History and purposes of Catholic schooling in the United States.

**ED 515 Multicultures ..... 3 credits**  
Examination of a wide variety of cultures with implications for helping professionals.

**ED 521 Adult Psychology/Learning ..... 3 credits**  
Investigation of various theories of adult development and learning.

**ED 522 Child Psychology/Learning ..... 3 credits**  
Investigation of various theories of child development and learning.

**ED 523 Adolescent Psychology/Learning ..... 3 credits**  
Investigation studies in adolescent psychology and learning.

**ED 529 Values and Leadership ..... 3 credits**  
An introduction to the study of values, the process of valuing, the phenomenon of leadership and the values inherent in leadership and leadership behavior. Focus is on the development of personal values and the resolution of values-related problems.

**ED 530 Philosophy of Education ..... 3 credits**  
Philosophical foundations of education and related fields.

**ED 599 Thesis ..... 10 credits**  
Contribution to the body of knowledge in the fields of teaching and specialized education. For master of arts in education candidates. Prerequisites: Graduate core requirements and approval of preliminary application by the graduate adviser and graduate dean

### *Adult Education and Training*

**EDAE 510 Planning Programs for Adult Learners .. 3 credits**  
This course presents models and processes for course design appropriate to the adult setting, content includes scope and sequence, thematic development, competency-based models of instruction, syllabus development, and assignment of class requirements appropriate to the adult setting.

**EDAE 515 Diversity of Adult Learners ..... 3 credits**  
This course explores the diversity of cultures, gender, age, economics, educational background, physical and learning differences that adults bring to the educational setting.

**EDAE 561 Internship in  
Community College Setting ..... 3 credits**

The practicum provides the student with the opportunity to observe, reflect and practice teaching adult learners in the community college setting. Each student will develop community college practice teaching placement, and will work with a community college instructor in the appropriate field a the quarter in the development and delivery of instruction of one course. The student will be jointly evaluated by the community college instructor and the university faculty member. The seminar will have three general meetings throughout the quarter. Seminars will address courses development and relevant teaching experiences and issues. Prerequisite: Satisfactory completion of 12 credits on the community college certificate program

**EDAE 562 Foundations of Adult Education ..... 3 credits**  
This course will present key definitions in the study of adult education, will review the history, purposes and philosophy of the field, and will study issues of adult participation in learning, educational settings for adult learners and issues of diversity of student populations.

**EDAE 563 Instructional Methods  
for Adult Learners ..... 3 credits**  
This course provides an overview of established training principles and practices. Learning style theory applied in the adult setting is discussed. Evaluation tools for determining the success of instruction to adults are also covered.

**EDAE 564 Issues in Basic Skills for Adults ..... 3 credits**  
This course introduces the issues of adult literacy, basic skill development, and developmental education in community and technical colleges, in business and industry, and in job training programs. Ter-

minology, funding sources, student assessment, the state's core competencies and emerging trends in the field are discussed.

**EDAE 565 Philosophy and Methods of Skill Training ..... 3 credits**

This course will review the philosophy of program delivery that focuses on skill development applied in the work setting. The instructor's role as subject-matter expert who conveys skills needed for on-the-job success will be the main focus.

**EDAE 566 Internship in the Adult Setting ..... 3 credits**

Supervised field experience of 120 to 150 hours in a setting appropriate for the student's program and career goals. On-campus seminars included. Permission of program coordinator, and 30 or more credit hours in a program of study are required prior to beginning the internship.

**EDAE 567 Internship in the Adult Setting ... 1 to 3 credits**

Additional field experience of 40 to 50 hours per credit (elective). Arranged with adviser for settings suited to the student's career interests. On-campus seminars included. Prerequisite: EDAE 566

**EDAE 568 Introduction to Administration in Adult Education ..... 3 credits**

This course provides an introduction to the administrative skills used in the adult education setting. Key administrative processes including program planning, marketing, budgeting, and staffing as they apply to the adult setting are investigated.

**EDAE 569 Teaching Methods in Basic Skills for Adults ..... 3 credits**

This course introduces curriculum and lesson planning, teaching methods and learning styles issues for individuals who wish to teach in community colleges, community-based organizations and work place literacy programs. Students will develop and deliver a series of lesson plans in the course. Prerequisite: EDAE 564

**EDAE 573 Human Resources: Training, Education and Development ..... 3 credits**

Overview of training, education and development functions within human resource development (HRD) and the relationship of those functions to organizational operation. This course will look at examples including basic skills and individual, organizational and career development programs.

**EDAE 574 Continuing Education for the Professional ..... 3 credits**

Overview of the unique challenges of providing quality continuing education for professionals, such as staff development. The course is designed for administrators and staff members who are responsible for planning, developing, instructing, and/or evaluating educational programs. Prerequisites: ED 521, EDAE 573, and EDAE 510

**EDAE 575 Computer Support for Administrators ... 3 credits**

Introduction to support software applications for administrators, as well as hardware and software decision making in organizations. Emphasis on integrated software packages and study of administrative decision making across organizational settings, addressing such topics as system-level evaluation, purchase, upgrade, switch and reconfiguration of software and/or hardware. Prerequisite: basic computer competency

**EDAE 591 Special Topics Adult Education ..... 3 credits**

**EDAE 592 Special Topics Adult Education ..... 3 credits**

**EDAE 593 Special Topics Adult Education ..... 3 credits**

Contemporary problems and trends; analysis and evaluation.

**EDAE 595 Adult Education Graduate Project ..... 3 credits**

The graduate project provides an opportunity for scholarly work and application of theories to topic of interest, to student and of relevance, to field of adult education. The graduate project requires intensive library research and creation of new knowledge or new application of existing knowledge. The project report includes analysis and critical appraisal of materials read, as well as inclusion of new materials and/or applications.

**EDAE 596 Adult Education Independent Study ..... 1 to 3 credits**

**EDAE 597 Adult Education Independent Study ..... 1 to 3 credits**

**EDAE 598 Adult Education Independent Study ..... 1 to 3 credits**

Individualized reading and reporting on a specific topic approved by instructor. Approximately 30 hours of reading and allied assignments for each credit. Completion reports will include analysis and critical appraisal of materials read. Prerequisite: permission of adviser

Individualized reading and reporting on a specific topic approved by instructor. Approximately 30 hours of reading and allied assignments for each credit. Completion reports will include analysis and critical appraisal of materials read. Prerequisite: permission of adviser

*Counseling and School Psychology*

**ADD 480 Intro to Drug and Alcohol Addiction .... 3 credits**

History, scope, physiological, social, psychological and family aspects of alcohol problems. Drunk driving. Progression and symptoms of alcoholics. Nature of addiction disease: causality, treatment and prevention. Core interdisciplinary option.

**EDCN 508 Washington School Law for Counselors and Psychologist ..... 3 credits**

School laws of Washington based on its constitution, statutes, administrative code and court precedents. Emphasis on application to K-12 schools.

**EDCN 509 Developmental School Counseling ..... 3 credits**

Emphasizes expanded role of the school counselor as psychological educator, consultant and systems change agent. Studies models of these functions and promotes application to student's school setting.

**EDCN 510 Fundamental Counseling Skills ..... 3 credits**

Focus on basic counseling skills training and counseling ethics through intensive small group practice. Designed to complement EDCN 511 Counseling Theories, though they need not be taken concurrently. Includes four one-hour counseling lab sessions on Thursday afternoons, evenings. (majors only, fall quarter)

**EDCN 511 Counseling Theories ..... 3 credits**

Theoretical foundations of major individual counseling approaches with opportunities for in-class practice in simulated counseling interview. Complement to EDCN 510, though they need not be taken concurrently. (majors only, fall quarter)

**EDCN 512 Career Counseling and Information Sources ..... 3 credits**

Study of vocational development. Exploration of educational, social, vocational and referral sources. Prerequisite: EDCN 511

**EDCN 515 Loss and Grief ..... 3 credits**

Loss and the grieving process as they relate to illness, disability and dying.

**EDCN 517 Group Counseling Theories and Practice ..... 3 credits**

Emphasizes group counseling theory. Provides group experiences to integrate theory and practice. Discusses possible applications in various school, college and agency settings and relevant ethical considerations.



Includes weekly two hour group lab experience. Prerequisites: EDCN 510, EDCN 511

**EDCN 518 Group Counseling Practicum ..... 3 credits**  
Supervised experience co-leading groups. Weekly seminar in problem solving and processing. Limited enrollment. Prerequisite: EDCN 517

**EDCN 527 Counseling Tests and Measurements .... 3 credits**  
Familiarization with measurements concepts, commonly used tests and appraisal instruments, including those for persons with disabilities. Introduction to test interpretation and score analysis to assist clients with vocational and career objectives. Consideration of ethics in testing. Prerequisite: any beginning statistics course

**EDCN 540 Diagnosis and Assessment  
for Mental Health ..... 3 credits**

An introduction to the process of clinical assessment and diagnosis that focuses upon the development of skills necessary for the practitioner to make accurate assessments and diagnoses in his/her clinical work in community counseling agencies. Prerequisite: course in abnormal psychology

**EDCN 551 Counseling Lab ..... 4 credits**  
Supervised counseling experience wherein the counselor candidate is responsible for actual counseling cases with supervision. Limited enrollment. Prerequisite: EDCN 510, EDCN 511. Graduate students only. Graded S/NC

**EDCN 552 Individual Counseling: Practicum I.... 4 credits**  
Supervised counseling experience with off-campus clients. Prerequisite: EDCN 551. Graded S/NC

**EDCN 553 Individual Counseling: Practicum II .. 3 credits**  
Supervised counseling experience with off-campus clients. Prerequisite: EDCN 552

**EDCN 558 Community Mental Health  
Practice ..... 3 credits**

An examination of organization, clientele service and functions of community mental health agencies. Focus on clinical assessment, case conceptualization and management.

**EDCN 560 Family Counseling ..... 3 credits**  
An introduction to the theoretical and practical application of systems thinking to work with families. Prerequisite: EDCN 551

**EDCN 561 Child and Adolescent Counseling..... 3 credits**  
Course will focus on counseling with the preschool, elementary and adolescent students. It will address various counseling theories and modalities as they apply to children and adolescents, including the use of play, art and music in the delivery of counseling services.

**EDCN 564 Counseling Internship I ..... 4 credits**

**EDCN 565 Counseling Internship II ..... 4 credits**

**EDCN 566 Counseling Internship III ..... 4 credits**

Supervised field experiences in a school, college or agency. Usually taken in final three quarters of graduate program with permission and application made two quarters earlier. Weekly on-campus supervision seminar in addition to field work. Graded S/NC

**EDCN 591 Special Topics ..... 3 credits**

**EDCN 592 Special Topics ..... 3 credits**

**EDCN 593 Special Topics ..... 3 credits**

**EDCN 595 Counseling Graduate Project ..... 3 to 6 credits**  
Investigation of some practical aspect of the counseling field. Mandatory for master of arts in education degree. Prerequisite: permission of adviser. Graduate students only

**EDCN 596 Counseling: Independent Study . 1 to 3 credits**

**EDCN 597 Counseling: Independent Study . 1 to 3 credits**

**EDCN 598 Counseling: Independent Study . 1 to 3 credits**

Intensive reading and field research in a topic agreed on by adviser and student. 30 hours work per credit. Graduate students only. Prerequisite: permission of adviser. Grade option negotiated with adviser

**EDSP 553 Individualized Intelligence Testing ..... 3 credits**

Practicum training in administration and interpretation of results of individual intelligence tests. Emphasis on WISC-R and WAIS. Prerequisite: permission of instructor

**EDSP 554 Individual Educational Assessment .... 3 credits**

Comparison of various methods used in the diagnosis of learning problems. Selection, administration and analysis of tests plus writing educational prescription. Prerequisite: ED 424

**EDSP 555 Projectives and Personality Testing .... 3 credits**

Administration, scoring and interpretation of individual and group tests designed to analyze personality structure. Prerequisite: permission of instructor

**EDSP 556 Issues in School Psychology I ..... 1 credit**

**EDSP 557 Issues in School Psychology II ..... 1 credit**

**EDSP 558 Issues in School Psychology III ..... 1 credit**

Offered over the course of three quarters concurrently with the internship. Taken for a maximum of three quarter credits. Issues such as test interpretation, case management, collaboration and consultation, inclusion, abuse and ethics will be discussed.

**EDSP 559 School Psychology Internship ..... 3 credits**

Supervised experiences in a school setting. Must be taken three times for three successive quarters. Taken in final three quarters of the graduate program with permission. May be graded S/NC

**EDSP 560 School Psychology  
Assessment Practicum ..... 3 credits**

Course will involve students in the assessment of clients referred to the department by outside agencies, direct referral or by arrangement with school teaming, interview techniques, test administration, report writing, advanced test interpretation and feedback to clients.

### *Curriculum and Instruction*

**EDCI 510 Basics of Curriculum and Instruction .... 3 credits**

Study of the foundations of curriculum and instructional development. Investigation and analysis of selected current issues, innovations and trends with an emphasis on their bases.

**EDCI 512 Seminar: Instructional Effectiveness ... 3 credits**

Survey of current research on teacher behaviors, instructional patterns, classroom conditions and school characteristics associated with student learning. Review of teaching and learning styles with an emphasis on value-based instruction.

**EDCI 513 Supervision of Instruction ..... 3 credits**

Improvement of instruction through supervisory leadership.

**EDCI 519 Practicum: Curriculum Design I ..... 3 credits**

For teachers and supervisors, kindergarten through college. Provides an opportunity for experience in program/course development. Prerequisite: EDCI 510. Must be taken for two consecutive quarters. Maximum of six credits

**EDCI 520 Practicum: Curriculum Design II ..... 3 credits**  
For teachers and supervisors, kindergarten through college. Provides an opportunity for experience in program/course development. Prerequisite: EDCI 510. Must be taken for two consecutive quarters. Maximum of six credits

**EDCI 524 Reading Diagnosis and Evaluation ..... 3 credits**  
Assessment and evaluation of literacy, as well as instructional implications for strengthening literacy processes. Examines formal and informal assessment measures, instructional techniques and materials and clinical programs and approaches. Prerequisite: EDCI 525 or permission of instructor

**EDCI 525 Seminar in Teaching of Reading ..... 3 credits**  
Development of literacy processes and skills at all levels; examination and evaluation of current instructional and assessment practices, research, and materials.

**EDCI 526 Reading in Content Fields ..... 3 credits**  
Instructional methods in reading in the content fields. Emphasizes the role of literacy across the curriculum.

**EDCI 527 Corrective Techniques  
in Teaching Reading ..... 3 credits**  
Identification of components of effective corrective reading programs. Description and application of specific methods and materials. Evaluation and design of corrective reading approaches. Prerequisite: EDCI 524 or EDCI 554 or permission of instructor

**EDCI 528 Reading Practicum Workshop ..... 3 credits**  
Emphasis on instructional design for literacy processes, assessment, and evaluation of student learning increments, and study of role and application of materials. This course guides students to use children's and young adults literature as well as content area materials in instructional applications in a practicum setting. Concurrent enrollment with EDCI 529 Field Practicum in Reading. Prerequisites: EDCI 524, EDCI 525 or permission of program coordinator

**EDCI 529 Field Practicum in Reading ..... 6 credits**  
Supervised field experience in assessment and instruction in reading. This practicum serves as a capstone experience of synthesis and application to the role of a reading specialist working with students. Emphasis is on a holistic and integrative curriculum, authentic assessment, integration of children's and young adult literature into instruction. Concurrent enrollment with EDCI 528 Reading Practicum Workshop. Prerequisites: EDCI 524 and EDCI 525 or permission of program coordinator

**EDCI 531 Curriculum for the Gifted:  
Development and Modification ..... 3 credits**  
Different strategies for constructing curriculum for the gifted will be explored, including Bloom's Taxonomy, Guilford's Structure of the Intellect, Williams's model for implementing cognitive and affective behaviors, the Purdue three-stage enrichment model, Renzulli's enrichment triad/revolving door model. Work by Kaplan, Van Tassel-Baska, Maker, Feldhusen and Koloff will also be referenced. Focus will be on curriculum for the gifted that currently exists in the content areas, on modifying curriculum not specifically intended for gifted students, and on developing original curriculum for the gifted. Prerequisite: ED 450

**EDCI 532 Psychosocial Development  
of Gifted Students ..... 3 credits**  
Focus will be on the specific psychological and emotional needs of gifted students. Theoretical foundations will be addressed as will the role of the teacher in working with both gifted students and, when appropri-

ate, their parents. Topics covered will include special populations and their needs, the family's role, peer relationships, underachievement, psychopathology, etc. Prerequisite: ED 450

**EDCI 533 Current Issues in Gifted Education ..... 3 credits**  
This course will deal with areas of specific interest to students and to the field. Possible topics may include gifted girls, underachieving gifted students, program evaluation, administration of gifted programs, current research, etc. Prerequisite: ED 450

**EDCI 541 Seminar in Mental Retardation ..... 3 credits**  
Investigation, analysis and reporting on studies and trends in education of the mentally retarded. Prerequisite: ED 426 or equivalent

**EDCI 542 Special Education Methods ..... 3 credits**  
An examination of the unique methods and curriculum used in the field of special education. Prerequisite: ED 425

**EDCI 543 Seminar in Behavior Disorders ..... 3 credits**  
Overview of practices and rationales in the education of the behavior disordered and/or emotionally disturbed child. Structuring of individualized remedial programs and techniques that use existing agencies and personnel.

**EDCI 545 Learning Disabilities:  
Special Methods ..... 3 credits**  
Focus is on methods of instruction of children with extreme learning problems, including diagnosis and prescriptive teaching, multi-sensory systems, phonic systems, language development systems. Prerequisite: EDCI 554

**EDCI 546 Class Management ..... 3 credits**  
Critical analysis of management systems, such as operant discrimination learning and environmental control.

**EDCI 549 Practicum: Special Education ..... 3 to 6 credits**  
Diagnostic and prescriptive teaching with children who have learning or behavior problems. Laboratory course. Prerequisite: permission of instructor

**EDCI 551 Education for Handicapped Laws ..... 3 credits**  
A study of the major principles involved in PL 94-142 and its interface with 504 and the Washington State Administrative Code relating to the education of exceptional children.

**EDCI 552 Counseling Parents  
of Exceptional Children ..... 3 credits**  
Knowledge and skill in the techniques of counseling adults with special application to the professional and ethical problems of working with parents of exceptional children. Prerequisite: nine credits in counseling

**EDCI 566 Supervised Field Experience ..... 3 credits**  
Supervised field experience in an appropriate setting.

**EDCI 591 Special Topics ..... 3 credits**  
**EDCI 592 Special Topics ..... 3 credits**  
**EDCI 593 Special Topics ..... 3 credits**

**EDCI 595 Curriculum Graduate Project ..... 3 credits**  
Scholarly graduate project designed to improve some aspect of education. Prerequisites: graduate core requirements and approval of adviser. May be graded S/NC

**EDCI 596 Curriculum: Independent Study .. 1 to 4 credits**  
**EDCI 597 Curriculum: Independent Study .. 1 to 4 credits**

**EDCI 598 Curriculum: Independent Study .. 1 to 4 credits**  
Library research in curriculum. Approximately 30 hours of reading and allied assignments per credit. Reports will include analysis and critical appraisal of materials read. Prerequisite: permission of adviser. Graduate students only. May be graded S/NC

### *Educational Administration*

**EDAD 553 The Catholic School Principalship ..... 3 credits**  
A concentration on the specific needs of aspiring Catholic school principals, to enable them to carry out the mission of Catholic schools. A focus is on the principal as a faith leader who provides the framework around the practical role requirements, leadership qualities and management functions needed for Catholic schools.

**EDAD 550 Independent School  
Finance and Law I ..... 2 credits**

**EDAD 551 Independent School  
Finance and Law II ..... 1 credit**

**EDAD 552 Independent School  
Finance and Law III ..... 1 credit**  
Catholic and other independent K-12 school issues in finance, budget, development and fund-raising; and in federal, state and church laws and structures. Prerequisite: EDAD 578. Corequisites: EDAD 554, EDAD 555, EDAD 556 or EDAD 564, EDAD 565, EDAD 566

**EDAD 554 Independent School  
Principal Internship I ..... 2 credits**

**EDAD 555 Independent School  
Principal Internship II ..... 2 credits**

**EDAD 556 Independent School  
Principal Internship III ..... 2 credits**

Supervised experiences in the independent school principalship, to include attention to the Washington Administrative Code requirements for the principal certificate as well as application of the knowledge and skills in leadership and management, program development and evaluation, interpersonal and educational context required for the program. Meets each of three terms, including a monthly seminar. Prerequisites: course work in administration and permission of program coordinator at least one full quarter prior to beginning internship. Required for Catholic school principal certification. Graded S/NC. Corequisites: EDAD 550, EDAD 551, EDAD 552

**EDAD 559 The American Community College ..... 3 credits**  
History, role, present status ethical issues, and future directions of the American community college, with emphasis on diversity of populations served.

**EDAD 561 Women as Transformational Leaders .... 3 credits**  
Exploration of a model of leadership based on feminist values, leadership and organizational theory, systems thinking, contexts for leadership and women's wisdom.

**EDAD 564 Administrative Internship I ..... 2 credits**

**EDAD 565 Administrative Internship II ..... 2 credits**

**EDAD 566 Administrative Internship III ..... 2 credits**

Supervised experiences in building, program and school business administration, as well as managing educational functions in other organizations. On-site conferences and monthly group seminars. Prerequisites: course work in administration and permission of program coordinator at least one full quarter prior to beginning internship. Required for principal and program administrator credentials. Graded S/NC

**EDAD 570 Leadership in Education I ..... 3 credits**  
Introduction to leadership issues expressed in organizational contexts, including organizational culture and priorities, key constituencies, and management of change. Personal values and behavior assessments are integrated with leadership and value theories in developing a professional growth plan.

**EDAD 571 Leadership in Education II ..... 3 credits**  
Continuing examination of organizational contexts through discussion and practice of the skills required to effect change: communication, problem solving and decision making, negotiation and conflict management. Prerequisite: EDAD 570

**EDAD 572 The Principalship ..... 3 credits**  
Leadership of faculty, student and community groups to meet school goals, development of school culture, and management of building functions and resources. Prerequisites: School of Education and administration core course work

**EDAD 574 School Plant and Facilities Planning .. 3 credits**  
An examination of school plant requirements for both new construction and remodeling; review of techniques for applied planning, selection, decision making processes and implementation of construction projects.

**EDAD 575 Critical Programs/  
Collective Bargaining ..... 3 credits**

Federal and state rules, regulations and reporting requirements studied and analyzed. Collective bargaining in the public sector is approached historically and current practices and legislation studied.

**EDAD 576 School Business Administration ..... 3 credits**  
Legal and procedural factors in school budgeting, expending, accounting, auditing, planning policy, program budgeting and community reporting as they relate to federal and state rules and regulations.

**EDAD 577 Evaluation of Educational Programs .. 3 credits**  
Comprehensive study and use of evaluation processes designed to assess effectiveness of program implementation and outcomes. Prerequisite: ED 500

**EDAD 578 Principles of Educational Law.... 2 to 3 credits**  
Introduction to American legal system and principles affecting education. Emphasis on constitutional, statutory, regulatory and case precedents applicable nationally to all levels of education.

**EDAD 579 School Superintendent:  
Politics and Policy ..... 3 credits**

Local, state and federal political structures and processes that influence and in turn are influenced by education policies. Emphasis on use of these systems by practicing superintendents to achieve goals. Corequisite: EDDR 609

**EDAD 580 Higher Education Law ..... 3 credits**  
Overview of legal issues related to post-secondary institutions, based on federal and state case law, statutes, WACs and RCWs.

**EDAD 582 Organizational Development  
in Education ..... 3 credits**

Theory, research and practice related to the processes of change within school organizations. Focus on the relationship of organizational climate to school effectiveness and educational outcomes.

**EDAD 583 School Finance ..... 2 to 3 credits**  
Historical development and review of federal, state, and local finance and taxing structures. Includes an examination of school funding, current problems and issues of financing schools in site-based management systems.



**EDAD 584 Washington School Law ..... 2 to 3 credits**  
 School laws of Washington based on its constitution, statutes, administrative code and court precedents. Emphasis on application to K-12 schools. Prerequisite: EDAD 578

**EDAD 585 Higher Education Finance ..... 3 credits**  
 An examination of the financial structure of private and public higher education institutions, the impact of fiscal decision-making policies on the flow of funds, and case studies to develop students' skill in diagnosing current problems and issues.

**EDAD 586 Professional Personnel ..... 3 credits**  
 Legal, policy and administrative issues underlying personnel processes: selection, assignment, evaluation, development of employees; attention to rights, responsibilities and contract management.

**EDAD 587 Community Relations ..... 3 credits**  
 Attention to underlying values and processes inherent in building community understanding, participation in and support for local education. Includes roles of professionals in working with community members as colleagues.

**EDAD 588 Professional Communications ..... 3 credits**  
 Analysis of need and appraisal of effectiveness of communications with both internal and external publics. Includes skill development in oral, written and non-verbal communication.

**EDAD 591 Special Topics in School Administration ..... 3 credits**

**EDAD 592 Special Topics in School Administration ..... 3 credits**

**EDAD 593 Special Topics in School Administration ..... 3 credits**  
 Contemporary problems and trends; analysis and evaluation.

**EDAD 595 Administrative Graduate Project ..... 3 credits**  
 Formal investigation using scholarly and/or fieldwork to explore an administrative problem or issue, resulting in recommendations, program development, or other administrative product useful to others in the field. Approximately 90 hours of investigation and documentation in the approved format (available from adviser). Prerequisite: adviser approval of a written proposal

**EDAD 596 Administrative Independent Study ..... 1 to 3 credits**

**EDAD 597 Administrative Independent Study ..... 1 to 3 credits**

**EDAD 598 Administrative Independent Study ..... 1 to 3 credits**

*Educational Leadership*

**EDDR 591 Special Topics in Leadership ..... 3 credits**

**EDDR 592 Special Topics in Leadership ..... 3 credits**

**EDDR 600 Workshop in Educational Leadership 9 credits**  
 An integrated four-week workshop in educational leadership. Includes theoretical and practical study of leadership in educational institutions. Required first course in the doctoral program.

**EDDR 601 Seminar in Ed Leadership I ..... 5 credits**

**EDDR 602 Seminar in Ed Leadership II ..... 5 credits**

**EDDR 603 Seminar in Ed Leadership III ..... 5 credits**  
 Studies of issues and problems in educational leadership. Five credits per academic year are required in each of the first three years.

**EDDR 604 Workshop in Organizational Development and Change ..... 3 credits**  
 Integrated workshop on organizational development and change. Required during the second summer in the doctoral program.

**EDDR 605 Independent Study in Ed Leadership ..... 1 to 5 credits**

**EDDR 606 Independent Study in Ed Leadership ..... 1 to 5 credits**

**EDDR 607 Independent Study in Ed Leadership ..... 1 to 5 credits**

**EDDR 608 Internship in Ed Leadership ..... 1 to 9 credits**  
 Planned internship in a leadership position in an actual educational setting under the supervision of an experienced leader and a Seattle University supervisor. Graded S/NC

**EDDR 609 Superintendent Internship ..... 1 to 9 credits**  
 Planned internship in school superintendency under the supervision of an experienced superintendent and a Seattle University supervisor. Graded S/NC

**EDDR 610 Doctoral Project ..... 11 to 19 credits**  
 A doctoral-level project completed under the supervision of a project committee and a major professor. Eleven to 19 credits are required for the doctoral degree. Quarterly registration will range from one to 14 credits as approved by the adviser.

**EDDR 611 Doctoral Project/ Dissertation Dissemination ..... 1 credit**  
 Sharing the doctoral project/dissertation with the broader professional community through submission of an article for publication or a major address on the topic. Register in fall of the third year.

**EDDR 612 Project Continuation ..... 0 credit**  
 Doctoral students who do not complete the dissertation in four years must register for this course in fall quarter of the fourth year. (See Tuition and Fees, page 15.)

**EDDR 613 Project Continuation ..... 0 credit**  
 Doctoral students who do not complete the dissertation in four years must register for this course in each quarter of the fifth and following years until completion. (See Tuition and Fees, page 14.)

**EDDR 614 Seminar in Ed Leadership IV ..... 3 credits**  
 Studies of issues in educational leadership. Three credits required in the fourth academic year and each academic year thereafter as long as the student is active in the doctoral program.

**EDDR ENROLLMENT 4th, 5th and 6th Year Students For EDDR 612, EDDR 613, EDDR 614, and EDDR 649**

Year	Fall	Winter	Spring	Summer
4th	EDDR 612 EDDR 614	EDDR 649	EDDR 649	EDDR 649
5th	EDDR 613 EDDR 614	EDDR 613	EDDR 613	EDDR 649
6th	EDDR 613 EDDR 614	EDDR 613	EDDR 613	EDDR 649

**EDDR 649 Doctoral Enrollment ..... 0 credits**  
 Doctoral students in years one through four who are not going to enroll for anything else in any given quarter, must register for EDDR 649. Enrollment in this course keeps the doctoral student "active" in the

system so such things as library privileges will not lapse. Doctoral students in years five and six may enroll in EDDR 649 ONLY IN THE SUMMER.

### *Student Development Administration*

**EDSD 564 Internship in Student Development Administration I ..... 1 credit**

**EDSD 565 Internship in Student Development Administration II ..... 1 credit**

**EDSD 566 Internship in Student Development Administration III ..... 1 credit**

Exposure to practice of student development through an on-site internship in a student development office (three one-credit internships are required in the sequence).

**EDSD 576 Leadership and Governance of Post-Secondary Education ..... 3 credits**

Examines various models for the organization and governance of institutions of higher learning in the United States. Explores many of the ways in which leadership is exercised in post-secondary education. Challenges students to reflect on current issues through case studies which place students in the roles of key decision makers in a variety of institutions.

**EDSD 577 Principles of Student Development Administration ..... 3 credits**

Survey of services and programs offered in the student development profession. Examines organizing principles in diverse areas, including support services, large systems and developmental programs for non-traditional students, exceptional students and other special populations.

**EDSD 578 Student Development Theory, Research and Practice ..... 3 credits**

Critical examination of current student development theories and research and implications for practice. Includes study of attitudes and characteristics of students and their various cultures. Explores environmental assessment techniques, needs analysis and the impact of college environments on students.

**EDSD 579 Student Development Capstone Seminar ..... 3 credits**

Culminating seminar for students completing the program. Synthesis of program components, preparation for entry into profession or change in work setting, integration of ethical considerations and professional standards.

**EDSD 591 Special Topics in Student Development ..... 3 credits**

**EDSD 592 Special Topics in Student Development ..... 3 credits**

**EDSD 593 Special Topics in Student Development ..... 3 credits**

**EDSD 595 Student Development Graduate Project ..... 3 credits**

Intensive library research. Approximately 30 hours of reading and allied assignments for each credit. Completion reports will include analysis and critical appraisal of materials read. Prerequisite: permission of adviser

**EDSD 596 Student Development Independent Study ..... 1 to 3 credits**

**EDSD 597 Student Development Independent Study ..... 1 to 3 credits**

**EDSD 598 Student Development Independent Study ..... 1 to 3 credits**

Individualized reading and reporting on a specific topic approved by instructor. Approximately 30 hours of reading and allied assignments for each credit. Completion reports will include analysis and critical appraisal of materials read. Prerequisite: permission of adviser

### *Teacher Education*

**EDMT 510 The Teacher as Reflective Decision Maker ..... 5 credits**

One-week intensive course followed by two weeks of field experience. The course introduces the conceptual framework and research base for the program, examines the cultural, social and political context of schools and prepares participants in observational skills.

**EDMT 511 The Arts and Cultural Diversity ..... 1 credit**  
The seminar will be held off campus. A two-day practicum on the arts and their integral role in the teaching/learning process. NOTE: There is a \$55 fee for this course.

**EDMT 512 Learners and Instruction ..... 12 credits**  
Integrated seminar on child and adolescent development, learning theory, formulating objectives, planning and delivering instruction, and assessing outcomes of instruction. Issues related to exceptionalities and cultural differences are addressed throughout.

**EDMT 513 Field Experience I ..... 12 credits**  
Placement, with a peer coach, in a field setting. Graded S/NC

**EDMT 520 Service Leadership ..... 2 credits**  
Field placement in a K-12 setting to implement service learning or service learning in a community agency.

**EDMT 521 Elementary School Methods and Curriculum ..... 12 credits**

Thematic seminar in developing curriculum and instructional strategies to teach reading, writing, language arts, social studies, mathematics and science in the elementary school. Instructional media, computer applications and assessment techniques are integrated throughout. (Elementary program)

**EDMT 522 Middle and Secondary School Methods and Curriculum ..... 12 credits**

Seminar in developing curriculum and instructional strategies for the secondary subjects. Instructional media, computer applications and assessment techniques are integrated throughout. (Secondary program)

**EDMT 523 Field Experience II ..... 2 credits**  
Observation and guided practice in teaching in the schools.

**EDMT 528 Student Teaching (Elementary) ..... 14 credits**  
**EDMT 529 Student Teaching (Secondary) ..... 14 credits**

**EDMT 535 Child Abuse and Related Issues ..... 1 credit**  
Examines child abuse related to the role of the schools. Includes identification, reporting, and legal responsibilities.

**EDMT 540 Reflective Teaching Seminar ..... 3 credits**  
Self-assessment and the development of a professional improvement including an initial articulation of a personal philosophy of teaching, based on a reflective analysis of historical and contemporary philosophies of education.

- EDMT 542 MIT Research Project ..... 1 credit**  
**EDMT 543 MIT Research Project ..... 1 credit**  
**EDMT 544 MIT Research Project ..... 1 credit**

Student will develop skills in critically evaluating research in education and work in cooperative groups to conduct an action research project.

**EDMT 596 Teacher Education**

**Independent study ..... 1-5 credits**

**EDMT 597 Teacher Education**

**Independent study ..... 1-5 credits**

**EDMT 598 Teacher Education**

**Independent study ..... 1-5 credits**

Individualized reading and reporting on a specific topic approved by the instructor. Approximately 30 hours of reading and allied assignments for each credit. Reports will include analysis and critical appraisal of materials read. Prerequisite: Permission of advisor

*Teaching English to Speakers of Other Languages*

**EDTE 531 Language Acquisition:**

**Theories and Issues ..... 3 credits**

This course presents an overview of the first language acquisition process, compares and contrasts first and second language acquisition, examines factors affecting second/foreign language acquisition and surveys principles, methods and processes appropriate for assessing language proficiency.

**EDTE 535 Language in Society ..... 3 credits**

This course provides an overview of ways in which language is used in society. Topics include social and regional dialects, male-female language, World Englishes, British vs. American English, use of language in the media. Foreigner talk, caretaker speech, language policy and planning, multilingualism are also included. Prerequisite: EDTE 531 Language Acquisition: Theories and Issues

**EDTE 536 English for Academic Purposes ..... 3 credits**

This course offers an overview of strategies, languages and cultural issues involved in preparing advanced level ESL students for English competency examinations and for performance in higher education settings in English speaking countries. Prerequisite: EDTE 531 Language Acquisition: Theories and Issues

**EDTE 537 Linguistics for Language Teachers ..... 3 credits**

This course provides an introduction to linguistic analysis as it applies to teaching second and foreign languages. It includes a systematic investigation of learner strengths and errors on areas of discourse, syntax, pragmatics, semantics, morphology, and phonology, with special attention to prosody. Prerequisite: EDTE 531 Language Acquisition: Theories and Issues

## Education Graduate Faculty

Josef C. Afanador; BA, Butler University; MS, Purdue University; EdD, 1971, University of Arizona; associate professor of counselor preparation; 1975.

Jeffrey Anderson; BA, University of Minnesota; MA, of St. Thomas; PhD, 1990, University of Denver; assistant professor of teacher education; 1991.

Sandra L. Barker; BA, University of Oregon; MAT, University of Portland; PhD, 1983, University of Oregon; chair, administration adult education; associate professor of administration and adult education; 1985.

Stephanie Bravmann; AB, Indiana University; PhD, 1986, University of chair, curriculum and instruction; assistant professor of curriculum and instruction; 1992.

Henry F. Durand; BSFS, Georgetown University; MEd, PhD, 1971, University of Pittsburgh; vice president for student development; professor of education; 1993.

Carol K. Fillenberg; BS; MEd, PhD, 1977, Colorado State University; associate professor of educational leadership; 1992.

Beverly A. Forbes; BS, Washington State University; MEd, University of Washington; EdD, 1977, University of Washington; visiting professor of educational leadership; 1982.

John J. Gardiner; BA, PhD, 1973, University of Florida; professor of educational leadership; 1991.

John J. Gilroy; BA, MA, LaSalle College; MA, Middlebury College; PhD, 1972, University of Pittsburgh; associate professor of curriculum and instruction; 1982.

Kristin E. Guest; BA, BS, University of Minnesota; MA, PhD, 1970, University of Wisconsin; associate professor of curriculum and instruction; 1981.

Margaret M. Haggerty; BS, College of St. Teresa; MA, PhD, 1967, Catholic University; dean; professor of education; 1971.

J. Hutchinson Haney; BA, University of Denver; MS, University of Arizona; MTS, 1993, Seattle University; assistant professor of counselor preparation; 1974.

Alan L. Hilton; BA, California State University, Sacramento; MS, Santa Clara University; EdD, 1980, University of Southern California; associate professor of curriculum and instruction; 1985.

Max H. Hines; BS, University of Wisconsin, River Falls; MS, University of Wisconsin, Oshkosh; PhD, 1983, University of Minnesota; chair, Counseling Program; associate professor of counselor preparation, 1993.

Edward J. Jennerich; BA, Trenton State College; BS, Drexel University; PhD, 1974, University of Pittsburgh; associate provost for academic administration and dean of the Graduate School; professor of education; 1987.

Jacqueline Leibsohn; BA, University of California, San Diego; MS, PhD, 1989, Colorado State University; assistant professor of Counseling Program; 1991.

David Marshak; BA, Yale University; MAT, University of New Hampshire; EdD, 1985, Harvard University; assistant professor of teacher education; 1992.

Margit McGuire; BA, Washington State University; MEd, Central Washington State College; PhD, 1975, University of Oregon; chair, teacher education; professor of teacher education; 1987.

John P. McNichols; AB, University of California at Los Angeles; PhD, 1979, Stanford University; associate professor of curriculum and instruction; 1979.

Connie Morey; BS, MS, PhD, 1992, University of Wisconsin-Madison; assistant professor of curriculum and instruction; 1994.

Tullise A. Murdock; BS, MA, New Mexico State University; PhD, 1986, University of Arizona; associate provost for programs and planning; professor of education; 1989.



Diane S. Murphy; BS, Wheaton College; MS, Northern Illinois University; PhD, 1988, San Diego State University; assistant professor of teacher education; 1992.

R. Michael O'Connor; BA, MEd, University of Washington; PhD, University of Minnesota; MTS, 1993, Seattle University; associate professor of counseling program; 1974.

Yvonne J. Owen; BS, PhD, University of Washington; Mark Roddy; BS, University of California at Riverside; MS, PhD, 1992, University of Washington; assistant professor of teacher education; 1992.

Katherine Schlick Noe; BA, MEd, PhD, 1985, University of Washington; associate professor of curriculum and instruction; 1986.

Andrea Celine Sledge; AB, Stanford University; MA, California State University, Sacramento; PhD, 1980, University of Arizona; associate professor of curriculum and instruction; 1992.

Jeremy Stringer; BA, Southern Methodist University; MA, PhD, 1973, University of Wisconsin; associate provost; associate professor of administration and adult education; 1984.

Nina L. Valerio; BS, Philippine Women's University, Manila; MS, State University of Iowa; PhD, 1991, University of Washington; assistant professor of curriculum and instruction; 1994.

Carol Weaver; BS, Washington State University; MEd, Oregon State University; PhD, 1981, Ohio State University; assistant professor of administration and adult education; 1989.

Delight C. Willing; BA, Carleton University; MA, EdD, 1980, Seattle University; associate professor of administration and adult education; 1987.

Gary H. Zarter; BA, St. Norbert College; MA, San Francisco State; PhD, 1973, University of Washington; associate professor of educational leadership; 1973.

#### *Education William Allen Endowed Chair*

1994, David Purpel; AB, Tufts College; MAT, 1956, Harvard University; EdD, 1961 Harvard University.

1994-95, Monica Schmidt; BS, Marylhurst College; MA, 1963, Seattle University; PhD, 1970, University of Illinois.

1996-97, Richard Arends; BS, Eastern Oregon College; MS, 1961, University of Iowa; PhD, 1972, University of Oregon.

#### *Education Faculty Emeriti*

Bonnie Jean Denoon, PhD (1975)

Winfield S. Fountain, EdD (1957)

Reba Y. Lucey, MEd (1969)

John A. Morford, EdD (1973)

Roy P. Wahle, EdD (1977)

Mary Lou Wyse, PhD (1965)

# SCHOOL OF LAW

James Bond, JD, LL.M., SJD, Dean  
 Joan Duffy Watt, Associate Dean  
 Donna Claxton Deming, Assistant Dean  
 Phone: (206) 591-2273

## Degree Offered

- Juris Doctor (JD)

## Preparing Society's Lawyers

Founded in 1972 as the University of Puget Sound School of Law, the school became part of Seattle University in 1994. The only private law school in the Pacific Northwest that is ranked among "America's 56 Best Law Programs" in the Arco guidebook, *Top Law Schools: The Ultimate Guide*, the school is the largest, most diverse law school in the Northwest. It is also the only Washington law school with a thriving evening program geared to the needs of working professionals. More than 100 courses are offered throughout the year. Known nationally for a legal writing program that the American Bar Association has called "among the finest in the nation," the school also offers a comprehensive clinical law program and has a law library that is recognized as a leader in computerized legal research. Located in downtown Tacoma, the school will move to Seattle as soon as a building is constructed on the campus. During this transitional period, the school holds temporary provisional accreditation with the American Bar Association and retains full membership in the Association of American Law Schools.

## Admission Requirements

As a candidate for admission, you must have earned a bachelor's degree from an accredited college or university prior to enrollment. In addition, you must have received a competitive score on the Law School Admission Test (LSAT) and must register with the Law School Data Assembly Service. LSAT scores normally are considered valid for three years. We may consider older scores in selected cases.

In determining those applicants who will be admitted to the Law School, the Faculty Admission Committee places primary emphasis on three factors:

- Performance on the LSAT
- Undergraduate academic record
- Personal accomplishments

Each applicant file is reviewed individually by a minimum of two evaluators. In all cases, qualitative factors weigh heavily in the admission decision. Such factors may include exceptional professional achievement or community service, outstanding performance in a rigorous program of study, and/or particular talents or backgrounds that will contribute specially and significantly to the Law School community.

Details are available in the *Law Bulletin*, which may be obtained by calling (206) 591-2252 or writing the School of Law Admission Office, Norton Clapp Law Center, 950 Broadway Plaza, Tacoma, WA 98402.

## Law School Faculty

Janet Ainsworth; BA, Brandeis University; MA, Yale University; JD, 1980, Harvard Law School; associate professor of law; 1988.

James Beaver; BA, Wesleyan University; JD, 1958, University of Chicago Law School; professor of law; 1972.

Marilyn Berger; BS, Cornell University; JD, 1970, University of California, Berkeley; professor of law; 1978.

David Boerner; BS, University of Illinois; LL.B., 1963, University of Illinois School of Law; associate professor of law; 1981.

James E. Bond; AB, Wabash College; JD, Harvard University; LL.M., SJD, 1972, University of Virginia; dean; professor of law; 1986.

Melinda J. Branscomb; BA, Vanderbilt University; JD, 1980, University of Tennessee School of Law; associate professor of law; 1989.

Douglas Branson; BA, University of Notre Dame; JD, Northwestern University; LL.M., 1974, University of Virginia; professor of law; 1974.

Donald Carmichael; AB, Davidson College; LL.B., University of Louisville; LL.M., 1964, University of Wisconsin; professor of law; 1977.

Eric A. Chiappinelli; BA, Claremont Men's College; JD, 1978, Columbia University School of Law; professor of law; 1985.

Annette Clark; BS, Washington State University; MD, 1985, University of Washington School of Medicine; JD, 1989, University of Puget Sound (now Seattle University) School of Law; associate professor of law, 1989.

Patricia Hall Clark; BA, MPA, JD, 1987, University of Washington; clinical professor of law; 1993.

Sidney DeLong; BA, Vanderbilt University; JD, 1974, Yale Law School; associate professor of law; 1985.

Patricia Dilley; BA, Swarthmore College; MA, University of Pennsylvania; JD, 1986, Georgetown University Law Center; assistant professor of law; 1993.

David Engdahl; AB, University of Kansas; LL.B., University of Kansas Law School; SJD, 1969, University of Michigan Law School; professor of law; 1981.

Anne M. Enquist; BA, BS, New Mexico State University; MAT, 1977, University of Washington; legal writing advisor; 1980.

Sheldon Frankel; BA, University of Connecticut; JD, LL.M., 1968, Boston University; professor of law, 1974.

Thomas Holdych; BA, Rockford College; JD, 1970, University of Illinois; professor of law; 1972.

Betsy Hollingsworth; BA, Occidental College; JD, 1975, University of Washington; clinical professor of law; director of law practice clinic; 1986.

John La Fond; BA, Yale University; JD, Yale Law School; professor of law; 1974. Clinical professor of law; 1987.

Marc Lampson; BA, California State University, Sacramento; JD, 1984, Antioch School of Law; instructor of legal writing; 1990.

Susan McClellan; BA, University of Washington; MEd, University of Alaska; JD, 1988, University of Washington School of Law; instructor of legal writing; 1992.

John Mitchell; BA, University of Wisconsin, Madison; JD, 1970, Stanford Law School; clinical professor of law; 1992.

George Nock; BA, San Jose State University; JD, 1966, Hastings College of Law; professor of law; 1974.

Laurel Currie Oates; BA, Western Washington University; JD, 1978, University of Puget Sound (now Seattle University) School of Law; director of legal writing program; 1980.

William Oltman; BA, University of Wisconsin; JD, 1969, University of Michigan School of Law; professor of law; 1974.

Mark Reutlinger; AB, JD, 1968, University of California, Berkeley; professor of law; 1978.

J. Christopher Rideout; BA, University of Puget Sound; MA, 1977, PhD, 1982, University of Washington; associate director of legal writing program; 1981.

Wallace Rudolph; BA, JD, 1953, University of Chicago; professor of law; 1976.

Richard Settle; BA, JD, 1967, University of Washington; professor of law; 1972.

Julie Shapiro; BA, Wesleyan University; JD, 1982, University of Pennsylvania; associate professor of law; 1991.

David Skover; AB, Princeton University; JD, 1978, Yale Law School; professor of law; 1982.

Alexandra K. Smith; BA, Brown University; JD, 1990, University of Washington School of Law; instructor of legal writing; 1994.

Anita Steele; BA, Radcliffe College; JD, University of Virginia Law School; MLL, 1972, University of Washington; director of law library; professor of law; 1972.

John Strait; BA, University of California, Davis; JD, 1969, Yale Law School; associate professor of law; 1974.

Kellye Y. Testy; BA, Indiana University; JD, 1991, Indiana University School of Law; assistant professor of law; 1992.

Geoffrey R. Watson; BA, Yale University; JD, 1986, Harvard Law School; associate professor of law; 1991.

John Weaver; AB, Dartmouth College; JD, 1969, University of Michigan Law School; professor of law; 1972.

Kenneth Wing; BA, University of California, Santa Cruz; JD, Harvard Law School; MPH, 1972, Harvard School of Public Health; professor of law; 1990.

Ramona L. Witt; BA, University of Texas; JD, 1991, University of Puget Sound (now Seattle University) School of Law; instructor of legal writing; 1994.

Jennifer Zavatsky; BA, University of Washington; JD, 1988, University of Washington School of Law; instructor of legal writing; 1992.



# SCHOOL OF NURSING

Luth M. Tenorio, PhD, Dean  
Janet Claypool, MN, Associate Dean

## Degree Offered

- Master of Science in Nursing (MSN)

Graduate Program Director: Janet Quillian, DR., PH, FNP, CS  
Phone: (206) 296-2632

## Community Health Clinical Nurse Specialist Among Vulnerable Populations

49-50 Credits Minimum

Seattle University is pleased to offer graduate study leading to the master of science in nursing degree (MSN) with a focus on nursing care of vulnerable populations. The program provides experienced professional nurses with the knowledge and skills needed to thrive in a rapidly changing health care environment that demands new and innovative approaches to nursing and health care delivery. Graduates are prepared for advanced practice nursing as a clinical nurse specialist in community health.

## Why Graduate Study in Nursing?

Today's complex and ever-changing health care environment requires that nurses have advanced practice nursing knowledge and skills. Graduate study offers the opportunity to deepen knowledge of clinical phenomena, develop new perspectives of old dilemmas, and take on new roles within the health care system. Nurses prepared at the graduate level have available to them a variety of career options.

## Why Choose Seattle University?

As educators in the Jesuit tradition, the graduate nursing faculty at Seattle University is committed to creating a learning environment that fosters intellectual curiosity and freedom to examine diverse ideas and values.

The MSN program at Seattle University is grounded in the Jesuit ideals of teaching, service, education for values, and growth of persons. Graduate faculty members are doctorally prepared, clinically experienced nurses who are also expert teachers. The curriculum focuses on care of vulnerable clients which actualizes the Jesuit commitment to service. Values-based education emphasizes the ethical, moral, and spiritual dimensions of nursing care. Attention to individual student strengths and needs produces graduates who are knowledgeable, skilled, and confident in their ability to effect change.

The program is designed for working professional nurses. Part- and full-time study is available. Classes are scheduled on Friday evenings and Saturdays every two weeks.

## What are the Special Features of the Nursing Program?

Students bring their basic educational preparation and previous clinical experience to the classroom as the foundation for learning. Exploration of nursing theory and education in research methods lead to new knowledge and alternative perspectives that can be applied to clinical practice and health care delivery system problems. The scholarly project or thesis is an opportunity to critically examine current practice, develop innovative ideas and approaches, or generate new knowledge through research.

## Program Degree Requirements

The MSN requires successful completion of a minimum of 49-50 credits of course work. Total credits include two to three credits of electives, and a scholarly project or thesis. This is a two-year, part-time program, although full-time study is possible. The program must be completed within a six-year period.

## Program Objectives

- Synthesize knowledge from nursing and related disciplines for advanced practice nursing.
- Use problem solving strategies to provide care and to enable groups of clients to manage and cope with alterations in health or to attain higher levels of wellness.
- Embody values essential to the advanced practice of nursing.
- Evaluate one's beliefs, values and ways of knowing to foster personal growth and professional practice.
- Analyze health care systems and policies that influence health care for vulnerable populations.
- Practice advanced nursing roles in collaboration with clients, health professionals, and community organizations to ensure quality care.
- Advance the health of vulnerable populations through scholarship, leadership, and delivery of quality nursing care.

## Admission Requirements

- Bachelor's degree in nursing from a National League for Nursing (NLN) accredited program
- A 3.00 minimum undergraduate grade point average (GPA). Individuals who have less than a 3.00 GPA may be considered, given evidence of other accomplishments
- Graduate Record Exam (GRE). Test scores must be no more than five years old.
- Two recommendations written by individuals who are able to evaluate nursing practice performance and academic potential (at least one from a person who can comment on the applicant's academic and clinical abilities)  
**NOTE: Recommendation forms and envelopes are provided.**
- A résumé indicating professional experience. Two years of clinical nursing experience is preferred.
- A one or two-page statement describing professional and personal goals and reasons for choosing this MSN program

## Prerequisites prior to enrollment:

Satisfactory completion (grade of C or better) of the following undergraduate courses:

- An undergraduate research course
- An undergraduate statistics course that includes descriptive/inferential statistics with computer application

Evidence of the following must be provided to the School of Nursing prior to enrollment:

- Washington RN licensure
- Professional liability insurance

- Current immunizations required in clinical sites, and other Occupational Safety and Health Administration (OSHA) and state requirements. A list of all requirements will be sent after admission to the program.

### *School of Nursing*

The Seattle University School of Nursing is proud to add the MSN program to complement its fully accredited undergraduate program. The School of Nursing has a long tradition of excellence in nursing education. Graduates are known for their commitment to humanistic values, holistic approach to nursing care, and service to the community.

Graduate faculty members come from diverse backgrounds and have a variety of clinical and scholarly interests. The school and campus atmosphere fosters creativity and encourages exploration of all avenues of intellectual inquiry. The university is located in the heart of Seattle, in close proximity to the populations that are the focus of the MSN program and the health care resources that serve them.

## Nursing Graduate Courses

### *Required Graduate Courses*

- N 501 Advanced Health Assessment and Health Promotion ..... 4 credits**  
Theoretical principles of health assessment and health promotion throughout the life cycle. Emphasis is given to Healthy Year 2000 objectives and use of assessment tools across diverse areas. Seminar and clinical practicum are used as learning experiences. Prerequisites: N 503, N 504
- N 502 Nursing Care of Vulnerable Populations... 3 credits**  
Identification of vulnerable populations and analysis of the multiple factors contributing to their health deficits. Examination of nursing strategies to promote wellness with families and communities/populations.
- N 503 Human Responses to Health Alterations .. 3 credits**  
Examination of physical, behavioral, emotional and spiritual responses to pathophysiological and psychosocial events that promote or hinder wellness. Emphasis on proposed interrelationships between mind and body in determining human responses. Application of concepts and models to clients in clinical community settings. Prerequisites: N 502, N 514
- N 504 Concepts and Theories in Nursing ..... 3 credits**  
Seminar examining the purpose, evolution and history of concepts and theories that are central to nursing. Analysis of the role of relevant theories and concepts in guiding current and future nursing practice. Prerequisites: N 502, N 514
- N 505 Nursing Interventions Among Vulnerable Populations ..... 3 credits**  
Analysis of theoretical and empirical rationale for physiological, cognitive-behavioral, sociocultural and environmental nursing interventions. Emphasis on interventions for vulnerable families and communities/populations. Processes and outcomes of interventions are systematically examined. Prerequisites: N 501, N 508
- N 507 Advanced Practice in Community Health I ..... 3 credits**  
Study, analysis and application of nursing theories and frameworks as they apply to a community health clinical nurse specialist working among families and communities/populations. Seminar, clinical conferences, and clinical experiences will allow the integration of theory, concepts, and research. Prerequisites: N 501, N 508

### **N 508 Foundations of Community**

**Health Nursing ..... 3 credits**  
Explores concepts, theories and research findings relevant to community health nursing. Investigations of the structural goals of community health, community assessment and community diagnosis as they apply to the identification of problems among families and communities/populations will be examined. General principles will be applied to specific vulnerable populations. Prerequisites: N 503, N 504

### **N 509 Roles and Functions of a**

**Clinical Nurse Specialist ..... 3 credits**  
Investigation of the roles and functions of a clinical nurse specialist in the community. Emphasis will be given towards discovering strategies for promoting role development and the application of principles pertaining to role functions. Seminar and clinical practicum are utilized as learning experiences. Prerequisites: N 505, N 507

### **N 510 Ethical Considerations in**

**Nursing Practice ..... 3 credits**  
Examination of ethical issues that influence advanced nursing practice. Focus topics include: the concept of caring as a framework for nursing; gender issues that influence nursing practice; ethical decision making in clinical practice. N 505, N 507 or consent of instructor

### **N 512 Health Policy in Nursing ..... 3 credits**

Examination of the legal, political, socioeconomic and ethical considerations of health policy development. Evaluation of health policy changes needed to meet health objectives for the 21st century. Investigation of the nursing role in resource management and strategic planning related to health care delivery. Prerequisite: N 509, N 510 or consent of instructor

### **N 514 Research in Nursing ..... 3 credits**

Examination of the evolution of nursing research. Exploration of research methods, including qualitative and quantitative research methodologies and outcomes research. Development of question for either scholarly project or thesis. Prerequisite: Undergraduate research course and basic statistics course

### **N 516 Principles of Nursing Leadership and**

**Management ..... 3 credits**  
Examination of selected organizational and leadership theories and management strategies applicable to advanced practice nursing. Examination of current issues and trends. Emphasis on specific topics of group dynamics, change theory and conflict resolution. Analysis of program design. Prerequisites: N 509, N 510, or consent of instructor

### **N 517 Management Analysis in**

**Health Care Systems ..... 4 credits**  
Application or management and microeconomics principles for planning, control, and decision making in the health care programs. Introduction of management concepts, financial concepts, financial management, and cost accounting as they apply to health services. Analysis of cost, quality, and outcomes as factors in the development and evaluation of health care programs for selected populations within a community. Prerequisites: N 512, N 516 or consent of instructor

### **N 519 Advanced Practice in Community**

**Health II ..... 4 credits**  
Advanced practice nursing among vulnerable families and communities/populations. Emphasis on integrating of community health clinical nurse specialist roles of clinician, consultant, collaborator, educator, and researcher. Seminars, clinical conferences and clinical experiences provide opportunities to integrate theory, concepts and research with synthesization of role components. Prerequisites: N 512, N 516, N 517

**N 595 Development of a Thesis Proposal ..... 3 credits**  
Development and refinement of the thesis proposal. The course is completed when the proposal is approved by the thesis adviser.

**N 599 Scholarly Project ..... 3 credits**  
Refinement and execution of a scholarly project that makes a significant contribution to nursing practice or science. Project culminates in a scholarly project or paper that meets predetermined standards established in collaboration with at least one graduate faculty member. Prerequisites: N 512, N 516 (Course may be repeated until project is finished.)

### *Nursing Electives*

**N 532 Nursing Care of Culturally**

**Diverse Communities ..... 3 credits**  
Examination of concepts critical to the experience of minority ethnic groups. In-depth study of the health attitudes and beliefs of selected minority groups in Washington state. Analysis of the micro and macro issues influencing the implementation of sensitive, skillful nursing care for clients from minority ethnic backgrounds.

**N 596, 597, 598 Independent Study ..... 1 to 5 credits**

## Nursing Graduate Faculty

Kathryn Anderson; PhD, University of Washington, 1993

Bridget Carney, PhD, Graduate Theological Union, 1993

Mary Ersek, PhD, University of Washington, 1991

Michael Kennedy, PhD, University of Washington, 1994

Constance Nakao, PhD, University of Washington, 1987

Maureen Nyland, PhD, University of Washington, 1986

Jane Peterson, PhD, University of Washington, 1981

Janet Quillian, Dr, PH, University of Texas, 1982–Director

Toni Vezeau, PhD, University of Colorado, 1992

Joyce Zerwekh; EdD, Seattle University, 1990



60 Public Service, Institute of  
**INSTITUTE OF PUBLIC SERVICE**

*John Collins, PhD, Director*

*Degrees Offered*

- Master of Public Administration (MPA)  
54 Credits
- Executive Master of Not-for-Profit Leadership (MNPL)  
45 Credits

*Mission of the Institute of Public Service*

The mission of the institute is to educate a variety of students for leadership in public and non-profit service through the values and ethics the university instills and through professional training.

**Public Administration**

*Graduate Program Coordinator: Deanna Fryhle*  
(206) 296-5440

*Effective Public Management*

The Master of Public Administration (MPA) degree has been designed for the in-service student who holds or seeks a managerial or professional position in a public or independent sector organization. Its courses blend theory and practice, providing students with the analytic capacity and the understanding of organizations and policy that are essential to effective public management. Courses are offered only in evening or weekend formats to meet the needs of working professionals.

Typical students are in their mid-30s with considerable professional experience and working full-time in a career position in the government, non-profit, or private sector. Students bring their own rich professional and life experiences to class, which provide examples of the course materials as well as learning opportunities for other students.

The faculty members have extensive public sector experience, which complements their academic qualifications. They maintain regular contact with the practice of public administration through research, consulting, professional associations and community service projects. The program has an outstanding adjunct faculty, composed of professionals in the field who also have classroom experience.

*Admission Requirements*

Students seeking admission to graduate studies in public administration should contact the MPA coordinator or the Institute of Public Service (IPS) director. A letter of intent and two letters of recommendation are required, as well as transcripts of all post-secondary education.

*MPA Degree Requirements*

The MPA requires the completion of 54 credits. The degree includes 13 required three-credit classes (39 credits). The remaining 15 credits are electives designed to enrich understanding of particular aspects of public service, and may include graduate courses taken in other departments. Electives have dealt with such topics as the non-profit sector, legislative process, local government, management of change, health care policy, labor law, strategic management, and collective bargaining.

The MPA core prepares students with an understanding of the political, legal, and economic environments of public sector administration. Students learn the differences between profit-seeking and public serving missions, and the central importance of ethical and moral expectations for those serving the public. Core courses teach analytical and

interpersonal skills and abilities required to manage and lead public sector organizations. Topics include organization behavior and theories for management, financial and performance information systems, research techniques, policy making and policy analysis, public sector finance, the legal environment, and public sector ethics.

Throughout the curriculum emphasis is placed on practicing and improving oral and written communication skills and applying computer skills. The curriculum is designed in conformity with the standards established by the National Association of Schools of Public Affairs and Administration and reflects both the mission of Seattle University and the program's experience in offering the MPA degree for two decades.

*MPA Curriculum*

- 13 courses are required for the MPA degree.
  - PUB 501 Foundations of Public Administration
  - PUB 511 Bureaucratic Organization
  - PUB 512 Policy Formation and Implementation
  - PUB 521 Organizational Behavior
  - PUB 522 Human Resource Management
  - PUB 530 Management Analysis and Control
  - PUB 531 Public Budgeting
  - PUB 540 Policy and Program Research
  - PUB 541 Policy Analysis
  - PUB 570 Economic Analysis
  - PUB 571 Government Finance
  - PUB 572 Administrative Law
  - PUB 590 Prospectives in Public Service

- 15 elective credits may be selected from among regular IPS electives, special topics courses, internships and independent study, or graduate courses in other university programs. Internships may be taken after two quarters in residence for students who desire work experience in government or non-profit agencies. Independent study projects allow students to pursue areas of individual interest under faculty guidance.

*Student Services*

MPA faculty and staff members strive to develop an individual relationship with each student. This is expressed in the advising process, student-faculty interaction both in and out of the classroom, and the assistance provided by the administrative staff.

Faculty, staff, and advisory board members assist students formally and informally in their search for both internships and career positions, as does the university's career development center. The community leadership mentor program, established by the institute in 1993, links individual students with experienced administrators.

**Public Administration Graduate Courses**

**PUB 501 Foundations of Public Administration ..... 3 credits**  
Foundations of the practice of public administration, including key current and future issues, basic concepts, intellectual history, changing scope and role of governments in American society, role of the non-profit sector in policy implementation, cross-national comparisons of governmental roles and political cultures, leadership roles of administrators in government, administrative responsiveness and accountability, and ethical analysis, analysis and review of writing skills, and review of library research skills for administrators. To be taken first or second quarter  
Required

**PUB 511 Bureaucratic Organizations ..... 3 credits**  
Structure and characteristics of bureaucratic organization, with emphasis on large public and independent sector agencies. Development of descriptive model of the behavior of such organizations. Sources of dysfunction. The critical role of formal and informal rules; proofs of Parkinson's Law and the Peter Principle. Required

**PUB 512 Policy Formation Implementation ..... 3 credits**  
How issues become public policies and public programs. Interplay of executive, legislative and judicial branches. Role of special interests. Influence of public bureaucracies upon policy during formation and implementation stages. Role of intergovernmental administration in policy implementation. Ethical issues in policy formation. Required

**PUB 521 Organizational Behavior ..... 3 credits**  
Leadership in public and non-profit organizations. The manager's job as leader in decision making, conflict regulating, team building and visioning. Individual behavior in organizations. Required

**PUB 522 Human Resource Management ..... 3 credits**  
Role of organizational human resource management in public and non-profit organizations, addressing topics of strategic human resource planning, legal environments, labor relations, job analysis, recruitment and selection, training, performance appraisal and employee productivity, compensation, and organizational exit. Required. Prerequisite: PUB 521

**PUB 530 Management Analysis and Control ..... 3 credits**  
Management control in public and non-profit organizations, including: terminology and principles of financial accounting, analysis of financial statements; responsibility and program structure; audit responsibility; cost accounting and pricing. Emphasis upon student analysis of management systems within contemporary organizations. Required

**PUB 531 Public Budgeting ..... 3 credits**  
The role of budgeting, including purpose, type and use; capital budgeting, bonding and debt management; planning, programming and performance analysis. Required. Prerequisite: PUB 530

**PUB 540 Policy and Program Research ..... 3 credits**  
Research design for public decision making. Specification of questions to guide inquiry; basis for causal inference; acquisition of quantitative data; reliability and validity issues; descriptive statistics; and the logic of statistics. Required

**PUB 541 Policy Analysis ..... 3 credits**  
Systematic analysis of logical and prescriptive quantitative techniques for public policy analysis and decision making. Emphasis is on conceptualization and interpretation. Topics include modeling decisions, uncertainty and probability, conflicting objectives, and risk preferences. Required. Prerequisite: PUB 540

**PUB 562 Oral Communication for Administrators.. 3 credits**  
Oral communications within the context of the contemporary organization. Some theory, but emphasis will be on performance. Differentiated assignments according to the needs and professional applications of individual students. Elective

**PUB 570 Economic Analysis ..... 3 credits**  
Focus on the development of economic models, and upon the application of models to issues of public policy and management. Concepts of production, cost, supply, demand, market analysis, welfare, employment theory and stabilization policy. Required

**PUB 571 Government Finance ..... 3 credits**  
Revenues, expenditures and debt of federal, state and local governments; economic theories; constitutional limitations; government finance as means of social reform. Required. Prerequisite: PUB 570 or equivalent

**PUB 572 Administrative Law ..... 3 credits**  
An understanding of the central components of the regulatory process; rule-making, investigation and adjudication. Constitutional framework and statutory analysis. Liability of governmental units and officials. Legal research. Required

**PUB 581 Labor Law and Collective Bargaining.... 3 credits**  
History and analysis of legislation and court intervention in labor relations. Organization, bargaining and grievance systems. Simulations to gain experience. Elective

**PUB 585 Management of Change ..... 3 credits**  
A course on the future: forecasting methods, trends, scenarios. Discussions of change processes (diffusion, revolution, attitude change) and methods of responding. Elective

**PUB 590 Prospectives in the Public Service ..... 3 credits**  
Examination of critical issues in public administration in the context of the theory presented in the MPA Required. Includes term project in which the student integrates the material from other courses to the analysis of a contemporary problem. Prerequisites: At least 36 credit hours of previous course work. 30 credit hours must be in required areas of study. Required capstone course

**PUB 591 Special Topics ..... 1 to 5 credits**  
**PUB 592 Special Topics ..... 1 to 5 credits**  
**PUB 593 Special Topics ..... 1 to 5 credits**  
**PUB 595 Internship ..... 1 to 6 credits**  
**PUB 596 Independent Study (S/NC) ..... 1 to 5 credits**  
**PUB 597 Independent Study (S/NC) ..... 1 to 5 credits**  
**PUB 598 Independent Study (graded) ..... 1 to 5 credits**

## Not-For-Profit Leadership

*Mary Stewart Hall, PhD*

(206) 296-5440

### *Degree Offered*

■ Master of Not-For-Profit Leadership (MNPL)  
45 credits

### *Designed for Working Professionals*

This is the first executive graduate degree program in the country developed specifically for those who head not-for-profit organizations. As an executive degree, the program offers opportunities to network with and learn from experienced peers while also working with a distinguished mix of instructors drawn from the IPS faculty, practitioners and training professionals.

It is now recognized that effective not-for-profit executives must have the leadership skills that inspire others to voluntary action while also possessing the management abilities expected in government and business. The program has a unique curriculum designed to teach the core competencies that empirical research has shown are expected of the best non-profit executives. While courses will teach the latest manage-

ment and leadership theory, content will emphasize practical application. Course work is intended to build on the base of experience that students will bring with them to the classroom.

All courses are scheduled in the evenings or on weekends, with the exception of a two-week, full-time intensive course period each August during summer intersession.

### Student Services

All program participants have the opportunity to meet with a wide variety of the region's not-for-profit and grantmaking leaders. Personal mentoring is also provided by a diverse visiting committee. Graduates have access to job placement services and are invited to continue their association with the program through an alumni organization.

### Admission Requirements

The NPL program is oriented toward those who currently are not-for-profit executives or who expect to be in such positions within three years of completing the program. Students will be selected from:

- Those already employed in not-for-profit and philanthropic organizations who have at least two years in middle to upper management;
- Those with comparable experience in business, government and the professions who wish to prepare for a career shift to the non-profit sector, or;
- Individuals with four years of experience in leadership positions on non-profit boards who now desire employment as a not-for-profit executive.

All applicants must have:

- a bachelor's degree from a regionally accredited institution.
- a 3.00 grade point average (GPA). In special cases those with less than a 3.00 GPA may be admitted on a probationary status.
- a recommendation from the applicant's employer.

Upon acceptance of an offer of candidacy in the program, students must pay a \$250 non-refundable deposit which is applied toward tuition for the first term of classes.

### NPL Degree Requirements

The NPL program requires 45 quarter credits taught through 10 courses offered over 16 months. Six of these courses must be taken by all students. Some flexibility may be shown with the other four courses depending on a student's level of proficiency in the subject. Electives and/or transferred credits may be substituted if approved by the department and the graduate school dean. The final required course allows each student to pursue in-depth research on a subject of personal interest.

A class of 20 to 25 students is admitted each year and this cohort proceeds through the program together in order to provide more opportunities to learn from each other.

Upon acceptance into the program, students are asked to collect assessments from their employers on their current abilities in the core competencies found in the most effective not-for-profit executives. This information is used to guide each student during their course work. A similar profile reflecting skill levels at the end of the program will be coupled with a plan for each student's future professional and personal development.

### Typical Program Schedule

Year	Summer	Intersession	Fall	Winter	Spring
1		NPL 515* NPL 525*	NPL 535*	NPL 536*	NPL 537*
2	NPL 545 NPL 551	NPL 546	NPL 552 NPL 560*		

\*Classes required of all students

### Not For Profit Leadership Courses

#### NPL 515 Fundamentals of

#### the Not-For-Profit Sector ..... 3 credits

The role of not-for-profit organizations, their history, traditions, values, ethics, legal, tax and economic basis and emerging issues facing the sector. Required

#### NPL 525 Leadership and Interpersonal Behavior for

#### Not-For-Profit Executives ..... 6 credits

Theoretical and applied knowledge about concepts of leadership, leadership styles and situations, communication skills, techniques of inspiration and motivation, conflict resolution, negotiating and building consensus, coping with change, and fostering innovation. This class will include two weeks of full-time study. Required

#### NPL 535 Not-For-Profit Management I:

#### Planning and Evaluation ..... 6 credits

Understanding the environment in which the organization operates, identifying and clarifying mission, translating mission into organizational and programmatic plans and developing and using information flows to provide management control and performance and effectiveness evaluation. Required

#### NPL 536 Not-For-Profit Management II:

#### Budgeting and Finance ..... 6 credits

Effective ways to budget financial resources for both capital and operating needs, to manage the expenditure of financial resources, establish financial controls and reporting processes, determine appropriate pricing mechanisms for the sale of services, and negotiate contracts. Required

#### NPL 537 Not-For-Profit Management III:

#### Boards, Volunteers, and Staff ..... 6 credits

Organizing and leading people to ensure effective governance and implementation of the organization's mission and programs. Selecting, building, and managing a work force, developing and working with a board, recruiting and managing volunteers, and developing and managing diverse organizations. Required

#### NPL 545 Not-For-Profit Marketing and

#### Public Relations ..... 3 credits

Marketing an organization's image, mission, and services, developing and implementing a public relations strategy, working with the media, and tying these functions to the ability of the organization to attract financial support. Required

#### NPL 546 Resource Development for

#### Not-For-Profit Organizations ..... 6 credits

Understanding different types of resources and techniques for obtaining support, creating a comprehensive resource plan, fundraising proposal writing, personal solicitation, grant negotiations, funding partnerships, methods for establishing the support and reporting systems essential to successful resource development. This class will include two weeks of full-time study. Required



**NPL 551 Not-For-Profit Quality Improvement ..... 3 credits**

Total quality concepts, tools and applications in a not-for-profit setting, the role of the executive director in quality management, the technology useful for defining customers, and determining the means to satisfy their needs and expectations. Required

**NPL 552 Public Policy and Advocacy in a Not-For-Profit Context ..... 3 credits**

The dynamics of interdependence between not-for-profit organizations, government, and business, different approaches for establishing and maintaining productive relationships, building constituencies and campaigns to affect public policy and representing the interests of the organization and their customers. Required

**NPL 560 Summary Project ..... 3 credits**

Independent research analyzing and proposing resolution to a significant leadership issue, or management problem in the student's not-for-profit organization or that of a mentor. Required

**Institute Faculty**

Norward Brooks; BS, Southern University; MBA, Seattle University; PhD, 1989, University of Washington; visiting professor of public budgeting; 1994.

John N. Collins; BA, University of Washington; MA, PhD, 1967, Northwestern University; director; professor of management control systems, program evaluation, policy implementation, and research methods; 1992.

Mary Stewart Hall; BS, MA, PhD, University of Oregon; SEP, 1985, Stanford; assistant director; professor of not-for-profit fundamentals, human resources management, research; 1995.

James B. Hogan; AB, Long Beach State; MA, University of California at Los Angeles; PhD, 1970, Cornell University; coordinator, undergraduate public administration program; professor of political science, urban policy, and issues in affordable housing; 1976.

James E. Sawyer; BS, Weber State College; PhD, 1975, University of Utah; associate professor of political science and economics, management control theory, government finance and economic policy; 1977.

Barbara M. Yates; BA, College of Wooster; MA, PhD, 1969, University of Michigan; chair of economics and finance; professor of economics and government finance; 1970.

# SCHOOL OF SCIENCE AND ENGINEERING

*Kathleen Mailer, PhD, Dean*

*Patricia D. Daniels, PE, PhD, Associate Dean*

## *Degree Offered*

- Master of Software Engineering (MSE)  
45 Credits

## Software Engineering

*Graduate Program Director: John D. Woolley, PhD*

*Phone: (206) 296-5510*

### *A Program for Working Professionals*

The master of software engineering (MSE) program at Seattle University addresses the needs of working professionals. All classes are offered in the evenings. The program builds on the computing experience of its students by providing course work on a number of topics, with an emphasis on teamwork and a disciplined approach to problem solving. We offer a balanced core curriculum of technical and managerial courses, and a wide variety of electives to address areas of personal interest. Principles and techniques learned throughout the program are integrated into a year-long software project as the capstone experience.

Seattle University has long been a leader in software engineering education. It established its pioneering MSE program in 1979, and awarded the world's first degree in 1982.

Our graduate faculty have extensive industrial experience as well as strong academic credentials and our curriculum has been shaped by close contacts with local industry. This ensures that courses are relevant to the workplace and that projects are tailored to the needs of our students.

### *Admission Requirements*

- Bachelor's degree, preferably in computer science or a related quantitative discipline, earned at a regionally accredited school
- Two years of experience in software development or maintenance
- Working knowledge of at least one general-purpose programming language such as Ada, C, Modula-2, or Pascal
- Graduate Record Exam (GRE) General Test scores from within the past five years. The Subject Test in Computer Science is optional.
- Demonstrated competence in (1) discrete mathematics and (2) data structures and algorithms. Proof of competence may be furnished by the student's academic record, or satisfactory performance on the GRE Subject Test in Computer Science. This requirement may be waived, but students so admitted must complete SE 502 and SE 500 (or their equivalent) with a grade of B or better.

### **Application Procedures**

All applicants meeting requirements are admitted to the MSE program in the fall quarter. Applicants required to take SE 502 are admitted in the summer quarter and must register for the summer offering of the course.

### **Degree Requirements**

Minimum requirements for the degree are 45 credits. These include 21 hours of required core courses, 15 hours of elective courses, and nine hours of software engineering project. The foundation courses, SE 500 and SE 502, do not count toward the 45 credit hours. The specified elective SE 504 must be taken unless waived by the department. All degree

requirements must be completed within six years after course work has begun.

### **Foundation Courses**

For students who need to gain competence in discrete mathematics, completion of SE 502 or its equivalent with a grade of B or better is a prerequisite to all other software engineering courses except SE 500.

For students who need to gain competence in data structures and algorithms, completion of SE 500 or its equivalent, with a grade of B or better, is required as a prerequisite to all other software engineering courses except SE 502, and with the permission of the department, SE 508, SE 510, SE 512 and SE 531.

Credit for SE 500 and SE 502 cannot be counted toward the 45 hours required for graduation.

### **Core Courses**

Completion of the core courses SE 508, SE 510, SE 512, SE 514, SE 516, SE 518 and SE 531 is required.

### **Elective Courses**

Unless otherwise indicated at the time of offering, any regularly scheduled graduate course in software engineering other than the foundation courses, the core courses and the software engineering project courses may be used to satisfy the elective course requirement. In addition, SE 596, SE 597 and SE 598 and up to six hours of graduate-level courses from other departments, especially selected courses from the MBA program at Seattle University, are acceptable as electives with the permission of the department.

### **Specified Elective Course**

Completion of the specified elective SE 504 Computer Architecture and Operating Systems is required unless waived. SE 504 may be waived, at the discretion of the department, on the basis of satisfactory performance on the GRE subject test in computer science or prior satisfactory completion of CSC 251 Introduction to Computer Organization, CSC 252 Computer Systems and Assembly Language and CSC 340 Operating Systems, or equivalent course work.

### **Software Engineering Project**

Satisfactory performance in the three-quarter software engineering project sequence (SE 585, SE 586 and SE 587) is required of all MSE students. Students are grouped into teams which complete a software project. Students who obtain a grade of C- or below in any quarter must repeat the project sequence.

Part-time students are advised to avoid taking any courses concurrent with SE 585 and SE 586. These students may take at most one course concurrent with SE 585 and SE 586 and may not take any course concurrent with SE 587.

Full-time students may take at most two courses concurrent with SE 585 and SE 586 and one course concurrent with SE 587.

Students are encouraged not to begin the software engineering project sequence unless SE 587 will be their final course in the program.

These projects are sponsored and directed by Seattle University, and as such, all products and technologies that may be developed as part of these projects become the exclusive property of Seattle University. In some cases, outside agencies may provide material or financial support for projects through specific contractual arrangements with the university. These contractual arrangements may provide some alternative allocation of property rights between Seattle University and the outside agency.

*Typical Program Schedule*

**Standard three-year track:**

	Summer	Fall	Winter	Spring
Year 1		SE 508 SE 510	SE 531 SE 512	SE 516 SE 514
Year 2		SE 518 elective	elective elective	elective elective
Year 3		SE 585	SE 586	SE 587

**Standard three-year track with SE 500, SE 502 and SE 504 required:**

	Summer	Fall	Winter	Spring
Year 1	SE 502	SE 508 SE 510	SE 500 SE 512	SE 504 SE 514
Year 2		elective elective	SE 531 elective	SE 516 elective
Year 3		SE 585 SE 518	SE 586	SE 587

**Full-time two-year track:**

	Summer	Fall	Winter	Spring
Year 1		SE 508 SE 510	SE 531 SE 512	SE 516 SE 514
Year 2		elective SE 585 SE 518	elective SE 586	elective SE 587 elective

**Software Engineering Graduate Courses**

*Foundation Courses*

Support courses that must be taken unless waived by the department. Not counted toward MSE credit.

**SE 500 Data Structures and Algorithms ..... 3 credits**  
Lists, stacks, queues, trees and graphs. Analysis and design of algorithms. Sorting and other applications. Must be taken if not waived by the department. (winter)

**SE 502 Discrete Mathematics for Software Engineers ..... 3 credits**  
Mathematical logic, sets, graph theory, functions, relations, recursion, computability and proof of correctness. Must be taken if not waived by the department. (summer)

*Core Courses*

(Courses required for the MSE degree)

**SE 508 Technical Communication ..... 3 credits**  
The role of communication skills in software engineering. Organizing ideas. Writing. Speaking. Structure and content of manuals and other software documentation. (fall)

**SE 510 Software Systems Analysis ..... 3 credits**  
Systems requirements analysis and specification methodologies, tools and techniques, including structured analysis and object oriented analysis. Prerequisite or corequisite: SE 508 (fall)

**SE 512 Software Design Methodology ..... 3 credits**  
Software system design methodologies, tools and techniques, including structured design and object-oriented design. Prerequisite: SE 510 (winter)

**SE 514 Programming Methodology ..... 3 credits**  
Software implementation methodologies, tools and techniques. Programming language capabilities. Structured programming and object-oriented programming. Prerequisite: SE 512 (spring)

**SE 516 Software Quality Assurance ..... 3 credits**  
Managerial and technical aspects of verification, validation and quality assurance. Theory of testing. Prerequisite: SE 531 (spring)

**SE 518 Software Metrics ..... 3 credits**  
Quantitative approach to software engineering and management. Metrics and tools to evaluate, control and estimate the software life cycle. Reliability, size, quality and complexity measures. Prerequisite: SE 531 (fall)

**SE 531 Software Project Management ..... 3 credits**  
Organizational context of software development. Analysis of life cycle phases. Scheduling and budgeting techniques. Management, planning and control techniques. Personnel development and utilization. Prerequisite: SE 508 (winter)

*Specified Elective Course*

(Required unless waived by the department)

**SE 504 Survey of Computer Architecture and Operating Systems ..... 3 credits**  
A survey of the following topics: Digital logic design and computer hardware organization. Operating system services including file systems, task and I/O scheduling, memory management, virtual memory and concurrency. Must be taken as an elective if not waived by the department. (spring)

*Elective Courses*

(Offerings based on student interest/faculty availability)

**SE 506 Programming Language Structure and Translation ..... 3 credits**  
Syntax and semantics of programming languages. Parsing, code generation and code optimization.

**SE 533 Software Contracting ..... 3 credits**  
The software procurement environment, contract law and the fundamentals of negotiation. Specification and control of product and process. Prerequisite: SE 531

**SE 541 Database Systems ..... 3 credits**  
Database management techniques. Survey of database management systems: their use, architecture, design, implementation and cost/benefit/performance trade-offs.

**SE 543 Formal Methods in Software Engineering ..... 3 credits**  
Theory of program function and structure. Proof of correctness techniques. Automatic programming. Prerequisite: SE 514

**SE 545 Software Engineering Environments ..... 3 credits**  
Computer-assisted software engineering (CASE). UNIX, Ada and Lisp programming environments.

**SE 546 Object-Oriented Program Development ... 3 credits**  
Tools and techniques for designing and implementing object-oriented software systems. Prerequisite SE 514



**SE 547 Software Engineering in Ada ..... 3 credits**  
An introduction to system development techniques in the Ada environment.

**SE 549 Software Maintenance and Reusability ..... 3 credits**  
Managerial and technical tools and techniques for software maintenance and component reusability. Maintenance metrics.

**SE 551 Distributed and Real Time Systems ..... 3 credits**  
Design and analysis of real time and distributed systems. Hardware and software standards and performance. Prerequisite: waiver or completion of SE 504 foundation requirement

**SE 553 Artificial Intelligence ..... 3 credits**  
Survey of artificial intelligence. Acquisition and representation of knowledge. Search strategies. Classical problems and applications.

**SE 555 Expert Systems and Knowledge Acquisition ..... 3 credits**  
Methodologies, tools and techniques for building and maintaining expert systems. Prerequisite: SE 553

**SE 560 Human-Computer Interaction ..... 3 credits**  
Automation of user processes. Design and implementation of user interfaces. Data presentation techniques. Prerequisite: SE 508

**SE 561 Programming Graphical User Interfaces ..... 3 credits**  
Techniques for implementing graphical user interfaces in a windowed environment.

**SE 562 Data Security and Privacy ..... 3 credits**  
Encryption, database security and implementation of protection schemes in operating systems and programming languages. The legal and ethical aspects of security and privacy. Prerequisite: waiver or completion of SE 504 foundation requirement

**SE 564 Computer Graphics and Image Processing ..... 3 credits**  
Introduction to picture processing: image enhancement and restoration; image compression, segmentation; template matching; and object representation. Fundamentals of computer graphics software construction: curve drawing, contour filling, polygon clipping, and 2-D and 3-D graphic objects transformations.

**SE 565 Machine Vision ..... 3 credits**  
Overview of computer vision: image analysis and pattern recognition; mathematical morphology; conditioning and labeling; arc extraction and segmentation; perspective projection geometry, motion and surface structure from time-varying image sequences. Object modeling and matching. Knowledge-based vision. Prerequisite: SE 564

**SE 591 Special Topics ..... 1 to 3 credits**

**SE 592 Special Topics ..... 1 to 3 credits**

**SE 593 Special Topics ..... 1 to 3 credits**

**SE 596 Independent Study ..... 1 to 3 credits**

**SE 597 Independent Study ..... 1 to 3 credits**

**SE 598 Independent Study ..... 1 to 3 credits**

### *Project Courses*

#### **Required sequence of courses:**

**SE 585 Software Engineering Project 1 ..... 3 credits**

**SE 586 Software Engineering Project 2 ..... 3 credits**

**SE 587 Software Engineering Project ..... 3 credits**

A three-quarter sequence in which students are grouped into teams which undertake a software project utilizing tools and techniques presented in previous courses. The sequence begins in fall and ends spring quarter. Prerequisites: satisfaction of the foundation requirements and completion of the core. SE 518 may be taken concurrently with SE 585.

## Software Engineering Graduate Faculty

Adair Dingle, BS, Duke; MS, Northwestern University; PhD, University of Texas at Dallas; assistant professor of computer science and software engineering; 1995.

Garry R. Kampen; BA, Carleton College; MA, University of Michigan; PhD, 1973, University of Washington; associate professor of computer science and software engineering; 1985.

Peter D. Mark; AB, Harvard College; MS, Cornell University; PhD, 1993, University of Oregon; assistant professor of computer science and software engineering; 1993.

Everaldo E. Mills; BS, acting chair, Computer Science and Software Engineering Department; University of Nebraska; MS, PhD, 1972, Washington State University; associate professor of computer science and software engineering; 1983.

Ihsin T. Phillips; BS, MS, PhD, 1984, University of Maryland; associate professor of computer science and software engineering; 1985.

Mitchell Spector; BS, John Carroll University; PhD, 1976, Massachusetts Institute of Technology; associate professor of computer science and software engineering; 1986.

David A. Umphress; BS, Angelo State University; MCS, PhD, 1987, Texas A&M University; associate professor of computer science and software engineering; 1993.

Mohan Vanmane; BSE, Bangalore University; MS, 1986, New Jersey Institute of Technology; instructor of computer science; 1986.

Carol Zander; BS, San Diego University; MS, University of Colorado; MS, 1986, Colorado State University; instructor of computer science; 1989.

# INSTITUTE FOR THEOLOGICAL STUDIES

Loretta K. Jancoski, PhD, Director

## Degrees Offered

- Master of Arts in Pastoral Studies (MAPS)  
*48 credits with concentrations in ecclesial ministry, foundations in spirituality, ministry with aging, religious education, and sacred universe.*
- Master of Arts in Transforming Spirituality (MATS)  
*72 credits with specializations in studies in spirituality and spiritual direction.*
- Master of Divinity (MDiv)  
*115 credits*
- Post-Master's Certificate in Transforming Spirituality  
*27 credits*
- Post-Baccalaureate Certificate in Sacred Universe  
*10 credits*

## Degree Components

Each degree is rooted in the conviction that ministers and educators serve more effectively when they combine personal and professional growth with a Gospel vision of service to the community. Each degree integrates three major components:

- Academic foundation in scripture and theology
- Development of pastoral skills
- Personal and pastoral spiritual formation

## Unique Collaboration

The Archdiocese of Seattle and Seattle University share a commitment to serve the education and formation needs of the Church. Through the unique collaboration between the two, the Institute for Theological Studies (ITS) invites lay people and ordained ministers to enter into disciplined, developmental and holistic education in preparation for service.

## Admission Requirements for All Degrees

Admission is selective, and candidates are evaluated on their individual merits, rather than a comparative basis.

- A bachelor's degree from a regionally accredited institution with:
  - A liberal arts background which best prepares a person for the thinking and writing skills required
  - Two undergraduate courses in theology or equivalent
  - A 2.75 GPA (International students must have a 3.00 GPA)
- Two recommendations, one from an employer/supervisor in your ministry/work place and one from a person familiar with your religious/spiritual development. NOTE: Recommendation forms and envelopes are provided.
- An autobiographical statement
- Two years of experience in some form of education, ministry, or service as a professional or volunteer
- A personal interview with a member of the Institute of Theological Studies admissions committee.

## Additional Admission Requirements for Master of Arts in Transforming Spirituality and Master of Divinity

### Admission with a MAPS degree or equivalent

- Program recommendation
- MAPS, MM, MRE, or MPM degree earned at Seattle University, or a master's degree deemed comparable to one of these degrees earned at an institution with regional or ATS accreditation
- Satisfactory demonstration of competencies of MAPS
- Recommendation of the review committee

### Admission with some graduate work from other institutions

- The admission criteria listed under MAPS
- The attainment of the competencies of MAPS
- Ordinarily, no more than 17 graduate credits in theology or ministry will be counted for advanced standing toward the MATS and no more than 24 toward the MDiv degree.
- Recommendation of review committee

## Time Limitations

All requirements for degrees must be completed within six years after course work has begun, including any courses approved for transfer.

## Learning Communities

Students are expected to participate in spiritual formation, which includes building community with the primary learning community, integration components, spiritual direction, and retreats.

The summer learning community is named SUMORE. Students attend most classes on the Seattle University campus during two-week sessions. Each summer offers three two-week sessions. SUMORE formation requires an orientation and a retreat, and encourages participation in student forums, spiritual direction, and workshops in theological reflection.

The academic year learning community is named CORPUS. CORPUS formation requires a fall orientation week and quarterly integration days. In addition, CORPUS encourages participation in community forums, spiritual direction, and workshops on topics relevant to ministry in the church. CORPUS classes are normally conducted on the Seattle University campus.

EMMAUS, the newest learning community, is designed to serve students who live at a distance from Seattle University and those who work full time. This group of learners initiates its community during one two-week summer session that begins with an orientation and concludes with a day of integration and prayer. The community meets off campus throughout the year, during intensive weekends. Each quarter at least one class is offered and each class consists of pre-reading, two week-end intensives, some group work in the student's location, and other appropriate assignments. Community formation includes integration days, spiritual direction, and theological reflection. Students who choose this community can finish their course work in three years.

The master of arts in transforming spirituality and master of divinity learners build their community on the Seattle University campus throughout the academic year. They experience an orientation week

each fall, reflection days each quarter and special speakers throughout the year. They also participate in retreats, open forums, and spiritual direction.

### *When and Where Courses are Offered*

ITS offers flexible scheduling for full and part-time students. Classes available during the academic year meet once a week. One class per quarter is scheduled for evening students. Alternative scheduling includes intensive two-week sessions during the summer and off-campus weekend sessions during the academic year. Students who wish to live on campus during the academic year and summer sessions apply for housing through the Housing Office. Internships, practica, spiritual direction, retreats, and independent studies allow students who commute to complete some of their educational experience in their own geographic area.

## Pastoral Studies

Graduate Program Director: Sharon Callahan, MA

(206) 296-5336

### *Degree offered*

- Master of Arts in Pastoral Studies (MAPS)

### *Preparing Christians to Minister*

This degree encourages students to discover their gifts and develop them for service. Students engage in a process of deepening self-knowledge, exploring the Christian tradition, and considering their potential to minister to the world. An integration of theology, scripture, pastoral skills, and personal formation encourages optimum growth for ministers. The structure of this degree program allows maximum flexibility within carefully designed criteria. The MAPS degree prepares Christians to minister in the church, in life circumstances, and in the marketplace.

#### **Academic Core** (choose from below) ..... 18 credits

ITSM 500 Christian Anthropology .....	3 credits
ITSM 501 Christology .....	3 credits
ITSM 502 Ecclesiology .....	3 credits
ITSM 504 Christian Ethics	
or ITSM 503 Introduction to Christian Ethics .....	3 credits
ITSM 505 Sacramental and Liturgical Theology	
or ITSA 514 Liturgical Planning and Presiding .....	3 credits
ITSM 547 Christian Sexuality .....	3 credits
ITSM 548 Theological Reflection in Ministry .....	3 credits
ITSM 561 Prayer and Spirituality .....	3 credits
ITSA 507 Canon Law .....	2 credits
ITSA 516 or ITSA 517 or ITSA 519 Church History .....	3 credits

#### **Scripture Core** (choose one combination) ..... 6 credits

ITSM 526 Hebrew Scriptures	
and ITSM 527 Christian Scriptures .....	6 credits
or ITSM 528 Biblical Interpretation	
and ITSM 529 Biblical Spirituality .....	6 credits

#### **Pastoral Skills Core** (choose one sequence) ..... 6 to 7 credits

ITSM 553 Pastoral Helping Skills	
and ITSM 554 Group Effectiveness Skills .....	6 credits
or ITSM 549 Interpersonal Process	
and ITSM 550 Conflict Resolution	
and ITSM 551 Organizational Dynamics .....	7 credits

<b>Formation Core</b> (choose one sequence) .....	<b>4 to 9 credits</b>
ITSM 557, ITSM 558, ITSM 559 Supervision I, II, III .....	9 credits
or ITSM 555, ITSM 556 Practicum I, II .....	4 credits
<b>Electives</b> .....	<b>5 to 11 credits</b>

#### **Completion Project** (choose one) ..... 3 credits

ITSM 599 Completion Project: Theology of Ministry .....	3 credits
or ITSM 599 Completion Project: Ministry Design .....	3 credits

**Total Credits Required** ..... **48 credits**

### *MAPS Concentrations*

Flexible arrangement of core courses in pastoral skills and formation plus a unique combination of electives allow students to design concentrations in these areas: ecclesial ministry, foundations in spirituality, ministry with aging, religious education, and sacred universe.

#### ■ **MAPS: Ecclesial Ministry Concentration**

Learners explore foundational perspectives basic to Christian ministry and reflect on their Christian faith through theological study. Students deepen their spirituality and develop basic skills in personal interaction and small group leadership. This concentration prepares one to minister within ecclesial contexts.

#### **Choose from MAPS Academic Core** ..... 24 credits

Scripture Core .....	6 credits
Pastoral Skills Core .....	6 credits
Formation Core .....	9 credits
Completion Project .....	3 credits

**Total Credits Required** ..... **48 credits**

#### ■ **MAPS: Foundations in Spirituality Concentration**

This concentration develops Christians intent on becoming more spiritually alive and committed to the service of others. Foundations in spirituality prepares women and men to minister out of the depths of their faith.

#### **Choose from MAPS Academic Core** ..... 18 credits

Scripture Core .....	6 credits
Pastoral Skills Core .....	6 to 7 credits
Formation Core .....	4 credits

#### **Electives in Spirituality** ..... 10 to 11 credits

**Completion Project** ..... 3 credits

**Total Credits Required** ..... **48 credits**

#### ■ **Ministry with Aging Concentration**

This concentration seeks to prepare ministers who can faithfully respond to the spiritual and social needs of aging people from a perspective of Christian faith and informed theory.

#### **Choose from MAPS Academic Core** ..... 18 credits

Scripture Core .....	6 credits
Pastoral Skills Core .....	6 to 7 credits
Formation Core .....	4 credits

#### **Electives in Aging** ..... 10 to 11 credits

**Completion Project** ..... 3 credits

**Total Credits Required** ..... **48 credits**

#### ■ **MAPS: Religious Education Concentration**

This concentration provides the theological and educational foundation needed by directors of parish or school religious education programs, RCIA or adult religious education. The program encourages students to make connections between Christian traditions and personal life stories and to minister out of a commitment to justice.

**Choose from Academic Core ..... 18 credits**  
 Scripture Core ..... 6 credits  
 Pastoral Skills Core ..... 6 to 7 credits  
 Formation Core ..... 4 credits  
**Electives in Religious Education ..... 10 to 11 credits**  
**Completion Project ..... 3 credits**  
**Total Credits Required ..... 48 credits**

■ **MAPS: Sacred Universe Concentration**

From a perspective of Christian faith and informed theory, this concentration seeks to prepare people to be leaders who invite appreciation and support of actions which express Christianity's reverence for creation. Courses engage students in a dialogue between the traditions and doctrines of Christianity and the experiential, scientific, and cultural dimensions of ecology.

**Choose from MAPS Academic Core ..... 18 credits**  
 Scripture Core ..... 6 credits  
 Pastoral Skills Core ..... 6 to 7 credits  
 Formation Core ..... 4 credits  
**Electives in Sacred Universe ..... 10 to 11 credits**  
**Completion Project ..... 3 credits**  
**Total Credits Required ..... 48 credits**

## Transforming Spirituality

Graduate Program Director: Marianne LaBarre, MA  
 (206) 296-5330

*Degree offered*

- Master of Arts in Transforming Spirituality (MATS)

Within this degree there are two specializations: Studies in Spirituality and Spiritual Direction. Both specializations build on the theological, scriptural, and pastoral skills foundation laid by MAPS. Graduates are able to identify their own spirituality in the Christian tradition. Studies in this program address today's "hunger for spirituality among people of all ages."\*

\*from Archbishop Thomas J. Murphy. "Signs of Hope: Focal Points for Pastoral Planners" in Origins, March 19, 1992.

**Transferred from the MAPS degree to either specialization:**

ITSM 500 Christian Anthropology ..... 3 credits  
 ITSM 501 Christology ..... 3 credits  
 ITSM 505 Sacramental and Liturgical Theology ..... 3 credits  
 ITSM 547 Christian Sexuality ..... 3 credits  
 ITSM 561 Prayer and Spirituality ..... 3 credits  
 ITSM 526 Hebrew Scripture ..... 3 credits  
 ITSM 527 Christian Scriptures ..... 3 credits  
 ITSM 553 Pastoral Helping Skills ..... 3 credits  
 ITSM 557, ITSM 558, ITSM 559, Supervision I, II, III ..... 9 credits  
**Transferred from MAPS degree ..... 33 credits**

### Studies in Spirituality Specialization

People who choose this specialization are able to pursue in-depth studies in psycho-spiritual development, spirituality and elective courses that will enhance their goals in ministry.

**Transferred from MAPS degree ..... 33 credits**

**Specified MATS Requirements:**

ITSM 563 History of Christian Spirituality ..... 3 credits  
 ITSA 570 Spiritual Discernment ..... 3 credits  
 ITSM 571 Introduction to Spiritual Direction ..... 3 credits  
 ITSA 561 Psycho-Spiritual Development ..... 3 credits  
 ITSM/ITSA Justice-related course ..... 2 or 3 credits  
 ITSA 574 Spirituality Synthesis ..... 3 credits  
 Specified MATS requirements ..... 17 to 18 credits  
 Electives ..... 21 to 22 credits

Total credits required ..... 72 credits

### Spiritual Direction Specialization

Those with a history of spiritual practice and receiving spiritual direction as well as experience in listening to the faith journeys of others may also apply for the specialization in spiritual direction. Admission into this specialization is dependent on demonstrated readiness.

**Transferred from the MAPS degree ..... 33 credits**

**Specified MATS Requirements**

ITSM 563 History of Christian Spirituality ..... 3 credits  
 ITSA 570 Spiritual Discernment ..... 3 credits  
 ITSM 571 Introduction to Spiritual Direction ..... 3 credits  
 ITSA 561 Psycho-Spiritual Development ..... 3 credits  
 ITSM/ITSA Justice-related course ..... 2 or 3 credits  
 ITSA 574 Spirituality Synthesis ..... 3 credits  
 ITSA 553, ITSA 554 Supervision in  
 Spiritual Direction I, II ..... 3 credits  
 ITSA 571 Critical Issues in Spirituality ..... 3 credits

**Specified MATS Requirements ..... 26 to 27 credits**  
**Electives ..... 12 to 13 credits**

**Total Credits Required ..... 72 credits**

## Divinity

Graduate Program Director: Marianne LaBarre, MA  
 (206) 296-5330

*Degree offered*

- Master of Divinity (MDiv)

### Preparing Leaders for a Faith Community

The master of divinity (MDiv) is the classic ministerial degree, which develops the pastoral minister's capacity to interpret scripture, foster theological reflection, and draw upon the theological heritage of the religious community with pastoral sensitivity. Catholics with a master of divinity degree often assume leadership positions in parishes and dioceses. Protestant graduates may apply for ordination through the seminary of their own faith tradition. Students acquire skills in homiletics, liturgical planning and presiding, and worship. At the end of the program, they are prepared to assume a leadership position for a faith community.

**Transferred from the MAPS degree ..... 42 credits**

**Additional Requirements ..... 38 to 41 credits**

ITSA 500 Hermeneutics ..... 3 credits  
 ITSA 505 Contemporary Ethical Issues ..... 3 credits  
 ITSA 507 Canon Law ..... 3 credits  
 ITSA 519 Modern/Contemporary Church History ..... 3 credits



ITSA 546 Pastoral Leadership .....	3 credits
ITSA 547 Pastoral Planning .....	3 credits
ITSA 555, ITSA 556 Advanced Supervision I, II .....	6 credits
ITSA 557, ITSA 558 MDiv Synthesis I, II .....	6 credits
ITSA 570 Spiritual Discernment .....	3 credits
ITSA 585 Social Analysis .....	3 credits
ITSA 599 MDiv Completion Project .....	3 to 6 credits

**ITSA Distribution Requirements**

(in addition to above) .....	<b>24 credits</b>
Two Courses in Scripture .....	6 credits
Two Courses in Systematic Theology .....	6 credits
One Course in History .....	3 credits
Two Courses in Pastoral/Spiritual Communication .....	6 credits
One Course in Sacraments/Worship .....	3 credits

**Electives .....** 7 to 10 credits

**Total Credits Required .....** 115 credits

## Post-Master's Certificate in Transforming Spirituality

*Graduate Program Director: Marianne LaBarre, MA*

This is an advanced program specifically designed for people who have already successfully completed graduate degrees in theology or religious studies (MA, MDiv, PhD, DMin) from accredited institutions, have a background in interpersonal process skills, and wish to augment their knowledge and/or skills in the area of spirituality. Courses are offered over a two-year cycle.

### *Studies in Spirituality Specialization*

People who choose this specialization are able to pursue in depth studies on psycho-spiritual development, spirituality, and elective courses that will enhance their goals in ministry.

**Specified Certificate Requirements .....** 18 credits

ITSM 561 Prayer and Spirituality .....	3 credits
ITSM 563 History of Spirituality .....	3 credits
ITSM 571 Introduction to Spiritual Direction .....	3 credits
ITSA 570 Spiritual Discernment .....	3 credits
ITSA 561 Psycho-Spiritual Development .....	3 credits
ITSA 574 Spiritual Synthesis .....	3 credits

**Electives .....** 9 credits

**Total Credits Required .....** 27 credits

### *Spiritual Direction Specialization*

Those with a history of spiritual practice and receiving spiritual direction, as well as experience in listening to the faith journeys of others, may also apply for the specialization in spiritual direction. Admission into this specialization is dependent on demonstrated readiness.

**Specified Certificate Requirements .....** 18 credits

ITSM 561 Prayer and Spirituality .....	3 credits
ITSM 563 History of Spirituality .....	3 credits
ITSM 571 Introduction to Spiritual Direction .....	3 credits
ITSA 570 Spiritual Discernment .....	3 credits
ITSA 561 Psycho-Spiritual Development .....	3 credits
ITSA 574 Spiritual Synthesis .....	3 credits

**Specified Spiritual Direction Requirements**

ITSA 553, ITSA 554 Supervision in Spiritual Direction I and II .....	6 credits
ITSA 571 Critical Issues in Spirituality .....	3 credits

**Specified Spiritual Direction Requirements .....** 9 credits

**Total Credits Required .....** 27 credits

## Sacred Universe

*Program Coordinator: Sharon Callahan, MA*

(206) 296-5336

### *Degree offered*

■ Post-Baccalaureate Certificate in Sacred Universe

### *Relating Ecology, Spirituality, and Theology*

The mission of the sacred universe program is to reclaim the vision that the universe and all within it are sacred. Courses engage students in a dialogue between the Christian world view, other historical and cultural explanations of the relationship between the cosmos and human condition, and new scientific and technological paradigms. An integrated sequence of four courses is offered summer quarter only.

### *Requirements and Options*

Students who meet all requirements for admission to graduate studies in ITS can apply to earn a post-baccalaureate certificate in sacred universe studies. The certificate requires completion of four courses from the sacred universe area of concentration. These courses may also serve as a concentration within the MAPS degree or as electives within any ITS degree program.

Application for the post-baccalaureate certificate in sacred universe studies is made through the Graduate Admissions Office.

ITSM 572 Christianity and Cosmology .....	3 credits
ITSM 573 Theology, Science, and Technology .....	2 credits
ITSM 574 Communion of Earth and Spirit .....	2 credits
ITSM 575 Ministry in a Sacred Universe .....	3 credits

## Theological Graduate Courses

**ITSM 500 Christian Anthropology .....** 3 credits

Exploration from a Christian perspective of the mystery of human existence. Examination of the structures of human being: self-transcendence, finitude, freedom, destiny, relatedness, autonomy, growth, and history. Special attention to the horizons which shape human life, to the roots of the possibility of religion, grace, and sin in the human.

**ITSM 501 Christology .....** 3 credits

A survey of theological reflection on Jesus of Nazareth, his life, his teaching, his death, and resurrection. The course examines the New Testament, early Christian theologians, the important conciliar definitions, the scholastic synthesis, and contemporary discussion. It covers three main questions: Who is Jesus? How does Jesus save us? How do we relate to Jesus?

**ITSM 502 Ecclesiology .....** 3 credits

Examination of understanding of church from New Testament times through the present, with attention to the strengths and weaknesses of each image/model/conceptualization and with an eye to articulating an

ecclesiology for our time. Examination of the issues which face the church today; women and the church, leadership, local church/universal church tension; authority. Prerequisite: ITSM 500

**ITSM 503 Introduction to Christian Ethics ..... 3 credits**  
Beginning with an overview of traditional Catholic moral theology, this course will cover contemporary challenges to traditional method and content, and will attempt to integrate personal and social morality with Christian spirituality and social justice. The course concludes with case method material.

**ITSM 504 Christian Ethics ..... 3 credits**  
Study of the dynamics of moral decision making, moral development, and principles of Christian moral action; development of methodology for addressing social moral issues.

**ITSM 505 Sacramental and Liturgical Theology ... 3 credits**  
The Christian Community is brought into being and is nurtured through an encounter with God, through Christ, in the Holy Spirit, by means of Word and Sacrament. This course examines the behavioral and theological dynamics at work in this encounter, the relationship between ritual action and theological reality. A balance of readings, lecture and discussion will introduce the students to the historical and theological and behavioral foundations of liturgy, as well as helping them develop a critical "liturgical sense."

**ITSM 526 Hebrew Scriptures ..... 3 credits**  
Through working with a variety of texts, students are exposed to the major pieces of the Old Testament canon: Pentateuch, Prophets and Writings. The pluralism of viewpoints that come to expression in the scriptures leads to an examination of tensions, strengths and weaknesses involved. Practical consequences for belief and practice will be developed.

**ITSM 527 Christian Scriptures ..... 3 credits**  
Origins of Christian Scripture in Christian faith; experience of God revealing; New Testament development in time; major theological themes in cultural context; impact on living experience; methods of criticism and principles of interpretation aimed at personal appropriation of text, meanings and tradition. Prerequisite: ITSM 526

**ITSM 528 Biblical Interpretation ..... 3 credits**  
This course introduces the writings of the Hebrew Bible and Christian Scripture by answering such questions as: What factors influence the interpretation of a text? Does the reader discover meaning or create it? How does one judge between differing interpretations? Discussions will include a review of classical and contemporary approaches to biblical interpretation, a critical reflection on the reader's situation (culture, gender, religious heritage) and the development of a hermeneutically sensitive process for reading biblical texts and developing interpretations; e.g., patriarchal, fundamentalist, feminist, and a men's reading. Includes lecture/discussion, films, collaborative learning, small group work.

**ITSM 529 Biblical Spirituality ..... 3 credits**  
Through careful study of selected texts from Hebrew and Christian Scriptures, students will construct the underlying spiritualities. Exploring this variety of where and how biblical generations expected God to appear and act will lead to tools and methods for integrating belief, attitude, affection, prayer, and action in the students' own lives.

**ITSM 547 Christian Sexuality ..... 3 credits**  
An exploration of the biblical and psychological dimensions of embodiment and relationality, as they relate to the contemporary issues which

surround human sexuality. With psychosexual development as a context, the course will discuss the call to authentic intimacy in our contemporary culture, invite students to clarify and claim their own vision and experience, and address contemporary issues of sexual ethics.

**ITSM 548 Theological Reflection in Ministry ..... 3 credits**  
This course will help participants examine their intuitions and experiences of pastoral transition as a framework for exploring future trends in ministry. Incorporating both lecture presentation and structured discussion, the process will emphasize theological reflection rather than historical survey; that is, doing rather than studying a theology of ministry.

**ITSM 549 Interpersonal Process ..... 2 credits**  
This course explores the essential communication skills which enable and sustain healthy interpersonal relationships: attending and listening to self as well as others; knowing and naming feelings; expressing feelings appropriately. The emphasis is on biblical-psychological integration of relational skills.

**ITSM 550 Conflict Resolution ..... 2 credits**  
This course enables participants to become more effective in negotiating the conflicts in their personal and professional lives. The format includes theory, input, interpersonal sharing, skill building and awareness exercises. Topics include concepts of conflicts, personal attitudes and beliefs, types of conflicts, the role of emotions, communication skills, how to avoid no-win situations, resolution styles, co-dependency and addictions, and negotiating to achieve mutual interest.

**ITSM 551 Organizational Dynamics ..... 3 credits**  
The Church's future is shaped at the point where lived experience (praxis) and sound reflection (theoria) intersect. The course will draw on the life experiences of participants from the various religious and civic settings in which they have played a part, as leaders or as members. Using constructs derived from the whole field of organizational development, the facilitator will engage the members in guided reflection, leading to personal decisions concerning ways they might intervene more effectively in these systems in the future.

**ITSM 552 Pastoral Counseling ..... 3 credits**  
In this experiential approach to learning the basic skills involved in effective counseling, the students have the opportunity to practice the skills of counseling and to discover means of assessing personal effectiveness in triads. Counseling skills are considered in relationship to the role of minister, and pastoral aspects and implications are explored.

**ITSM 553 Pastoral Helping Skills ..... 3 credits**  
Integration of basic helping skills with theological foundations for counseling ministry; theoretical foundations of major counseling approaches with opportunities for in-class practice in simulated counseling interview.

**ITSM 554 Group Effectiveness Skills ..... 3 credits**  
Theory and practice in the skills of group interaction, participation, and empowerment in small group settings. Examination of personal leadership styles, process observation, diagnosis of major forces affecting a group's functioning, and conceptual models for group effectiveness. Prerequisite: ITSM 553

**ITSM 555 Practicum I ..... 2 credits**  
During the practicum students reflect on their ministries and their relationships in order to determine areas of personal growth. A holistic growth plan is introduced and used as the basis for a growth covenant.

**ITSM 556 Practicum II ..... 2 credits**

Focus on personal growth as professionals within the church. Students develop a process to help formulate professional goals that will enhance performance and determine how to work with a local mentor as they pursue these goals.

**ITSM 557 Supervision I ..... 3 credits****ITSM 558 Supervision II ..... 3 credits****ITSM 559 Supervision III ..... 3 credits**

A supervised internship experience focusing on the development of intra- and interpersonal skills for ministry with particular emphasis on one-to-one and small group interaction. Theological reflection on ministerial experience is an integral component.

**ITSM 561 Prayer and Spirituality ..... 3 credits**

This course is designed to introduce the student to the most important themes in contemporary spirituality and to a variety of approaches to prayer. Students will be invited to apply these themes to reflect upon and articulate their personal spirituality and to evaluate the theological and pastoral implications of these different approaches to prayer and spirituality. Keeping a prayer journal is strongly recommended for this course. The sessions will include lecture, prayer experiences, reflective times, and discussion.

**ITSM 562 Spirituality and Theology of Aging ..... 2 credits**

This course explores the spiritual gifts and challenges found in our common experience of aging, especially in life's later years. Themes will include religious images of aging, contemplation and a changing sense of time, memories and life review, love and sexuality, dependence and independence, loss and Christian hope, and the spiritual concerns of the aging family. Class sessions combine presentations, personal reflection, guided exercises, and discussion. Focus will be on our own aging, our relationships with older family members and friends, and on ministry with the aging.

**ITSM 563 History of Christian Spirituality ..... 3 credits**

This course is designed to introduce students to the rich variety within Christian spirituality through the study of selected texts and visual images. Special attention will be paid to themes such as silence, poverty, imagination, friendship, etc., understood in the tradition to be central to personal and communal spiritual transformation. Emphasis will be given to theological reflection in which students and instructor will collaboratively integrate, re-interpret or revitalize these themes in light of their own ministry and prayer.

**ITSM 571 Introduction to Spiritual Direction ..... 3 credits**

This basic course is designed for those involved in or moving toward giving spiritual direction. It includes topics such as: what spiritual direction is and is not; its relation to psychological counseling; assumptions of the director regarding human/spiritual growth and prayer; blockages and criteria for authentic prayer; discernment; sexuality and spirituality; universal call to mysticism and prophecy; challenge at midlife.

**ITSM 572 Christianity and Cosmology ..... 3 credits**

The foundation course and prerequisite for all other courses in the sequence. An exploration of Christian traditions relative to the spiritual nature of the universe and the place and purpose of humans and other living things in it; the science of the universe, cosmology, and its impact on the understanding of human existence; and the inter-relationship of Christianity and cosmology, especially in light of the current ecological crises. Participants will also discern their own understanding of their personal relationship to creation.

**ITSM 573 Theology, Science and Technology ..... 2 credits**

A more in-depth examination of the relationship between various theologies and science throughout history; the influence of modern science and technology on theological thinking especially as it concerns the nature of the universe.

**ITSM 574 Communion of Earth and Spirit ..... 2 credits**

An immersion experience designed to enable participants to build a sensitized and knowledgeable connection with creation. The focus will be on building a theological perspective which integrates theology, spiritual development, ecological understanding, and creative discipleship.

**ITSM 575 Ministry in a Sacred Universe ..... 3 credits**

New models of ministry, service, and leadership relative to a more global and universal perspective; practical ways that transformative ministry might invite healing action and deepened ecological awareness, sensitivity and accountability in the church and the community. Participants will present projects that articulate a ministerial response to the sacred nature of the universe and creation.

**ITSM 576 Justice Ministry ..... 3 credits**

In addition to examining the content, personal and ministerial implications, and teaching strategies for the pastoral letters on peace and the U.S. economy, this course considers basic issues for justice ministry: participation/empowerment, sharing a prophetic message in a pastoral way, developing a spirituality of peace and justice, forming a social conscience, and engaging families in social action.

**ITSM 578 Justice Spirituality ..... 3 credits**

The Gospel as leaven within and for the world. The church's developing understanding of its role in the evangelization of the world process. Contemporary socio-economic problems of America and the world.

**ITSM 579 Convivial Global Community ..... 2 credits**

Examination of social change, including conditions, causes, and consequences; analysis of organizational behavior, decision making, social, economic, and political change in international arenas; emphasis on human rights.

**ITSM 580 Developing Curriculum****for Religious Education ..... 2 credits**

This course examines various philosophers of education and reflects on the implications of their theories for developing curriculum in religious education.

**ITSM 581 Teaching and Learning****in the Faith Community ..... 3 credits**

This course will be organized around four significant dimensions of the teaching/learning process: context, learner, content, teacher. Participants will first be given an opportunity to reflect on their present practice or experience of teaching, then explore and evaluate a variety of teaching models for educating in faith, with the aim of becoming more creative and intentional teachers/ministers.

**ITSM 582 Developing Religious Imagination ..... 3 credits**

This course will discuss our understanding of the nature and purpose of religious education with recent philosophical reflections or imaginations. It will explore the relationship between religious education and imagination; examine the implication of this relationship for the way we teach; and also offer practical suggestions for increasing our creative and imaginative abilities.

**ITSM 583 Adult Religious Learning ..... 3 credits**

An examination of religious and psycho-social development of adults at various stages and of educational models and strategies to serve the faith development of adults.



**ITSM 584 Theories of Religious Education ..... 3 credits**

This course examines the nature and purpose of religious education in today's world. Through a survey of contemporary theories, and drawing upon the insights gained in our own educational settings, participants consider how the education process can encourage personal, social and environmental transformation. The course concludes by outlining an integrative method for teaching religious education.

**ITSM 585 Perspectives on Aging ..... 2 credits**

This course is designed as an overview of how physiological, psychological and social aspects of aging interrelate across the life span. How the individual interacts with the systems around him or her will be explored. The question of what is abnormal vs. normal in the aging process will be addressed. Health promotion and illness, family and family systems and networks, the politics of aging, and mental health and mental illnesses for older adults are among some of the topics to be discussed.

**ITSM 586 Issues in Aging ..... 2 credits**

Identification of pastoral responses to older adults and their families. Students are invited to identify their own experience with older adults in the Church and to relate their experience to cultural, political and environmental influences as they relate to the aging process.

**ITSM 591 Seminar ..... 2 to 4 credits****ITSM 592 Special Topics ..... 1 to 6 credits****ITSM 593 Special Topics ..... 1 to 6 credits****ITSM 594 Special Topics ..... 1 to 6 credits****ITSM 596 Independent Study ..... 1 to 6 credits****ITSM 597 Independent Study ..... 1 to 6 credits****ITSM 598 Independent Study ..... 1 to 6 credits****ITSM 599 Completion Project ..... 3 credits****ITSA 500 Hermeneutics and****Theological Method in Pastoral Ministry ..... 3 credits**

A study of ways to interpret the tradition so that it continues to live today; the integral role interpretation plays in theology and pastoral work.

**ITSA 501 Religion and Culture ..... 3 credits**

An exploration of the major issues which face the Christian community today both from within the church and in light of contemporary culture; e.g., fundamentalism, secularism, religion, and the state.

**ITSA 503 Plurality of Christian Traditions ..... 3 credits**

Examines the diversity of traditions in scripture and early church as well as contemporary richness of Christian traditions for deeper faith understanding and ecumenical awareness.

**ITSA 504 God and Trinity ..... 3 credits**

Origins and historical development of the Christian notions of God and Trinity; reflection on dogmatic statements and on philosophical and theological developments based on those statements. Prerequisite: ITSM 500

**ITSA 505 Contemporary Ethics ..... 3 credits**

Analysis and discussion of selected topics in the areas of morality and ethics in the light of Christian perspective. Special attention will be paid to how the interpretation of Christian believing and historical contexts shape Christian ethics and how past resolutions of problems continue to shape our ethics today. Prerequisite: ITSM 504

**ITSA 506 Sin and Grace ..... 3 credits**

Systematic and historical explorations of the themes of sin and grace; how human life is affected by each, and the various ways grace and sin have taken shape in human history. Prerequisite: ITSM 500

**ITSA 507 Canon Law ..... 3 credits**

An overview of the contents of the canon law governing the Roman Catholic Church; the development of a fundamental way of approaching canon law in general, and how to interpret and use it pastorally.

**ITSA 509 Theology of Ministry ..... 3 credits**

Exploration of various elements of theology of ministry in light of the mission of the church and one's own ministerial identity.

**ITSA 510 Theology of Liturgy: The Eucharist ..... 3 credits**

A systematic inquiry into the theological data on Christian worship gained from scripture and tradition. The latter part of the course examines the structure and content of the Eucharist liturgy in particular.

**ITSA 511 Theology/Catechesis/****Rites of Christian Initiation ..... 3 credits**

The history, theology, liturgical structures, and pastoral praxis of baptism, confirmation, and Eucharist, for adults and infants, in the Christian community. Prerequisite: ITSA 576

**ITSA 512 Theology of Marriage ..... 3 credits**

The theology, liturgical structure, and practice of the sacrament of marriage in the Catholic Church; canon law governing marriage; and factors influencing family life.

**ITSA 513 Sacraments of Healing ..... 3 credits**

The theology, liturgical structure, and practice of the sacraments of reconciliation and anointing of the sick. Prerequisite: ITSA 576

**ITSA 514 Liturgical Planning and Presiding ..... 3 credits**

Introduction to liturgical books, documents, and laws pertaining to liturgical celebrations and to the process of preparing for liturgical and paraliturgical services; and a pastoral examination of the role and responsibilities of the presider and of the minister of the word, with particular application to the lay minister.

**ITSA 516 Patristic and Early Medieval Period ..... 3 credits****ITSA 517 Late Medieval Period****to the Reformation ..... 3 credits****ITSA 519 Modern and Contemporary Period ..... 3 credits**

Historical investigations of various periods in Christian tradition. Emphasis on how elements of the Christian community as social teaching, sacramental practice, moral teaching, and spirituality have been shaped by the various historical contexts in which the Christian faith has been expressed.

**ITSA 520 Religious Experience: East and West ... 3 credits**

A study of the unique spiritualities developed by world religions such as Christianity, Hinduism, Buddhism, Judaism and Islam. Students will explore the possible relationships among these spiritual paths with a concentration on Western forms of spirituality.

**ITSA 521 Theologies of Liberation ..... 3 credits**

This course emphasizes critical reflection on the Gospel in the light of the experience of men and women committed to liberation. Liberation theologies around the world (e.g., black, feminist, Chicano, Kairos, etc.) seek to articulate the meaning of the Christian faith from the perspective of the powerless in society and in the Church.



**ITSA 526 Pentateuch ..... 3 credits**  
The themes and authors of the first five books of the Hebrew Scriptures. The development of those themes in the interaction of the Hebrew faith with its various historical settings. Prerequisite: ITSM 526

**ITSA 527 Prophets ..... 3 credits**  
The history, basic themes, and functions of the prophetic movement in Israel; a study of one or two prophets in detail; special emphasis on how the prophets reshaped the faith of Israel for a new historical situation. Prerequisite: ITSM 526

**ITSA 528 Writings ..... 3 credits**  
A focused look at the art and various genres of biblical poetry within the third division of Hebrew Bible known as Kethuvim (Writings). Prerequisite: ITSM 526

**ITSA 536 The Synoptic Gospels ..... 3 credits**  
The major themes for the first three Gospels in the Christian Scriptures; their composition and points of view in proclaiming Jesus; the communities for whom they were written, given their particular historical situation; and the challenges they present us. Special emphasis on the Gospels as stories, requiring literary analysis and appreciation. Prerequisite: ITSM 527

**ITSA 537 John ..... 3 credits**  
The basic themes of the Fourth Gospel; the community it addresses; how its historical setting influenced the message of the Gospel; and how that message can be interpreted for our historical situation. Prerequisite: ITSM 527

**ITSA 538 Paul ..... 3 credits**  
The man and the Gospel he preached; a study of the themes of his letters; the communities and world for whom he wrote; and the ways in which he challenges our faith today. Prerequisite: ITSM 527

**ITSA 546 Pastoral Leadership ..... 3 credits**  
Focuses on servant leadership, leadership styles, transitions in leadership, stress and burnout, planning cycles, conflict, and a theology of local church. The foundation course for ITSA 555. Prerequisite: ITSM 554

**ITSA 547 Pastoral Planning ..... 3 credits**  
A praxis course in planning cycles for communities, budget analysis, personnel management and leadership theory for enabling growth in a faith community. Lays the framework for ITSA 557/558. Prerequisite: ITSA 546

**ITSA 548 Pastoral Leader as Change Agent ..... 3 credits**  
A synthesis of group dynamics, leadership skills, and structural analysis in order to confront regressive behavior in a group and to reconstruct social structures and Gospel values.

**ITSA 550 Ministry of the Word: Homiletics ..... 3 credits**  
This course introduces the student to the theology of the Word and of its liturgical proclamation; and briefly addresses the theology and spirituality of the ministry of the Word. It then reviews the different types of preaching, some basic principles of preaching, and finally provides an opportunity for critiqued practice preaching for all students.

**ITSA 553 Supervision in Spiritual Direction I ..... 3 credits**  
**ITSA 554 Supervision in Spiritual Direction II .... 3 credits**  
A practicum involving both peer supervision/evaluation and consultation, as well as individual advisement, in the process of spirituality directing at least two persons. Verbatims, role playing, and supervisory processes are utilized. Prerequisite: ITSA 561 and ITSA 570

**ITSA 555 Advanced Supervision I ..... 3 credits**  
**ITSA 556 Advanced Supervision II ..... 3 credits**  
A supervised practicum building on instruments of social analysis and leadership, addresses both systemic and personal issues to enable critical analysis and pastoral care in the ministry setting. Prerequisite: ITSA 546

**ITSA 557 MDiv Synthesis I ..... 3 credits**  
**ITSA 558 MDiv Synthesis II ..... 3 credits**  
Designed to assist students in the integration and articulation of their gifts and limits in relation to their ministry as leaders in the church. It stresses the synthesis of theological study, ministerial experience, and personal and spiritual growth. Prerequisite: ITSA 555 and 556

**ITSA 561 Psycho-Spiritual Development ..... 3 credits**  
An integrated model of human growth and service, based on developmental theory in spirituality and psychology. Prerequisite: ITSM 500

**ITSA 569 Creation Theology/Spirituality ..... 3 credits**  
Course draws upon the timeless wisdom of nature and the insights of scientists, native people, theologians and mystics. Students attempt to articulate a theology/spirituality of creation that emphasizes the Christian's responsibility to listen to and live in harmony with the earth and to be co-creators with God in shaping the future. Meister Eckhart's four paths of spirituality, biblical insights, Christology, wisdom of native people and mystics, as well as the role and task of humans, will be explored during this course from the creation spiritual tradition.

**ITSA 570 Spiritual Discernment ..... 3 credits**  
A knowledge of spiritual discernment and its place in the spiritual life, as well as discernment of spirits in the traditional sense, and the specific process of discernment regarding decision making. A variety of perspectives involving contemporary psychological insights.

**ITSA 571 Critical Issues in Spirituality ..... 3 credits**  
An exploration of typical human or cultural problems and issues that emerge as blockages for psycho-spiritual growth and in the development of one's relationship with God, self, and others. Prerequisite: ITSA 561

**ITSA 574 Spirituality Synthesis ..... 3 credits**  
Designed to assist students in the integration and articulation of their own spirituality. This course stresses the synthesis of course work, theological study, ministerial experience and personal-spiritual practices. Prerequisite: ITSA 561

**ITSA 576 Myth, Symbol, and Sacrament ..... 3 credits**  
An exploration of the symbolic, sacramental dimension of human life; its expression and celebration by the Christian community; and its interaction with and use of predominant cultural themes.

**ITSA 585 Social Analysis ..... 3 credits**  
An analysis of conditions and concerns of contemporary American men and women who make up the church. The course will introduce and utilize a hermeneutical/sociological methodology to explore the impact and implications of the changing roles in social and ecclesial life in the United States.

**ITSA 586 Social Analysis of the Faith Community .. 3 credits**  
A study of the socio-economic factors which shape religious organizations and structures; application to particular communities such as parishes, schools and others; understanding of ways religious practices and belief influence individuals and groups with implications for catechetics, liturgy, spirituality, and ministries.

<b>ITSA 591 Seminar .....</b>	<b>2 to 4 credits</b>
<b>ITSA 592 Special Topics .....</b>	<b>1 to 6 credits</b>
<b>ITSA 593 Special Topics .....</b>	<b>1 to 6 credits</b>
<b>ITSA 594 Special Topics .....</b>	<b>1 to 6 credits</b>
<b>ITSA 596 Independent Study .....</b>	<b>1 to 6 credits</b>
<b>ITSA 597 Independent Study .....</b>	<b>1 to 6 credits</b>
<b>ITSA 598 Independent Study .....</b>	<b>1 to 6 credits</b>
<b>ITSA 599 MDiv Completion Project .....</b>	<b>3 to 6 credits</b>

## Theological Graduate Faculty

Karen Barta; BS, Marian College of Fond du Lac; MA, PhD, 1979, Marquette University; professor of theology and religious studies; 1983.

Reverend Phil Boroughs, SJ; BA, Gonzaga University; MDiv, Jesuit School of Theology in Chicago; STL, Jesuit School of Theology at Berkeley; PhD, 1989, Graduate Theological Union; professor of spirituality; 1992.

Sharon Callahan; BFA, Fort Worth College; MA, Ball State University; MA, Regis College; EdD candidate, 1995, Seattle University; professor of pastoral leadership; 1990.

Gary L. Chamberlain; BA, St. Louis University; MA, University of Chicago; PhD, 1973 Graduate Theological Union; professor of theology and religious studies; 1979.

Sister Katherine Dyckman, SNJM; BS, Marylhurst College; BS, University of Oklahoma; BS, Western Washington University; MA, University of San Francisco; MA, Gonzaga University; MA, 1988, Weston School of Theology; professor of spirituality; 1987.

Reverend James E. Eblen; AB, St. Thomas Seminary; STL, Pontifical Gregorian University; PhD, 1987, Claremont Graduate School; professor of scripture; 1988.

Reverend Patrick J. Howell, SJ; BS, Gonzaga University; MA, Boston College; DMin, 1985, The Catholic University of America; professor in pastoral theology; 1986.

Loretta Jancoski; BA, College of St. Mary; MA, University of Notre Dame; MA, PhD, 1976, University of Chicago Divinity School; professor of religion and psychology; 1988.

Marianne LaBarre; BA, Marylhurst College; CTS, Jesuit School of Theology at Chicago; MA, St. Mary's College; EdD candidate, 1995, Seattle University; professor of spiritual leadership; 1986.

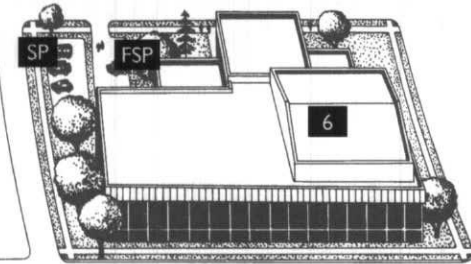
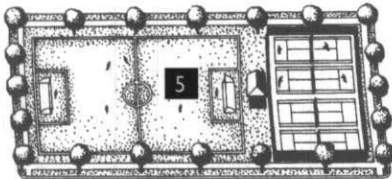
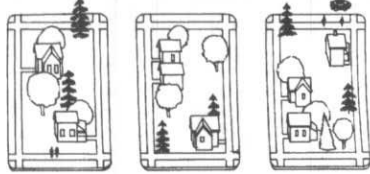
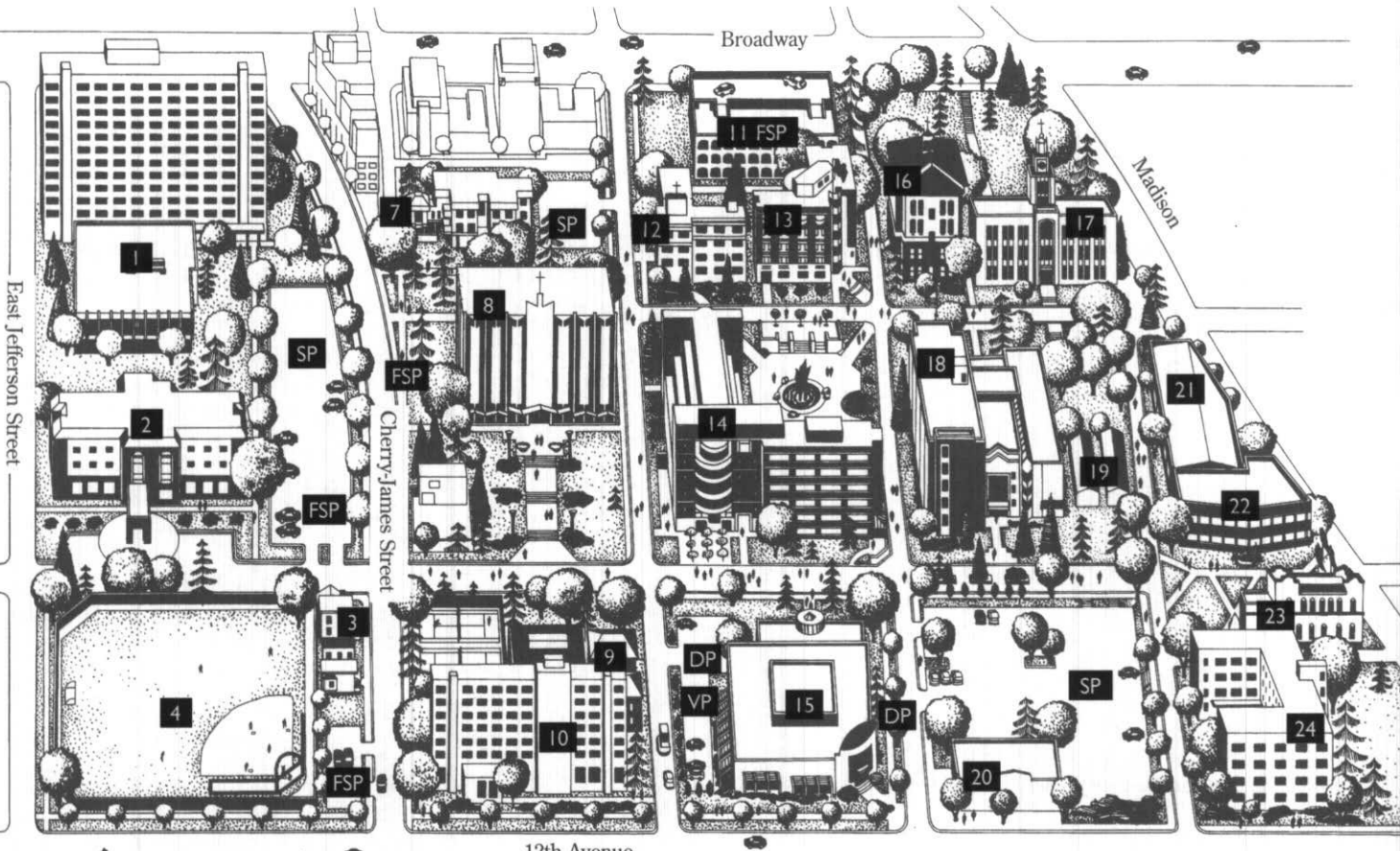
Reverend Michael Raschko; BA, St. Thomas Seminary College; MTS, Harvard Divinity School; Ordination, St. Thomas Theologate; PhD, 1982, University of Chicago Divinity School; professor of systematic theology; 1984.

Jeanette Rodriguez-Holguin; BA, Queens College; MA, Fordham University; MA, University of Guam; PhD, 1990, Graduate Theological Union; professor of U.S. Hispanic theology, theologies of liberation and Hispanic women's spirituality; 1988.

Judith Sanderson; BA, Covenant College; MDiv, Covenant Theological Seminary; MA, Institute of Holy Land Studies; PhD, 1981, University of Notre Dame; professor of theology and religious studies; 1991.

Susan Secker; BA, Rosary College; MDiv, STB, Loyola University; PhD, 1989, University of Chicago; professor of theology and religious studies; 1989.

Reverend John Topel, SJ; BA, MA, Gonzaga University; STM, Santa Clara University; SSL, Pontifical Biblical Institute; PhD, 1973, Marquette University; professor of theology and religious studies; 1971.



### Campus Buildings

- ☪ Administration Building ..... 17
- ☪ Arrupe Jesuit Residence ..... 7
- ☪ Bannan Center for Science and Engineering ..... 14
- ☪ Bellarmine Residence Hall ..... 10
- ☪ Bessie Burton Sullivan Skilled Nursing Residence ..... 2
- ☪ Broadway Garage (FSP) ..... 11
- ☪ Campion Residence Hall ..... 1
- ☪ Campus Services Building ..... 20
- ☪ Casey Building ..... 13

- ☪ Child Deve1opment Center ..... 13th and E. Spring
- ☪ Connolly Center ..... 6
- ☪ East Sports Field ..... 5
- ☪ Fine Arts Building ..... 21
- ☪ Garrand Building ..... 16
- ☪ International Student Center ..... 3
- ☪ Lemieux Library ..... 8
- ☪ Loyola Hall ..... 12
- ☪ Lynn Building ..... 23
- ☪ McGoldrick Center ..... 9
- ☪ Pigott Annex ..... 19
- ☪ Pigott Building ..... 18
- ☪ Student Union Building ..... 22
- ☪ University Services Building ..... 15
- ☪ West Sports Field ..... 4
- ☪ Xavier Residence Hall ..... 24

### Parking

- Student Parking ..... SP
- Faculty/Staff Parking ..... FSP
- Visitor Parking ..... VP
- Disabled Parking ..... DP

### Disabled Access Key

- ☪ .... Accessible Entrance and Elevator
  - ☪ .... Accessible Entrance to One Floor
- Note: Easy access to upper campus through Pigott Building and Bannan Center for Science and Engineering.*



## Seattle University Campus

### 1 Administration Building (ADM)

Alumni Relations Office, Dean of the Graduate School, President's Office, Provost, Publications Office, Public Relations Office, Vice President of Finance, University Relations.

*Wheelchair accessible entrance and elevator.*

### 2 Bannan Building (BAN)

Biology, Chemistry, Electrical Engineering, Mathematics, Physics.

*Wheelchair accessible entrance and elevator.*

### 3 Bellarmine Residence Hall (BRH)

Health Center, Marketplace, Residence Hall Association, Residential Life. *Wheelchair accessible entrance and elevator.*

### 4 Bessie Burton Sullivan Skilled Nursing Care Residence (BBS)

*Wheelchair accessible entrance and elevator.*

### 5 Campion Residence Hall (CRH)

Campion Ballroom, The Cave.

*Wheelchair accessible entrance and elevator.*

### 6 Campus Services Building (CSB)

Mailing Services, Plant Services, Reprographic Services.

*Wheelchair accessible to one floor.*

### 7 Casey Building (CSY)

Addiction Studies, Commons, Communications/Journalism, Criminal Justice, Dean of the College of Arts and Sciences, English, Foreign Language, History, Honors Program, Institute for Theological Studies, Institute of Public Service, International Studies, Kinsey Gallery, Liberal Studies, Matteo Ricci College, Philosophy, Political Science, Psychology, Sociology.

*Wheelchair accessible entrance and elevator.*

### 8 Connolly Center (CCB)

Club Sports, Intramural Sports, Military Science, University Sports.

*Wheelchair accessible entrance and elevator.*

### 9 Engineering Building (ENG)

Civil and Environmental Engineering, Computer and Information Services, Computer Science and Software Engineering, Dean of the School of Science and Engineering, Mechanical Engineering, Writing Center, Wyckoff Auditorium, Instructional Media Services.

*Wheelchair accessible entrance and elevator.*

### 10 Fine Arts Building (FAB)

Fine Arts. *Wheelchair accessible entrance and elevator.*

### 11 Garrard Building (GAB)

School of Nursing. *Wheelchair accessible entrance and elevator.*

### 12 Lynn Building (GEL)

*Wheelchair accessible to one floor.*

### 13 International Student Center (ISC)

*Wheelchair accessible to one floor.*

### 14 Arrupe Jesuit Residence (AJR)

*Wheelchair accessible to main floor.*

### 15 Lemieux Library (LLB)

*Wheelchair accessible entrance and elevator.*

### 16 Loyola Hall (LHB)

School of Education, Learning Center, Children's Literacy Project, Women's Center.

*Wheelchair accessible entrance and elevator.*

### 17 McGoldrick Center (MSC)

Campus Ministry, Career Development Center, Counseling Center, Minority Student Affairs, Peace and Justice Center.

*Wheelchair accessible to one floor.*

### 18 Pigott Building (PIB)

Albers School of Business and Economics, Entrepreneurship Center/Small Business Institute, Graduate Business Programs Office.

*Wheelchair accessible entrance and elevator.*

### 19 Student Union Building (SUB)

ASSU, Campus Assistance Center, Center for Leadership and Activities for Students, Chieftain, New Student Programs, Spectator, Student Development, Volunteer Center.

*Wheelchair accessible entrance and elevator.*

### 20 University Services Building (USB)

Book Store, Summer School and Continuing Education, Controller's Office, Financial Aid Office, Graduate Admissions Office, Human Resources Office, Job Location and Development Office, Registrar's Office, Safety and Security Office, Testing Service, Undergraduate Admissions. *Wheelchair accessible entrance and elevator.*

### 21 Xavier Residence Hall (XRH)

*Wheelchair accessible entrance.*

## Parking

All parking on campus requires the display of a valid Seattle University parking permit. Permits may be purchased at the Controller's Office in the University Services Building at the beginning of summer advance registration. Take the receipt to the Safety and Security Services Office (USB 102) to obtain the actual permit decal.

All parking areas are restricted, reserved or otherwise regulated. Parking maps, parking information and security related information are available at the Safety and Security Services Office, University Services Building, Room 102, (206) 296-5990.

## Disabled Parking

Parking spaces for the disabled are available in most parking areas. A Seattle University disabled parking permit must be displayed when parking in these designated areas.

## Metro Bus Passes

Bus passes for Seattle University students are available at a 30 percent discount and may be purchased at the Safety and Security Services Office, University Services Building, Room 102. For transportation or related information, call (206) 296-5995.

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