

# The Graduate Catalog

EASTERN MICHIGAN UNIVERSITY.

Accredited by:  
The Higher Learning Commission of The North Central Association of Colleges and Schools

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The University graduate bulletin covers a 24-month period, September 1 through August 31, 2007–2009. Courses, programs, degrees and certificates in this catalog are subject to change without notice and may not be available in the future.

Every effort has been made to include in this publication information that, at the time of preparation for printing, is accurate. However, the contents of this publication are not to be regarded as an irrevocable contract between students and Eastern Michigan University. The University reserves the right to change at any time and without prior notice any provision or requirement included, but not limited to policies, procedures, changes and academic programs. It is the responsibility of the student to meet and satisfy all University, college and program requirements.

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## Academic Year

The University graduate bulletin covers a 24-month period, September 1, 2007 through August 31, 2009. Courses, majors, minors, programs, degrees and certificates in this catalog are subject to change without notice and may not be available in the future.

### 2007–2008 University Calendar

#### Fall Semester 2007

September 1, Sat. .... Freshmen Residence Hall Move-In Day  
September 2-3, Sun., Mon. .... Upperclass Residence Hall Move-In Day  
September 1-4, Sat., Sun., Mon., Tues. .... Freshmen Orientation  
September 5, Wed. .... Classes Begin  
November 21, Wed. .... No Classes  
(*Campus Open*)  
November 22-25 Thurs.-Sun. .... Thanksgiving Recess  
(*University Closed; Library Open Fri., Sat., Sun.*)  
November 26, Mon. .... Classes Resume  
December 12, Wed. .... Last Day of Classes  
December 13-19, Thurs.-Wed. .... Final Examinations  
December 16, Sun. .... Commencement (2 p.m.)  
December 19, Wed. .... Residence Halls Close  
December 20, Thurs. .... Close of Fall Semester

#### Winter Semester 2008

January 6, Sun. .... Move-In Day and Winter Orientation  
January 7, Mon. .... Classes Begin  
January 21, Mon. .... MLK Jr. Day  
(*No Classes; Campus Open*)  
February 25–March 2, Mon.–Sun. .... Winter Recess  
(*No Classes; Campus Open*)  
March 3, Mon. .... Classes Resume  
March 21-23, Fri.-Sun. .... Spring Recess  
(*University Closed, Library Open*)  
April 21, Mon. .... Last Day of Classes  
April 22–April 28, Tues.–Mon. .... Final Examinations  
April 27, Sun. .... Commencement  
(Colleges of Arts and Sciences and Technology: 10:30 a.m., Colleges of Business, Education, and Health and Human Services: 2 p.m.)  
April 28, Mon. .... Residence Halls Close  
April 29, Tues. .... Close of Winter Semester

#### Spring Session 2008

May 4, Sun. .... Move-In Day  
May 5, Mon. .... Classes Begin  
May 26, Mon. .... Memorial Day  
(*University Closed*)  
June 16, Mon. .... Last Day of 6-Week Classes  
June 25, Wed. .... Last Day of 7½-Week Classes  
June 25, Wed. .... Residence Halls Close  
June 26, Wed. .... Close of Spring Session

#### Summer Session 2008

June 29, Sun. .... Move-In Day  
June 30, Mon. .... Classes Begin  
July 4-5, Fri.-Sat. .... Independence Day  
(*University Closed*)  
August 11, Mon. .... Last Day of 6-Week Classes  
August 20, Wed. .... Last Day of 7½-Week Classes  
August 20, Wed. .... Residence Halls Close  
August 22, Fri. .... Close of Summer Session

### 2008–2009 University Calendar

#### Fall Semester 2008

August 30, Sat. .... Freshmen Residence Hall Move-In Day  
Aug. 31- Sept. 1, Sun.–Mon. .... Upperclass Residence Hall Move-In Days  
Aug. 30- Sept. 2, Sat.–Tues. .... Freshmen Orientation  
September 3, Wed. .... Classes Begin  
November 26, Wed. .... No Classes  
(*Campus Open*)  
November 27–30, Thurs.–Sun. .... Thanksgiving Recess  
(*University Closed; Library Open Fri.–Sun.*)  
December 1, Mon. .... Classes Resume  
December 10, Wed. .... Last Day of Classes  
December 11-17, Thurs.–Wed. .... Final Examinations  
December 14, Sun. .... Commencement (2 p.m.)  
December 17, Wed. .... Residence Halls Close  
December 18, Thurs. .... Close of Fall Semester

#### Winter Semester 2009

January 4, Sun. .... Move-In Day and Winter Orientation  
January 5, Mon. .... Classes Begin  
January 19, Mon. .... MLK Jr. Day  
(*No Classes; Campus Open*)  
February 23–March 1, Mon.–Sun. .... Winter Recess  
(*No Classes; Campus Open*)  
March 2, Mon. .... Classes Resume  
April 10-12, Fri.–Sun. .... Spring Recess  
(*University Closed; Library Open*)  
April 18, Sat. .... Last Day of Classes  
April 20–25, Mon.–Sat. .... Final Examinations  
April 26, Sun. .... Commencement  
(Colleges of Arts and Sciences and Technology: 10:30 a.m., Colleges of Business, Education, and Health and Human Services: 2 p.m.)  
April 26, Sun. .... Residence Halls Close  
April 27, Mon. .... Close of Winter Semester

#### Spring Session 2009

May 3, Sun. .... Move-In Day  
May 4, Mon. .... Classes Begin  
May 25, Mon. .... Memorial Day  
(*University Closed*)  
June 15, Mon. .... Last Day of 6-Week Classes  
June 24, Wed. .... Last Day of 7½-Week Classes  
June 24, Wed. .... Residence Halls Close  
June 25, Thurs. .... Close of Spring Session

#### Summer Session 2009

June 28, Sun. .... Move-In Day  
June 29, Mon. .... Classes Begin  
July 3-4, Fri.-Sat. .... Independence Day  
(*University Closed*)  
August 10, Mon. .... Last Day of 6-Week Classes  
August 19, Wed. .... Last Day of 7½-Week Classes  
August 19, Wed. .... Residence Halls Close  
August 20, Mon. .... Close of Summer Session

## Eastern Michigan University Mission

Eastern Michigan University is committed to excellence in teaching, the extension of knowledge through basic and applied research, and creative and artistic expression. Building on a proud tradition of national leadership in the preparation of teachers, we maximize educational opportunities and personal and professional growth for students from diverse backgrounds through an array of baccalaureate, master's and doctoral programs. We provide a student-focused learning environment that positively affects the lives of students and the community. We extend our commitment beyond the campus boundaries to the wider community through service initiatives and partnerships of mutual interest addressing local, regional, national and international opportunities and challenges.

### Institutional Values

- Teaching and learning
- Excellence
- Human dignity and respect
- Diversity
- Scholarship and intellectual freedom
- Public engagement
- Leadership and participatory decision-making
- Integrity

### Guiding Principles

- Accessibility
- Relevancy
- Responsiveness to change
- Flexibility
- Quality
- Collaboration
- Accountability
- Affordability

## University Profile and History

Eastern Michigan University is a comprehensive University whose roots date back to 1849, when the Michigan Legislature designated it as Michigan's first institution to educate teachers to serve the public schools. At that time the Detroit school system was only 10 years old and the transition from one-room school houses had just begun.

Graduate education was inaugurated in 1938, when the programs were conducted in cooperation with the University of Michigan. In 1953 Eastern gained approval to offer its own graduate programs.

During its first 100 years, Michigan State Normal School, as it was originally called, certified thousands of teachers and developed the broad-based academic curricula that prepared it for its evolution to University status in 1959. Within the new University, three colleges emerged: the College of Education, the College of Arts and Sciences, and the Graduate School. The University has expanded three more times: in 1964 with the College of Business; in 1975 with the College of Health and Human Services; and in 1980 with the College of Technology.

New colleges created a need for additional acreage. The University campus spread from its original 275 acres on the south side of the Huron River to encompass an additional 182 acres west of the campus where student residences, athletic facilities and the Convocation Center are located. Among the newest buildings are the Porter College of Education building (1999); the Marshall College of Health and Human Services building (2000); and the University House (2004).

Today's student body reflects the national trend of mature adults returning to college to continue their education and prepare for new careers in a changing society. Women compose approximately 65 percent of the student body. Most students are from the state of Michigan, but 45 states and 93 countries are also represented. In fall 2006, 23,000 undergraduate and 4,650 graduate students were enrolled at Eastern Michigan University.

EMU's perspective has also grown, not only in on-campus program development, but also in online courses offered through the Office of Extended Programs.

Eastern Michigan University is known worldwide for its educational contributions. Its 105,000 living graduates are scattered among many countries as well as coast-to-coast in the United States, both strengthening and supporting the foundation that is the University in Ypsilanti, Michigan.

## Accreditations of Colleges and Departments

The University is fully accredited by the Higher Learning Commission, a subcommittee of the North Central Association of Colleges and Schools. In 2001 the University received an unqualified accreditation for a period of 10 years.

Eastern Michigan University also retains membership in these organizations: American Association of Colleges for Teacher Education; American Music Therapy Association; Association of Baccalaureate Social Work Program Directors; Council on Hotel, Restaurant and Institutional Education; Michigan Coalition of Schools/Departments offering the M.S.W.; Michigan Historic Preservation Network; National Association of Deans and Directors of Schools of Social Work; National Council for Preservation Education; National Trust for Historic Preservation; and The Pioneer America Society.

### Colleges and Departments

#### College of Arts and Sciences

- Department of African American Studies
- Department of Art
- Department of Biology
- Department of Chemistry (*accredited by the American Chemical Society*)
- Department of Communication and Theatre Arts
- Department of Computer Science
- Department of Economics
- Department of English Language and Literature
- Department of Foreign Languages and Bilingual Studies
- Department of Geography and Geology (*historic preservation accredited by the National Council for Preservation Education, urban and regional planning accredited by the Association of Collegiate Schools of Planning and by the Planning Accreditation Board, historic preservation affiliated with the Association for Preservation Technology, Michigan Historic Preservation Network, Pioneer America Society, Vernacular Architecture Forum and the National Trust for Historic Preservation*)
- Department of History and Philosophy
- Department of Mathematics
- Department of Music and Dance (*accredited by the National Association of Schools of Music and the American Music Therapy Association*)
- Department of Physics and Astronomy
- Department of Political Science (*public administration accredited by the National Association of Schools of Public Affairs and Administration*)
- Department of Psychology (*accredited by the Association for Behavior Analysis, American Psychological Association and Council of Applied Master's Programs in Psychology*)
- Department of Sociology, Anthropology and Criminology
- Women's and Gender Studies Program

#### College of Business

- (*accredited by the Association to Advance Collegiate Schools of Business*)
- Department of Accounting and Finance
- Department of Computer Information Systems
- Department of Management
- Department of Marketing



## College of Education

*(All professional educator preparation programs of EMU are accredited by the National Council for the Accreditation of Teacher Education and approved by the Michigan Department of Education.)*

Department of Leadership and Counseling *(Community, college and school counseling programs are accredited by the Council for Accreditation of Counseling and Related Educational Programs.)*

Department of Special Education *(Speech-language pathology program accredited by the American Speech-Hearing Association; hearing impaired program accredited by the Council on Education for the Deaf.)*

Department of Teacher Education *(accredited by the National Council for the Accreditation of Teacher Education)*

## College of Health and Human Services

School of Health Promotion and Human Performance *(athletic training accredited by the Commission on Accreditation of Allied Health Education Programs and the Joint Review Committee on Education Planning and Athletic Training; health education accredited by the Michigan Department of Education/National Council for the Accreditation of Teacher Education; orthotics and prosthetics is accredited by the National Commission on Orthotics and Prosthetics Education; physical education is accredited by the National Association of Sport and Physical Education/National Council for the Accreditation of Teacher Education)*

School of Health Sciences *(clinical laboratory sciences program accredited by the National Accreditation Agency for Clinical Laboratory Sciences; occupational therapy accredited by the Accreditation Council for Occupational Therapy Education; dietetics accredited by the Commission on Accreditation for Dietetics Education of the American Dietetic Association)*

School of Nursing *(accredited by the Commission on Collegiate Nursing Education)*

School of Social Work *(accredited by the Council on Social Work Education)*

## College of Technology

School of Engineering Technology *(Construction Management accredited by the American Council for Construction Education; Computer-Aided Design, Manufacturing Technology and Polymers and Coatings technology accredited by the National Association of Industrial Technology; Interior Design accredited by the Council for Interior Design Accreditation).*

School of Technology Studies *(Aviation Management, Communication Technology and Industrial Distribution accredited by the National Association of Industrial Technology; Apparel, Textiles, and Merchandising accredited by Textile Institute International; Hospitality Management program accredited by the Council on Hotel, Restaurant and Institutional Education; Legal Assistant (Paralegal Studies) program accredited by the American Bar Association; Network and Information Technology Administration, Marketing Education, Technology Education — folio approved by the National Council for Accreditation of Teacher Education/International Technology Educational Association/Council on Technology Teacher Education.)*

Military Science and Leadership

# The Graduate School

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## Organization

The Graduate School administers graduate education at Eastern Michigan University. The Associate Vice President for Graduate Studies and Research provides leadership in the development of graduate education and oversees adherence to Graduate School policies and procedures.

The Graduate School reserves the right to modify curricula, course content, admission standards, degree requirements and/or tuition and fees without advance notice. The information in this catalog is not a binding contract between the Graduate School and the student.

A Graduate Council, composed of faculty, administrators and students, recommends policy and plans for the development of graduate education. A membership roster is available from the Graduate School.

## Objectives

The Graduate School seeks to expand and improve the professional competence of its students by preparing them for more advanced academic work, providing expertise in research techniques in their chosen disciplines, and offering learning opportunities in convenient locations and individualized modes.

Faculty throughout the University are committed to meeting the learning needs of graduate students in a variety of programs and settings. Within the formal programs in the various academic disciplines, there is sufficient flexibility to accommodate the professional goals of each student.

# Degrees and Certificates Offered

## Doctoral Degrees

College of Arts and Sciences

Department of Psychology  
Clinical Psychology (Ph.D.)

College of Education

Department of Leadership and Counseling  
Educational Leadership (Ed.D.)

College of Technology

Technology (Ph.D.)

## Specialist's Degrees

College of Education

Department of Leadership and Counseling  
Educational Leadership  
Department of Special Education  
Special Education

## Master's Degrees

Graduate School

Individualized Studies

Interdisciplinary Programs

Bioinformatics  
Schools, Society and Violence  
Social Science  
Social Science and American Culture  
Integrated Marketing Communications

College of Arts and Sciences

Department of Art  
Art Education  
Fine Art (M.F.A.)  
Studio Art

- Department of Biology
  - Bioinformatics
  - Biology
  - Biology — General
  - Ecology and Organismal Biology
  - Ecosystem Biology
  - Molecular/Cellular Biology
- Department of Chemistry
  - Bioinformatics
  - Chemistry
- Department of Communication and Theatre Arts
  - Arts Administration
  - Communication
  - Drama/Theatre for the Young (M.A., M.F.A.)
  - Interpretation/Performance Studies
  - Theatre Arts
- Department of Computer Science
  - Bioinformatics
  - Computer Science
  - Double M.A. Program with Fachhochschule, Karlsruhe, Germany
  - Language Technology
- Department of Economics
  - Applied Economics
  - Economics
  - Health Economics
  - International Economics and Development
  - Trade and Development
- Department of English Language and Literature
  - Children's Literature
  - Creative Writing
  - English Linguistics
  - Language Technology
  - Literature
  - Professional Writing
  - Technical Communication
  - Written Communication
- Department of Foreign Languages and Bilingual Studies
  - Foreign Language — French
  - Foreign Language — German
  - Foreign Language — Spanish
  - Language and International Trade
  - Spanish Bilingual-Bicultural Education
  - Teaching of English to Speakers of Other Languages (TESOL)
- Department of Geography and Geology
  - Earth Science Education
  - Geographic Information Systems
  - Historic Preservation — Conservation and Technology
  - Historic Preservation — General Studies
  - Historic Preservation — Heritage Interpretation, Tourism and Administration
  - Historic Preservation — Preservation Planning
  - Urban and Regional Planning
- Department of History and Philosophy
  - History
  - Local History Program
  - Social Science
  - Social Science and American Culture
- Department of Mathematics
  - Mathematics
    - Computer Science
    - Mathematics Education
    - Statistics
  - Bioinformatics
- Department of Music and Dance
  - Music
  - Music Education
- Department of Physics and Astronomy
  - General Science
  - Physics
  - Physics Education
- Department of Political Science
  - Public Administration (M.P.A.)
- Department of Psychology
  - Clinical Behavioral Psychology
  - General Clinical Psychology
  - General Experimental Psychology
- Department of Sociology, Anthropology and Criminology
  - Criminology and Criminal Justice
  - Schools, Society and Violence
  - Sociology
    - Applied Research Specialty
    - Family Specialty
- Women's and Gender Studies Program
  - Women's Studies
- College of Business**
  - Business Administration (General) (M.B.A.)
    - E-Business
    - Enterprise Business Intelligence
    - Entrepreneurship
    - Finance
    - Human Resource Management
    - International Business
    - Non-Profit Management
    - Supply Chain Management
- Department of Accounting and Finance
  - Accounting (M.S.A.)
  - Accounting (B.A. - M.S.A.)
- Department of Computer Information Systems
  - Computer Information Systems (M.S.I.S.)
- Department of Management
  - Bioinformatics
  - Human Resources Management and Organizational Development (M.S.-HR/OD)
- College of Education**
  - Department of Leadership and Counseling
    - College Counseling
    - Community Counseling
    - Educational Leadership
      - Higher Education/General Administration
      - Higher Education/Student Affairs
      - K-12 Administration
    - School Counseling
  - Department of Special Education
    - Endorsements
      - Cognitive Impairment
      - Emotional Impairment
      - Hearing Impairment
      - Physical Impairment and Other Health Impairment
      - Visual Impairment
    - General Special Education
    - Learning Disabilities
    - Speech-Language Pathology
- Department of Teacher Education
  - Common Learnings in Curriculum
  - Curriculum and Instruction
  - Early Childhood Education
  - Educational Media and Technology
  - Educational Psychology
    - Development and Personality
    - Research and Evaluation
  - Elementary Education
  - Middle Level Education
  - Reading
  - Schools, Society and Violence
  - Secondary Education
  - Social Foundations

## College of Health and Human Services

- School of Health Sciences
  - Clinical Research Administration
  - Combined Bachelors/Master's Degree in Occupational Therapy
  - Human Nutrition
  - Human Nutrition—Coordinated Program in Dietetics
  - Occupational Therapy (M.O.T., M.S.)
- School of Health Promotion and Human Performance
  - Exercise Physiology
  - Health Education
  - Physical Education
    - Interdisciplinary Adapted Physical Education
    - Pedagogy
    - Sports Management
- School of Nursing
  - Nursing (M.S.N.)
- School of Social Work
  - Social Work (M.S.W.)
    - Family and Children's Services
    - Mental Health and Chemical Dependency
    - Services to the Aging

## College of Technology

- School of Engineering Technology
  - CAE
  - Construction Management
  - Engineering Management
  - Interior Design
  - Polymers and Coatings Technology
  - Quality Management
- School of Technology Studies
  - Apparel, Textiles and Merchandising
  - Career, Technical and Workforce Education
  - Hotel and Restaurant Management
  - Technology Studies
  - Master of Business Education

## Advanced Graduate Certificates

### College of Arts and Sciences

- Department of History
  - State and Local History

### College of Education

- Department of Leadership and Counseling
  - Post-Master's Certificate Program for School Counselor Licensure

### College of Health and Human Services

- School of Nursing
  - Post-Master's Adult Nurse Practitioner

### College of Technology

- School of Engineering Technology
  - Quality

## Graduate Certificates

### Interdisciplinary Program

- Bioinformatics
- Community Building
- Language Technology
- Management of Public Healthcare Systems
- Nonprofit Management
- Public Budget Management
- Public Land Planning and Development Management
- Public Personnel Management
- Public Policy Analysis
- Water Resources

## College of Arts and Sciences

- Department of African American Studies
    - African American Studies
  - Department of Biology
    - Bioinformatics
    - Water Resources
  - Department of Computer Science
    - Artificial Intelligence
    - Bioinformatics
    - Secondary Teacher Endorsement
  - Department of Economics
    - Public Budget Management
    - Public Personnel Management
    - Public Policy Analysis
  - Department of English Language and Literature
    - Teaching of Writing
    - Technical Communication
  - Department of Foreign Languages and Bilingual Studies
    - Bilingual Endorsement Program for Certified Teachers
    - Hispanic Language and Cultures
    - German for Business Practices
    - Japanese for Business Practices
    - Japanese Language Teaching
    - Teaching English as a Second Language
  - Department of Geography and Geology
    - Geographic Information Systems (GIS) for Educators
    - Geographic Information Systems (GIS) for Professionals
    - Historic Preservation
    - Public Land Planning and Development Management
    - Water Resources
  - Department of Mathematics
    - Bioinformatics
  - Department of Political Science
    - Community Building
    - General Public Management
    - Local Government Management
    - Management of Public Healthcare Services
    - Nonprofit Management
    - Public Budget Management
    - Public Land Planning and Development Management
    - Public Personnel Management
    - Public Policy Analysis
  - Department of Sociology, Anthropology, and Criminology
    - Community Building
- ### College of Business
- Business Administration
    - Accounting — Financial and Operational Control
    - Accounting — Taxation
    - Computer Information Systems
    - E-Business
    - Entrepreneurship
    - Finance
    - Human Resource Management
    - Marketing Management
    - Organizational Development
    - Supply Chain Management
  - Department of Accounting and Finance
    - Community Building
    - Nonprofit Management
    - Public Budget Management
  - Department of Computer Information Systems
    - Computer Information Systems
  - Department of Management
    - Bioinformatics
    - Community Building
    - Nonprofit Management
    - Public Personnel Management
  - Department of Marketing
    - Community Building
    - Nonprofit Management



College of Education  
Department of Leadership and Counseling  
Community College Leadership  
Helping Interventions in a Multicultural Society  
Department of Teacher Education  
Educational Media and Technology

College of Health and Human Services  
School of Health Promotion and Human Performance  
Orthotics or Prosthetics  
Provisional Certification in Physical Education  
School of Health Sciences  
Clinical Research Administration  
Health Administration  
Public Budget Management  
School of Nursing  
Quality Improvement in Health Care  
Teaching in Health Care Systems  
School of Social Work  
Community Building  
Gerontology  
Gerontology — Specializing in Dementia  
Nonprofit Management

College of Technology  
School of Engineering Technology  
Quality Management  
School of Technology Studies  
Information Security

# The Graduate Experience

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## Message from the Graduate School Dean

Graduate education is the rewarding process of exploring in-depth content that initially was presented to you during your baccalaureate program, or you may be exploring a new avenue of thought such as a master's in business or public administration. The purpose of graduate school is mastery: honing one's skills, researching and expanding knowledge about a specific field of study.

Think of education as an upside down funnel. You start with a broad base by completing your bachelor's degree. A graduate certificate or master's degree narrows the funnel while refining content in a specialized fashion. Research becomes more focused. The funnel narrows again with an advanced-graduate certificate, specialist degree and doctoral-level work. You end knowing a lot about a very refined segment of your discipline. Breadth and depth of knowledge allows you to command improved employment opportunities, increased salary, but more importantly, joy in being a scholar who provides a vital contribution to your discipline. Contributions include pure or applied research, community engagement, mastery of skills such as fine and performing arts. These are limited only by your imagination.

Most graduate students balance work, family life and community involvement with course work towards a degree completion. It's a juggling act. A team effort or network is needed. The EMU family of faculty and staff are prepared to mentor you through the journey. Let classmates be a part of the network as well. These friendships create a professional linkage that will remain resolute through your professional life. It saddens me to see students before and after class communicating on cell phone, blackberry, PDA, or laptop and not interacting with classmates who might hire them in the future or problem-solve a complicated project. Begin to create and nurture bonds toward a strong, long-term, support system.

The Graduate School staff is also a part of your network. We stand ready to help you throughout your educational journey. Feel free to contact us at 734.487.0042 or [graduate\\_school@emich.edu](mailto:graduate_school@emich.edu). See our web site at [www.gradschool.emich.edu](http://www.gradschool.emich.edu).

Sincerely,



Deb de Laski-Smith, Ph.D.  
Dean of the Graduate School (Interim)

# Admission

## General Procedures

Complete and submit to the Office of Admissions all required documents and materials. Official transcripts sent to EMU directly from the institution are required for all institutions (graduate and undergraduate) attended. The following priority deadlines have been established for receipt of all application materials required for admission to a graduate program:

Semester/Session	Domestic Students	International Students
Fall	Feb. 1	Feb. 1
Winter	Sept. 1	Sept. 1
Spring	Feb. 1	Feb 1
Summer	Feb. 1	Feb 1

Applications received after the priority deadline will be processed in the order received. Admission can not be guaranteed if materials are submitted after May 15. Newly admitted students may not change programs two weeks prior to the start of the semester.

Some programs have deadlines different from those stated above. Prospective applicants are advised to verify the program deadline with their academic department or its web site.

Applicants whose native language is not English must demonstrate English language proficiency by submitting official test scores. Required tests and minimum scores are available from the Office of Admissions or its web site: [www.emich.edu/admissions](http://www.emich.edu/admissions).

Individual departments may require higher scores than the Graduate School. Students who score below the minimum required by their department may be admitted conditionally and will be placed in ESL courses. These assigned ESL courses will be in addition to the student's departmental program of study. The ESL condition does not affect a student's enrollment or visa status.

## Doctoral Degree

### Admission Requirements

Requirements for admission to a doctoral degree program include the following:

- Submission of the completed Application for Graduate Admission, non-refundable application fee and all official graduate and undergraduate transcripts to the Office of Admissions;
- The earned equivalent of a four-year, U.S. bachelor's degree or master's degree from an accredited college or University;
- A minimum cumulative graduate grade point average of 3.0 on a 4.0 scale in the master's degree or, for those departments admitting directly from the bachelor's degree, a minimum cumulative GPA of 2.75 on a 4.0 scale. Applicants who do not meet minimum admission requirements may be considered for conditional admission (see below). Some departments require higher minimum GPAs; see specific program requirements;
- Other departmental admission requirements, such as standardized test scores, letters of recommendation, personal statements, portfolios and interviews, are listed under the individual programs;
- A statement of financial responsibility for those who are or will be on an F-1 or J-1 visa; and
- Applicants whose native language is not English must demonstrate English language proficiency (see International Applicants, page 12).

The application and all supporting documents become the property of Eastern Michigan University *and will not be returned to the applicant*. Applicants are not admitted to the Graduate School and/or an academic program until they have been notified in writing of acceptance by the Office of Admissions.

### Transfer Credit

Post-baccalaureate degrees earned at Eastern Michigan University or another accredited institution may be applied to a student's program of study at the discretion of the student's doctoral program. With the exception of post-baccalaureate degrees, no more than 12 hours of transfer credit may normally be applied to a doctoral program. Exceptions to this policy require the approval of the department head and Graduate School.

## Academic Probation and Dismissal

Students are placed on academic probation at the end of any semester in which their cumulative EMU grade point average in courses taken for graduate credit is below 3.0. Probationary students who do not return to good academic standing by the end of the next two enrollment periods are dismissed from the University and are so notified in writing.

Doctoral students may be dismissed from a program if program requirements are not met. Individual departments may specify additional grounds for dismissal. Students who are dismissed from a program while in good academic standing may still be eligible for another graduate program at EMU.

## Time Limit for Completing Degree

Doctoral students must complete all requirements for the degree within seven years of the date of first enrollment. An extension of the seven-year time limit is permitted only upon recommendation of the student's dissertation committee and by the doctoral program director with the approval of the department head and Graduate School.

## Residency

Although the Graduate School does not require a specific period of campus residency, it nevertheless encourages the efforts of graduate programs to create a cohesive intellectual community.

Some EMU graduate programs do enforce a residency requirement even if the Graduate School does not. Students should check with their advisers and program descriptions to determine specific expectations and requirements. These may vary from one program to the next and may include attendance at guest lectures or conferences, or even specific periods of enrollment on the main campus.

## Faculty Participation in Doctoral Programs

Criteria and procedures for assigning faculty to teach doctoral-level courses, to chair or serve on dissertation committees, and to perform other tasks associated with doctoral programs are defined by the degree-offering department, with specific assignments formally reviewed at regular intervals by the department head with faculty input.

## Course Requirements

Doctoral students are normally expected to complete the equivalent of 90 hours beyond the baccalaureate degree. Specific course requirements are established by the student's program adviser and are clearly stated on the student's program of study, which shall be filed in the Office of Records and Registration no later than the end of the student's first year of study (or after the student has completed 12 hours of course work).

## Candidacy

The designation "doctoral candidate" refers to a student who has completed all designated course work and has passed a qualifying examination.

## Qualifying Examination

Policies and procedures for the qualifying examination vary from one doctoral program to another (see department handbook). All such policies and procedures, and all subsequent changes made to them, must be recommended by the doctoral program director and approved by the department head and Graduate School.

## Dissertation Committee

The task of the dissertation committee is to support the candidate throughout the dissertation process and to provide both formative and summative evaluation. If the dissertation proposal is a part of the qualifying exam, then the dissertation committee will be selected prior to the exam. If the exam is not related to the dissertation, the committee is selected after candidacy is reached. The student will select a committee chair by mutual agreement and on the basis of shared research interests. Committee chairs must be tenured or tenure-track, full-time faculty with a completed doctorate. Together, the student and chair then select with their consent from three to five additional members (normally faculty from within the degree-granting department). Dissertation committees must have at least four members (including the chair) and no more than six members. At least half of the committee members must be from the student's home department. At least one member must be from outside the student's home department and will serve the committee as the Graduate School representative. One committee member may be from outside the pool of graduate faculty (e.g., faculty

from other institutions, alumni, community members, corporate partners, internship supervisor, emeritus faculty). All committee members should be experts in at least some aspect of the student's dissertation topic area. The final committee roster, and any subsequent changes in committee membership, must be formally approved by the committee chair, department head and Graduate School. Substantive committee decisions and votes to approve the defense and the dissertation require a consensus of all members.

A manual with guidelines and requirements for the dissertation is available from the Graduate School's web site. Deadline dates for submission of the dissertation to the Graduate School are November 1 for December graduation, March 1 for April graduation, May 15 for June graduation and July 1 for August graduation.

## Specialist's Degree

Requirements for admission to a specialist's degree program include the following:

- Submission of the completed Application for Graduate Admission, non-refundable application fee and all official graduate and undergraduate transcripts to the Office of Admissions;
- The earned equivalent of a four-year, U.S. bachelor's degree (and master's degree, if applicable) from an accredited college or University;
- A minimum cumulative graduate grade point average of 3.0 on a 4.0 scale in the master's degree or, for those departments admitting directly from the bachelor's degree, a minimum cumulative GPA of 2.75 on a 4.0 scale. Applicants who do not meet minimum admission requirements may be considered for conditional admission (see below). Some departments require higher minimum GPAs; see specific program requirements;
- Other departmental admission requirements, such as standardized test scores, letters of recommendation, personal statements, portfolios and interviews, are listed under the individual programs;
- A statement of financial responsibility for those who are or will be on an F-1 or J-1 visa; and
- Applicants whose native language is not English must demonstrate English language proficiency (see International Applicants, page 12).

The application and all supporting documents become the property of Eastern Michigan University *and will not be returned to the applicant*. Applicants are not admitted to the Graduate School and/or an academic program until they have been notified in writing of acceptance by the Office of Admissions.

## Master's Degree

Requirements for admission to a master's degree program include the following:

- Submission of the completed Application for Graduate Admission, non-refundable application fee and all official undergraduate and graduate transcripts to the Office of Admissions;
- The earned equivalent of a four-year U.S. bachelor's degree from an accredited college or University;
- A minimum cumulative undergraduate grade point average of 2.5 on a 4.0 scale, or 2.75 in the last half of the undergraduate program. Applicants who do not meet minimum admission requirements may be considered for conditional admission (see below). Some departments require higher minimum GPAs; see specific program requirements;
- Other departmental admission requirements, such as standardized test scores, letters of recommendation, personal statements, portfolios and interviews, are listed under the individual programs;
- A statement of financial responsibility for those who are or will be on an F-1 or J-1 visa; and
- Applicants whose native language is not English must demonstrate English language proficiency (see International Applicants, page 12).

The application and all supporting documents become the property of Eastern Michigan University *and will not be returned to the applicant*. Applicants are not admitted to the Graduate School and/or an academic program until they have been notified in writing of acceptance by the Office of Admissions.

## Thesis

A number of departments offer the writing of a thesis, either as an option or a requirement. A manual with guidelines and requirements for the master's thesis is available from the Graduate School's web site. A maximum of six thesis hours may be used on a degree program. Deadlines for thesis submission to the Graduate School are November 15 for December graduation; March 15 for April graduation; June 1 for spring graduation; and July 15 for summer graduation.

## Types of Admission

Degree admission requires that the applicant meet both Graduate School and departmental admission requirements as stated in the Graduate Catalog. Admission to graduate studies may be unconditional or conditional. There are four categories of conditional admission:

### Conditional Admission

- Condition 1: Curriculum Deficiencies. This conditional admission status applies to applicants who meet the Graduate School's admission requirements, but have curricular deficiencies or do not meet other departmental standards. Conditions to be met prior to gaining degree admission status are normally found on the Graduate Admissions Recommendation Form, sent to the student with the letter of admission.
- Condition 2: Senior Status. This status applies to applicants completing an undergraduate degree at the time of application. It is valid for one semester only, and is removed upon submission of an official degree-posted transcript to the Office of Admissions.
- Condition 3: English as a Second Language (ESL). ESL status applies to applicants who are non-native speakers of English and whose score on required language-proficiency tests was below the required minimum. Students admitted with the ESL condition must successfully complete ESL courses as assigned.
- Condition 4: Academic Deficiencies. This status is granted to degree program applicants who do not meet the minimum undergraduate GPA requirement of the Graduate School or the academic department, whichever is higher. Students must complete a minimum of nine to twelve graduate hours as specified by the department while maintaining good academic standing (3.0 GPA). These credits can only be applied to a graduate degree program upon the recommendation of the designated departmental adviser.

## Master's Degree Program in Individualized Studies

This 36-hour program provides a flexible and innovative graduate-level experience for students whose educational or professional goals are not met by other graduate degree programs at Eastern Michigan University.

With the assistance of two or more faculty members, applicants propose a program of study made up of a structured sequence of courses designed to meet a specific set of goals and objectives. Courses are taken from three (3) subject areas and a thesis or capstone project completes the program of study. Interested applicants must meet with the Graduate School.

## Certificate Programs

The *graduate certificate* program is for students with a bachelor's degree from an accredited institution and an interest in specialized studies. The *advanced graduate certificate* is for students with graduate degrees, who wish to stay current in their field or gain expertise in a specialized area.

Requirements for admission to a graduate certificate or advanced graduate certificate program include the following:

- Submission of the completed Application for Graduate Admission, non-refundable application fee and all official undergraduate and graduate transcripts to the Office of Admissions;
- The earned equivalent of a four-year U.S. bachelor's degree from an accredited college or University;
- A minimum cumulative undergraduate grade point average of 2.5 on a 4.0 scale, or 2.75 in the last half of the undergraduate program;
- Other departmental admission requirements, such as standardized test scores, letters of recommendation, personal statements, portfolios and interviews, which are listed under the individual programs in this catalog;

- e) A statement of financial responsibility for those who are or will be on an F-1 or J-1 visa; and
- f) Applicants whose native language is not English must demonstrate English language proficiency (see International Applicants, page. 12).

The application and all supporting documents become the property of Eastern Michigan University and *will not be returned to the applicant*. Applicants are not admitted to the Graduate School and/or an academic program until they have been notified in writing of acceptance by the Office of Admissions.

### Types of Admission

Certificate admission requires that the applicant meet both Graduate School and departmental admission requirements as stated in the Graduate Catalog. Admission to a graduate certificate or advanced graduate certificate program may be unconditional or conditional. There are four categories of conditional admission.

- a) Condition 1: Curriculum deficiencies. This conditional admission status applies to applicants who meet the Graduate School's admission requirements, but have curricular deficiencies or do not meet other departmental standards. Conditions to be met prior to gaining certificate admission status are normally found on the Graduate Admissions Recommendation Form, sent to the student with the letter of admission.
- b) Condition 2: Senior Status. This status applies to applicants completing an undergraduate degree at the time of application. It is valid for one semester only, and is removed upon submission of an official degree-posted transcript to the Office of Admissions.
- c) Condition 3: English as a Second Language (ESL). ESL status applies to applicants who are non-native speakers of English and whose score on required language-proficiency tests was below the required minimum. Students admitted with the ESL condition must successfully complete ESL courses as assigned.
- d) Condition 4: Academic Deficiencies. This status is granted to certificate program applicants who do not meet the minimum undergraduate GPA requirement of the Graduate School or the academic department, whichever is higher. Students must complete a minimum of 6 graduate hours as specified by the department while maintaining a good academic standing (3.0 GPA). These credits can only be applied to a graduate certificate program upon the recommendation of the designated departmental adviser.

### Certificate Requirements

Both graduate and advanced graduate certificate programs must consist of at least 12 graduate-level hours. One 400-level course may be used on the graduate certificate program. No 400-level courses may be used on the advanced graduate certificate. A minimum GPA of 3.0 must be achieved. In most cases, credits earned for certificate programs may apply to a graduate degree. All requirements for either certificate must be completed within three years of first enrollment.

### Non-Degree Admission

Non-degree admission status applies to students who do not wish to pursue a degree program, or who are prevented from doing so by the Graduate School or their academic department. Non-degree status may be appropriate in the following situations:

- a) *Professional Teacher Certification*. Certified teachers and other education professionals who do not intend to pursue a graduate-degree program enroll in this category. Applicants are seeking a second teaching certificate (see Teacher Certificate section of this catalog).\*
- b) *Continuing Education*. Applicants who enroll through Continuing Education are non-degree students. Students seeking a degree must formally apply and be admitted to a graduate program, and any courses taken through Continuing Education must be approved by the academic department and the Graduate School as noted on a program of study.

- c) *Graduate Non-degree*: This status is intended for applicants with a minimum undergraduate GPA of 2.5 who wish to enroll in graduate or undergraduate courses for self-enrichment purposes or to obtain other professional qualifications such as teaching endorsements. This admission status does not lead to a graduate degree. Applicants must provide a bachelor's degree-posted transcript with at least 60 hours of course work and a 2.5 GPA. If 60 hours were not earned from the bachelor's-degree-granting institution, all undergraduate transcripts must be provided to the Office of Admissions.
- d) *Undergraduate Non-degree*: An applicant whose undergraduate grade point average was 2.0 to 2.5 may be admitted as an undergraduate student to enroll in undergraduate courses for which course prerequisites have been met. An Undergraduate Admission Application must be completed and submitted with fee to the Office of Admissions. See the Undergraduate Catalog for further details.

#### Note:

*\*Applicants seeking their first (provisional) teaching certificate will apply as undergraduate post-baccalaureate teacher certificate students. See the EMU Undergraduate Catalog for details.*

### Second Bachelor's Degree

Second bachelor's degree students are admitted as undergraduate students using the undergraduate admissions form. See the Undergraduate Catalog for details.

### Guest Students

The Michigan Intercollegiate Graduate Studies (MIGS) program offers graduate students at many Michigan institutions the opportunity to take advantage of graduate courses or experiences offered by Eastern Michigan University or other institutions in the state. Applicants complete the MIGS application form (available in the Graduate School, and on the Graduate School's web site) and secure the approval of their adviser for the courses to be taken.

Currently enrolled students in a graduate program at other institutions who wish to take a graduate course at Eastern Michigan University for transfer to their home institution, may do so by enrolling as non-degree students. Guest students in the College of Business must meet the standards for regular admission to business programs.

### International Applicants

An applicant is considered an international student if either of the following conditions exists:

- a) the applicant is not a U.S. citizen or permanent resident, or
- b) the applicant currently has or will require a visa to live, work or study in the United States.

Priority deadlines for receipt of all application materials for graduate degree and certificate programs are:

Semester/Session	Deadline
Fall.....	Feb. 15
Winter.....	Oct. 1
Spring.....	March 1
Summer.....	April 1

#### English as a Second Language

English as a Second Language (ESL) courses are taught in the Department of Foreign Languages and Bilingual Studies. These courses carry academic credit and are calculated in the total GPA.

Admission status is based on the first English proficiency score that students send to the University. If a later test results in a higher score, it also should be sent to the Admissions Office. All scores must arrive two weeks before the first day of the term or semester.



Students will be given ESL conditional admission if they are admitted to the University, but score below the minimum scores required below:

Graduate TOEFL (CBT) .....	213
Graduate TOEFL (PBT) .....	550
Graduate TOEFL (iBT) .....	79
Graduate MELAB .....	77
Graduate IELTS .....	6.5

\*Some graduate programs require higher scores. Check with the program department or school.

Students with an ESL conditional admission must take ESL classes in the first semester in which they are enrolled. Placement into ESL classes will be determined by the sub-scores achieved on the TOEFL, IELTS, or MELAB. (Contact the ESL Office for more information.)

Once placed into ESL courses students must complete each course with a grade of C or higher to advance to the next level. (Students who receive a grade of C- or lower for a course must repeat that course in the next semester in which they are enrolled.) Students must continue ESL courses each semester until they finish the 500 level for graduate students.

When students are at the 400 or 500 level of ESL, they may take other courses in the University at the same time.

When students have successfully completed the required ESL courses, their admission status is changed from conditional to regular.

Regular University academic probation and dismissal policies apply to students in ESLN courses.

For information on the TOEFL or TWE, contact:

Educational Testing Service  
P.O. Box 6155  
Princeton, New Jersey 08541-6155  
Phone: 609.771.7100  
Web site: www.toefl.org

For information on the MELAB, contact:

English Language Institute  
University of Michigan  
3020 NUBS  
Ann Arbor, Michigan 48109  
Phone: 734.764.2416

## Academics

### Registration and Grading

#### Registration

Students may not attend classes unless they are properly registered and have paid appropriate fees.

Students who have not enrolled for eight consecutive semesters (two years) must complete an Enrollment Change form from the Office of Admissions before registering. For some programs, departmental evaluation for readmission will be required.

Students who do not enroll during the semester in which they are admitted must update their admission by submitting an Enrollment Change form to the Office of Admissions before registration is permitted.

#### Orientation

Orientations, scheduled at the beginning of new semesters, provide an overview of academic and campus life to new students. The graduate student and graduate assistant orientations cover such topics as: Graduate School policies, ID cards, parking passes, e-mail accounts, financial aid, campus employment or assistantships, Career Services, public safety, library services, University computing, campus life, student health services, student affairs and international student information. They provide not only

answers to your questions about the graduate experience, but also a place to get to know fellow students. Students are encouraged to attend.

For more information on orientations, visit the Graduate School web site at [www.gradschool.emich.edu](http://www.gradschool.emich.edu).

#### Program of Study

A program of study, which is the list of courses you will take to complete your degree, is required for students in all degree and certificate programs. Students who fail to obtain a program of study approved by their adviser assume full responsibility for their registrations and for satisfying University, Graduate School and departmental program requirements. An approved program of study must be on file in the Office of Records and Registration, 303 Pierce Hall, in order to meet graduation requirements. Students should schedule an appointment with their academic/graduate adviser to set up a program of study as soon as possible within their first semester.

#### Undergraduate 400-Level Courses for Graduate Credit

Some 400-level undergraduate courses are available for graduate credit. Students taking these courses are required to perform additional graduate-level work. Request forms are available in the Office of Records and Registration or the Graduate School and their web sites. The form must be approved by the instructor and the student's adviser and then returned to the Graduate School at the beginning of the semester or term.

No more than nine hours of 400-level course work may be applied toward a graduate program. Such courses must appear on the student's program of study to be applied toward a degree. See the Graduate School web site for a list of pre-approved 400-level courses.

Independent study or special topics courses at the 400-level **will not** receive graduate credit. Students must use a 500-level independent study or special topics number.

#### Enrollment in Graduate Courses by Advanced Undergraduates

An undergraduate student may enroll in 500-level courses with instructor/department and graduate school approval if A) the student has completed 85 or more hours with a minimum GPA of 2.5, or B) if the student is a member in good standing of the Honors College, has completed 70 or more hours, and has written permission from the Honors Director. No more than 15 graduate hours may be taken by an undergraduate student.

#### Auditing Courses

Graduate students who wish to audit a course must register for audit status and pay the same tuition and fees as for academic credit enrollment. See the class schedule book for audit deadlines.

#### Pass/Fail Grading Option

Graduate students may elect a pass/fail grading option when enrolling in undergraduate courses for enrichment that **will not** apply to a graduate program of study. Undergraduate curriculum deficiency requirements noted on a program of study may not be completed with a pass grade, unless approved by a graduate adviser.

Students should enroll in the course then complete the Pass-Fail Application Form for Graduate Students submitting it to the Graduate School before the end of the first week of the semester. The form may be obtained from the Office of Records and Registration, the Graduate School or its web site. Students complete all course work and the faculty member submits a letter grade at the end of the semester to the Office of Records and Registration. The grade is converted to pass/fail. A student may cancel the pass/fail grading option at any time before the last day of classes for the semester just prior to exams, and the letter grade submitted by the faculty will post to the student's transcript.

#### Independent Study

Independent study enables graduate students to pursue academic interests not addressed in conventional courses. A maximum of six hours of independent study may be used on a degree program. See the section on Course Limitations on the next page.



## Course Limitations

No more than six hours in one of the following categories may be used to satisfy graduate degree requirements:

Special Topics: 590, 591, 592, 679, 680, 681  
Independent Study: 597, 598, 599, 697, 698, 699  
Seminar: 693, 694, 695, 696  
Workshop: 594, 595, 596, 682, 683, 684, 685  
Thesis/Final Project: 690, 691, 692, 790, 791, 792

A graduate program of study may not include more than 12 hours of special topics, independent study, seminar and workshop courses, *in combination*, and no more than nine hours of 400-level courses.

## Attendance

Students who find it necessary to be absent from classes in order to observe major religious holidays may arrange with their instructors to make up missed work, including examinations. If satisfactory arrangements cannot be made with the instructor, students may appeal to the department head.

Expectations regarding class attendance should be included in the printed syllabus distributed by the instructor at the beginning of the semester.

## Withdrawal

Graduate students are expected to follow University policy and procedures for withdrawal, both from individual classes and from the University. *Non-attendance and/or nonpayment of tuition do not constitute withdrawal or absolve a student of academic or financial responsibility.*

### Withdrawal from Individual Classes — Fall/Winter Semesters

- First Eight Days.** Any change in the student's program occurring during this period may be processed through the registration system. Such changes are not recorded on the student's permanent record.
- Ninth Day Through Tenth Week.** All student-initiated withdrawals are accepted automatically and recorded as W. Withdrawals initiated during this period will not result in tuition adjustment or reimbursement.
- After the Tenth Week, Until the Beginning of the Final Exam Period.** Students must initiate a withdrawal request at the Graduate School. A W may be granted only if the student shows documentation for inability to complete the course (e.g., illness, family concerns, employment problems). Poor academic performance is not a valid reason for withdrawal and such requests will be denied.

Students considering withdrawal should consult with their instructor(s) and should not stop attending class before receiving official notification that their withdrawal has been approved. If a student stops attending class without officially withdrawing and does not take the final examination, University policy requires that the instructor assign a grade of E for the course. Students who believe they have received an unearned E grade and who wish to appeal must do so during the following semester; no later appeals will be heard.

International students holding F-1 or J-1 visas must also seek withdrawal approval from the Office of International Students. Students who are on financial aid or who hold a scholarship, fellowship or graduate assistantship should consult the Graduate School before withdrawing from courses in order to fully understand the potential financial impact.

Policies governing the refund of tuition and fees are to be found in the Tuition and Fees section of this catalog. The class schedule book should be consulted for the calendar regulating withdrawals.

### Withdrawal from All Classes

Students may withdraw from all classes (withdraw from the University) before the first day of exams and receive a grade of W for all courses. This transaction is handled by the Office of Records and Registration. Such withdrawal may necessitate the updating of a student's admission status, and students in their first semester must notify their academic department and the Office of Admissions before re-enrolling.

### Continuous Enrollment

Once degree-requirement enrollment is complete, graduate students may elect continuous enrollment in either course number 639 for a master's/specialist-level students and 767 for doctoral students. The one-credit enrollment will not apply toward degree completion, nor will there be as-

signments nor a grade, but enrollment will assist in the following ways (to name a few):

- enable access to University services such as the library as thesis/dissertation or final projects are being completed.
- delay loan repayment while completing thesis, dissertation, or final project.
- provide liability coverage during internship or field placement.

Some graduate programs may require continuous enrollment, such as the doctoral program in Educational Leadership. Students may repeat enrollment as often as needed.

## Course Numbering System

*400-500:* for advanced undergraduates and graduate students. Graduate students must obtain Graduate School approval before enrolling in a 400-level course. To earn graduate credit for a 400-level course, the student must do work at the graduate level. The 500-level courses are open to advanced undergraduates; see Enrollment in Graduate Courses by Advanced Undergraduates. *600:* for graduate students only.

*700 and above:* for advanced-level graduate degree students.

## Grading System

Grade	Significance	Grade points per credit hour
A	Exceptionally high order	4.0
A-		3.7
B+		3.3
B	Distinctly above the average	3.0
B-		2.7
C+		2.3
C	Average	2.0
C-		1.7
E	Unsatisfactory (denoting failure)	0.0

### Note:

*Graduate students who earn a D grade will have an E grade posted on their transcript. Grades below a C- are considered a failure.*

Student academic records are kept on permanent file in the Office of Records and Registration. Transcripts may be ordered through the Cashier's Office, or on-line at [getmytranscript.com](http://getmytranscript.com).

### Credit/No Credit

The Graduate School awards credit/no credit only in theses, practicums, selected fieldwork, selected independent-study courses and special cases such as exhibitions in art. It is not a student's prerogative to elect a course for credit/no credit; only previously designated courses are available for such credit. To receive credit for a credit/no credit course, a student must perform in a manner equivalent to B work in the judgment of the faculty supervising the student's work.

### Repeating Courses

In the case of repeated courses, the second grade replaces the first in the computation of the student's cumulative GPA. The first grade remains on the record and is part of the term GPA, however a course may be repeated only once and only if a grade less than B was received the first time.

### "I" (Incomplete) Grades

An "I" grade may be awarded when illness or other unavoidable extenuating circumstances prevent completion of a course, provided that academic performance for the completed portion of the course (50% or more) merits a grade of B or better. The instructor will provide the student and the department head with a rationale for the "I" grade and will specify the work required to remove the incomplete.

Unless an extension is granted, an I grade must be removed within 12 months. The 12-month limit may be extended only under unusual circumstances upon the written recommendation of the instructor and with the approval of the Graduate School. The initiative for conversion of an "I" to a letter grade rests with the student. No extensions will be granted after three years, after which time the "I" becomes a permanent part of the student's academic record. Permanent "I" grades may be removed by repeating the course under the policy on repeating courses.

Incompletes received in thesis, dissertation or capstone courses are not governed by these regulations.

### Grade Changes

When a letter grade (excluding I for incomplete grade or IP for in progress grade) is posted to a student's permanent record (either electronic or hard copy), it will be considered final unless an error was made in assigning the grade. Permitting a student to submit missing work or extra credit to improve a grade after the grade has been posted is not acceptable.

If an instructor error is identified, the instructor must file a grade change form, explaining the error. This form requires the approval of the department head. The appropriate dean will review and approve grade changes to ensure consistency with academic policies. All changes in letter grades (except from an I or IP grade) will require the signature of the dean of the college. The grade change is then submitted to and processed by personnel in the Office of Records and Registration. One year after the end of the relevant semester all grade changes from I or IP will require the permission of the Graduate School.

It is the responsibility of the student to call the instructor's attention to a possible grading error in a timely manner, but not more than 12 months after the questionable grade is posted. Three years following the close of any term of enrollment, the student's transcript will be considered to be the final indisputable record of academic achievement. Specifically, at the end of three years, grades are considered final: and no changes will be made to transcripts (e.g., no term or individual withdrawals, no grade omissions, no recalculated grades based on mathematical or clerical error, no incomplete removals, etc.). This rule does not apply to master's specialist and doctoral field-based research, internships, thesis and dissertation hours.

### Academic Load

Eight hours of graduate credit for the fall or winter semester and six hours for the spring or summer session is the standard full-time load. International students enrolled in less than 8 credit hours fall and winter semesters must have a "Reduced Load" form processed through the Office of International Students. This may only be used once during a graduate program unless the student is a graduate assistant.

Graduate students may not enroll in more than 15 hours for fall/winter or nine hours spring/summer without prior permission from the Graduate School. Students should complete a petition cosigned by their faculty advisers. If students seeking a professional teaching certificate or an additional endorsement need to take more than the maximum allowable number of credit hours, they may do so by contacting the Office of Records and Registration, 303 Pierce Hall.

Students with fall and/or winter graduate assistantships must enroll in at least six graduate hours per semester. During spring and summer sessions, graduate assistants must enroll in at least one hour during the term (s) of employment.

By federal regulation, students must be enrolled in four hours per semester to be considered half-time. For Title IV programs, veterans' benefits, and loan deferments, the following requirements must be met:

#### Fall and winter semesters

- maximum load: 15 hours per semester
- full-time student: 8 hours per semester
- half-time student: 4 hours per semester

#### Spring and summer sessions

- maximum load: 9 hours per session
- full-time student: 4 hours per session
- half-time student: 2 hours per session

Doctoral students at the end of their program may submit to the Graduate School a "Low Enrollment" form to be classified as a full-time student with one credit of enrollment for loan deferment, liability coverage and access to library and campus services.

### Residency Requirement

Although the Graduate School does not require a specific period of campus residency, it nevertheless supports the efforts of graduate programs to create a cohesive intellectual community.

Note, however, that some EMU graduate programs do enforce a residency requirement even if the Graduate School does not. Students should check with their advisers and program descriptions to determine specific

expectations and requirements. These may vary from one program to the next and may include attendance at guest lectures or conferences, or even specific periods of enrollment on the main campus.

### Time Limitations

Students have seven years to complete the requirements for the doctoral degree from the date of first enrollment at EMU (see the section on doctoral programs). Specialist's degree requirements must be completed within six years if entering with a master's degree or eight years if entering with a bachelor's degree. Master's degree requirements must be completed within six years of first enrollment. Graduate and advanced graduate certificate requirements must be completed within three years of first enrollment.

### Validation of Credit

Credit that is older than six years but less than 10 years old may be counted toward graduation requirements **only if it is validated by the student's department/school**. Students may validate up to nine hours of out-of-date credit for use on a degree program by taking an examination covering course content. Such validation is contingent on relevant program requirements, adviser recommendation and Graduate School approval. Forms to request such credit by examination are available in the Office of Records and Registration and the Graduate School or its' web site, and must be approved by the instructor, department head and adviser before making payment of the fee in the Cashier's Office. Complete requirements are listed on the back of the form.

Files of enrolled students are retained for seven years from the time of last attendance. After that time, only the Eastern Michigan University transcript (permanent record card) is retained. Course work taken during and after winter 1995 is kept in electronic format only.

### Transfer of Credit to Degree Programs

Applicable graduate course credit may be accepted from other accredited graduate institutions to be included on a graduate degree program. The allowable maximum for transfer credit to a specialist's degree is six hours; 12 hours toward a master's degree; and six hours for a graduate or advanced graduate certificate. For master of fine arts and doctoral programs, transfer credit will be determined by the department, subject to the approval of the department head and the Graduate School. Transfer credit must:

- a) be applicable to the degree program;
- b) have a grade of B or higher (grades of "pass", "satisfactory", or "credit" cannot be transferred);
- c) not be out-of-date per the degree time limitation;
- d) be recommended by the adviser and approved by the Graduate School; and
- e) be documented as graduate credit on an official graduate transcript from an accredited institution.

Some departments have a more restrictive transfer-credit policy; refer to program information in this catalog for details.

Up to six hours of appropriate credit from a previous master's degree may be applied to a new degree if the new degree is in a discipline different from the previous master's degree.

Transfer credit is evaluated prior to the graduation degree audit. Official transcripts for courses planned to be transferred to Eastern Michigan University should be on file in the Office of Records and Registration at least one month prior to the end of the semester in which the student plans to graduate. Such credits are recorded on the student's record at the time of approval.

Credit earned while on non-degree status does not automatically apply to a degree program. Acceptance depends upon admission to a degree program and the recommendation of the adviser. Courses are listed on the program of study. Students must complete a minimum of 10 hours after admission to the degree program from which they intend to graduate.

Transfer credit request forms are available in the Office of Records and Registration and the Graduate School or its web site.

### Academic Probation and Dismissal

Students are placed on academic probation at the end of any semester in which their cumulative EMU grade point average in courses taken for graduate credit is below 3.0. Students must complete six graduate hours at

EMU before being subject to academic probation. Students are notified in writing each semester of their status, and enrollment is only permitted on a semester-by-semester basis until the probation is removed. Probationary students who do not return to good standing by the end of the next two enrollment periods (spring and summer sessions equal one enrollment period) are dismissed from the University and are so notified in writing.

Students whose cumulative honor points are 15 or more below those required for a B in all completed graduate-level courses are subject to dismissal at any time. For instance, a student with 20 completed graduate hours must have 60 honor points to maintain a B; if the student has less than 45 honor points, the student is subject to dismissal.

### Dismissal Appeals Process

After dismissal, students may appeal to the Graduate School for readmission by submitting a letter to the dean's office. This letter should state the cause(s) of the student's academic problems, changes in the student's situation that may rectify those problems and a proposed plan of action to ensure success in graduate studies.

Upon receipt of the letter, the Graduate School will initiate the appeals process with the Academic Dismissal Appeals Board of the Graduate Council. A review by the board may not be considered for dismissed students whose GPA is less than 2.0 unless extreme circumstances can be documented.

The Graduate School will notify the chair of the Academic Dismissal Appeals Board and a hearing will be held within 30 days of receipt of the student's letter. The appeals hearing will adhere to the following guidelines:

- a) A detailed record shall be kept of the hearing, preferably a taped recording;
- b) The student is allowed an adviser who will be a member of the University community (faculty, full-time staff or student).
- c) The hearing shall be open unless the student requests a closed hearing;
- d) The student may call witnesses and board members may question them; and
- e) All deliberations of the board will be in executive session.

The Academic Dismissal Appeals Board consists of a chair and four members, who are selected by the Graduate School. All board members are also members of the Graduate Council; two board members are faculty; and two are student members of the Graduate Council. The chair does not have voting rights except in the case of a split decision.

An additional appeal will be considered only if new evidence is presented.

## Final Project/Graduation

### Final Project/Experience

Each graduate program has a different culminating or capstone experience required for graduation. Some require a thesis or dissertation; others require a special project or internship, while others require students to pass a final exam. Your graduate adviser will explain what you need to do to finish your program. See the Graduate School web site for the Thesis and Dissertation Manuals, all forms, and information about research and human subject approval.

### Graduate Research Fair

Once nearing completion of a culminating or capstone experience, students are highly encouraged to share outcomes or findings with others on campus. The Graduate School and the Division of Academic Affairs annually sponsor a Graduate Research Fair in March to showcase student work. Many students use this forum to practice their oral or poster presentation skills before presenting at local, state or national conferences. It's very exciting to see the variety and breadth of work completed by EMU graduate students. Nomination forms to participate in the event are due to department heads in January. Students graduating in December are encouraged to return and share their research along with those who anticipate program completion in April, June or August.

### Graduation Requirements

It is the student's responsibility to see that all requirements for graduation have been met. Candidates for graduation must submit an application, available in the Office of Records and Registration, the Graduate School

or in the class schedule book, on or before the deadlines listed in the class schedule book each semester. Deadlines are generally within the first two weeks of the semester (earlier in spring/summer sessions). A non-refundable fee (\$90) is due with the application and must be submitted to the Cashier's Office. Students who file for graduation but fail to complete their degree requirements in a timely manner, must notify the Office of Records and Registration in writing and submit a new graduation application for a subsequent semester (no additional fee is required).

Failure to apply for graduation will result in a delay in graduation date (receipt of the degree).

Students should expect to receive their degree-verification letter within three to four weeks after the close of the semester in which their degree is conferred. Diplomas and a transcript are mailed approximately eight to 10 weeks after the close of the semester in which the degree is conferred.

Students must maintain a 3.0 cumulative GPA in all graduate-level courses taken at EMU and in their program of study to remain in good academic standing and be eligible for graduation. Students do not need to be registered for classes during the semester of graduation.

### Commencement

Once an application for graduation has been processed, the Office of Records and Registration will send information about commencement tickets, event logistics and details for ordering cap and gown. If course work is finished during the spring or summer terms, one's name will appear in the December commencement program and one may return to participate in the event. Students may request to participate in the April ceremony only if they have six or fewer hours to be completed in spring and summer (including any I grades). If permission is granted, the Office of Records and Registration will send commencement information. Names will not be in the program but students can walk across the stage and celebrate with family and friends.

Done with one graduate program, on to another one? Many EMU graduate students return to complete a second master's degree, a graduate certificate program, a specialist degree program or a doctoral program. Once a degree is conferred, the student number becomes inactive. A new admissions application, another fee, new personal statement and any other admission materials the new program may require must be submitted to the Office of Admissions. Once an application has been reviewed by the new department and has been processed by the Office of Admissions, the old student number will be activated and course registration begins the cycle anew.

See the Graduate School web site for other helpful links at [www.gradord.emich.edu/](http://www.gradord.emich.edu/)

## Financial Assistance

Various types of financial aid are available to graduate students, including assistantships, fellowships, scholarships, work-study jobs, and loans. Some of these programs are administered by the Office of Financial Aid and others by the Graduate School.

### Graduate Assistantships

Graduate assistantships are administered by the Graduate School. Assistantships are very competitive. They provide both financial support (tuition scholarships and stipend) and experiential learning for degree-admitted students. Graduate assistantships are normally available for up to two years (four enrollment periods), subject to the recommendation of an academic department and approval by the Graduate School. Graduate assistants (G.A.'s) must maintain a minimum 3.0 cumulative GPA and make satisfactory progress toward degree completion.

Three categories of assistantship are available: departmental (appointed by an academic department); underrepresented populations (approved by the Graduate School); and need-based work study (approved by the Graduate School and the Office of Financial Aid). International students are eligible only for departmental G.A. positions.



To be eligible, applicants must:

- a) Be fully or conditionally admitted (conditions 1, 2 or 3) to an academic degree program;
- b) Have achieved a cumulative undergraduate GPA equal to the average of students already admitted to the college's degree programs (usually 3.0); and
- c) (U.S. citizens only) Complete the required financial aid forms (including the Free Application for Federal Student Aid (FAFSA)) through the Office of Financial Aid. The FAFSA must be submitted by February 15 for consideration for the following fall semester. Receipt of a graduate assistantship will affect other financial aid awards.

Full-time graduate assistantships provide the following benefits:

- a) Up to 18 credit hours of tuition per fiscal year. (Tuition benefits are prorated for part-time assistantships and for G.A.'s beginning their appointments after the start of the semester);
- b) Payment of the registration, general University, technology and student union fees;
- c) Parking permit for selected lots, library privileges and a 10 percent discount on purchases at the University bookstore;
- d) Variable stipends are offered based on department/school of hire: see Graduate School web site.
- e) Valuable experiential learning opportunities.

Students should contact their academic department/school for information on G.A. positions. The Graduate School can provide more information on the G.A. program and provide copies of the policies governing the program. The information is also online.

Graduate assistantships for underrepresented populations are available to highly qualified students. The University encourages the application and enrollment of promising graduate students from underrepresented populations based on the academic discipline and recognizes the need for well-trained scholars. For more information on this program, contact the Graduate School.

G.A. positions may be offered to international students holding F1 or J1 visas or other visa-type holders with valid work permits.

Applications are available in the Graduate School or its web site, [www.gradschool.emich.edu](http://www.gradschool.emich.edu).

### University Fellowships

Fellowships are a distinction of honor awarded to select graduate students on the basis of academic merit. The fellowship ranges from \$500-\$4,000; fellows receiving \$3,000 or more must enroll for at least eight graduate credits per semester; fellows receiving \$2,000 or less must enroll for at least four graduate credits per semester.

To be considered for a graduate fellowship, new graduate students must present a minimum 3.6 cumulative undergraduate GPA; current graduate students must present a minimum 3.6 cumulative graduate GPA.

Graduate fellows (1) must hold degree admission to an academic program leading to a master's, master of fine arts, or specialist's degree; (2) must maintain a cumulative GPA of 3.6 while holding the fellowship; (3) may apply for one additional academic year if they continue to achieve a 3.6 cumulative graduate GPA.

Applications are available in the Graduate School or its web site, [www.gradschool.emich.edu](http://www.gradschool.emich.edu).

## Need-Based Aid

### Application

To apply for need-based aid, graduate students must file the Free Application for Federal Student Aid (FAFSA). Based on information reported on the FAFSA, the federal government calculates the Expected Family Contribution (a number that equates to the student's ability to pay for college). The Expected Family Contribution is subtracted from EMU's cost of education. Need is the difference between the student's ability to pay and the cost of education.

The FAFSA should be filed in January of each year, prior to fall enrollment. Graduate students who are admitted to a graduate degree program will be notified of their eligibility for financial aid once EMU receives their

application results from the FAFSA processor. Need-based aid is automatically awarded for fall and winter semesters. Students who need financial aid for spring and summer sessions must file an additional application, available in the Office of Financial Aid or its web site beginning February 15 each year.

To be eligible for federal and state need-based aid, students must:

- a) Be accepted by the Graduate School as either a regular or conditionally admitted student in a degree program. Students in this category may borrow up to the cost of their education (not to exceed \$18,500) annually, in any combination of subsidized and unsubsidized Stafford Loans.
- b) Maintain a cumulative graduate GPA of 3.0, complete 75 percent of classes attempted, and complete the graduate degree within 150 percent of the program's published minimum credit hours.

### Federal and State Aid

Federal and state work study is awarded to eligible students who demonstrate need. Students may work up to 20 hours weekly on campus or at participating off-campus agencies during the fall and winter semesters. Hourly wages are set by the employer. Full-time work-study positions are also available for students who wish to earn during the spring and/or summer sessions, if the student will be enrolled in the following fall semester. FAFSA for the upcoming year is required along with the full-time College Work Study application available in April each year.

Perkins Loans are need-based, long-term educational loans of up to \$6,000 per year. Borrowers must begin repayment nine months after graduating, leaving school or dropping below half-time status. Students have 10 years to repay the loan. Repayment schedules depend on the amount borrowed. Repayment terms may be arranged with the Student Loan Accounting Office before leaving EMU.

Subsidized and unsubsidized Stafford Loans are student loans, which carry low variable interest rates. Graduate students may borrow the cost of education (not to exceed \$18,500 annually). The maximum loan amount per semester depends on the cost of attendance and other financial aid. Students may be awarded less than the yearly maximum if they receive other financial assistance that is used to cover a portion of the cost of attendance.

The cumulative loan limit is \$138,500 for graduate or professional students (only \$65,500 of this amount may be in subsidized loans). Interest on the subsidized Stafford Loan does not accrue until the student graduates, leaves school or drops below half-time status. Interest on the unsubsidized Stafford Loan accrues from the time the loan is disbursed until it is paid in full. If the student allows the interest to accumulate, it will be capitalized — that is, the interest will be added to the principal amount of the loan and will increase the amount that needs to be repaid.

### Work-Study Graduate Assistantships

A limited number of work-study graduate assistantships are funded through the College Work-Study Program. Interested students should contact the Graduate School. Students must submit G.A. application material as well as the FAFSA by February 15 for the following fall semester.

## Other Aid

Student employment listings are maintained by the Student Employment Office. No demonstration of financial need is necessary. On-campus employment is limited to 29 hours per week.

**Off-campus employment** is also listed in the Student Employment Office, as well as with the Job Location and Development Office.

Summer employment opportunities are available with campus, resort, recreational, business, industrial and governmental agencies. Listings for such positions begin during the winter semester in the Student Employment Office.

**Adult Student Tuition Loans** are tuition-only loans available from the Student Loan Accounting Office. To be eligible for a loan of up to \$500, the applicant must be at least 21 years old, earn a minimum annual net income of \$15,000, be enrolled at EMU at the time funds are released, have no past-due obligations to EMU, have repaid loans satisfactorily and demonstrate sufficient means to repay the loan by the due date.

University Short-Term Loans are available for direct and indirect educational expenses from the Student Loan Accounting Office. Applicants must be enrolled at EMU and have a minimum 3.0 GPA at the time funds are released, have no past-due obligations to EMU, have repaid previous loans satisfactorily and demonstrate sufficient means to repay the loan by the due date.

Employer Tuition Reimbursement Plans are offered by many companies. Graduate students are encouraged to investigate their employer's policy.

#### Awards and Scholarships

Guidelines and application forms for the following awards are available in the Graduate School or its web site:

- The Graduate Deans' Award for Research Excellence is a \$250 cash award made in the fall and winter semesters to reward excellence in ongoing or completed research projects.
- The Barton Scholarship is a one-time competitive award to EMU graduating seniors of up to \$4,000 for graduate study at EMU or U-M. Applications are considered for the fall and winter semesters.
- The Anton Brenner Scholarship is a one-time award of \$500 to be applied to tuition and fees. Applications are considered by the Graduate School for each fall semester.
- The Undergraduate Symposium Fellowship is a one-time award of \$1,000 to students who participated in the annual Eastern Michigan University Undergraduate Symposium and wish to continue their education as a graduate student at EMU. Applications are submitted to the College of Arts and Sciences.

For additional information on scholarships available to graduate students or general financial aid information, contact the Office of Financial Aid or its web site: [www.emich.edu/public/fin\\_aid/finhome.html](http://www.emich.edu/public/fin_aid/finhome.html).

### Student Budgets

#### In-state and Ohio student budgets

##### Graduate/Specialist In-State (On/Off Campus)

*Tuition and fees.....	\$5,908
Room and board.....	\$8,374
Books and supplies .....	\$900
Transportation.....	\$1,200
Miscellaneous .....	\$1,200
Registration fee.....	\$80
Loan fees .....	\$0
<b>Total.....</b>	<b>\$17,662</b>

##### Doctoral In-State (On/Off Campus)

*Tuition and fees.....	\$6,724
Room and board.....	\$8,374
Books and supplies .....	\$900
Transportation.....	\$1,200
Miscellaneous .....	\$1,200
Registration fee.....	\$80
Loan fees .....	\$0
<b>Total.....</b>	<b>\$18,478</b>

#### Out-of-state student budgets

##### Graduate/Specialist Out-of-State (On/Off Campus)

*Tuition and fees.....	\$11,364
Room and board.....	\$8,374
Books and supplies .....	\$900
Transportation.....	\$1,800
Miscellaneous .....	\$1,200
Registration fee.....	\$80
Loan fees .....	\$0
<b>Total .....</b>	<b>\$23,718</b>

##### Doctoral Out-of-State (On/Off Campus)

*Tuition and fees.....	\$12,740
Room and board.....	\$8,374
Books and supplies .....	\$900
Transportation.....	\$1,800

Miscellaneous .....	\$1,200
Registration fee.....	\$80
Loan fees .....	\$0
<b>Total .....</b>	<b>\$25,094</b>

Note:

\*Tuition and fees are based on 16 credit hours.

## Financial Information

### Tuition and Fees

#### Fees Subject to Revision

All University fees and assessments are subject to change by action of the Board of Regents. For the most recent tuition information, visit our web site at [www.emich/sbs](http://www.emich/sbs).

#### Application Fee

A one-time, non-refundable \$30 online or \$35 paper application fee is charged to each applicant to the Graduate School. Applications for additional degrees or certificates are subject to another non-refundable fee.

#### Graduation Fee

A non-refundable graduation fee of \$90 is charged to each student applying for a degree or a graduate or advanced graduate certificate.

Graduation fees for teaching certificates are set by the undergraduate division and appear in the Undergraduate Catalog.

### Tuition Schedule

Tuition is assessed for all credit hours for which a student is registered. Undergraduate tuition is assessed for all 100- to 400-level courses. Graduate tuition is assessed for all 500- to 900-level courses.

Tuition rates per credit hour are subject to review at each June Board of Regents meeting and may increase.

#### 2006-2007 Michigan and Ohio resident rates, per credit hour:

Undergraduate courses, up to 499: .....	\$194.50
Graduate courses, lower level (500-699): .....	\$340.50
Doctoral assessment, upper level (700-999): .....	\$391.75

#### 2006-2007 non-resident rates, per credit hour:

Undergraduate courses, up to 499: .....	\$573.00
Graduate courses, lower level (500-699): .....	\$671.00
Doctoral assessment, upper level (700-999): .....	\$756.35

A non-refundable registration fee of \$40 per semester, a general fee of \$21 per credit hour, a student union fee and a technology fee of \$10 per credit hour are also assessed. Additional information is available at [www.emich.edu](http://www.emich.edu). Graduate classes in some programs have an additional per credit hour program fee.

#### Decrease in Academic Load:

For the fall and winter semester, a 100 percent tuition credit less the \$11 program adjustment fee, will be processed for those students who decrease their academic load through the eighth day of classes. For the spring and summer sessions, a 100 percent credit adjustment, less the \$11 program adjustment fee, will be made during the first four days of classes. Actual dates are printed in the class schedule for each semester and session and also on-line.

No credit adjustments will be made after the above stipulated dates. If a student or parent feels that individual circumstances warrant exceptions from the credit adjustment or the University withdrawal adjustment policy:

1. Obtain a Tuition Appeal Application from the Students Business Services Office in 203 Pierce Hall. Complete and return the application along with an explanation of the extraordinary circumstances involved with supporting documentation of those circumstances. An approval or denial will be issued in writing by return mail.



2. Appeal in writing to the director of Student Business Services at the address above. Be sure to include and additional pertinent information with your written appeal.

#### Official Registration Day

For purposes of payment of registration fees and tuition assessment, the official registration day for each student is the day the student completes initial registration for the semester or session.

#### Qualification for Michigan Residence

To be eligible for the resident tuition rate, students must demonstrate that they are already Michigan/Ohio residents or are coming to the University for reasons primarily other than to attend the University. The following policies will be used to determine residency:

- a) *Minors*: The residence of a student under 18 years of age follows that of the student's parents or legal guardians. If the parents or legal guardians meet the criteria under (f) below, Criteria for Determining Intent, the student is considered a resident for tuition purposes.
- b) *Non dependent Students*: A student 18 years of age or older must meet the criteria in (f) below, Criteria for Determining Intent.
- c) *Spouse of Eligible Person*: The residence of a student otherwise classified as a nonresident for tuition purposes will follow that of the student's spouse, if the spouse is eligible for classification as a resident for tuition purposes. This applies only to U.S. citizens or to aliens admitted for permanent residence in the United States who have obtained a permanent or diplomatic visa.
- d) *Aliens*: A noncitizen will be eligible for classification as a resident for tuition purposes only if the student is lawfully admitted for permanent residence in the United States, has received a permanent or diplomatic visa, and meets the criteria in (f) below, Criteria for Determining Intent. The University provides two installment payment plans for fall and winter.
- e) *Migrants*: Michigan migrants will be classified as residents for tuition purposes if they or their parents or legal guardians were employed in Michigan for a least two months during each of three of the preceding five years. Verification of employment as migrant workers should be secured from the Michigan Farm Labor and Rural Manpower Services Office. Other appropriate evidence also may be used by migrant workers to establish their status.
- f) *Criteria for Determining Intent*: Students from outside the state and to whom the above policies are not applicable shall be considered non-resident for tuition purposes unless it can be determined that their primary purpose in coming to Michigan is to establish residency in the state, rather than to attend a University. For the purpose of determining intent in such cases, the following criteria are considered, no one of which should be considered controlling:
  1. High school attendance in Michigan
  2. Reliance upon Michigan sources for financial support
  3. Residence in Michigan of family, legal guardian, or other relatives or persons legally responsible for the student
  4. Former residence in Michigan and maintenance of significant connections therein while absent
  5. Continuous presence in Michigan during periods when not enrolled as a student
  6. Long-term military commitments in Michigan
  7. Traditional considerations such as voter registration, ownership of real estate, source of driver and vehicle licenses, taxpayer status, and self-supporting or dependency on others, whether residents of Michigan or elsewhere
- g) *Determination of Residence*: Residence will be determined at the time of initial admission to the University. Questions of residency status should be raised with the Student Accounting Office. If circumstances change to the extent that a student is no longer considered a resident for tuition purposes, the student will be classified as a nonresident after six months.

#### Note:

*It is the responsibility of students, prior to registration, to raise questions in the Student Business Services Office regarding their right to be registered as resident students. The administration is authorized to establish procedures and delegate authority for determining the domicile of students for tuition purposes and to make exceptions within the spirit of this policy.*

#### Tuition Reciprocity Agreement With Ohio

Ohio residents may attend Eastern Michigan University at Michigan resident tuition rates, and Michigan residents of Monroe County can attend the University of Toledo at Ohio resident tuition rates. This reciprocity agreement by the Michigan State Board of Education and the Ohio Board of Regents became effective fall 1978 and is periodically re-evaluated.

#### Payment of Tuition

1. Log into your my.emich.edu e-mail account, or your forwarded my.emich.edu e-mail. (If you use a forwarded e-mail address, keep it current.) Each month, you will receive an e-mail notifying you that your bill has been posted. It is the student's responsibility to check your e-mail monthly.
2. You will need your E-ID and Personal Identification Number (PIN) to access Ebill, EPay and Payment Plans. At my.emich.edu on the bottom of the first page are instructions to access your E-ID and PIN.
3. View your bill and click on Current Account Activity to view transactions that are posted after the bill is issued. You can also go to your profile and add an alternate e-mail address.
4. Pay your bill with your checking account routing number (ACH), Master Card, American Express or Discover card via PayPath. You may pay your bill in person or by mail at 201 Pierce Hall, Ypsilanti MI, 48197. Please write your E-ID on your check payment.
5. Allow access to parents or other parties by setting them up as authorized users. All you need is their e-mail address. This will allow them to access your bill, pay your bill, and set up a payment plan. An e-mail is automatically sent to the authorized user with sign-in details. The authorized user will create a new password once in the site.
6. The University offers a payment plan to help manage the cost of education. The cost of the plan is \$27 and is added to your installment payments. The plan automatically adjusts as payments or charges are added to your account. To enroll, simply log into the Ebill site at: <https://ebill.emich.edu>. Click on Payment Plan, at the bottom of the Ebill site, and follow the four simple steps to enroll in the plan. We hope you enjoy this added convenience and we welcome any questions you may have.
7. If you have any questions about the system, please send your e-mail to [ebill@emich.edu](mailto:ebill@emich.edu).

EMU's optional installment payment plan is offered in the fall and winter semester only and is applicable to tuition and room and board. A minimum of 50 percent must be paid initially and the remainder by the eighth week of the semester. EMU's optional installment payment plan is offered in the fall and winter semesters only and is applicable to tuition and room and board. A minimum of 50 percent must be paid initially and the remainder by the eighth week of the semester. An installment service fee of \$33 is assessed with the first installment billing and a late payment fee of \$33 per month is assessed on past-due balances.

If a student's account is past due for a current semester, enrollment, University housing and other University services (such as the release of transcripts) are subject to suspension until the account is brought into current status. Payment of assessments for a current semester does not relieve the student of obligation for payment of any balance from a prior semester.

#### Late Registration Fee

A late registration fee of \$110 is charged to those students who do not complete registration before the official first day of classes each semester. Checks returned by a bank constitute late registration, resulting in a fee charge. Students enrolling for a course after the mid-point of the semester will be charged an additional \$110 late fee.

### Cancellation of Registration

Registered students who decide before classes begin not to return to EMU must complete a Cancellation of Registration form or send a letter to the Office of Records and Registration. Any housing contracts must also be canceled in the Housing Office in order to cancel tuition and room/board assessments.

### Withdrawal from the University

Complete withdrawal from the University must be requested in writing through the Office of Records and Registration. Any tuition/fee adjustment responding to a written request is based on the postmark date of the request. The policy for withdrawal and tuition adjustment from the University is:

- a) **First Eight Days (four days for spring/summer):** Students receive a 100 percent tuition credit adjustment, less a \$40 non-refundable registration fee. No grades will be posted.
- b) **Ninth Through 19th Day (fifth through 10th day for spring/summer):** Students receive a 50 percent tuition credit adjustment, less a \$40 non-refundable registration fee. Grades of W will be posted.
- c) **Twentieth Through 38th Day (11th through 19th day for spring / summer):** Students receive a 25 percent tuition credit adjustment, less a \$40 non-refundable registration fee. Grades of W will be posted.
- d) **Thirty-ninth Day (20th day for spring /summer) Through the First Day of Final Examinations:** Students receive no tuition credit adjustment. Grades of W will be posted.
- e) **After the First Day of the Final Examination Period:** No withdrawal will take place.

### Tuition Credit for Reduced Load

A tuition credit adjustment of 100 percent minus the \$40 non-refundable registration fee will be made for students who decrease their academic load prior to the eighth business day of the fall/winter semesters (fourth day for spring/summer). These dates are published each semester online, and in the class schedule book. No credit adjustments will be made after the above dates.

### Suspended or Dismissed Students

A student who is suspended or dismissed from the University during a semester will receive a tuition credit adjustment based on the withdrawal schedule above. Any tuition/fee adjustment will be based on the date the appropriate University administrator notified the student of suspension or dismissal. The date used for housing and food service adjustments will be the day service to the student is terminated.

### Applied Music Fee

Students accepted for private music lessons will be charged an applied music fee. Consult the Music and Dance Department for current rates. Fees are not refundable after the first lesson.

### Responsibility for Financial Obligations

A student is eligible for registration or graduation only if all financial obligations to the University have been met. Transcripts and diplomas will be withheld and the student will be ineligible for further registration until all obligations have been fulfilled.

## Institute for the Study of Children, Families and Communities

David Clifford, director  
Address: 203 Boone Hall  
Phone: 734.487.0372  
Fax: 734.487.0284  
E-mail: david.clifford@emich.edu  
Web site: www.iscfc.emich.edu

The Institute for the Study of Children, Families and Communities is an interdisciplinary applied research unit. It is dedicated to enhancing the quality of life in society. Its focus upon human capital development and community growth embraces, in addition to research, demonstration projects, technical

assistance, consultation, training, assessment and policy analysis and advocacy. The institute executes its mission through its three centers.

The Center for Applied Research (CAR) provides a full range of research services including needs assessments, asset mapping, survey research, program monitoring and evaluation, data collection and analysis, and policy impact analysis. The CAR includes a state-of-the-art Computer Assisted Telephone Interviewing facility, the CATI Lab. Director: Peggy Wienczek, M.S., e-mail: peggy.wienczek@emich.edu

The Center for Child and Family Programs (CCFP) focuses on vulnerable children, families and marginalized youth. The CCFP conducts applied research and program evaluation, develops training curricula, provides technical assistance and develops policy recommendations at the local, state and national levels. Director: Valerie Polakow, Ph.D., e-mail: valerie.polakow@emich.edu

The Center for Community Building and Civic Engagement (CCBCE), newly funded through a U.S. Department of Justice grant, operationally extends EMU's mission as a metropolitan University into the greater community. Through projects such as the HUD Community Outreach Partnership Center, it promotes community capacity building, youth violence reduction and a range of community-University collaborations.

Director: Elvia R. Krajewski-Jaime, Ph.D., e-mail: ekrajewski@emich.edu

## University Library

### Bruce T. Halle Library

Rachel J. Cheng, University librarian  
Bruce T. Halle Library  
Address: 955 West Circle Drive  
Phone: 734.487.0020 ext. 2200  
Fax: 734.484.1151  
Web site: www.emich.edu/halle

The Bruce T. Halle Library supports the academic mission of the University through its state-of-the-art services, collections, technologies, facilities and equipment.

The library is essential to the instructional programs of the University. It houses more than one million items including books, serial subscriptions, microforms, audio visual materials and U.S. government documents. The library actively develops and maintains a rapidly growing collection of state-of-the-art electronic indexes and full-text resources. The extent and variety of the library collections provide strong support for the educational mission of the University. More information about the library's collections, hours and services is available at [www.emich.edu/halle](http://www.emich.edu/halle).

Features of the Halle Library include a centralized reference collection, enhanced electronic services, a 100-seat auditorium, a totally automated Voyager online public access catalog system with links to full-text materials, the Internet, and an expanding variety of electronic services and databases. Additional features include collaborative study rooms, the Newspaper Room, the Carillon Room, a Circulation Desk to circulate materials, distance learning and electronic learning laboratories, teleconferencing facilities, the Paradox Café, photocopying services, reserved reading materials assigned for use in course work (located at the Circulation Desk), and a computer store offering discounted computers and software to EMU staff and students. Located in the atrium, the Information/Reference Desk is staffed by librarians who are prepared to assist clients in using the collections and locating sources.

Librarians offer a comprehensive range of orientation, reference, and instructional services and are available to consult with users concerning their information needs, and to assist in developing search strategies and accessing resources. Subject-specialist librarians assist teaching faculty by working with them to design tours and instructional sessions for their classes. This progressively designed instruction in locating and using information resources prepares students for lifelong learning after their formal education is completed. Appointments can be scheduled with individual librarians through the Information Services Office (734.487.0020 ext. 2100).

For off-campus class students, the library offers reference assistance and instruction, access to research tools and access to materials. For more information, visit [www.emich.edu/halle/offcampusclasses/](http://www.emich.edu/halle/offcampusclasses/).

The national LOEX Library Instruction Clearinghouse was established almost 30 years ago at Eastern Michigan University and currently provides services such as collecting and sharing data and materials to more than 2,000 academic libraries in the United States.

The Welcome Center at the Halle Library is a unit that is designed to be an inviting and friendly first stop introduction to the leading-edge Bruce T. Halle Library. Tours for the public and community as well as personalized tours are coordinated by the Welcome Center.

## Information and Communications Technology

To learn more about all the technology services provided for students, faculty and staff, please visit the ICT web site at <http://ict.emich.edu>.

### Computers on Campus

#### Lab locations:

Morell D. Boone Computing Commons  
Address: G07 Bruce T. Halle Library  
Phone: 734.487.2121

Multimedia Commons  
Address: Bruce T. Halle Library, first floor  
Phone: 734.487.2687

Computer Lab  
Address: 2nd Floor, Student Center  
Phone: 734.487.1365

Owen Computing Lab  
Address: 101 Owen Building  
Phone: 734.487.2241

Some of the colleges and departments have specialty labs available for different uses. Your professor will tell you about using these specialty labs. If you would like to know more visit the web site of you specific college or department.

### ICT Computer Help Desk

#### Help Desk location:

ICT Computer Help Desk  
Address: 106 Halle Library  
Phone: 734.487.2120  
Web site: <http://ict.emich.edu>

The ICT Computer Help Desk can assist you with problems accessing EMU's Internet-based resources such as my.emich or the residence hall network (ResNet). Please check the ICT Help Desk web site for more information on protecting your computer from viruses and other malicious programs.

### my.emich Portal Account

my.emich is Eastern Michigan University's personal portal. It is an official form of communication with EMU. This secure site provides students, faculty and staff with world-class intranet and Internet services including a 20 MB e-mail account and calendar. It is where you can check e-mail, access EMU's Web, register for classes, check your grades and pay tuition through e-Bill. For complete information on setting up your account, please visit the my.emich web site at: <http://my.emich.edu> and single click on "How Do I... Get my user name and password."

### EMU Computer Store

#### Computer Store location:

EMU Computer Store  
Address: 101A EMU Student Center  
Phone: 734.487.2400  
Web site: [www.emich.edu/computerstore](http://www.emich.edu/computerstore)

Eastern Michigan University's Computer Store is the location for students, faculty and staff to purchase computers, software and related products at an educational discount. The ICT Computer Store web site provides information on hardware, software, special promotions and details about the computer refresh program.

### ResNet

ResNet is Eastern Michigan University's residence hall network service. ResNet uses dedicated Ethernet wiring to connect students to the University network and the Internet, and works much like DSL or cable modem. Service is provided free of charge to students living in University Housing residence halls.

Advantages of ResNet: ResNet is convenient, it requires no modem or phone line to connect; ResNet is fast; and ResNet is a 10Mbit/sec Ethernet network.

To sign up for ResNet, you need to plug in and then go through the simple registration process. For more detailed information about ResNet, visit the ICT web site at <http://ict.emich.edu>.

### Wireless Networking

Wireless networking is available to students, faculty and staff in select locations on campus. Wireless networking allows those with a wireless compatible laptop computer, and a my.emich user name and password, the ability to connect to the campus network without being "plugged in." For more details about the EMU Wireless network and responses to frequently asked questions, please visit the ICT web site at <http://ict.emich.edu>.

## Student Affairs and Campus Life

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## Campus Services

### The EMU Student Center

Address: EMU Student Center, 3rd floor  
Phone: 734.487.1157  
FAX: 734.487.0493  
Web site: <http://www.emich.edu/mckenny/newbuilding>

The EMU Student Center is the interactive heart of student life at Eastern. The building's concave east side architecturally declares the Student Center's intent to "embrace" the campus and act as a unifying force in the daily life of Eastern. This unifying mission is further reinforced in the Student Center's mix of facilities, services and programs designed to create an environment to attract and serve students, faculty, staff and the local community. The Student Center helps build a powerful and positive, diverse and collegiate, academic community at EMU. The Student Center is immediately adjacent to the Halle Library on the south, the Recreation and Intramural building on the southeast, and is near the academic core of the campus. The east side of the Student Center is a three-story glass wall that overlooks University Park.

The EMU Student Center's first floor consists of the EMU Bookstore operated by Follett, fireplace lounge, state of the art 250 seat Auditorium, food court with comfortable seating for 450, Wendy's, Subway, Panda Express, Taco Bell/KFC, Sbarro's, Freshens, desert bar, convenience



store, TCF Bank, Eagle Card Office, computer store, Ticket Office and a game room. The second floor consists of the grand ballroom with banquet style seating for 650, pre-function fireplace lounge, University Art Gallery, Student Center Art Gallery, the Admissions Welcome Center, University Information Center, Service EMU, International Student Office, New Student Programs, Student Judicial Services, Access Services, 24/7 computer lab, Commuter Central, lounge and coffee shop. The third floor consists of meeting rooms including the Native American inspired Kiva Room, Event Planning Office, Student Center Administration and the Center for Student Involvement that includes Student Government, Greek organizations, student organizations, Campus Life, Diversity and Community Involvement Programs, and VISION. For additional information about the EMU Student Center visit: <http://www.emich.edu/mckenny/newbuilding.htm>. The Campus Information Center on the second floor of the Student Center can provide more information on the Center's programs and services. Call the friendly staff at 734.487.1157.

## Campus Life

Address: EMU Student Center, 3<sup>rd</sup> Floor  
 Phone: 734.487.3045  
 Fax: 734.480.1927  
 Web site: <http://www.emich.edu/campuslife>

The Department of Campus Life offers many rich opportunities for students, faculty and staff to engage in the life of the campus, to connect in communities with people who share similar interests or goals, and to establish and nurture a sense of belonging at EMU. The department provides a diverse array of co-curricular programs and services, where students learn about themselves and others, develop skills and foster lifelong friendships. For more information on the services and programs offered through Campus Life, call 734-487-3045.

- **Arts, Intellectual, Cultural and Entertainment Programs** – Offering campus engagement and aesthetic literacy experiences through a variety of activities including excursions, lectures, performing arts, film, coffeehouse, acoustic and live band performances, union programs, arts and crafts, etc.
- **Greek Life and Student Organizations** – Providing programs, services, resources and advocacy for over 250 student organizations, fraternities and sororities to function effectively and to contribute positively to the EMU community.
- **New Student and Transition Programs** – Offering programs, services and resources assisting new freshman and transfer students transition positively to EMU, including Fusion: New Student Orientation, First Year Mentor Program, Real Beginnings Freshman Creative Arts Publication and First Year Common Reading Experience.
- **Leadership Programs** – Providing students with opportunities to enhance their personal and professional skills through LeaderTrips, EMU LeaderShape Institute, Ambassadors, emerging leader programs, Impact, student volunteer boards and employment experiences.

## Department of Diversity and Community Involvement

Diversity Programs  
 Address: EMU Student Center, 3<sup>rd</sup> Floor  
 Phone: 734.487.3118  
 Fax: 734.487.6910  
 Web site: <http://www.emich.edu/campuslife/diversity>

Volunteerism and Community Service  
 Address: EMU Student Center, 3<sup>rd</sup> Floor  
 Phone: 734.487.3045  
 Fax: 734.480.1927  
 Web site: <http://www.emich.edu/campuslife/vision.htm>

The Department of Diversity and Community Involvement offers numerous opportunities for engagement and learning beyond the classroom.

**Diversity Programs** — Diversity Programs strives to provide the EMU community with educationally purposeful diversity. Diversity Programs includes the Center for Multicultural Affairs, the LGBTRC (Lesbian, Gay, Bisexual, Transgender Resource Center) and the Women's Center. Through its three centers, Diversity Programs enriches the EMU community by: offering programs that recognize, support and celebrate diverse student populations; providing information, resources and referral services; promoting academic, personal, social and professional development of diverse student populations; and helping faculty and staff live and teach effectively in a diverse University setting. Consider Diversity Programs as the campus resource for diversity programming and training. Examples of our programming include Cultural Heritage Celebration Months (Latino/Hispanic, Native American, Black History and Asian/Pacific Islander), Out Week, Lavender Role Models and Mentors, Take Back the Night and the Vagina Monologues.

**Volunteerism and Community Service** — Volunteering provides opportunities for students to obtain community service and pre-student teaching hours, earn scholarships and expand their resumes. Volunteers Incorporating Service Into Our Neighborhoods (VISION) is the campus community service connection. VISION helps students learn about social issues and address community needs by getting involved in service projects and developing campus-community partnerships. Students are empowered to coordinate VISION programs, including: Alternative Breaks, America Reads, Best Buddies, GREEN, Habitat for Humanity, Jumpstart, Kid Konnection, Students Against Hunger and Homelessness (SAHAH), Volunteers Involved in Civic Engagement (VOICE), College Kid for a Day, Community Plunge and many one-day volunteer events.

## Career Services Center

Address: 311 King Hall  
 Phone: 734.487.0400  
 Fax: 734.487.0940  
 Web site: <http://career.emich.edu>

### Satellite Offices:

**College of Business**  
 Address: 210 Owen Building  
 Phone: 734.487.4099

**College of Education**  
 Address: 206 Porter  
 Phone: 734.487.7120, ext. 2540

The Career Services Center (CSC) helps students plan their careers, develop job search skills, obtain career-related work experience during their academic career and secure a job upon graduation. Programs and services include student employment, cooperative education, job fairs, résumé referral and on-campus recruiting. In the area of career planning, CSC provides personality, interest and values inventories, computerized career guidance services and personal career counseling. In addition, the Career Resources area (319 King Hall) contains an assortment of reference materials on career opportunities, self-assessment, employer literature and many other career-related items. These services are available at CSC's main office in King Hall with a more limited range of services at satellite locations.

CSC focuses on helping students select majors and occupational fields early in their academic careers. Assistance is provided through self-assessment, information about occupations and opportunities to secure employment and volunteer experience in career-related fields. Through its nationally recognized Professional Experience Programs (PEP), CSC assists students in obtaining such career-related work experiences as internships and cooperative education placements. These experiences help students gain exposure to their chosen career fields and gain the hands-on work experience that most employers now expect from college graduates. Academic

credit can be earned for many of the PEP jobs. Students should begin participation in PEP as early as their freshmen year.

Additional job opportunities are offered through CSC's student employment area. This is the central clearinghouse for all on-campus job openings for students as well as for job openings near campus and in surrounding communities. CSC also maintains an extensive listing of summer employment jobs available with camps, parks, resorts, businesses and government agencies throughout the country. As with other student employment positions, these jobs give students practical work experience and a chance to earn money toward college expenses. The Career Services Center also assists seniors, graduate students and alumni in seeking employment after graduation and obtaining professional advancement throughout their careers.

Available services include:

- Résumé, interviewing and job search strategy workshops
- Job Choices manual available to all seniors
- eCampusRecruiter.com/emich online posting service
- On-campus recruiting interview program
- Résumé referral program
- Three large annual job fairs that attract hundreds of employers plus several other smaller fairs
- Free drop-off résumé critiquing service

Finally, each year CSC posts more than 30,000 job listings and has more than 250 employers who participate in the on-campus interview program.

## University Student Identification Card

Eagle Card Office  
Address: EMU Student Center, 1st Floor  
Phone: 734.487.3176  
Web site: <http://ict.emich.edu/eagleonecard>

A valid Eastern Michigan University identification card is required for many services on campus including the use of special facilities. To obtain a University identification card, students must be registered for at least one class for the current or upcoming semester. You will need one piece of valid picture identification and a copy of your class schedule. Visit the Eagle Card Office web site for office hours and updated information.

## Ombudsman

Address: 112 Welch Hall  
Phone: 734.487.0074  
Fax: 734.487.7170  
Web site: <http://emich.edu/ombuds>

The ombudsman facilitates the resolution of individual complaints which do not have a formal avenue of redress through official University channels. The ombudsman advises students on University policy and procedures, identifies and recommends changes to current practices, and communicates student concerns/issues to appropriate University officials. In addition, the ombudsman presents workshops, conducts needs assessments and mediates disputes.

In the event of an emergency, the ombudsman is the main contact between the student, the student's family and the University. When a student emergency exists, the ombudsman has the responsibility for notifying the student's instructors, and for contacting family members and other appropriate personnel.

## Access Services Office

Address: EMU Student Center, 2nd Floor  
Phone: 734.487.2470  
TTY: 734.487.2470  
Web site: [www.emich.edu/access\\_services](http://www.emich.edu/access_services)

Students with physical, learning or psychological disabilities, sensory impairments and chronic health conditions must register with the Access

Services Office (ASO) in order to receive accommodations. Typical accommodations include extended time for examinations, the ability to take examinations in a distraction free environment, access to adaptive technology, sign language interpreters, books on tape and note takers. However all accommodations are determined on a case-by-case basis according to each student's documented limitations. The ASO also works closely with faculty members and other University departments, such as Housing and Campus Life, to ensure that students with disabilities receive the accommodations they need to participate in all University programs, services, and activities. All disability information is strictly confidential and students are encouraged to contact the ASO to discuss their individual needs.

## Office of International Students

Address: EMU Student Center, 2nd Floor  
Phone: 734.487.3116  
Web site: [www.emich.edu/ois](http://www.emich.edu/ois)

The Office of International Students extends a welcome to all international students pursuing educational goals at Eastern Michigan University. Concerned, responsible and professional staff is available to assist students in any matter, including orientation, advice on immigration issues, academic, financial, employment and personal concerns. The staff also provides the preparation of documents needed to maintain favorable status in this country.

This office serves as a consultant to faculty and staff on international student affairs and acts as a catalyst for the development of various international connections in the University and/or community to promote international education and understanding and initiates enhancement programs such as cross-cultural activities on and off-campus.

International students are encouraged to make regular contact with the office.

## Veteran Services Office

303E Pierce Hall  
Records and Registration  
Phone: 734.487.3119  
Fax: 734.487.6808  
Web site: [www.emich.edu/veterans](http://www.emich.edu/veterans)

The Veteran Services Office (VSO) coordinates all campus services for veterans who are pursuing their education at EMU. It is the resource center for veterans' benefits; veterans must report successful academic progress, class drops and adds, and/or relevant changes in personal status to the VSO in order to maintain benefits.

The office assists veterans in housing, financial aid and works closely with disabled veterans to provide full educational benefits. Veterans should direct all questions to a representative of this office.

## Children's Institute

Address: 103 Rackham Hall  
Phone: 734.487.2348  
Fax: 734.487.0286  
Web site: [www.emich.edu/uhs/children.html](http://www.emich.edu/uhs/children.html)

Hours: Monday – Friday, 7:30 a.m. to 5:30 p.m.

The EMU Children's Institute, accredited by the National Association for the Education of Young Children, offers high quality early childhood education programming to families of Eastern Michigan University and surrounding communities. We offer varied programs designed to meet the needs of students and working families.

The Institute provides high-quality care and education for children ages 18 months through six years. Full and half-day programs are available for toddlers, preschoolers, and kindergartners. A special arrangement with the Ypsilanti Public School System provides transportation to and from Perry Child Development Center for the morning kindergarten program. We also offer a full-day kindergarten program at the Children's Institute.



The EMU Children's Institute serves as the practicum placement site for students preparing to be early childhood education teachers. Practicum students are closely supervised by professional classroom teachers and University faculty members.

Flights of Imagination, the summer day camp program at the Children's Institute, offers exciting and varied programs for children entering kindergarten and first grade, supervised by professional teaching staff, with EMU students as camp counselors. Camp is offered as eight weekly sessions.

Activities at the Children's Institute are play based and developmentally appropriate, and designed to meet the needs of each child in the group. Teaching staff have completed coursework and hold degrees/advanced professional degrees in early childhood education. Staff training and in-service days are conducted throughout the year.

## Counseling Services

Address: 313 Snow Health Center  
Phone: 734.487.1118  
Fax: 734.481.0050  
Web site: [www.emich.edu/uhs/counseling.html](http://www.emich.edu/uhs/counseling.html)

Hours: Monday – Friday, 8 a.m. to 5 p.m.

Counseling Services provides:

- Free, confidential, personal counseling for EMU students
- Informative, interactive workshops and presentations in classrooms and other locations on topics including managing depression, resolving communication and relationship problems, building self esteem, addressing anger and test anxiety among others
- Crisis response and support
- Screening for depression and other concerns
- Consultation with faculty and staff about student and classroom issues
- Self help lending library, audio and video tapes for information and skill building

Professional, licensed psychologists and counselors provide services. Graduate students completing internships also provide services under professional staff supervision.

All registered EMU students are eligible for services. Appointments can be made by phone or in person. Counseling is confidential and at no cost to students.

## Snow Health Center

Phone: 734.487.1122  
Fax: 734.487.2342  
Web site: [www.emich.edu/uhs](http://www.emich.edu/uhs)

Hours: Monday-Friday, 8 a.m. to 5 p.m. The center is closed during official University closings. Appointments are preferred, but walk-ins are welcome.

The basic services provided at Snow Health Center are:

- Physical exams
- Minor illness and injury treatment
- Women's health including annual exams, diagnosis and treatment for infections, pregnancy testing
- STI testing and treatment
- Allergy shots, immunizations, TB tests, flu shots, meningitis shots
- Blood pressure checks
- Laboratory
- X-ray
- Pharmacy – full line of prescription medications and over-the counter items
- Sports medicine clinic
- Psychiatric services

If an outside physician orders lab work or an x-ray, Health Services staff can perform the service. The pharmacy can fill prescriptions written by a licensed physician within Michigan as well as most out-of-state prescriptions, and is a participating provider with several major insurance carriers. The pharmacy accepts several insurance plans. Please call them directly at 734.487.1125 with questions.

Both full and part-time physicians and nurse practitioners staff Snow Health Center. Our physician team includes a staff physician along with physicians and physician-supervised residents from nearby St. Joseph Mercy Hospital.

The EMU Student Health Insurance policy, sponsored by Student Government, is accepted in full for covered services after co-pays are met. Insurance information is available at Snow Health Center and on the web site at [www.emich.edu/uhs](http://www.emich.edu/uhs).

All currently enrolled EMU students, faculty and staff and their spouses are eligible for medical services.

Students are eligible to utilize University Health Services up to six months past their last enrollment date at non-student rates.

## Health Education and Wellness Programs

Address: Snow Health Center, top floor  
Phone: 734.487.2226  
Fax: 734.481.0050  
Web site: [www.emich.edu/uhs/healthed.html](http://www.emich.edu/uhs/healthed.html)

Health Education provides comprehensive health and wellness services and programs aimed toward the enhancement of academic achievement and the promotion of healthy lifestyles. Some of the services include:

- Alcohol, tobacco and other drug education
- Alcohol and other drug assessments
- Checkpoint program
- HIV antibody counseling and testing
- Health Resource Library
- Classroom and workshop presentations
- CloseUP Theatre Troupe
- Smoking cessation resources
- Violence Intervention Program (VIP)
- Blood drives
- CPR/First Aid certification

## Campus Living

### Housing

Address: Dining Commons ONE, lower level  
Ypsilanti, MI 48197  
Phone: 734.487.1300  
Fax: 734.487.8513  
E-mail: [housing@emich.edu](mailto:housing@emich.edu)  
Web site: [www.emich.edu/housing/halls.php](http://www.emich.edu/housing/halls.php)

Hours: 8:00 a.m. to 5:00 p.m., weekdays

### Residence Halls

Eastern Michigan University's residence system provides housing for more than 4,000 students, staff and faculty. Housing options include both traditional residence halls and apartments. Thirteen residence halls offer six room layouts to choose from. One can live in a double room, co-ed hall, or upper class single hall. Features include laundry and kitchen facilities, TV and study lounges, cable television, local telephone service and recreational amenities. All halls feature reception desk services and in-room network

connections for Internet and e-mail service. Residence hall staff provides educational and recreational programs and promote the safety and welfare of residents.

One can stop by one's hall front desk to pick up one's mail, make change or check out cleaning supplies, vacuums and recreational equipment.

The custodial and maintenance staff will repair any permanent fixtures in your room, such as heat, plumbing or light fixtures, as well as clean hall corridors, lounge areas and community bathrooms.

Residence hall students also enjoy the convenience of having shuttle bus stops right in front of many halls. One can catch a ride around campus, head to the College of Business in downtown Ypsilanti or go shopping in nearby Ann Arbor.

To reserve a room, students must:

1. Apply online from our web site at [www.emich.edu/housing/halls/php](http://www.emich.edu/housing/halls/php);
2. Read the contract carefully and thoroughly. The contract contains important information one needs to know before reserving a room;
3. Select a meal plan;
4. Select a residence hall program; and
5. Make a \$200 prepayment or print the contract and mail to:

Cashier's Office  
201 Pierce Hall  
Eastern Michigan University  
Ypsilanti, MI 48197

## Apartments on Campus

Eastern Michigan University offers traditional residence halls as well as apartment living options for students. Three apartment complexes are available to serve your housing needs. These include Brown/Munson, Cornell Courts and Westview apartments.

### Eligibility

Applicants must be:

- enrolled in 12 undergraduate credit hours or
- enrolled in six graduate credit hours or
- actively engaged in an internship, or writing a master's, specialist's, or doctoral thesis; and
- upper class or non-traditional first year students

### Amenities

University apartments include:

- locations convenient to classes, the library, and athletic events;
- utilities included in rent (gas, electric, water and trash collection);
- basic cable service;
- laundry rooms in each building;
- storage facilities at some locations;
- community rooms for complex activities;
- leasing options; and
- Internet in Brown/Munson

Students must submit an application to be considered for an apartment. Applications are available from the apartment office and require a \$20 (U.S.) non-refundable processing fee.

Assignments are made by the leasing coordinator according to the date the application is received. Applicants are notified when their application has been approved and a unit is available for occupancy. Apartments are leased as they become available.

According to Eastern Michigan University policy, the maximum number of individuals allowed to live in a two-bedroom apartment is four (4). The maximum number of individuals in a one-bedroom unit is two (2).

Contact:

Address: Dining Commons ONE, lower level  
Ypsilanti, MI 48197  
Phone: 734.487.0445  
Web site: [www.emich.edu/housing/apartments](http://www.emich.edu/housing/apartments)

## Dining Services

Address: Dining Commons ONE, lower level  
Ypsilanti, MI 48197  
Phone: 734.487.0418  
Fax: 734.487.8513  
Web site: <http://emich.edu/dining/>

One need not worry about getting bored eating the same food in the same place at EMU! There are more than 30 places to dine on campus (including four convenience stores). All locations are open to EMU students, parents and staff and will accept cash, Eagle Meal Deals (for Commuters — Block Plan, Block Plus and FlexBuy E-Dollars), EagleOne Card (Eagle Express), E-dollars, Flex Meal Plan, meal transfer, debit/credit (Visa-Mastercard), University requisitions and gift cards.

- *Dining Commons ONE*: All-you-care-to-eat, self-serve food court, located in Dining Commons ONE (accessed through Downing Hall) 734.487.2442
- *Eastern Eateries*: High-tech fast food mall with 10 shops, featuring A&W, Taco Bell Express, Jump Asian Cuisine, Sbarro, Sunset Strips and Freshens (national franchises). Offers a one-time through all-you-care-to-eat Sunday buffets. Conveniently located between Walton-Putnam and Phelps-Sellers residence halls 734.487.0444
- *CrossRoads MarketPlace*: A unique grocery store/food court, which includes video rentals, greeting cards, deli and hot grill items. Located in Hoyt Conference Center. Features Einstein Bros. Bagels. 734.487.3066
- *QuickFixx*: Convenience store offering more than 400 video rentals, groceries, film and film processing, greeting cards and snacks. Located in the lower level of Eastern Eateries 734.487.0122
- *EMU Student Center*: Lobby Shop, KFC/Taco Bell, Freshens, Sbarro and Sweet Success

### Satellite Operations\*

- *Courtside*: Located in the Rec-IM 734.483.7573
- *Flying Eagles*: Located on the Northeast end of Pray-Harrold 734.487.6965
- *TO BE Café*: Located in Quirk-Sponberg Theatre 734.487.6699
- *Café Crescendo*: Located in Alexander Hall 734.487.8450
- *Paradox Café & Commons*: Located in the Halle Library 734.487.4550
- *The Bottom Line*: Located in the College of Business 734.487.5609
- *Common Ground Café*: Located in the Marshall Building 734.487.3412
- *Food for Thought*: Located in Sill Hall 734.487.6965

Note:

\*All satellite operations offer sandwiches, soups, salads, and pastries as well as other items (varies depending on the location).

You can choose from four convenient meal plans, including 20, 15, 13 or 10 meals per week. Best of all, you can use your meal plan card at most campus dining facilities.

### Flexible meal plans

- 20 meals: Breakfast, lunch, and dinner, Monday – Saturday with breakfast and dinner on Sunday
- 15 meals: Breakfast, lunch and dinner, Monday – Friday, no weekend meals and \$25 per semester on convenience account
- 13 meals: Choice of any two meals each day, Monday – Saturday, one meal on Sunday and \$25 per semester on convenience account
- 10 meals: Choice of any two meals each day, Monday – Friday, no weekend meals and \$50 per semester on convenience account
- Flex Meal Plans: Flex Meal Plans offer the expanded flexibility of allowing purchases at all Dining Services locations and convenience stores that currently accept the Eagle Card. This allows you to purchase products that meet your needs with the exception of tobacco products. Please call 734.487.0418 for pricing information.

Two meal plans have been created especially for commuter, off-campus students, University apartment residents, faculty and staff:

- FlexBuy E-Dollars: debit account that can be used campus-wide
- Block Plan can only be used at Dining Commons One.

*Note:*

*Hours may vary during holidays and scheduled semester breaks. Please contact each area for specific hours of operation.*

*Some dining services venues are open during unscheduled shutdowns, such as snow emergencies.*

## Student Rights and Responsibilities

The Office of Student Judicial Services works to create an effective living and learning environment by designing policies such as the Student Code of Conduct, providing a disciplinary process and conducting programs that foster ethical development, personal accountability and civility toward others.

For information concerning student rights and responsibilities contact:

Office of Student Judicial Services

Address: 250 EMU Student Center, 2nd Floor

Phone: 734.487.2157

Fax: 734.487.4376

Web site: [www.emich.edu/sjs](http://www.emich.edu/sjs)

## University Governance and Individuals' Rights

Eastern Michigan University is an autonomous University governed by an eight-member Board of Regents appointed by the governor of Michigan and subject to the approval of the Michigan Senate. Financial support for the University comes from student tuition and fees, and support provided by the citizens of Michigan.

Current members of the board of regents are Philip A. Incarnati, Clarkston; Floyd Clack, Flint; Thomas W. Sidlik, Ann Arbor, vice chair; Roy E. Wilbanks, Ypsilanti; Ismael Ahmed, Dearborn; Gary D. Hawks, Okemos; Francine Parker, St. Clair Shores; and James F. Stapleton, Ann Arbor.

### Policies on Non-Discrimination

Eastern Michigan University shall not discriminate against any person because of race, color, creed, religion, national origin, gender, age, disability or sexual orientation. Further, the University shall work for the elimination of improper discrimination in the areas listed above in (1) organizations recognized by the University and (2) from non-University sources where students and employees of the University are involved.

### Equal Opportunity and Affirmative Action Policies

Eastern Michigan University admits students of either sex, and any race, color, or national or ethnic origin to all the rights, privileges, programs and activities accorded to students at this University. The University does not discriminate against students on the basis of sex, race, color or national or ethnic origin in the administration of its educational policies, admissions policies, scholarships and loan programs and athletic and other University-administered programs. Further, it is the policy and practice of Eastern Michigan University to take affirmative action in all personnel matters.

### Gender Equality

It is the policy of Eastern Michigan University to comply with Title IX of the Education Amendments of 1972 and its regulations, which prohibit discrimination on the basis of sex. Anyone who believes that in some respect Eastern Michigan University is not in compliance with Title IX and its regulations should contact the executive director of Human Resources.

### Non-Discrimination of the Disabled and/or Challenged

Sharon Abraham, director

Diversity and Affirmative Action

Address: 11 Welch

Phone: 734.487.1166

In its programs, activities and employment, Eastern Michigan University does not discriminate on the basis of physical or other disabilities. Anyone who believes that in some respect Eastern Michigan University is not in compliance with the Rehabilitation Act and its regulations should contact the executive director of Human Resources. Prospective students with disabilities who are otherwise qualified for admission are invited to apply. Students encountering difficulty with access to full participation in University activities should contact the dean of students.

### Statement on Campus Violence

In accordance with the education mission of Eastern Michigan University, the University adopts this policy statement to promote a safe campus environment. The statement reflects the nonviolent spirit of the relationship between students, staff, administrators, faculty, contractors and visitors at Eastern Michigan University.

The safety and security of our students, staff, administrators, faculty, contractors and visitors is extremely important to Eastern Michigan University. Threats, acts of aggression and threatening or violent behavior are not tolerated by or toward students, staff, administrators, faculty, contractors or visitors. All reports of incidents will be taken seriously and will be dealt with appropriately.

Threats can be direct and immediate or indirect and implied; threats can occur verbally, nonverbally or in writing. Acts of aggression include, but are not limited to, abusive behavior, stalking and tampering with property and are intended to intimidate, create fear, imply harm or destroy property. Threatening or violent behavior is behaving in such a way that poses an immediate threat to self or others by acts of physical harm.

All students, staff, administrators, faculty, contractors and visitors are strongly encouraged to report threats, acts of aggression, and threatening or violent behavior, to the Campus Police (911 for all emergencies, 734.487.1222 for all others), Human Resources (734.487.0083) and/or to your department head or supervisor, to help ensure the safety of our campus community.

### Family Education Rights and Privacy Act

In compliance with the Family Education Rights and Privacy Act (FERPA), Eastern Michigan University assures that any person who is or has been in attendance as a student at EMU has access to his/her educational records. Furthermore, such individual's rights to privacy are assured by limiting the transferability of records without the student's consent.

The following are matters of public record and may be included in directory publications or disclosed upon request without consent: the student's name, address, telephone listing, e-mail address, date and place of birth, major field of study, participation in recognized activities and sports, weight and height (if a member of an athletic team), dates of attendance, degree and awards received and most recent previous educational agency or institution. Registration documents of student organizations that contain the names and addresses of the officers and the statement of purpose of the organization also are considered public information. These documents are available in the Office of Campus Life Programs.

EMU reserves the right to make directory information public unless a student files a written request to withhold information with the University Communications Office within 14 days after the semester begins. Once such a request is filed, the information will remain private until the student requests the Office of Public Information to release it.

Individuals who believe the University is not in compliance with FERPA and its regulations should contact the executive director of Human Resources.

### Notification of Student Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day EMU receives a request for access.

Student should submit written requests to the EMU Office of Records and Registration, identifying the record(s) they wish to inspect. A University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official

shall advise the student of the correct official to whom the request should be addressed.

**2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.**

Students should write the University official responsible for the record, clearly identify the part of the record they want changed and specify what is inaccurate or misleading.

If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

**3. The right to consent to disclosures of personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent.**

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by EMU in an administrative, supervisory, academic or research or support position (including law enforcement personnel and health staff); a person or company with whom EMU has contracted (such as an attorney, auditor or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

The University may also disclose, without the student's permission, to parents and legal guardians when the student is under 21, any violation of existing alcohol or drug laws or University policy.

EMU has designated the following items as directory information and these items may be included in publications or disclosed upon request without consent: the student's name; address; telephone listing; e-mail address; date and place of birth; major fields of study; participation in recognized activities and sports; weight and height of members of athletic teams; dates of attendance; degrees and awards received; and the most recent previous educational agency or institution attended by the student.

EMU reserves the right to make directory information public unless a student's written objection (specifying the category of information not to be made public without prior consent) is filed at the University Communications Office within 14 days after each term begins.

Students who do not want to be included in the annual EMU Student Telephone Directory should complete a Directory Exclusion Card. Cards can be picked up from University Publications, Housing and Dining Services, Records and Registration and the Library Copy Center. They must be turned in by September 15 to the Library Copy Center or to University Publications. Completing the exclusion card will remove the student's name, address and phone number from the current and subsequent telephone directories.

**4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by EMU to comply with requirements of FERPA. The name and address of the office that administers FERPA is:**

Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Avenue, SW  
Washington, D.C. 20202-4605





# Continuing Education

<b>Dean</b>	<b>Programs</b>
Mary Sue Marz	Continuing Education
Address: 103 Boone Hall	World College and Academic Programs Abroad
Phone: 734.487.0427	Centers for Corporate Training
Fax: 734.487.2316	Institute for the Study of Children
E-mail: <a href="mailto:extended.programs@emich.edu">extended.programs@emich.edu</a>	Families and Communities
Website: <a href="http://www.ep.emich.edu">www.ep.emich.edu</a>	

## Mission Statement

It is the mission of Continuing Education is to provide leadership in dissolving traditional campus boundaries through collaborative programs that complement and extend the educational, research and public service activities of the University — as understood in the context of our identity as a metropolitan and publicly engaged University. Continuing Education also engages individuals across their life span, from high school, through traditional University years, to adult working years – through individual professional development and educational/training programs for business, government and nonprofit agencies. We work to extend the reach and impact of the University not only to the state of Michigan but globally — recognizing that our students live and work in the context of a closely interconnected world.

The most important asset of any institution, corporation or business is the people that make things happen. With advanced education and training, they become better positioned to meet the individual and collective challenges that lie ahead.

Eastern Michigan University Continuing Education is committed to helping meet these challenges. We offer flexible and innovative applied academic experiences in the state of Michigan, nationally and internationally.

Through Eastern's Continuing Education units, it is now possible for individual adult students, businesses, government and social agencies to access the tremendous resources of one of Michigan's leading universities. Using alternative formats and teaching technologies, we deliver education, applied research, training and consultation services. Ongoing research initiatives and collaborations ensure that our programs respond to changing needs in a changing environment.

## Continuing Education

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Mary Sue Marz, dean (interim)  
Dan Gaymer, assistant dean

Address: 101 Boone Hall  
Phone: 734.487.0407 or 800.777.3521  
E-mail: [continuing.education@emich.edu](mailto:continuing.education@emich.edu)  
Website: [www.ce.emich.edu](http://www.ce.emich.edu)

Continuing Education offers flexible, innovative and exciting credit courses and program options. Courses offered through Continuing Education are available at times, locations and in formats that are convenient for students balancing a full- or part-time job, co-curricular activities and/or family responsibilities with their college education. Credit earned in Continuing Education courses and programs is regular University academic credit.

Each semester, Continuing Education publishes a course bulletin listing the courses available that semester. These bulletins are available at the Continuing Education Office in Boone Hall, online at [www.ce.emich.edu](http://www.ce.emich.edu) and in display racks in various locations around the EMU campus. In addition, all CE course offerings are listed in the University's online class schedule at <http://insight.emich.edu/Students/ocsb/index.cfm>. Since some courses are scheduled after the CE course bulletin and the University class schedule are published, refer to the University's online class schedule for updates. As with all EMU courses, your academic adviser is the person best equipped to guide you and answer specific questions about which courses will meet the requirements of your program of study.

## Off-Campus Locations

Continuing Education offers full degree programs and certificates at convenient off-campus locations throughout Michigan. For a complete list of programs, contact the locations listed below or visit [www.ce.emich.edu](http://www.ce.emich.edu).

### EMU–Brighton

2250 Genoa Business Park Drive, Suite 120  
Brighton, MI 48114  
Phone: 810.225.0361  
E-mail: [brighton@emich.edu](mailto:brighton@emich.edu)

### EMU–Detroit

Northwest Activities Center  
18100 Meyers  
Detroit, MI 48253  
Phone: 313.342.2731  
E-mail: [detroit@emich.edu](mailto:detroit@emich.edu)

### EMU–Flint

1401 East Court Street, 1000 Mott Memorial Building  
Mott Community College  
Flint, MI 48503  
Phone: 810.762.0303  
E-mail: [flint@emich.edu](mailto:flint@emich.edu)

### EMU–Jackson

2111 Emmons Road, 147 McDivitt Hall  
Jackson Community College  
Jackson, MI 49201  
Phone: 517.787.7265  
E-mail: [jackson@emich.edu](mailto:jackson@emich.edu)

### EMU–Livonia

38777 W. Six Mile Road, Suite 400  
Livonia, MI 48152  
Phone: 877.818.4368  
E-mail: [livonia@emich.edu](mailto:livonia@emich.edu)

### EMU–Monroe

1555 S. Raisinville Road, Life Sciences Building L 112  
Monroe County Community College  
Monroe, MI 48161  
Phone: 734.384.6090  
E-mail: [monroe@emich.edu](mailto:monroe@emich.edu)

### EMU–Traverse City

NMC University Center  
2200 Dendinos Drive, Suite 220-N  
Traverse City, MI 49684  
Phone: 877.368.8289  
E-mail: [traverse.city@emich.edu](mailto:traverse.city@emich.edu)

### Washtenaw County/Weekend University

Continuing Education  
Eastern Michigan University  
101 Boone Hall  
Ypsilanti, MI 48197  
Phone: 734.487.6695  
E-mail: [continuing.education@emich.edu](mailto:continuing.education@emich.edu)

## Distance Education

Phone: 734.487.1081  
E-mail: [distance.education@emich.edu](mailto:distance.education@emich.edu)

### EMU-Online

When you're ready to learn, EMU is ready to teach. Online courses make it easy for you to learn: around your schedule, in a location convenient for you. A wide range of courses are available online as an alternative to attending class on campus. They've been developed by EMU faculty and meet the same high standards as on-campus offerings. The course offerings and registration information are available at [www.emuonline.edu](http://www.emuonline.edu).

### Independent Learning

Satisfy general education requirements and earn college credits through self-paced instructional courses via EMU's Independent Learning program. You may register at any time, and you have up to six months to complete coursework. You'll receive instructional tapes, study guide and book lists to begin your lessons. Professors are available for consultation and to grade assignments that you send through regular mailer-mail or fax. There are proctored examinations for each course.

### Prior Learning Assessment

Receive up to 30 hours for learning you've gained outside the classroom — including seminars, training completed on the job and knowledge acquired independently in a particular field. Through Prior Learning Assessment, you'll identify and analyze learning, document your experience, match the learning to EMU courses and compile a written portfolio to submit for evaluation. Credits earned through portfolio-assisted prior learning may be applied toward any degree for which they are appropriate. Students seeking credit for prior learning attend a free required workshop.

### One-Week Courses

EMU-Winter Break  
Phone: 800.777.3521  
E-mail: winter.break@emich.edu

Earn credit during EMU's winter break by taking a one-week course offered in northern Michigan.

EMU- Traverse City  
Phone: 887.EMU.TCTY  
E-mail: traverse.city@emich.edu

Earn credit during the spring and summer by taking a one-week course offered on the campus of Northwestern Michigan College in Traverse City.

### Noncredit Programs

Phone: 734.487.4790  
E-mail: non.credit@emich.edu

Continuing Education offers programs and services for professionals seeking ongoing educational opportunities; conferences, workshops and special events of interest to the EMU community; and support for area K-12 schools and districts. For a complete list of non-credit learning opportunities, visit [www.ce.emich.edu](http://www.ce.emich.edu).

### Professional Certificates, Training and CEUs

Professional societies and organizations develop programs and award certificates to encourage members to update their knowledge and skills. The CEU (Continuing Education Unit) is a national standard of measurement to recognize participation in a wide range of organized non-credit educational activities (conferences, seminars, workshops, etc.) in all fields. Opportunities for CEUs, certificates and training include:

- Michigan State Board — Continuing Education Units (SB-CEUs)
- Certificate in Information Security Systems
- SHRM Human Resource courses and certificates
- American Payroll Association courses
- Online test preparation workshops

### School Partnership Program

In order to develop win-win partnerships with schools and school districts, EMU offers services and programs emerging through customized collaboration between schools and school districts. Partnership opportunities include:

- Grant Evaluations and Administration
- Career Development Counseling and Planning matched to district's needs
- Credit classes (Consortiums, Onsite Partners and Online Programs)
- Customized EMU Task and Assessment Teams
- Data Collection Evaluation and Assistance
- Customized Contract Training

## Academic Programs Abroad/World College

George Klein, director  
Address: 103 Boone Hall  
Phone: 734.487.2424  
Fax: 734.487.4377  
E-mail: [programs.abroad@emich.edu](mailto:programs.abroad@emich.edu)  
Website: [www.emich.edu/abroad](http://www.emich.edu/abroad)

In today's interconnected world, a global perspective is increasingly important and valuable for all students. The Office of Academic Programs Abroad provides opportunities for EMU students to internationalize, diversify and enrich their University education through a variety of study abroad programs, including winter break, spring and summer, intensive language immersion, and exchanges and other semester and academic year opportunities.

### Winter Break Programs

EMU students earn credit while studying abroad with EMU faculty during the break from campus classes midway through the winter semester. Recent programs include:

- Art in Mexico City
- Cultural Geography of Puerto Rico
- Hospitality Management in London
- Literature in London
- Power, Place and Image in Florence and Rome.

### Spring and Summer Programs

- The European Cultural History Tours are unique travel-study programs that visit more than 30 cities in 10 countries throughout Western Europe and the Mediterranean. Five and 10-week programs are offered. Students and professors study major historic and cultural sites while pursuing in-depth academic work in an interdisciplinary context. Since their beginnings in 1974, the European Cultural History Tours have become a leader in innovative travel-study abroad, drawing students from EMU as well as other colleges and universities. The Emanuel Fenz Endowed Fund provides a competitive scholarship available to EMU students with financial need, applicable to either the Cultural History Tours or Adventures Abroad programs.
- Adventures Abroad Programs are short-term, low-cost travel-study tours that offer EMU students the opportunity to travel with EMU faculty to Europe or the Mediterranean while earning three credits in literature, art or another discipline. The Adventures Abroad program is a short-term module embedded within the longer Cultural History Tours. Students with financial need may apply for the Emanuel Fenz Scholarship applicable to this program.
- Other spring and summer programs: EMU students may choose from a variety of travel and residence programs that carry credit in such fields as art, biology, business, community practice, education, history and political science. EMU faculty-led programs include such destinations as: Ecuador and the Galápagos Islands, Mexico and the Americas, Europe and Asia. Several spring and summer programs are three weeks or less and designed to be especially affordable for EMU students.

### Summer Intensive Language Programs

Intensive French, Spanish, German and Japanese language programs are available in France, Mexico, Austria and Japan respectively, in settings of cultural immersion. Faculty coordinate additional instruction and provide supervision and cultural exercises. All levels of instruction are available. These programs are offered in cooperation with the Department of Foreign Languages and Bilingual Studies.



## Semester/Year Exchange Programs

Eastern Michigan University students may attend one of our Exchange Partner schools for one or two semesters for a cost equivalent to that of Eastern Michigan University. Students pay for EMU tuition and fees, plus a modest program fee. The courses taken appear on the EMU transcript as EMU courses. Students may select courses to count towards a major, minor, general education or elective credit.

- United Kingdom Exchanges include: University of Derby, England; Oxford-Brookes University, England; University of Paisley, Scotland.
- Other exchange programs include:
  - University of Groningen, Netherlands (English-language courses offered)
  - ESIDEC - Metz, France
  - Karlsruhe University, Germany
  - Reutlingen University of Applied Sciences, Germany
  - Kansai Gaidai University, Japan
  - Business majors at EMU may participate in the Regional Area Mobility Program (RAMP) during fall and winter semesters. Courses are taught in the language of the host institution: Spanish at Mexican Universities; English or French at Canadian Universities. Proficiency in the relevant language is required.
- The Japan Center for Michigan Universities (JCMU) in Hikone, Japan, offers Japanese Language and Culture courses open to all majors; no prior knowledge of Japanese is required.
- Affiliated programs include: Curtin University of Technology, Australia; Université Catholique de l'Ouest, France.

## Office of Academic Programs

### Abroad Student Services

The Office of Academic Programs Abroad provides EMU students with:

- Comprehensive study abroad advising
- Study Abroad Orientation
- Health and safety information
- International student identity cards
- International health insurance
- Financial aid coordination and scholarship advice
- Innovative and affordable study abroad programs

In addition to EMU programs, the Office of Academic Programs Abroad maintains a library of information on hundreds of study abroad programs sponsored by universities all over the world. Students may browse the library and make appointments for advising Monday through Friday throughout the school year. Most EMU programs are online at: [www.emich.edu/abroad](http://www.emich.edu/abroad).

## World College

The World College coordinates and facilitates the development of internationally-focused programs via collaboration with the entire University community. Among the major goals of the World College are:

- To facilitate the incorporation of global perspectives in University curricula
- To assist in developing and maintaining a liaison with foreign academic institutions, governments and business organizations
- To serve as a clearinghouse of information and referrals regarding internationally-focused projects, programs, events and activities
- To assist faculty and staff in internationalizing their own expertise and in applying their expertise to new international endeavors
- To increase international educational experiences for students and faculty, on campus and abroad
- To develop international programs through federal and state funding

The World College is not a traditional academic college. Rather, it serves as a facilitating and coordinating center for international education, seeking to promote the broadening of awareness and understanding in all

colleges, departments and programs at EMU of the world outside the borders of our country. World College programs are developed in conjunction with faculty and administrators in the other academic colleges.

## Centers for Corporate Training

Center for Organizational Risk Reduction/  
Great Lakes OSHA Education Center  
Website: [www.emuosh.org](http://www.emuosh.org)

Center for Quality  
Website: [www.centerforquality.org](http://www.centerforquality.org)

Pamela Hill, director  
Address: 2000 Huron River Drive, Suite 101  
Phone: 800.932.8689  
E-mail: [pamela.hill@emich.edu](mailto:pamela.hill@emich.edu)

Barbara L. Hopkins, director  
Address: 2000 Huron River Drive, Suite 101  
Phone: 800.932.8689  
E-mail: [barbara.hopkins@emich.edu](mailto:barbara.hopkins@emich.edu)

The Centers for Corporate Training are nationally known for designing and providing a wide range of training, technical assistance and consulting for hundreds of companies each year in health, safety, security and quality. Our clients include the Big Three automotive manufacturers and their suppliers, plastics and electronics producers, healthcare providers and government agencies.

Each of the centers works, in its own way, to help individuals and organizations reach and maintain excellence. We are dedicated to helping companies not only survive but prosper during rapid organization, technological and economic change.

By developing customized programs, innovative training and effective, practical consulting, the centers support organizations as they improve the quality of their products, the productivity of their processes and the safety of their workplaces. Our partners are workers, supervisors, managers and executives who will create and succeed in the global marketplace.

The Centers for Corporate Training provide innovative education and training for more than 8,000 people from 2003 – 2004. Since 1990, the centers have conducted programs in more than a dozen countries in North America, Asia, Europe and South America.

They include:

- Center for Quality
- Center for Organizational Risk Reduction
- OSHA Training Institute





# **Interdisciplinary Programs**



## MASTER OF SCIENCE in Integrated Marketing Communications (IMC)

Archie Sader  
 Phone: 734.487.6568  
 E-mail: asader@emich.edu

The M.S. IMC program will be conducted exclusively online. Twelve rigorous three-credit courses will be required, culminating with a capstone experience in which students prepare a cohesive IMC plan for a real-world client.

### Goal and Objectives

1. Develop a foundation amongst students for identifying stakeholders; learning the strengths, weaknesses and applications of each communications vehicle; and for competency in preparing cohesive IMC plans.
2. Achieve an understanding of the primary role of IMC as the key to building brand image and brand equity.
3. Prepare graduates of the IMC program to be able to:
  - a. Identify all stakeholders as an early step in the IMC process;
  - b. Identify the situations when each functional area of IMC can be effectively utilized;
  - c. Discuss various factors in the global environment and how they influence IMC decisions;
  - d. Explain how brand equity is built, measured and managed;
  - e. Identify the factors that shape consumer decision making;
  - f. Plan IMC message communications strategies;
  - g. Explain the meaning of developing the same message across different vehicles;
  - h. Demonstrate how marketing objectives are translated into effective media strategies;
  - i. Explain how the Internet and other new media vehicles can be used to build customer relationships;
  - j. Discuss the roles of direct marketing in acquiring and retaining customers and building loyalty;
  - k. Explain how to measure the results of a direct marketing campaign;
  - l. Discuss how to use research for creative development and measuring the impact of the brand communications programs;
  - m. Explain the applications of sales promotion to build traffic, launch new products and build brands;
  - n. Identify the ethical and regulatory issues surrounding IMC;
  - o. Develop evaluative standards to determine success/failure of any given IMC campaign;
  - p. Develop a comprehensive and viable IMC plan for a real-world profit or nonprofit organization.
4. Be research-oriented and gain respect for developing knowledge in this discipline.
5. Reinforce the theme of developing innovative, applied and global programs.

### Required Courses ..... 36 hours

- IMC601 IMC Principles, Strategies and Tactics (3 hrs)
- IMC602 IMC Brand Development (3 hrs)
- IMC603 IMC Audience Behavior (3 hrs)
- IMC604 IMC Marketing Communications Research (3 hrs)
- IMC605 IMC Creative Message Strategy (3 hrs)
- IMC606 IMC Multi-Channel Media I (3 hrs)
- IMC607 IMC Multi-Channel Media II (3 hrs)
- IMC608 IMC Direct Marketing (3 hrs)
- IMC609 IMC Public Relations (3 hrs)
- IMC612 IMC Sales Promotion (3 hrs)
- IMC615 Ethics, Regulations and Society (3 hrs)
- IMC631 IMC Campaigns (3 hrs)

### Program Total ..... 36 hours

## PROFESSIONAL MASTERS OF SCIENCE in Bioinformatics (BINF)

A professional science master's (PSM) recognized by the Alfred P. Sloan Foundation, the M.S. in bioinformatics has the goal of providing a path into industry. The program combines coursework from the biological sciences, mathematics, computer science and management. Capstone experiences emphasize solving problems from industry in a seminar in which students work in groups, and an internship.

### Admission Requirements

Students entering the program will meet the admission requirements of the Graduate School. In addition, students will show evidence on transcripts of having completed with a grade of C or better an introductory course in both biology and chemistry, an introductory computer programming course, a statistics course and one college calculus course. Students will also submit scores from the Graduate Record Examination (GRE), two letters of recommendation, and a personal statement.

The M.S. in Bioinformatics requires the completion of 34-35 hours of course work to be distributed among required courses and restricted electives as follows:

### Required Courses ..... 28 hours

- BIOL551 Bioinformatics I (3 hrs)
- BIOL552 Bioinformatics II (3 hrs)
- CASI650 Current Challenges in Bioinformatics Seminar (3 hrs)
- CASI680 Internship in Bioinformatics (3 hrs)
- COSC576 Computational Tools in Bioinformatics (3 hrs)
- MATH566 Modeling in Bioinformatics (3 hrs)
- MATH570 Statistical Concepts and Methods for Bioinformatics (3 hrs)
- MGMT513 Business Communication Seminar (1 hr)
- MGMT602 Organizational Development (3 hrs)
- MGMT638 Building Continuous Improvement Teams (3 hrs)

### Restricted Elective Courses ..... 6-7 hours

- One course from the following:*
- BIOL401 Genome Analysis (3 hrs)
- BIOL545 Recombinant DNA Technologies (3 hrs)
- One course from the following:*
- COSC514 Fundamentals of Computer Science (4 hrs)
- COSC616 Algorithms in Bioinformatics (3 hrs)

### Program Total ..... 34-35 hours

## Interdisciplinary Graduate Programs

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Eastern's interdisciplinary graduate certificates prepare students interested in a cross-cutting topic with a wider range of integrated knowledge, skills and methods to meet the challenges of contemporary professional practice. Interdisciplinary studies catalyze new knowledge from many disciplines by uniting them under a central theme with shared principles and related focal points.

Credit earned in these programs can be applied toward master's degree programs and, conversely, credits earned in the master's degree programs can bundle toward a certificate. Please contact the programs you are interested in for more details or click the web site to see the program's offerings.

The Nonprofit Management and Community Building interdisciplinary certificate programs listed below provide a coordinated program of study in the area of working with nonprofit organizations in the community. Designed for executive directors, program managers, board members, consultants of nonprofit organizations and public administration professionals who want to develop competencies and peer networks to strengthen community organizations that, in turn, improve the quality of life for citi-

zens. Each certificate is a five-course program of 12-15 credit hours with courses drawn from multiple disciplines and that can either enhance or apply towards a graduate program (such as M.B.A., M.P.A., M.S.W., M.L.A. or other M.A./M.S. programs). Convenient scheduling, Web-enhanced learning and practical active learning strategies for working professionals and adult learners.

## GRADUATE CERTIFICATE in Bioinformatics (BINF)

This certificate provides a specialization in the basic skills of bioinformatics from biology, computer science and mathematics. The graduate certificate in bioinformatics requires the completion of 18-19 hours of course work to be distributed among required courses and restricted electives as follows:

Required Courses .....	18-19 hours
BIOL551 Bioinformatics I (3 hrs)	
COSC576 Computational Tools in Bioinformatics (3 hrs)	
<i>One course from the following:</i>	
COSC514 Fundamentals of Computer Science (4 hrs)	
COSC616 Algorithms in Bioinformatics (3 hrs)	
MATH570 Statistical Concepts and Methods for Bioinformatics (3 hrs)	
MATH566 Modeling in Bioinformatics (3 hrs)	
MGMT638 Building Continuous Improvement Teams (3 hrs)	
Certificate Total .....	18-19 hours

## GRADUATE CERTIFICATE in Community Building (CBLD)

Dr. Marti Bombyk, professor of social work  
 Address: 333 Marshall Building  
 Phone: 734.487.4173  
 E-mail: Marcia.Bombyk@emich.edu

This unique certificate is designed to develop the competencies of community leaders, professionals and staff of nonprofit organizations in leadership, resource development and program evaluation; in understanding the community as a complex system; in understanding their organizations' potential for civic action; and in understanding how to improve the capacity of their community organizations to meet their missions and strengthen the community.

An external focus — to develop competencies for understanding the community as a social system and improving the social bonds and leadership skills among members of the community.

Required Courses .....	12-13 hours
SWRK602 Community Building (2 hrs)	
SWRK662 Grant Writing and Resource Development (3 hrs)	
<i>One course from the following:</i>	
LAW603 Legal Environment of Nonprofit Organizations (3 hrs)	
SWRK526 People of Color: Non-Deficit Perspective (2 hrs)	
SOCL678 Methods in Social Program Evaluation (3 hrs)	
SWRK694 Community Action Seminar (2 hrs)	
Certificate Total .....	12-13 hours

## GRADUATE CERTIFICATE in Water Resources (WTRS)

### Course Requirements

The graduate certificate in water resources requires the completion of 17 hours of course work to be distributed among required courses as follows:

Required Courses .....	17 hours
BIOL522 Limnology (3 hrs)	
BIOL535 Wetland Ecosystems (3 hrs)	
GEOG579 Geographic Information Systems (3 hrs)	
GEOG678 Advanced Applications of GIS (3 hrs)	
<i>One course from the following:</i>	
ESSC448 Hydrogeology (3 hrs)	
ESSC459 Aquifer Analysis (3 hrs)	
<i>One course from the following:</i>	
BIOL697 Independent Study (1 hr) (2 needed)	
BIOL698 Independent Study (2 hrs)	
Certificate Total .....	17 hours



# College of Arts and Sciences

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## Departments and Programs

- African American Studies
- Art
- Biology
- Chemistry
- Communication and Theatre Arts
- Computer Science
- Economics
- English Language and Literature
- Foreign Languages and Bilingual Studies
- Geography and Geology
- History and Philosophy
- Mathematics
- Music and Dance
- Physics and Astronomy
- Political Science
- Psychology
- Sociology, Anthropology and Criminology
- Women and Gender Studies Program



## Mission Statement

The College of Arts and Sciences educates students and fosters scholarly and creative activity in the fine and performing arts, the humanities and the social and natural sciences, both applied and theoretical. The liberal arts education in the College embodies the five principles embraced by the general education program: effective communication, quantitative reasoning, knowledge of the disciplines, perspectives on a diverse world and learning beyond the classroom.

Faculty research is integrated into the teaching of the College's many undergraduate majors and graduate degree programs enhancing student skills in both pure and applied inquiry and preparing students for professional careers and informed citizenship. Scholarly and creative activity of the faculty provides the foundation for the College's education of students at all levels as well as the foundation for service to the engagement with surrounding communities. The College's commitment to active, collaborative, interdisciplinary, applied and innovative teachings hinges upon ongoing creativity, curiosity and inquiry in all fields of faculty expertise.

The College seeks to ensure success for all its members, to prepare them for service in local, national and global communities and organizations, and to instill knowledge of and respect for human diversity in all its many manifestations. The College seeks to serve and enrich the local community and the region through its vibrant artistic programs, applied research services and civic and K-12 partnerships.

## Graduate Degrees and Certificate Programs

The college offers the following graduate degrees and graduate certificate programs in the various disciplines of arts and sciences. Admission and degree requirements for each program can be found in the departmental sections of this catalog.

### African American Studies

GRADUATE CERTIFICATE in African American Studies

### Art

MASTER OF FINE ARTS  
MASTER OF ARTS in Art Education  
MASTER OF ARTS in Studio Art

### Biology

PROFESSIONAL MASTER OF SCIENCE in Bioinformatics  
MASTER OF SCIENCE in Community College Biology Teaching  
MASTER OF SCIENCE in Ecosystem Biology  
MASTER OF SCIENCE in Biology — General  
MASTER OF SCIENCE in Molecular/Cellular Biology  
MASTER OF SCIENCE in Physiology  
GRADUATE CERTIFICATE in Bioinformatics  
GRADUATE CERTIFICATE in Water Resources

### Chemistry

MASTER OF SCIENCE in Chemistry

### Communication and Theatre Arts

MASTER OF FINE ARTS in Drama/Theatre for the Young  
MASTER OF ARTS in Theatre Arts  
MASTER OF ARTS in Theatre Arts Administration  
MASTER OF ARTS in Communication  
MASTER OF ARTS in Interpretation/Performance Studies  
MASTER OF ARTS in Drama/Theatre for the Young

### Computer Science

PROFESSIONAL MASTER OF SCIENCE in Bioinformatics  
MASTER OF SCIENCE in Computer Science  
GRADUATE CERTIFICATE in Artificial Intelligence  
GRADUATE CERTIFICATE in Bioinformatics  
SECONDARY TEACHING CERTIFICATE ENDORSEMENT  
Double MASTER OF SCIENCE in Computer Science Degree  
Program with Fachhochschule Karlsruhe, Germany

### Economics

MASTER OF ARTS in Economics  
MASTER OF ARTS in International Economics and Development  
MASTER OF ARTS in Health Economics  
MASTER OF ARTS in Applied Economics  
MASTER OF ARTS in Trade and Development  
GRADUATE CERTIFICATE in Public Personnel Management  
GRADUATE CERTIFICATE in Public Budget Management  
GRADUATE CERTIFICATE in Public Policy Analysis

### English Language and Literature

MASTER OF ARTS in Children's Literature  
MASTER OF ARTS in Creative Writing  
MASTER OF ARTS in English Linguistics  
MASTER OF ARTS in Literature  
MASTER OF ARTS in Written Communication  
GRADUATE CERTIFICATE in Technical Communication

### Foreign Languages and Bilingual Studies

MASTER OF ARTS in Foreign Language — French  
MASTER OF ARTS in Foreign Language — German  
MASTER OF ARTS in Foreign Language — Spanish  
MASTER OF ARTS in Language and International Trade  
MASTER OF ARTS in Spanish Bilingual-Bicultural Education  
MASTER OF ARTS in Teaching English to Speakers of  
Other Languages  
GRADUATE CERTIFICATE in Teaching English  
as a Second Language  
BILINGUAL ENDORSEMENT Programs for Certified Teachers  
(not a degree program)  
GRADUATE CERTIFICATE in Hispanic Language and Cultures  
GRADUATE CERTIFICATE in German for Business Practices  
GRADUATE CERTIFICATE in Japanese for Business Practices

### Geography and Geology

MASTER OF SCIENCE in Earth Science Education  
MASTER OF SCIENCE in Geographic Information Systems  
MASTER OF SCIENCE in Urban and Regional Planning  
MASTER OF SCIENCE in Historic Preservation —  
Conservation and Technology  
MASTER OF SCIENCE in Historic Preservation —  
Heritage Interpretation, Tourism and Administration  
MASTER OF SCIENCE in Historic Preservation —  
Preservation Planning  
MASTER OF SCIENCE in Historic Preservation — General Science  
GRADUATE CERTIFICATE in Geographic Information Systems  
(GIS) for Educators  
GRADUATE CERTIFICATE in Geographic Information Systems  
(GIS) for Professionals  
GRADUATE CERTIFICATE in Historic Preservation  
GRADUATE CERTIFICATE in Public Land Planning and  
Development Management  
GRADUATE CERTIFICATE in Water Resources

### History and Philosophy

MASTER OF ARTS in History  
MASTER OF ARTS in Social Science  
MASTER OF LIBERAL STUDIES in Social Science  
and American Culture  
GRADUATE CERTIFICATE in State and Local History  
ADVANCED GRADUATE CERTIFICATE in State  
and Local History

### Mathematics

MASTER OF ARTS in Mathematics  
MASTER OF ARTS in Mathematics Education  
MASTER OF ARTS in Computer Science  
MASTER OF ARTS in Statistics  
PROFESSIONAL MASTER OF SCIENCE in Bioinformatics  
GRADUATE CERTIFICATE in Bioinformatics

**Music and Dance**

MASTER OF ARTS in Music  
MASTER OF ARTS in Music Education

**Physics and Astronomy**

MASTER OF SCIENCE in General Science  
MASTER OF SCIENCE in Physics  
MASTER OF SCIENCE in Physics Education

**Political Science**

MASTER OF PUBLIC ADMINISTRATION (M.P.A.)  
in Public Management  
MASTER OF PUBLIC ADMINISTRATION (M.P.A.)  
in Health Administration  
MASTER OF PUBLIC ADMINISTRATION (M.P.A.)  
in Land Planning and Development  
MASTER OF PUBLIC ADMINISTRATION (M.P.A.)  
in Gerontology  
MASTER OF PUBLIC ADMINISTRATION (M.P.A.)  
in Human Resource Administration  
MASTER OF PUBLIC ADMINISTRATION (M.P.A.)  
in Organization Management  
MASTER OF PUBLIC ADMINISTRATION (M.P.A.) in Public Safety  
GRADUATE CERTIFICATE in Nonprofit Management  
GRADUATE CERTIFICATE in Public Personnel Management  
GRADUATE CERTIFICATE in Public Budget Management  
GRADUATE CERTIFICATE in Public Land Planning and  
Development Management  
GRADUATE CERTIFICATE in Local Government Management  
GRADUATE CERTIFICATE in Public Policy Analysis

**Psychology**

DOCTOR OF PHILOSOPHY in Clinical Psychology  
MASTER OF SCIENCE in Clinical Behavioral Psychology  
MASTER OF SCIENCE in Clinical Psychology  
MASTER OF SCIENCE in General Experimental Psychology

**Sociology, Anthropology and Criminology**

MASTER OF ARTS in Criminology and Criminal Justice  
MASTER OF ARTS in Sociology  
MASTER OF ARTS in Sociology — Evaluation and Applied  
Research in Sociology  
MASTER OF ARTS in Sociology — Family Specialty  
MASTER OF ARTS in Sociology — Schools, Society and Violence  
GRADUATE CERTIFICATE in Community Building

**Women and Gender Studies Program**

MASTER OF ARTS in Women and Gender Studies

**Department of African American Studies**

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Address: 620 Pray-Harold  
Phone: 734.487.3460  
E-mail: Interim Dept. Head: rwoods1@emich.edu  
Graduate Coordinator: robert.perry@emich.edu  
Web site: www.emich.edu/public/daas

See page 180 for course descriptions.

The Department of African American Studies offers occasional graduate courses under three graduate special topics courses as well as offering students

the option of independent study. These courses offer advanced study in the field and are available as electives to graduate students in diverse disciplines.

**GRADUATE CERTIFICATE in African American Studies**

**Course Requirements**

The certificate in African American Studies requires the completion of 15 hours of course work to be distributed among required courses as follows:

**Required Courses .....15 hours**

- AAS501 Foundational Issues in African American Studies (3 hrs)
- AAS602 Researching Black Communities (3 hrs)
- Nine hours from the following:*
  - AAS503 Public Policy and African Americans (3 hrs)
  - AAS504 Politics in the African American Experience (3 hrs)
  - AAS505 The African Political Economy (3 hrs)
  - AAS541 Law, Race and Community (3 hrs)
  - AAS542 Race and Crime and the African American Experience (3 hrs)
  - AAS543 Civil Rights and the African American Experience (3 hrs)
  - AAS592 Special Topics in African American Studies (3 hrs)
  - Any other approved graduate-level course

Certificate Total.....15 hours

**Department of Art**

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Address: 114 Ford Hall  
Phone: 734.487.1268  
E-mail: tom.venner@emich.edu  
Web site: www.emich.edu/art

See page 182 for course descriptions.

The Department of Art offers the master of fine arts (M.F.A.) and master of arts in art education and in studio art. The M.F.A. program requires a minimum of 60 hours beyond the bachelor's degree and full-time enrollment each semester. The master of arts programs require a minimum of 30 hours beyond the bachelor's degree and allow part-time enrollment. Further information may be obtained from the Department of Art.

Students without undergraduate majors in art must complete approximately 30 hours of undergraduate course work in art that is selected in consultation with the graduate coordinator before admission to the graduate program.

**MASTER OF FINE ARTS (M.F.A.) (SARF)**

**Admission Requirements**

Applicants should see the section on admissions for general admission information and procedure (page 10). Applicants for admission to the M.F.A. degree program must have an undergraduate degree, with a major in art or approximately 30 hours of undergraduate course work in art through an accredited institution; meet degree admission standards of the Graduate School; and

1. Send an application for admission to the coordinator of the M.F.A. program in the Department of Art.

2. Submit three letters of recommendation to the graduate program coordinator in the Department of Art.
3. Send to the graduate coordinator in the Department of Art a brief statement which concisely expresses the applicant's goals and objectives as an artist/designer and the reason(s) for pursuing graduate study. The statement should also reference the artwork submitted and clarify how it's content pertains to the applicant's objectives/goals. It should be no longer than one-page, 12-point typed and double spaced.
4. Send to the graduate coordinator in the Department of Art a portfolio of 10-15 images (slides in a clear plastic holder or full screen size digital images organized in a PowerPoint, PDF, or HTML file on a CD) of the applicants studio work, in the concentration to which he/she is applying, with a separate list stating title, medium, size and date of completion for each image submitted. (Applicants in three-dimensional disciplines may submit multiple views of examples.)

Applications received in the Department of Art by February 15 for fall semester and by October 1 for winter semester will be given priority. Late applications will be considered as studio space permits. Please consult the Graduate School section of this catalog for application deadlines.

#### Degree Requirements

The graduate coordinator will meet with each student to construct a program of study. Students should follow closely the Graduate School requirements for "Application for Diploma." Students whose degree program includes a final exhibition of work must apply for gallery space one semester prior to the proposed exhibition. Two years of residency (full-time enrollment) are required; exceptions may be made to this requirement with the approval of the student's adviser and the M.F.A. committee.

At the end of the first year, the M.F.A. committee will review the work of each M.F.A. student and either allow the student to continue or formally ask the student to withdraw from the program. Individual passing grades assigned by a student's principal adviser or other faculty during the first full year of enrollment in the M.F.A. program shall not be construed as a guarantee that any student will be granted continuation in the M.F.A. program beyond the initial first year of study, since the mid-program review by the M.F.A. committee is based upon a de-novo review of the student's entire first year of M.F.A. work and his or her performance in the mid-program review. Further, no student may rely on statements by faculty or other agents of the University that would suggest, even remotely, that the student is ensured continued enrollment in the M.F.A. program prior to a review and recommendation by the M.F.A. committee.

#### Course Requirements

The M.F.A. requires the completion of 60 hours of course work to be distributed among required courses, elective courses and cognate courses as follows:

Required Courses .....	43 hours
ART630 Graduate Studio (9 hrs)	
ART631 Graduate Studio (9 hrs)	
ART695 Seminar in Contemporary Ideas (3 hrs)	
ART696 Seminar in Contemporary Ideas (3 hrs)	
ART732 Graduate Studio (9 hrs)	
ART733 Graduate Thesis and Exhibition (8 hrs)	
ART734 Oral Defense of M.F.A. Exhibition (2 hrs)	
Elective Courses .....	11 hours
<i>Eleven hours selected from courses outside the major are. Courses may be grouped to form a minor in consultation with an adviser.</i>	
Art elective courses (5 hrs)	
Art History elective courses (6 hrs)	
Cognate Courses.....	6 hours
<i>Six hours selected from art or other areas in consultation with an adviser.</i>	
Program Total .....	60 hours

## MASTER OF ARTS in Art Education (ARTE)

This degree is designed for persons currently teaching, or who have fulfilled art teaching certificate requirements. The program builds in a comprehensive way on the four components of discipline-based art education (DBAE): aesthetics, art history, art criticism and art production.

#### Model

Eastern Michigan University's advanced professional education programs develop leaders who demonstrate reflective thought and scholarship within the context of a culturally diverse society. In addition, the master of arts in art education program produces educators who are committed to their ongoing professional growth and are aware of the challenges of democracy in our culturally diverse society. These educators will assert leadership and the ability to cultivate abstract thinking skills and analyze visual statements for personal meaning.

#### Admission Requirements

Applicants should see the Graduate Catalog section on admissions for general admission information and procedure (page 10). Entry requirements are a minimum of 34 hours of art education and studio art with a minimum 2.8 grade point average in these classes. In addition, each applicant is expected to hold a teaching certificate for the teaching of art.

An applicant for admission must do the following:

1. Submit GRE test scores and a copy of teaching certificate along with the application for "general admission" to Graduate Admissions.
2. Send a department application for admission to the graduate coordinator in the Department of Art.
3. Submit three letters of recommendation to the graduate coordinator in the Department of Art.
4. Send to the graduate coordinator in the Department of Art;
  - a letter of intent (regarding reasons for pursuing studies in a graduate art education program
  - a 1-2 page statement of the applicant's teaching philosophy.
  - a 1-2 page statement of the applicant's research interests.
5. Send a portfolio of 10-15 color images (slides in a clear plastic holder or full screen size digital images organized in a PowerPoint, PDF, or HTML file on a CD) of the applicant's studio work and/or student's work, with each image individually labeled with name, title of work, medium or media, size and date of completion to the Department of Art. (Applicants in three-dimensional disciplines may submit multiple views of examples); and
6. Portfolios and materials must be submitted to the Art Department during the fall semester for winter admission and during the winter semester for spring, summer and fall admission.

#### Degree Requirements

The graduate coordinator will meet with each student to construct a program of study. Students should follow closely the Graduate School requirements for "Application for Diploma." Students whose degree program includes a final exhibition of work must apply for gallery space one semester prior to the proposed exhibition.

Graduate credit in art education (theory and practice) earned more than six years prior to the date on which the degree was granted may not be applied to meet the graduate requirements.

After the student has completed six hours of course work in art education, the graduate coordinator or program adviser will evaluate for approval the selection of a thesis proposal or paper option in an appropriate art education area. A required thesis review will be conducted by a faculty committee.

#### Course Requirements

The M.A. in art education requires the completion of 30 hours of course work to be distributed among required courses, elective courses and cognate courses as follows:



**Art Education Courses.....10 hours**

*Six to eight hours from the following, selected in consultation with an art education faculty member:*

- ART504 Aesthetic Education (2 hrs)
- ART505 Curriculum Development (Art Education) (2 hrs)
- \*ART506 ARTAG (Art for the Talented and Gifted) (2 hrs)
- \*ART507 Studio Connections in Art Education (2 hrs)
- \*ART508 Research in Art Education (2 hrs)
- \*ART591 Special Topics (2 hrs)
- ART694 Seminar in Art Education (2 hrs)
- Other courses as they become available and approved by the adviser.

*Two to four hours from the following:*

- \*ART691 Thesis (2 hrs)
- \*ART698 Independent Study (paper of publishable/distributable quality) (2 hrs)

**Art Elective Courses (Studio, Art History, Art Education) .....14 hours**

*Students wishing to have an exhibition in conjunction with their art education studies are subject to a 10-hour review of their studio program.*

**Cognate Courses.....6 hours**

*Six hours selected from art or other areas in consultation with an adviser.*

**Program Total.....30 hours**

*Note:*

*\*These courses may be repeated if determined appropriate by the graduate coordinator.*

## MASTER OF ARTS in Studio Art (SAR)

This degree is designed for persons seeking an advanced degree in studio art.

### Admission Requirements

Applicants should see the Graduate Catalog section on admissions for general admission information and procedure (page 10). An undergraduate degree with a major in art and a minimum grade point average of 2.8 in art classes is normally required for admission. A student may be required by the M.A. committee to make up deficiencies at the undergraduate level.

Applicants must:

1. Send a department application for admission to the graduate coordinator in the Department of Art.
2. Submit three letters of recommendation to the graduate coordinator in the Department of Art.
3. Send to the graduate coordinator in the Department of Art a portfolio of 10-15 color images (slides in a clear plastic holder or full screen size digital images organized in a PowerPoint, PDF, or HTML file on a CD) of the applicant's studio work, in the concentration to which he/she is applying, with a separate list stating the name, title of work, medium, size and date of completion. (Applicants in three-dimensional disciplines may submit multiple views of examples.)
4. Portfolios and materials must be submitted to the Art Department during the fall semester for winter admission and during the winter semester for spring, summer and fall admission.

### Degree Requirements

The graduate adviser will meet with each student to construct a program of study. Students should follow closely the Graduate School requirements for "Application for Diploma." Students whose degree program includes a final exhibition of work must apply for gallery space one semester prior to the proposed exhibition.

At the end of 10 hours taken in the studio program, the M.A. committee will review the work of each M.A. student and either allow the student to continue or formally ask the student to withdraw from the program. Individual passing grades assigned by a student's instructor(s) during the first 10 hours in his or her M.A. degree program studio program shall not be construed as a guarantee that any student will be granted continu-

ation in the M.A. program beyond the initial 10 hours of study in the program, since the 10-hour review by the M.A. committee is based upon a de-novo review of the student's entire first 10 hours of work in his or her M.A. studio program, electives taken and his or her performance in the 10-hour review. Further, no student may rely on statements by faculty or other agents of the University that would suggest, even remotely, that the student is ensured continued enrollment in the M.A. program prior to a review and recommendation by the M.A. committee.

### Course Requirements

The M.A. in studio art requires the completion of 30 hours of course work to be distributed among program courses, elective courses and cognate courses as follows:

**Studio Concentration .....14 hours**

*Select from the following programs:*

drawing	sculpture
graphic design	ceramics
painting	jewelry
printmaking	textiles
photography	watercolor

**Art Elective Courses.....10 hours**

*Ten hours selected from courses outside the major area. (Courses may be grouped to form a minor in consultation with an graduate adviser.)*

**Cognate Courses.....6 hours**

*Six hours selected from art and/or other areas in consultation with an adviser. Must include: ART428 Seminar in 20th Century Art (3 hrs) for graduate credit or ART530 Seminar in 20th Century Art (3 hrs).*

**Program Total.....30 hours**

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission. Otherwise, you will receive undergraduate credit.

- ART406 Printmaking (3 hrs)
- ART408 Ceramics (3 hrs)
- ART409 Advanced Photographic Imagery (3 hrs)
- ART410 Metal Casting Techniques (3 hrs)
- ART412 Sculpture (3 hrs)
- ART413 Painting (3 hrs)
- ART414 Watercolor II (3 hrs)
- ART419 Life Drawing (3 hrs)
- ART421 History of Asian Art (3 hrs)
- ART422 Art of East Asia (3 hrs)
- ART423 Watercolor III (3 hrs)
- ART424 Watercolor IV (3 hrs)
- ART425 Arts of Africa (3 hrs)
- ART426 Medieval Art History (3 hrs)
- ART427 Baroque Art (3 hrs)
- ART428 Seminar in 20th Century Art (3 hrs)
- ART429 History of American Architecture (3 hrs)
- ART430 Mesoamerican Art (3 hrs)
- ART432 Drawing III (3 hrs)
- ART436 Women in Art (3 hrs)
- ART439 Life Drawing (3 hrs)
- ART440 Art Since 1945 (3 hrs)
- ART443 Jewelry (3 hrs)
- ART455 Advanced Textiles (3 hrs)

- ART456 Color, Dye and Fiber (3 hrs)
- ART460 Advanced Graphic Design (3 hrs)
- ART462 Image Making II (3 hrs)
- ART464 Advanced Graphic Design Workshop (3 hrs)
- ART480 Painting (3 hrs)
- ART481 Painting (3 hrs)
- ART487 Cooperative Education in Art (3 hrs)

- 8. Submission to the Office of Graduate Admissions of a completed departmental admission form, two letters of recommendation and a personal statement;
- 9. Submission to the Office of Graduate Admissions scores from the Graduate Record Examinations (GRE) general test (subject test not required); and
- 10. Meet admission requirements of the Graduate School.

Additional requirements for admission are stipulated for the ecology and organismal biology and cellular/molecular programs and are indicated under the descriptions of those programs.

#### Conditional Admission

Students deficient in a requirement for degree admission to any of the programs may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

#### Degree Requirements

At least 30 hours of approved graduate-level work is required, including a minimum of 24 hours within the Department of Biology. To ensure scheduling of appropriate research experiences, internships and specialized course work, students must, by the end of their first semester, formulate a specific program of study in consultation with their faculty guidance committee. After approval, this program is kept on file by the graduate coordinator and may not be changed without written approval of the guidance committee.

In addition to the common requirements, students must opt for one of two alternative degree plans: thesis or nonthesis.

**Thesis:** *This plan is most appropriate for students intending on a research career in biology.* A candidate completes an original investigation under the supervision of a guidance (thesis) committee. This research must be suitable for publication, written in a form acceptable to the Graduate School and defended in an oral examination. The plan requires a minimum of 30 credit hours including a minimum of six credit hours and a maximum of 10 credit hours in research (thesis and independent study). A maximum of six hours may be earned in BIOL690/691/692 Thesis for thesis research.

**Nonthesis:** *This plan is most appropriate for students intending on a professional career that does not emphasize research or interested in obtaining a broader understanding of biological theory.* All students in this plan must complete 34 credit hours of coursework. All candidates are encouraged to include research or practical experiences by enrolling for three hours in either Cooperative Education in Biology (BIOL/MICR597), Practicum (BIOL686/687/688) or Independent Study (BIOL/BOTN/ZOOL697/698/699).

#### Advising

Upon admission to the biology program, students will receive initial advising from the graduate coordinator, the principal adviser in their selected concentration, or the departmental graduate committee. Students are responsible for forming a permanent guidance committee and developing a program of study approved by that committee before registering for their second semester. After the first semester, if no program of study is on file, the guidance committee is not obligated to include any unapproved courses taken as part of the student's final program. The guidance committee for Thesis students will include at least three faculty members from the Department of Biology. The student usually selects the chair of the committee, and the other two members are chosen by the chair in consultation with the student. Additional members of the committee may be added from inside or outside the department by agreement between the chair and the student.

The guidance committee for Nonthesis students will consist of the principal graduate adviser for the selected concentration and the graduate coordinator. The graduate adviser, in consultation with the student, will prepare the student's program, which must be approved by the graduate coordinator. The student may select a third member of the guidance committee from faculty within the Department of Biology.

## Department of Biology

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Address: 316 Mark Jefferson  
 Phone: 734.487.4242  
 Web site: [www.emich.edu/biology/index.html](http://www.emich.edu/biology/index.html)

See pages 185, 186, 215, 239 and 273 for course descriptions.

The Department of Biology offers programs leading to the master of science degree in general biology, ecology and organismal biology and molecular/cellular biology. Applicants are encouraged to apply for a graduate assistantship, because the experience in teaching or research is a valuable part of the graduate program in biology. The master of science in general science is administered by the Department of Physics and Astronomy and includes some work in biology. For further information on the general science program, consult the Department of Physics and Astronomy section in this catalog.

The Department of Biology is located in the Mark Jefferson Science Building. This building houses laboratories and classrooms, an electron microscopy and photo-micrography suite, a molecular biology research suite, controlled-environment chambers, a walk-in cold room, animal-care rooms, and botanical and zoological museums. Other on-campus resources include a Terrestrial and Aquatic Ecology Research Facility, which includes aquaria and greenhouses, and the Loesell Field Laboratory. The Huron River and nearby state game and recreation areas, as well as the Kresge Environmental Education Center at Lapeer, Michigan, are also accessible for fieldwork. Vans and boats are available for use by classes or in research.

## PROFESSIONAL MASTER OF SCIENCE in Bioinformatics (BINF)

See page 36 for Interdisciplinary program listings.

## MASTER OF SCIENCE in Biology Programs

### Degree Admission

All concentrations in the biology master's program share the same general requirements for admission:

1. Obtain a baccalaureate from an accredited institution;
2. At least 20 hours in biology, with courses in genetics and physiology;
3. One year of general chemistry;
4. One year of organic chemistry, or one semester of organic chemistry and one semester of biochemistry;
5. One year of basic physics;
6. One semester of calculus or statistics;
7. An academic record of B (3.0) or better during the junior and senior years;



## MASTER OF SCIENCE in Biology — General (BIOG)

This program provides students with the opportunity to design a master of science program that meets their unique needs. As such, it is able to accommodate students with a wide range of backgrounds and career goals. It may be particularly suitable in providing additional background in biology for secondary teachers, preparing a broad background for students interested in community college teaching, and for students intent on entering into other professional careers.

### Course Requirements

This concentration in general biology requires a minimum of 30 credit hours for thesis students and 34 credit hours for nonthesis students. As many as six hours may be taken outside of the Department of Biology as cognates. All courses in the program of study must be approved by the student's guidance committee.

**Required Courses** ..... 2-8 hours  
 BIOL589 Proposal Development in Biology (1 hr)  
 BIOL593 Seminar (1 hr)  
*Thesis students must select a minimum of six hours of research:*  
 BIOL690/691/692 Thesis (1/2/3 hrs)  
 BIOL/BOTN/MICR/ZOOL697/698/699 Independent Study (1/2/3 hrs)

**Restricted Elective Courses** ..... 22-32 hours  
*22 to 32 credit hours selected in consultation with the graduate adviser.*

**Cognate Courses**..... 0-6 hours  
*Up to six hours selected in consultation with the graduate adviser.*

**Program Total** ..... 30-34 hours

## MASTER OF SCIENCE in Molecular/Cellular Biology (MCBI)

This program prepares students to pursue research and teaching careers in molecular and cellular biology. In addition to the general requirements stated for admission to the Master of Science in Biology stated above, this concentration requires the following for admission:

1. One year of general biology or equivalent (replaces twenty hours in biology);
2. A course in genetics and a course in physiology;
3. A course in biochemistry with laboratory; and
4. One semester of calculus or equivalent.

If a statistics course was not previously taken, then BIOL509 Statistics for Biologists must be taken as part of the program of study. A course in physical chemistry and a course in microbiology are highly recommended.

### Course Requirements

The concentration in molecular/cellular biology requires a minimum of 30 credit hours for thesis students and 34 credit hours for nonthesis students. As many as six hours may be taken outside of the Department of Biology as cognates. All courses in the program of study must be approved by the student's guidance committee.

**Required Courses** ..... 11-17 hours  
 BIOL526 Immunology (3 hrs)  
 BIOL540 Cell Biology (3 hrs)  
 BIOL542 Molecular Genetics (3 hrs)  
 BIOL589 Proposal Development in Biology (1 hr)  
 BIOL593 Seminar (1 hr)  
*Thesis students must select a minimum of six hours of research:*  
 BIOL690/691/692 Thesis (1/2/3 hrs)  
 BIOL/BOTN/MICR/ZOOL697/698/699 Independent Study (1/2/3 hrs)

**Restricted Elective Courses** ..... 13-23 hours  
*13 to 23 credit hours selected in consultation with the graduate adviser. At least five hours must include research methodology courses.*

**Cognate Courses**..... 0-6 hours  
*Up to six credit hours selected in consultation with graduate adviser.*

**Program Total** ..... 30-34 hours

## MASTER OF SCIENCE in Ecology and Organismal Biology (ECSY)

The master of science in ecology and organismal biology prepares students for research and teaching careers in such fields as aquatic ecology, terrestrial ecology, evolutionary biology, behavioral ecology and physiological ecology. It provides background for students entering doctoral programs in diverse areas of plant, animal and microbial ecology. It also prepares research personnel for careers with government agencies or private companies concerned with the protection or management of aquatic and terrestrial ecosystems. The program stresses the development of research skills, taxonomic expertise, field and laboratory methods and their application to both theoretical and applied ecology.

### Course Requirements

This concentration in ecology and organismal biology requires a minimum of 30 credit hours for thesis students and 34 credit hours for nonthesis students. As many as six hours may be taken outside of the Department of Biology as cognates. All courses in the program of study must be approved by the student's guidance committee.

**Required Courses** ..... 5-11 hours  
 BIOL509 Statistics for Biologists (3 hrs)  
 BIOL589 Proposal Development in Biology (1 hr)  
 BIOL593 Seminar (1 hr)  
*Thesis students must select a minimum of six hours of research:*  
 BIOL690/691/692 Thesis (1/2/3 hrs)  
 BIOL/BOTN/MICR/ZOOL697/698/699 Independent Study (1/2/3 hrs)

**Restricted Elective Courses** ..... 8-14 hours  
*Thesis students must select a minimum of three and nonthesis students must select a minimum of five from the following:*  
 BIOL412 Biogeography (3 hrs)  
 BIOL522 Limnology (3 hrs)  
 BIOL535 Wetlands Ecosystems (3 hrs)  
 BIOL536 Terrestrial Ecosystems (3 hrs)  
 BOTN552 Aquatic Plants (3 hrs)  
 ZOOL439 Animal Physiological Ecology (3 hrs)  
 ZOOL502 Animal Behavior (2 hrs)

**Elective Courses** ..... 11-15 hours  
*Elective courses to be selected in consultation with a graduate adviser. Nonthesis students must include a minimum of two taxonomic field courses, as listed in the Graduate Catalog.*

**Cognate Courses**..... 0-6 hours  
*Up to six credit hours selected in consultation with graduate adviser.*

**Program Total** ..... 30-34 hours

## GRADUATE CERTIFICATE in Bioinformatics (BINF)

See page 37 for Interdisciplinary program listings.

## Graduate Certificate in Water Resources (WTRS)

See page 37 for Interdisciplinary program listings.

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form to the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

### Biology

- BIOL401 Genome Analysis (4 hrs)
- BIOL403 Methods and Materials for Teaching Biology (3 hrs)
- BIOL406 Nature of Science (1 hr)
- BIOL412 Biogeography (2 hrs)

### Botany

- BOTN404 Mycology (3 hrs)
- BOTN412 Plant Anatomy (3 hrs)
- BOTN442 Plant Physiology (3 hrs)
- BOTN445 Plant Biotechnology (3 hrs)

### Microbiology

- MICR442 Microbial Ecology (3 hrs)
- MICR444 Microbial Physiology (3 hrs)

### Zoology

- ZOOL431 Comparative Anatomy of Vertebrates (4 hrs)
- ZOOL439 Physiological Ecology (3 hrs)
- ZOOL445 Concepts in Animal Physiology (3 hrs)
- ZOOL462 Parasitology (3 hrs)

## Department of Chemistry

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Address: 225 Mark Jefferson  
Phone: 734.487.0106  
Web site: <http://www.emich.edu/public/chemistry>

See page 188 for course descriptions.

## PROFESSIONAL MASTERS OF SCIENCE in Bioinformatics (BINF)

See page 36 for Interdisciplinary program listings.

## MASTER OF SCIENCE in Chemistry (CHM)

This program provides advanced study in chemistry for individuals who are currently employed in chemistry-related industrial or governmental positions, or desire professional training before entering the job market or a doctoral program.

### Admission Requirements

1. An undergraduate degree with a major or a strong minor (approximately 25 hours) in chemistry.
2. Advanced undergraduate courses corresponding to CHEM371/373, CHEM361 or CHEM461, CHEM463/465 and CHEM481, along with either CHEM432 or CHEM451/452. The graduate coordinator may use examinations to ascertain competency and the need for remedial work in any deficient areas. A maximum of four credit hours of graduate credit will be allowed for courses taken to correct deficiencies.
3. One year of calculus-based college physics (PHY223, PHY224), linear algebra and calculus through multivariable calculus.
4. Satisfaction of the Graduate School's admission requirements.
5. Submission of Graduate Record Examinations (GRE) general test scores.

### Degree Requirements

Students in this program follow either the Thesis Plan or the Non-Thesis Plan. Each includes a research seminar and a research experience, a course in chemical literature and four courses to satisfy distribution requirements, and additional courses to complete the stated minimum number of hours.

#### Thesis Plan

Thesis plan students must submit a written thesis based on original research; an oral presentation of the research to the Department of Chemistry is required. A maximum of 10 hours of CHEM697/698/699 Research in Chemistry (1/2/3 hrs) may be used toward thesis.

#### Non-Thesis Plan

This plan requires satisfactory completion of a minimum of 34 hours of graduate credit. It is intended for the part-time student whose professional experience constitutes a reasonable substitute (as determined by the graduate committee) for the laboratory research of the thesis plan.

### Course Requirements

The M.S. in chemistry requires the completion of 30 to 34 hours of course work to be distributed among required courses, distribution requirement courses, elective courses, a research requirement and cognate courses as follows:

Required Courses ..... 2 hours

- CHEM610 Information Retrieval in Chemistry (1 hr)
- CHEM693 Seminar in Chemistry (1 hr) and attendance at department seminars (1 hr)

Distribution Requirement Courses.....8-12 hours

*Select at least one course from four of the following six areas of chemistry (courses are listed below). A grade point average of B or better in all distribution courses is required.*

#### I. Analytical

- CHEM581 Advanced Analytical Chemistry (3 hrs)

#### II. Inorganic

- CHEM632 Structural Inorganic Chemistry (3 hrs)

#### III. Organic

- CHEM571 Advanced Organic Chemistry (3 hrs)
- CHEM574 Advanced Organic Chemistry Topics (2 hrs)

#### IV. Physical

- CHEM561 Quantum Chemistry and Spectroscopy (2 hrs)
- CHEM562 Statistical Mechanics and Chemical Kinetics (2 hrs)

#### V. Biochemistry

- CHEM554 Protein Structure and Function (2 hrs)
- CHEM555 Neurochemistry (3 hrs)
- CHEM655 Advanced Biochemistry Topics (2 hrs)

#### VI. Polymer

CHEM665 Physical Chemistry of Polymers (2 hrs)  
CHEM675 Advanced Organic Polymer Chemistry (3 hrs)

#### Elective Courses ..... 6-20 hours

*Six to 20 hours selected from among graduate courses at the 500- or 600-level, or from approved 400-level CHEM courses. Courses are selected in consultation with the graduate coordinator and student's thesis research director.*

#### Research Requirement.....6-10 hours

##### Thesis Plan

CHEM697/698/699 (6-10 hrs) Research in Chemistry (1/2/3 hrs). *An approved written thesis and an oral presentation of the research to the Department of Chemistry is required.*

##### Non-Thesis Plan

Students must complete a satisfactory written report, in thesis style, on a project carried out in the student's job in the off-campus setting. Industrial research experience must be judged by the department head and the graduate committee to be a reasonable substitute for a typical academic research project. Students will also present to the chemistry faculty a seminar that meets the standards for the research seminar set out in the department's Graduate Student Handbook.

#### Cognate Courses.....0-6 hours

*Zero to six hours selected from courses outside the Department of Chemistry in consultation with the graduate coordinator. Cognates chosen from 400-level courses will be included in the nine-hour limit.*

#### Program Total.....30-34 hours

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

CHEM411 Toxicology I (2 hrs)  
CHEM412 Toxicology II (2 hrs)  
CHEM413 Toxicology Laboratory (2 hrs)  
CHEM415 Environmental Chemistry (3 hrs)  
CHEM432 Advanced Inorganic Chemistry (3 hrs)  
CHEM433 Inorganic-Organic Synthesis Laboratory (2 hrs)  
CHEM451 Biochemistry I (3 hrs)  
CHEM452 Biochemistry II (3 hrs)  
CHEM453 Biochemistry Laboratory (2 hrs)  
CHEM465 Quantum and Statistical Mechanics (3 hrs)  
CHEM475 Introduction to Polymer Chemistry (3 hrs)  
CHEM481 Instrumental Analysis (4 hrs)  
CHEM485 Introduction to Radiotracer Techniques (2 hrs)  
CHEM487/488/489 Cooperative Education in Chemistry (1/2/3 hrs)

## Department of Communication and Theatre Arts

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Address: 124 Quirk  
Phone: 734.487.3131  
E-mail: dennis.beagen@emich.edu  
Web site: www.emich.edu/public/cta/

See page 197 for course descriptions.

The Department of Communication and Theatre Arts provides graduate programs leading to the degrees of master of fine arts in drama/theatre for the young, master of arts in arts administration, master of arts in communication, master of arts in theatre arts and master of arts in drama/theatre for the young. Details of each of these programs may be obtained from the department or coordinator of advising.

#### Objectives

1. Advancing students' mastery of their creative areas of specialization.
2. Enabling students to acquire and apply essential research tools.
3. Preparing students for careers and further study.

The department awards graduate assistantships to students with strong backgrounds in communication and/or theatre arts and an overall undergraduate GPA of at least 3.0. Graduate assistants help teach the Fundamentals of Speech courses or assist with co-curricular programs in communication, drama/theatre for the young, interpretation/performance studies or theatre arts.

## MASTER OF FINE ARTS in Drama/Theatre for the Young (DTY)

This terminal degree program prepares qualified students for careers involving drama/theatre for developmental purposes, as well as theatre arts for the young. Required core courses are supplemented by elective and cognate courses to achieve a well-rounded knowledge of developmental drama and theatre for the young.

#### Admission Requirements

Applicants must:

1. Be admitted to the Graduate School and accepted into the program by the department;
2. Have a minimum overall undergraduate GPA of 2.75, or 3.0 in the last half of the undergraduate program if the bachelor's degree was earned before 1975; an overall GPA of 3.0 is required if the bachelor's degree was earned since 1975. Exceptions to this requirement can be made if at least 15 hours of graduate work have already been earned with a GPA of 3.0 or higher;
3. Send samples of previous work and letters of recommendation;
4. Interview with at least one program faculty member;
5. Possess an appropriate foundation in undergraduate studies, with relevant extra-academic experiences taken into account, for the specific graduate focus chosen; and
6. In the case of international students, have a minimum TOEFL score (see the Admissions web site at www.emich.edu/admissions for minimum scores).

## Program Requirements

Students must:

1. Early in their graduate work, prepare an official program of study in consultation with an assigned graduate adviser and file it with the Graduate School;
2. Meet all conditions stipulated upon entry into the program; and
3. Complete, with an overall GPA of at least 3.0, a minimum of 60 hours of approved course work beyond the bachelor's degree, or a minimum of 30 hours beyond an appropriate master's degree, as identified in the official program of study.

## Course Requirements

The M.F.A. in drama/theatre for the young requires the completion of 60 hours of course work to be distributed among required courses, required research courses, elective courses and internship courses as follows:

### Required Courses ..... 27 hours

- CTAR429 History and Theory of Developmental Drama/Theatre (3 hrs)
- CTAR501 Creative Drama and Role-Playing (2 hrs)
- CTAR504 Oral Interpretation of Literature and Language with the Young (2 hrs)
- CTAR522 TIE: Theatre-in-Education (2 hrs)
- CTAR529 Producing Theatre for Young Audiences (3 hrs)
- CTAR565 Studies in Drama/Theatre for the Young (2 hrs)
- CTAR606 Colloquium in Communication and Theatre Arts (1 hr)
- CTAR608 Colloquium in Communication and Theatre Arts (3 hrs)
- CTAR627 The Playwright and the Young Audience (3 hrs)
- CTAR657 Improvisation (3 hrs)
- CTAR658 Theatre for Children (3 hrs)

### Required Research Courses ..... 8 hours

- CTAR677 Research Techniques (2 hrs)
- CTAR690/691/692 Degree Requirement (6 hrs)

### Elective Courses ..... 15 hours

*Fifteen hours selected in consultation with the adviser from within the department and from other departments.*

### Internship ..... 10 hours

- CTAR686/687/688 Cooperative Education in Arts Management (1/2/3 hrs)

### Program Total ..... 60 hours

## MASTER OF ARTS in Arts Administration (THAD)

Arts Management Program

Address: 103 Quirk Hall

Phone: 734.487.1220

Fax: 734.487.3443

Web sites: [www.emich.edu/public/cta/ta](http://www.emich.edu/public/cta/ta)

[www.emich.edu/cta](http://www.emich.edu/cta)

[www.artsadministration.org](http://www.artsadministration.org)

This program was established in 1985 to prepare students for assuming administrative positions with performing and visual arts organizations. It provides students who have considerable experience in the arts with knowledge and understanding of the arts business, its governance, management, marketing and finance. The program includes study in both the College of Arts and Sciences and the College of Business to equip students with managerial and aesthetic skills that enable them to assume leadership positions as planners, advocates, administrators and community organizers. Students develop research skills that enable them to gather, organize and analyze information and apply the knowledge to problem solving in a wide variety of circumstances. Emphasis is placed on promoting the interrelated nature of

the arts in support of interdisciplinary and collaborative programming that recognizes the relationship of the arts with other areas of human endeavor.

## Admission Requirements

Applicants must:

1. Be admitted to the Graduate School and accepted into the program by the department;
2. Have at least a minor or the equivalent in communication, arts or business;
3. Have a minimum overall undergraduate GPA of 2.75 in the last half of undergraduate work; and
4. In the case of international students, have a minimum TOEFL score (see the Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores).

## Program Requirements

Students must:

1. Early in their graduate work, prepare an official program of study in consultation with an assigned graduate adviser and file it with the Graduate School;
2. Successfully meet all conditions stipulated upon entry into the program; and
3. Complete, with an overall GPA of at least 3.0, a minimum of 30 hours of approved course work as identified in the official program of study.

## Course Requirements

The M.A. in theatre arts administration requires the completion of 30 hours of course work to be distributed among required courses and elective courses as follows:

### Required Courses ..... 3-5 hours

- CTAR677 Research Techniques (2 hrs)
- One course from the following:*
- CTAR690/691/692 Degree Requirement (1/2/3 hrs)

### Elective Courses ..... 25-27 hours

*Twenty-five to 27 hours selected from within the department in consultation with the graduate adviser.*

### Cognate Courses ..... 0-9 hours

*Zero to nine hours selected from other areas or departments.*

### Program Total ..... 30 hours

## MASTER OF ARTS in Communication (COMM)

This program, for students who have completed undergraduate degrees with majors or minors in communication or speech, prepares them for careers demanding sophisticated knowledge of human communication or for doctoral graduate work. Interpersonal, small-group, organizational, intercultural and speech communication are stressed. Students are encouraged to take six hours of cognate courses as part of the required program.

## Admission Requirements

Applicants must:

1. Be admitted to the Graduate School and accepted into the program by the department;
2. Have at least a minor or the equivalent in communication;
3. Have a minimum overall undergraduate GPA of 2.7 (exceptions on recommendation of area faculty); and
4. In the case of international students, have a minimum TOEFL score (see the Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores).



### Program Requirements

Students must:

1. Early in their graduate work, prepare an official program of study in consultation with an assigned graduate adviser and file it with the Graduate School;
2. Successfully meet all conditions stipulated upon entry into the program; and
3. Complete, with an overall GPA of at least 3.0, a minimum of 30 hours of approved course work as identified in the official program of study.

### Course Requirements

The M.A. in communication requires the completion of 30 hours of course work distributed among required courses, elective courses and cognate courses as follows:

**Required Courses** ..... 6-8 hours

- CTAC600 Communication Inquiry (3 hrs)
- CTAC677 Research Techniques (2 hrs)
- CTAC690/691/692 Degree Requirement (1/2/3 hrs)

**Elective Courses** ..... 15-24 hours

*Fifteen to 24 hours selected from within the department in consultation with the graduate adviser (minimum of 15 hours of theory courses required).*

**Cognate Courses**..... 0-6 hours

*Zero to six hours selected from other areas or departments in consultation with the graduate adviser.*

**Program Total**.....30 hours

### Concentration in Interpretation/Performance Studies

#### Admission Requirements

Applicants must:

1. Be admitted to the Graduate School and accepted into the program by the department;
2. Have at least a minor or the equivalent in communication or theatre arts
3. Have a minimum overall undergraduate GPA of 2.5 (exceptions on recommendation of area faculty); and
4. In the case of international students, have a minimum TOEFL score (see the Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores).

#### Program Requirements

Students must:

1. Early in their graduate work, prepare an official program of study in consultation with an assigned graduate adviser and file it with the Graduate School;
2. Successfully meet all conditions stipulated upon entry into the program; and
3. Complete, with an overall GPA of at least 3.0, a minimum of 30 hours of approved course work as identified in the official program of study.

#### Course Requirements

The M.A. in communication or theatre arts requires the completion of 30 hours of course work distributed among required courses, elective courses and cognate courses as follows:

**Required Courses** ..... 3-5 hours

- CTAC677 Research Techniques (2 hrs)
- CTAC690/691/692 Degree Requirement (1/2/3 hrs)

**Elective Courses** ..... 19-27 hours

*Nineteen to 27 hours selected from within the department in consultation with the graduate adviser (minimum of 15 hours of theory courses required).*

**Cognate Courses**..... 0-6 hours

*Zero to six hours selected from other areas or departments in consultation with the graduate adviser.*

**Program Total**.....30 hours

## MASTER OF ARTS in Drama/Theatre for the Young (DTY)

This program prepares students to enter careers involving work in drama/theatre and communications with and for children, young people and intergenerational groups.

#### Admission Requirements

Applicants must:

1. Be admitted to the Graduate School and accepted into the program by the department;
2. Have an undergraduate GPA of 2.5, or 2.75 in the last half of the undergraduate program;
3. Possess an appropriate foundation in undergraduate studies; and
4. In the case of international students, have a minimum TOEFL score (see the Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores).

#### Program Requirements

Students must:

1. Early in their graduate work, prepare an official program of study in consultation with an assigned graduate adviser and file it with the Graduate School;
2. Successfully meet all conditions stipulated upon entry into the program; and
3. Complete, with an overall GPA of at least 3.0, a minimum of 30 hours of approved course work as identified in the official program of study.

#### Course Requirements

The M.A. in drama/theatre for the young requires the completion of 30 hours of course work to be distributed among required courses and elective courses as follows:

**Required Courses** ..... 3-5 hours

- CTAR677 Research Techniques (2 hrs)
- CTAR690/691/692 Degree Requirement (1/2/3 hrs)

**Elective Courses** ..... 25-27 hours

*Twenty-five to 27 hours selected in consultation with the graduate adviser.*

**Program Total**.....30 hours

## MASTER OF ARTS in Theatre Arts (THAR)

This program prepares students with an undergraduate major or minor in theatre arts for careers in all levels of theatre or for further graduate study.

#### Admission Requirements

Applicants must:

1. Be admitted to the Graduate School and accepted into the program by the department;



2. Have at least a minor or the equivalent in communication, theatre arts, or drama/theatre for the young;
3. Have a minimum overall undergraduate GPA of 2.5, or 2.75 in the last half of undergraduate work; and
4. In the case of international students, have a minimum TOEFL score (see the Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores).

**Program Requirements**

Students must:

1. Early in their graduate work, prepare an official program of study in consultation with an assigned graduate adviser and file it with the Graduate School;
2. Successfully meet all conditions stipulated upon entry into the program; and
3. Complete, with an overall GPA of at least 3.0, a minimum of 30 hours of approved course work as identified in the official program of study.

**Course Requirements**

The M.A. in theatre arts requires the completion of 30 hours of course work to be distributed among required courses and elective courses as follows:

**Required Courses** ..... 3-5 hours  
 CTAR677 Research Techniques (2 hrs)  
*One course from the following:*  
 CTAR690/691/692 Degree Requirement (1/2/3 hrs)

**Elective Courses** ..... 25-27 hours  
*Twenty-five to 27 hours selected from within the department in consultation with the graduate adviser.*

**Program Total** ..... 30 hours

**Undergraduate Courses for Graduate Credit**

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

**Activity Courses:**

- CTAA466 Forensics (1 hr)
- CTAA467 Theatre Practice (1 hr)
- CTAA468 Interpretation (1 hr)
- CTAA479 Special Topics (3 hrs)

**Communication:**

- CTAC440 Public Discourse Analysis (3 hrs)
- CTAC460 Theories of Speech Criticism (3 hrs)
- CTAC475 Research in Speech Communication (3 hrs)
- CTAC485 Communication Theory (3 hrs)

**Interpretation/Performance Studies:**

- CTAO402 Voice Development (1 hr)
- CTAO404 Dynamic Speaking Skills (3 hrs)
- CTAO405 Voice and Dialects (3 hrs)
- CTAO410 Oral Interpretation of Shakespeare (3 hrs)
- CTAO411 Advanced Problems in Interpretation (3 hrs)
- CTAO412 Oral Interpretation of Poetry (3 hrs)

**Theatre and Drama:**

- CTAR429 History and Theory of Developmental Drama/Theatre (3 hrs)

- CTAR450 History of the Theatre to 1642 (3 hrs)
- CTAR451 History of the Theatre: 1642 to the Present (3 hrs)
- CTAR452 Arts Management (3 hrs)
- CTAR453 Marketing the Arts (3 hrs)
- CTAR454 Law, Public Policy and the Arts (3 hrs)
- CTAR457 Auditions (2 hrs)
- CTAR458 Acting/Directing/Production Intensive I (3 hrs)
- CTAR459 Acting/Directing/Production Intensive (2 hrs)
- CTAR461 Musical Theatre Acting (2 hrs)
- CTAR462 Directors on Directing (2 hrs)
- CTAR463 The American Musical Stage (3 hrs)
- CTAR464 Style for the Actor (3 hrs)

**Telecommunication and Film:**

- CTAT431 Advanced Radio Production and Direction (3 hrs)
- CTAT432 Advanced Television Production and Direction (3 hrs)
- CTAT445 Film Theory and Criticism (3 hrs)
- CTAT446 Contemporary Problems in Electronic Media (3 hrs)
- CTAT447 Radio-Television Station Management (3 hrs)

Additional 400-level undergraduate courses also are available to graduate students under special circumstances. On this matter the student should have a clear understanding with the department and the Graduate School before expecting to use such courses toward a master of arts or a master of fine arts in the Department of Communication and Theatre Arts.

**Department of Computer Science**

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Address: 511 Pray-Harrold  
 Phone: 734.487.1063  
 E-mail: [computer.science@emich.edu](mailto:computer.science@emich.edu)  
 Web site: [www.emich.edu/compsci](http://www.emich.edu/compsci)

See page 191 for course descriptions.

The Department of Computer Science offers a master of science in computer science, a master of science in bioinformatics, a graduate certificate in artificial intelligence, a graduate certificate in bioinformatics, a secondary teacher certification endorsement and the double master's degree program with the Fachhochschule Karlsruhe, Germany. The department collaborates closely with the Department of Mathematics in support of the master of arts in mathematics — computer science (see Department of Mathematics listing in this catalog).

Several graduate assistantships in computer science are awarded each year through the Graduate School office. For additional information, contact the department.

Upon admission to a program, the student must meet with the graduate coordinator to arrange a program of study.

**PROFESSIONAL MASTER OF SCIENCE in Bioinformatics (BINF)**

See page 36 for Interdisciplinary program listings.

## MASTER OF SCIENCE in Computer Science (CSC)

The master of science in computer science provides a flexible and rigorous education in the advanced principles of computer science. Graduates are prepared for employment in business, government organizations, educational institutions and other enterprises.

### Admission Requirements

Applicants must:

1. Meet Graduate School admission requirements;
2. Have at least 18 hours of 200-level (or above) computer science courses, including data structures, programming languages, computer organization and operating systems and competency in a high-level programming language such as C, C++, or Java; A major in computer science is preferred. Students must have a minimum GPA of 2.75 in computer science course work; and
3. Have completed courses in discrete mathematics, probability and statistics, linear algebra and calculus (two semesters).

Statement of the meaning of the three levels of admissions assessment in the prerequisites for graduate courses:

*Each assessment has two possible scores:*

- 0: unsatisfactory
- 1: satisfactory.

**ADM:** Student satisfies the admissions requirements to the computer science master's degree program, CSC.

**ADP:** Student satisfies the ADM admissions assessment, and student has completed COSC444 Foundations of Automata and Languages or COSC541 Automata, Computability and Formal Languages or equivalent.

**UGM:** The student has completed an undergraduate computer science major that includes senior level courses in computer architecture, database and operating systems.

### Degree Requirements

Students may follow one of three plans: plan A, with practicum; plan B, with research study; or plan C, with thesis. Each plan requires 33 hours with at least nine hours in approved 600-level computer science courses. At most nine hours of cognates (500-level and 600-level courses pre-approved by the graduate coordinator) may be credited toward the degree. At most nine hours of approved 400-level courses taken for graduate credit may be counted. All students must satisfactorily complete (or have completed at the undergraduate level) at least one course in each of the following areas: operating system principles, network principles, database principles and theoretical computer science. All students must have an approved and current program of study.

### Plan A: Practicum

This plan requires a written exit examination and a capstone practicum course.

Required Course ..... 3 hours  
COSC683 Software Engineering Practicum (3 hrs)

Elective Courses Category I ..... 0-9 hours  
*Zero to nine hours selected in consultation with the graduate coordinator:*

- COSC405 Switching Theory (3 hrs)
- COSC421 Systems Programming (3 hrs)
- COSC422 Introduction to Microprocessors (3 hrs)
- COSC423 Computer Operating Systems (3 hrs)
- \*COSC439 Computing Network Principles (3 hrs)
- \*COSC444 Foundations of Automata and Languages (3 hrs)
- COSC445 Compiler Construction (3 hrs)
- \*COSC456 Microcomputer Graphics (3 hrs)
- \*COSC461 Heuristic Programming (3 hrs)

- \*COSC471 Database Principles (3 hrs)
- \*COSC481 Software Engineering and Senior Project (3 hrs)

Elective Courses Category II ..... 9-30 hours  
*Nine to 30 hours, a minimum of nine hours must be taken at the 600-level:*

- COSC511 Design and Analysis of Algorithms (3 hrs)
- COSC513 Formal Methods in Software Development (3 hrs)
- \*COSC522 Computer Communication Networks and Distributed Systems (3 hrs)
- COSC523 Advanced Computer Organization (3 hrs)
- COSC527 Wireless Networking Principles (3 hrs)
- \*COSC541 Automata, Computability and Formal Languages (3 hrs)
- COSC544 Programming in LISP (1 hr)
- COSC545 Programming in Prolog (1 hr)
- COSC552 Human-Computer Interaction (3 hrs)
- \*COSC556 Advanced Computer Graphics (3 hrs)
- \*COSC561 Artificial Intelligence (3 hrs)
- COSC562 Information Retrieval and Recommendation (3 hrs)
- \*COSC571 Database Management Systems Design (3 hrs)
- COSC576 Computational Tools in Bioinformatics (3 hrs)
- \*COSC581 Software Design and Development (3 hrs)
- COSC582 Object-Oriented Design (3 hrs)
- COSC590/591/592 Special Topics (1/2/3 hrs)
- COSC612 Parallel Algorithms (3 hrs)
- COSC616 Algorithms in Bioinformatics (3 hrs)
- COSC623 Advanced Operating Systems (3 hrs)
- COSC625 Real Time Processing (3 hrs)
- COSC631 ECommerce and Web Database (3 hrs)
- COSC645 Advanced Compiler Construction (3 hrs)
- COSC653 Software Requirements Engineering (3 hrs)
- COSC661 Automated Reasoning (3 hrs)
- COSC662 Seminar (1 hr)
- COSC663 Fuzzy Logic and Design of Fuzzy Systems (3 hrs)
- COSC667 Machine Learning and Data Mining (3 hrs)
- COSC671 Advanced Topics in DBMS (3 hrs)
- COSC679/680/681 Special Topics (1/2/3 hrs)
- COSC685 Software Quality Assurance (3 hrs)

Elective Courses Category III ..... 0-3 hours  
*Zero to three hours selected in consultation with the graduate coordinator:*

- COSC597/598/599 Independent Study (1/2/3 hrs)
- COSC697/698/699 Independent Study (1/2/3 hrs)

Cognate Courses (pre-approved, 500- and 600-level) ..... 0-9 hours  
*Zero to nine hours selected in consultation with the graduate coordinator.*

Program Total ..... 33 hours

*Note:*

\*Graduate students in the computer science masters program may not count both of the following pairs of courses in their program of study: COSC439 and COSC522; COSC444 and COSC541; COSC456 and COSC556; COSC461 and COSC561; COSC471 and COSC571; or COSC481 and COSC581.

### Plan B: Research Study

Plan B requires completion of a research project. A committee of three members, chaired by the student's research adviser, is responsible for confirming the student's preparedness, approving the topic and readings and accepting the research report. One committee member may be from outside the department. The research report must be publicly presented after approval by the committee.

Required Courses ..... 3-4 hours  
COSC690/691/692 Thesis (1/2/3 hrs)

**Elective Courses Category I.....0-9 hours**

*Zero to nine hours selected in consultation with the graduate coordinator:*

- COSC405 Switching Theory (3 hrs)
- COSC421 Systems Programming (3 hrs)
- COSC422 Introduction to Microprocessors (3 hrs)
- COSC423 Computer Operating Systems (3 hrs)
- \*COSC439 Computing Network Principles (3 hrs)
- \*COSC444 Foundations of Automata and Languages (3 hrs)
- COSC445 Compiler Construction (3 hrs)
- \*COSC456 Microcomputer Graphics (3 hrs)
- \*COSC461 Heuristic Programming (3 hrs)
- \*COSC471 Database Principles (3 hrs)
- \*COSC481 Software Engineering and Senior Project (3 hrs)

**Elective Courses Category II.....9-30 hours**

*Nine to 30 hours, a minimum of nine hours must be taken at the 600-level:*

- COSC511 Design and Analysis of Algorithms (3 hrs)
- COSC513 Formal Methods in Software Development (3 hrs)
- \*COSC522 Computer Communication Networks and Distributed Systems (3 hrs)
- COSC523 Advanced Computer Organization (3 hrs)
- COSC527 Wireless Networking Principles (3 hrs)
- \*COSC541 Automata, Computability and Formal Languages (3 hrs)
- COSC544 Programming in LISP (1 hr)
- COSC545 Programming in Prolog (1 hr)
- COSC552 Human-Computer Interaction (3 hrs)
- \*COSC556 Advanced Computer Graphics (3 hrs)
- \*COSC561 Artificial Intelligence (3 hrs)
- COSC562 Information Retrieval and Recommendation (3 hrs)
- \*COSC571 Database Management Systems Design (3 hrs)
- COSC576 Computational Tools in Bioinformatics (3 hrs)
- \*COSC581 Software Design and Development (3 hrs)
- COSC582 Object-Oriented Design (3 hrs)
- COSC590/591/592 Special Topics (1/2/3 hrs)
- COSC612 Parallel Algorithms (3 hrs)
- COSC616 Algorithms in Bioinformatics (3 hrs)
- COSC623 Advanced Operating Systems (3 hrs)
- COSC625 Real Time Processing (3 hrs)
- COSC631 ECommerce and Web Database (3 hrs)
- COSC645 Advanced Compiler Construction (3 hrs)
- COSC653 Software Requirements Engineering (3 hrs)
- COSC661 Automated Reasoning (3 hrs)
- COSC662 Seminar (1 hr)
- COSC663 Fuzzy Logic and Design of Fuzzy Systems (3 hrs)
- COSC667 Machine Learning and Data Mining (3 hrs)
- COSC671 Advanced Topics in DBMS (3 hrs)
- COSC679/680/681 Special Topics (1/2/3 hrs)
- COSC685 Software Quality Assurance (3 hrs)

**Elective Courses Category III.....0-3 hours**

*Zero to three hours selected in consultation with the graduate coordinator:*

- COSC597/598/599 Independent Study (1/2/3 hrs)
- COSC697/698/699 Independent Study (1/2/3 hrs)

**Cognate Courses (pre-approved, 500 -and 600-level) .....0-9 hours**

*Zero to nine hours selected in consultation with the graduate coordinator.*

**Program Total.....33 hours**

*Note:*

*\*Graduate students in the computer science masters program may not count both of the following pairs of courses in their program of study: COSC439 and COSC522; COSC444 and COSC541; COSC456 and COSC556; COSC461 and COSC561; COSC471 and COSC571; or COSC481 and COSC581.*

**Plan C: Thesis**

Plan C requires completion of a thesis for six hours. A committee of three members, chaired by the student's research adviser, is responsible for confirming the student's preparedness, approving the topic and readings and accepting the thesis. One committee member may be from outside the department. The thesis must be publicly defended.

**Required Courses:.....6 hours**

- COSC690/691/692 Thesis (1/2/3 hrs)

**Elective Courses Category I..... 0-9 hours**

*Zero to nine hours selected in consultation with the graduate coordinator.*

- COSC405 Switching Theory (3 hrs)
- COSC421 Systems Programming (3 hrs)
- COSC422 Introduction to Microprocessors (3 hrs)
- COSC423 Computer Operating Systems (3 hrs)
- \*COSC439 Computing Network Principles (3 hrs)
- \*COSC444 Foundations of Automata and Languages (3 hrs)
- COSC445 Compiler Construction (3 hrs)
- \*COSC456 Microcomputer Graphics (3 hrs)
- \*COSC461 Heuristic Programming (3 hrs)
- \*COSC471 Database Principles (3 hrs)
- \*COSC481 Software Engineering and Senior Project (3 hrs)

**Elective Courses Category II..... 9-30 hours**

*Nine to 30 hours, a minimum of six hours must be taken at the 600-level*

- COSC511 Design and Analysis of Algorithms (3 hrs)
- COSC513 Formal Methods in Software Development (3 hrs)
- \*COSC522 Computer Communication Networks and Distributed Systems (3 hrs)
- COSC523 Advanced Computer Organization (3 hrs)
- COSC527 Wireless Networking Principles (3 hrs)
- \*COSC541 Automata, Computability and Formal Languages (3 hrs)
- COSC544 Programming in LISP (1 hr)
- COSC545 Programming in Prolog (1 hr)
- COSC552 Human-Computer Interaction (3 hrs)
- \*COSC556 Advanced Computer Graphics (3 hrs)
- \*COSC561 Artificial Intelligence (3 hrs)
- COSC562 Information Retrieval and Recommendation (3 hrs)
- \*COSC571 Database Management Systems Design (3 hrs)
- COSC576 Computational Tools in Bioinformatics (3 hrs)
- \*COSC581 Software Design and Development (3 hrs)
- COSC582 Object-Oriented Design (3 hrs)
- COSC590/591/592 Special Topics (1/2/3 hrs)
- COSC612 Parallel Algorithms (3 hrs)
- COSC616 Algorithms in Bioinformatics (3 hrs)
- COSC623 Advanced Operating Systems (3 hrs)
- COSC625 Real Time Processing (3 hrs)
- COSC631 ECommerce and Web Database (3 hrs)
- COSC645 Advanced Compiler Construction (3 hrs)
- COSC653 Software Requirements Engineering (3 hrs)
- COSC661 Automated Reasoning (3 hrs)
- COSC662 Seminar (1 hr)
- COSC663 Fuzzy Logic and Design of Fuzzy Systems (3 hrs)
- COSC667 Machine Learning and Data Mining (3 hrs)
- COSC671 Advanced Topics in DBMS (3 hrs)
- COSC679/680/681 Special Topics (1/2/3 hrs)
- COSC685 Software Quality Assurance (3 hrs)

**Elective Courses Category III.....0-3 hours**

*Zero to three hours selected in consultation with the graduate coordinator.*

- COSC597/598/599 Independent Study (1/2/3 hrs)
- COSC697/698/699 Independent Study (1/2/3 hrs)

**Cognate Courses (pre-approved, 500 -and 600-level) .....0-9 hours**

*Zero to nine hours selected in consultation with the graduate coordinator.*

Program Total.....33 hours

*Note:*

\*Graduate students in the computer science masters program may not count both of the following pairs of courses in their program of study: COSC439 and COSC522; COSC444 and COSC541; COSC456 and COSC556; COSC461 and COSC561; COSC471 and COSC571; or COSC481 and COSC581.

## GRADUATE CERTIFICATE in Artificial Intelligence (AI)

Artificial intelligence (AI), viewed from the perspective of computer science, attacks problems that elude solution by traditional, provably-correct algorithms. Often borrowing ideas from human intelligence, AI is applied to such tasks as expert reasoning, game-playing, pattern recognition, robotics, natural language and evolution of problem solutions through selective processes. AI methods are employed in other areas of computer science, including networking and software engineering. The graduate certificate in artificial intelligence prepares the student to develop AI-related applications in industry, to keep abreast of new research developments and to pursue more advanced academic study in the field.

### Admission Requirements

Applicants must:

1. Have a minimum GPA of 2.75 in all prior computer science courses;
2. Completion of programming classes up to and including Data Structures; and
3. Completion of one semester of discrete mathematical structures.

### Program Requirements

1. No more than one 400-level course may be used on the graduate certificate program.
2. A minimum GPA of 3.0 (B) must be achieved.
3. Credits earned for the graduate certificate may count, subject to applicability, toward a graduate degree.
4. All requirements must be completed within three years from the time of first enrollment.

Required Courses ..... 3 hours  
COSC561 Artificial Intelligence (3 hrs)

Restricted Electives..... 9 hours  
*Choose 3 courses from the following list:*

- COSC562 Information Retrieval and Recommendation (3 hrs)
- COSC661 Automated Reasoning (3 hrs)
- COSC663 Fuzzy Logic and Design of Fuzzy Systems (3 hrs)
- COSC667 Machine Learning and Data Mining (3 hrs)
- COSC668 Evolutionary Programming (3 hrs)

Certificate Total..... 12 hours

## GRADUATE CERTIFICATE in Bioinformatics (BINF)

See page 37 for Interdisciplinary program listings.

## GRADUATE CERTIFICATE in Language Technology (LTC)

Required Courses ..... 13 hours  
Introductory Computer Science  
COSC514 Fundamentals of Computer Science I (4 hrs)

### Applied Computer Science

*One course from the following:*

- COSC552 Human Computer Interaction (3 hrs)
- COSC571 Database Management Systems Design (3 hrs)

### Advanced Computer Science and Language Technology

*Six credit hours from the following:*

- LING519 Technology for Language Documentation (3 hrs)
- LING538 Multilingual Computing (3 hrs)
- COSC541 Automata, Computability and Formal Languages (3 hrs)
- COSC561 Artificial Intelligence (3 hrs)
- LING501 Current Trends in Linguistics (3 hrs)
- \*LING590/591/592 Special Topics (1/2/3 hrs)
- \*COSC590/591/592 Special Topics (1/2/3 hrs)
- \*COSC679/680/681 Special Topics (1/2/3 hrs)

Certificate Total..... 13 hours

*Note:*

\*Special topics courses must be approved by the department

## Secondary Teacher Certification Endorsement

This program is intended for secondary school computer teachers already certified in other content areas. Successful completion of the program leads to a certificate endorsement in computer science.

### Admission Requirements

Students must satisfy requirements of the Graduate School and hold, or be eligible for, a current secondary teaching certificate issued by the state of Michigan Department of Education.

### Certificate Requirements

This certificate requires 23 hours of course work to be distributed as follows:

- COSC101 Computers for the Non-specialist (3 hrs)
- COSC111 Introduction to Programming (3 hrs)
- COSC303 Applications in Computer Science (3 hrs)
- COSC342 Programming Languages for Educators (3 hrs)
- COSC506 Methods of Teaching Computer Science in the Secondary School (3 hrs)
- COSC514 Fundamentals of Computer Science I (4 hrs)
- COSC515 Fundamentals of Computer Science II (4 hrs)

Program Total.....23 hours

## Double Master's Degree Program with Fachhochschule Karlsruhe, Germany (University of Applied Sciences)

### Purpose of the Program

The purpose of the Double Master's Degree Program is to enroll excellent students of both departments with two separate yet closely allied degrees, master of computer science, Department of Computer Science, Eastern Michigan University and master of computer science and multimedia studies, Fachbereich Informatik, Fachhochschule Karlsruhe–Hochschule für Technik (Karlsruhe University of Applied Sciences).

### Admission to the Program

The Department of Computer Science at Eastern Michigan University (EMU) and the Fachbereich Informatik at Fachhochschule Karlsruhe - Hochschule für Technik (FHK-HT), henceforth labeled partner institutions, agree that admission into the Double Master's Degree Program requires strictly equivalent academic qualification in both institutions.



For admission into the Double Master's Degree Program with EMU as the home institution, EMU requires the equivalent of a four-year US bachelor's degree from an accredited college or University, suitable English language skills and all qualifications as specified and deemed appropriate by the Graduate School and the Department of Computer Science.

For admission into the Double Master's Degree Program with FHK-HT as the home institution, FHK-HT requires a bachelor's degree or a Diploma in Informatik or Wirtschaftsinformatik, suitable German and English language skills and all qualifications as specified and deemed appropriate by the Fachbereich Informatik at FHK-HT.

A student who has been admitted into the Double Master's Degree Program at one partner institution must apply to the Double Master's Degree Program at the other partner institution for the completion of the international component of this program. Where the admission criteria are not easily translatable or not well articulated, reasonable judgements will be made by persons authorized and qualified to make them. An application to the partner institution shall be accompanied by a letter of recommendation for the student from the graduate coordinator in the department of the home institution that elaborates on the specific qualifications of that student for international study.

Graduation from the Double Master's Degree Program documents that the holder of the two degrees has completed all required coursework, has excelled under international conditions, has developed a global view of the field of computer science and has become an outstanding computer scientist.

#### Description of the Program Requirements

The partner institutions agree that the Double Master's Degree Program is based on a strict equivalence of credits and student performance. Successful completion of the Double Master's Degree Program and eligibility for the two degrees named above require the completion of a significant portion of both the two master's degree programs at the partner institutions as specified below.

Upon admission to the Double Master's Degree Program, a student must design a program of study approved by the graduate coordinator of the participating department. Every program of study must encompass a minimum of four semesters of full-time study at the graduate level. At EMU four semesters are counted as the equivalent of 48 graduate credit hours, and at FHK-HT four semesters are counted as the equivalent of 12 six-hour blocks and one master's thesis seminar. The partner institutions therefore agree on the following framework for suitable programs of study within their respective master's degree programs in order to accommodate students for the Double Master's Degree Program.

A student admitted to the Double Master's Degree Program by the Department of Computer Science with EMU as the home institution will receive master's degrees from both institutions when the following requirements are fulfilled:

1. Satisfactory completion of six classes (18 credit hours) of graduate studies in the Department of Computer Science at EMU. The classes must appear on an approved Program of Study based on Plan B (Research Study). For the specific requirements consult with the double degree program adviser.
2. Satisfactory completion of one semester of graduate studies, including four blocks of Multimedia Studies in the Fachbereich Informatik at FHK-HT (the blocks must appear on an approved Program of Study). For the specific requirements consult with the double degree program adviser.
3. Satisfactory completion of a one-semester internship including a master's thesis directed by a faculty member in the Fachbereich Informatik at FHK-HT.

A student admitted to the Double Master's Degree Program by the Fachbereich Informatik at FHK-HT as the home institution will receive master's degrees from both institutions when the following requirements are fulfilled:

1. Satisfactory completion of two semesters of graduate studies, including six blocks of Multimedia Studies in the Fachbereich Informatik at FHK-HT (the blocks must appear on an approved Program of Study). For the specific requirements consult with the double degree program adviser.
2. Satisfactory completion of five classes (15 credit hours) of graduate studies in the Department of Computer Science at EMU (the classes

must appear on an approved Program of Study based on Plan B [Research Study]). For the specific requirements consult with the double degree program adviser.

3. Satisfactory completion of a one-semester research study directed by a faculty member in the Department of Computer Science at EMU.

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- COSC403 Seminar and Project Design for Educators (3 hrs)
- COSC405 Switching Theory (3 hrs)
- COSC421 Systems Programming (3 hrs)
- COSC422 Introduction to Microprocessors (3 hrs)
- COSC423 Computer Operating Systems (3 hrs)
- COSC436 Web Programming (3 hrs)
- COSC439 Computing Network Principles (3 hrs)
- COSC444 Foundations of Automata and Languages (3 hrs)
- COSC445 Compiler Construction (3 hrs)
- COSC456 Microcomputer Graphics (3 hrs)
- COSC461 Heuristic Programming (3 hrs)
- COSC471 Database Principles (3 hrs)
- COSC481 Software Engineering and Senior Project (3 hrs)

## Department of Economics

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Address: 703-A Pray-Harrold  
 Phone: 734.487.3395  
 E-mail: raouf.hanna@emich.edu  
 Web site: [www.emich.edu/public/economics/homepage.htm](http://www.emich.edu/public/economics/homepage.htm)

See page 193 for course descriptions.

The Department of Economics has about 50 graduate students who come from a variety of countries and regions of the world: China, Egypt, Indonesia, Japan, Malaysia, the Middle East, Taiwan, Thailand and the United States. Class sizes are relatively small (10 to 20 students). Given the diversity of our students and faculty, students are exposed to a great variety of economic conditions, problems and government policies. The department offers several graduate programs: Master of Arts in Economics (ECN), Master of Arts in International Economics and Development (ECNI), Master of Arts in Health Economics (ECNH), Master of Arts in Applied Economics (ECNA) and Master of Arts in Trade Development (TRDV).

These programs are designed to accommodate students with varied backgrounds and needs, and offer sufficient flexibility to meet the career objectives of students with various interests. The programs prepare students for careers in business, finance, industry and government service. They also provide training for students who intend to pursue the study of economics at more advanced levels. Together, the five programs can accommodate students with undergraduate backgrounds in fields ranging from mathematics and engineering, economics and business, to political science, public administration and liberal arts.



### Admission Requirements

Admission requirements for all of the department's programs, except the master of arts in trade and development are as follows:

#### Degree Admission

Applicants must:

1. Obtain a baccalaureate from an accredited college or University;
2. Have an undergraduate grade point average of at least 2.5; and
3. Satisfy the undergraduate course requirements, including the equivalent of ECON201, ECON202, ECON301, ECON302 and ECON310.

#### Conditional Admission

Conditional admission is granted to those students not meeting the standards stated in (3.) above, but who show promise. Students who are conditionally admitted are required to overcome specified deficiencies existing at the time of admission. When these deficiencies are overcome, the student's status is changed to degree admission. No more than 12 hours of graduate course work in economics taken by students on conditional status may be applied toward the M.A. degree.

#### Non-Degree Admission

Non-degree student status is available for those not qualified for degree or conditional admission, or those who wish to take courses for self-improvement and are not interested in obtaining a degree.

### Program Length

The length of each program is 30 hours, which can be completed as follows: 18 credit hours in fall (nine) and winter (nine) semesters, six or nine hours over spring and summer, and a final semester for the remaining three or six hours, plus meet the research requirement. Students meet the research requirement by satisfactorily completing: (1) ECON604 (a research seminar), (2) a master's thesis, or (3) ECON699 (Supervised Research Paper). There are no foreign language requirements.

### Admission Policies and Procedures

A score from the Graduate Record Examinations (GRE) is not required. International students must take TOEFL and the Test of Written English (TWE). The EILTS may be substituted for TOEFL/TWE. Students with scores below the minimum must take English as a Second Language (ESL) courses at EMU to raise their English proficiency up to a satisfactory level. See the Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores.

### Financial Aid

Financial aid includes the graduate assistantship (GA) program and fellowship program. The Department of Economics awards about five full-time graduate assistantships per academic year. Recipients of full-time positions work about 20 hours per week, earn about \$8,000 per academic year and receive a tuition waiver of 18 hours per academic year. Awards are based on the student's academic performance (as shown by grade point average and letters of recommendation), and experience in using computer programs. Graduate fellowships are awarded by the Graduate School, with particular focus on women and minority students desiring study in disciplines where these populations are under-represented. Awards are based on the student's academic performance and consist of a \$4,000 stipend per academic year.

### Advising Information

For departmental advising, please see:

David Crary  
Address: 703-G Pray Harrold  
Phone: 734.487.0001  
E-mail: [dcrary@emich.edu](mailto:dcrary@emich.edu)

## MASTER OF ARTS in Applied Economics (ECNA)

This program provides an organized and carefully developed study of applied economics. While the program satisfies the general education requirements of the economics profession, it seeks to meet the need for empirically oriented applied economists.

In addition to the sequence of core courses, the program stresses research opportunities and the use of quantitative approaches. Extensive application of computer techniques is integral to the program.

The program introduces students to model building for the analysis of complex public policy issues, such as taxation, transportation, energy, environment, technology, education, demography and health care. It enables students to utilize modern techniques of model estimation, assessment, simulation and forecasting.

### Degree Requirements

In addition to satisfying general Graduate School requirements, the student must satisfactorily complete the following course requirements:

### Course Requirements

The M.A. in applied economics requires 30 hours of course work to be distributed among required courses, restricted elective courses and elective courses as follows:

Required Courses ..... 18 hours

\*ECON415 Introduction to Econometrics (3 hrs)

\*ECON511 Mathematical Economics (3 hrs)

\*ECON601 Macroeconomic Analysis (3 hrs)

\*ECON602 Microeconomic Analysis (3 hrs)

ECON606 Applied Economics (3 hrs)

*Select from option I, option II or option III:*

#### Option I

ECON604 Research Seminar in Economics (3 hrs)

#### Option II

ECON699 Independent Study (3 hrs) in which the student writes a supervised research (M.A.) paper under the direction of a faculty member.

#### Option III

ECON692 Thesis (3 hrs)

Restricted Elective Courses ..... 6 hours

*Two courses from the following:*

ECON510 Applied Economic Statistics (3 hrs)

ECON515 Econometrics: Theory and Applications (3 hrs)

ECON545 Economic Forecasting and Policy (3 hrs)

Elective Courses ..... 6 hours

*Six hours selected in consultation with the graduate adviser.*

Program Total ..... 30 hours

*Note:*

*\*These courses must be completed with a grade of B- or better.*

## MASTER OF ARTS in Economics (ECN)

The master of arts in economics provides a basic understanding of the theoretical foundations and tools of economic analysis so that students gain competence in economic theory and its uses. The program exposes students to a variety of areas of economic study through course work, independent study and research. The general program enables students to choose any mix of elective courses in economics (with up to six hours of cognates upon approval) that meet their career goals.

### Degree Requirements

In addition to satisfying general Graduate School requirements, the student must satisfactorily complete the following course requirements.

### Course Requirements

The M.A. in economics requires 30 hours of course work to be distributed among required courses and program courses as follows:

#### Required Courses .....15 hours

- \*ECON415 Introduction to Econometrics (3 hrs)
- \*ECON511 Mathematical Economics (3 hrs)
- \*ECON601 Macroeconomic Analysis (3 hrs)
- \*ECON602 Microeconomic Analysis (3 hrs)

Select from option I, option II or option III:

##### Option I

ECON604 Research Seminar in Economics (3 hrs)

##### Option II

ECON699 Independent Study (3 hrs) in which the student writes a supervised research (M.A.) paper under the direction of a faculty member.

##### Option III

ECON692 Thesis (3 hrs)

#### Restricted Elective Courses .....15 hours

In consultation with the graduate adviser, student may select 15 credit hours in any field of economics, with up to six hours of approved cognate substitutions.

#### Program Total .....30 hours

##### Note:

\*These courses must be completed with a grade of B- or better.

## MASTER OF ARTS in Health Economics (ECNH)

The master of arts in health economics provides a basic understanding of the theoretical foundations and tools of economic analysis so that students gain competence in economic theory and its uses. The program exposes students to a variety of areas of economic study through course work, independent study and research. In addition, this program provides students with quantitative and computer skills that can be used to do analysis for health organizations and consulting firms that advise health organizations.

### Degree Requirements

In addition to satisfying general Graduate School requirements, the student must satisfactorily complete the following course requirements.

### Course Requirements

The M.A. in Health Economics requires 30 hours of course work to be distributed among required courses and program courses as follows:

#### Required Courses .....15 hours

- \*ECON415 Introduction to Econometrics (3 hrs)
- \*ECON511 Mathematical Economics (3 hrs)
- \*ECON601 Macroeconomic Analysis (3 hrs)
- \*ECON602 Microeconomic Analysis (3 hrs)

Select from option I, option II or option III:

##### Option I

ECON604 Research Seminar in Economics (3 hrs)

##### Option II

ECON699 Independent Study (3 hrs) in which the student writes a supervised research (M.A.) paper under the direction of a faculty member.

##### Option III

ECON692 Thesis (3 hrs)

#### Restricted Elective Courses .....15 hours

- ECON436 Health Economics (must be taken for graduate credit) (3 hrs)
- ECON536 Advanced Health Economics (3 hrs)

Three hours from the following:

- HLAD510 Medical Care Organization (3 hrs)
- HLAD511 Health Law (3 hrs)
- HLAD512 Reimbursement for Health Care Services (3 hrs)

Six hours from the following:

- ECON455 Cost-Benefit Analysis (must be taken for graduate credit) (3 hrs)
- ECON515 Econometrics: Theory and Applications (3 hrs)
- ECON517 Economic Analysis of Law (3 hrs)
- ECON520 Analytic Labor Economics (3 hrs)
- ECON550 Public Finance: Analysis and Policy (3 hrs)
- ECON560 Economics of Industrial Organization (3 hrs)
- ECON606 Applied Economics (3 hrs)
- ECON697/698/699 Independent Study (1/2/3 hrs)

#### Program Total .....30 hours

##### Note:

\*These courses must be completed with a grade of B- or better.

## MASTER OF ARTS in International Economics and Development (ECNI)

This program provides a basic understanding of the theoretical foundations and tools of economic analysis, enabling students to gain competence in economic theory and its uses. The program exposes students to a variety of areas of economic study through course work, independent study and research. In addition, this program prepares students for technical careers (e.g. research and/or consulting for government and private business) in the fields of international economics and economic development.

### Degree Requirements

In addition to satisfying general Graduate School requirements, the student must satisfactorily complete the following course requirements.

### Course Requirements

The M.A. in international economics and development requires 30 hours of course work to be distributed among required courses and program courses as follows:

#### Required Courses .....15 hours

- \*ECON415 Introduction to Econometrics (3 hrs)
- \*ECON511 Mathematical Economics (3 hrs)
- \*ECON601 Macroeconomic Analysis (3 hrs)
- \*ECON602 Microeconomic Analysis (3 hrs)

Select from option I, option II or option III:

##### Option I

ECON604 Research Seminar in Economics (3 hrs)

##### Option II

ECON699 Independent Study (3 hrs) in which the student writes a supervised research (M.A.) paper under the direction of a faculty member.

##### Option III

ECON692 Thesis (3 hrs)

#### Restricted Elective Courses .....15 hours

Fifteen hours from the following:

- ECON561 Economics of Multinational Enterprise (3 hrs)
- ECON580 International Trade: Theory and Policy (3 hrs)
- ECON581 The International Monetary System (3 hrs)
- ECON585 Economic Growth and Development (3 hrs)
- ECON586 Economic Planning (3 hrs)
- ECON587 Case Studies in Economic Development (3 hrs)
- ECON681 Special Topics (3 hrs)
- Other adviser-approved electives (0-3 hrs)

#### Program Total .....30 hours

##### Note:

\*These courses must be completed with a grade of B- or better.

## MASTER OF ARTS in Trade and Development (TRDV)

Rapidly growing international trade, the complexities of world financial markets and the collision of economic development with environmental problems place special demands on economists engaged in business and public policy making. There are master's degree programs that provide training in business or foreign language, or some combination thereof. The economics components of these programs are often minimal and insufficient, however. Many master's programs in economics are designed chiefly to serve students with strong analytic skills. By contrast, the master of arts in trade and development not only offers comprehensive training in international trade and economic development, but also stresses applications and policy issues relevant to nontechnical careers in business and government service.

### Admission Requirements

#### Degree Admission

Degree admission is available to applicants who:

1. Hold a bachelor's degree, with a major or minor in economics, from an accredited college or University, or a bachelor's or master's degree in business, foreign language, political science or another appropriate field;
2. Have an undergraduate GPA of at least 2.5 on a 4.0 scale; and
3. Satisfy undergraduate course requirements including at least one course in economics and the equivalent of MATH118 and ECON310.

#### Conditional Admission

Conditional admission may be granted to otherwise promising applicants who do not meet the above stated standards. Conditionally admitted students must overcome specified deficiencies in order to have their status changed to degree admission. No more than 12 hours of graduate course work in economics taken by students on conditional status may be applied toward the M.A. degree.

#### Non-degree Admission

Non-degree student status is available to those not qualifying for degree or conditional admission, or those who wish to take courses for self-improvement only.

### Degree Requirements

In addition to satisfying general Graduate School requirements, the student must satisfactorily complete the following course requirements:

#### Course Requirements

The M.A. in trade and development requires 30 hours of course work to be distributed among required courses and restricted elective courses as follows:

#### Required Courses .....24 hours

- ECON415 Introduction to Econometrics (3 hrs)
- ECON501 Macroeconomic Theory and Policy (3 hrs)
- ECON502 Microeconomic Theory and Policy (3 hrs)
- ECON508 International Trade (3 hrs)
- ECON509 International Monetary Economics (3 hrs)
- ECON561 Economics of Multinational Enterprise (3 hrs)
- ECON585 Economic Growth and Development (3 hrs)

Select from *option I*, *option II* or *option III*:

#### Option I

- ECON604 Research Seminar in Economics (3 hrs)

#### Option II

- ECON699 Independent Study (3 hrs) in which the student writes a supervised research (M.A.) paper under the direction of a faculty member.

#### Option III

- ECON692 Thesis (3 hrs)

#### Restricted Elective Courses .....6 hours

Six hours from the following:

- ECON587 Case Studies in Economic Development (3 hrs)
- ECON681 Special Topics (3 hrs)
- FIN540 International Finance (3 hrs)
- MKTG520 International Business (3 hrs)

#### Program Total .....30 hours

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- ECON405 Economic Analysis for Business (3 hrs)
- ECON406 History of Economic Thought (3 hrs)
- ECON407 Economic Analysis and Law (3 hrs)
- ECON415 Introduction to Econometrics (3 hrs)
- ECON436 Health Economics (3 hrs)
- ECON440 Money, Credit and Monetary Policy (3 hrs)
- ECON445 Economic Fluctuations and Forecasting (3 hrs)
- ECON455 Cost-Benefit Analysis (3 hrs)
- ECON460 Industrial Organization (3 hrs)
- ECON479 Special Topics (Financial Economics) (3 hrs)
- ECON480 International Economics (3 hrs)

## Department of English Language and Literature

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Web site: [www.emich.edu/english/](http://www.emich.edu/english/)

See pages 197, 214 and 233 for course descriptions.

Students pursuing the master of arts in English may choose among five programs: literature, written communication, children's literature, English linguistics and creative writing, described in the following pages. Students interested in applying for a graduate assistantship for the fall semester will be required to turn in their application to the department no later than March 1.

Degree candidates in other departments may elect English department courses as cognates if they meet prerequisites and if class size permits. Members of the department's graduate committee are available for consultation during regular office hours. Students are assigned advisers upon admission and may request specific faculty advisers if available.

### Departmental Admission Requirements

Applicants must:

1. Complete an application form;
2. Provide academic transcripts;

3. Have at least 24 hours of undergraduate English, excluding freshman composition, and a GPA of at least 3.0. Applicants not meeting these standards may apply for conditional admission;
4. Create a personal statement;
5. Have at least two letters of recommendation;
6. Provide a writing sample, which is required of all programs except for Linguistics (both the M.A. and the Graduate Certificate), for which it is optional;
7. Nonnative speakers of English must have a minimum score on the Test of English as a Foreign Language (TOEFL) or a 90 on the Michigan English Language Assessment Battery (MELAB), and pass the Test of Written English (TWE) with a minimum score. Students should see the Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores;
8. GRE general test scores are recommended, but not required; and
9. Meet the requirements of the graduate school.

#### Departmental Degree Requirements

1. A minimum of 30 hours of graduate work in a program of study approved by the coordinator of graduate studies, with a GPA of at least 3.0.
2. A master's thesis is required in several programs, optional in others. See individual program requirements. The thesis or project topic and design are developed by the candidate with the advice of a departmental faculty member. The thesis or project must be submitted for the approval of the directing committee.

## MASTER OF ARTS in Creative Writing (CW)

#### Objectives

This program provides advanced, individualized work in creative writing and contemporary studies. It prepares writers to continue their creative work and to teach creative writing, English, humanities or contemporary studies.

Applicants must submit a portfolio of their creative writing and meet the general requirements for admission to the graduate program in English language and literature. The portfolio may replace part of the 24 hours of undergraduate course work in English.

#### Course Requirements

The M.A. in creative writing requires 30 hours of course work to be distributed among required courses, restricted elective courses and cognate courses as follows:

Required Courses ..... 12 hours

- \*CRTW522 Writing Workshop (3 hrs)
- ENGL693 Master's Writing Project (3 hrs)

Restricted Elective Courses ..... 9 hours

*Three courses from the following:*

- CRTW523 Writing Workshop: Poetry (3 hrs)
- CRTW524 Writing Workshop: Fiction (3 hrs)
- CRTW525 Writing Workshop: Creative Non-Fiction (3 hrs)
- CRTW526 Writing Workshop: Sound Poetry (3 hrs)
- CRTW527 Writing Workshop: The Lyric Essay (3 hrs)
- CRTW528 Writing Workshop: Interactive Narrative (3 hrs)
- CRTW529 Writing Workshop: Mixed Media (3 hrs)
- LITR526 Studies in African American Literature to 1945 (3 hrs)
- LITR566 Studies in 20th Century British Fiction (3 hrs)
- LITR567 Studies in 20th Century Irish Literature (3 hrs)
- LITR576 Studies in 20th Century American Fiction (3 hrs)
- LITR580 Studies in Contemporary Literary Trends (3 hrs)
- Other courses with permission of adviser

Cognate Courses..... 9 hours

*Nine hours selected in consultation with the graduate coordinator. Courses from any area of contemporary studies — art, foreign language literature, music, history, philosophy, etc.*

Program Total.....30 hours

*Note:*

*\*This course may be repeated for credit.*

## MASTER OF ARTS in Children's Literature (CLT)

#### Objectives

The M.A. in children's literature is designed to provide master's level competency in all major areas of children's literature, including folklore and mythology.

The degree is an appropriate choice for candidates who anticipate teaching on the elementary, middle, or junior high school levels, as well as special education teachers, reading specialists, librarians, authors and editors of children's books. It also provides preparation for college teachers of children's literature and for those who anticipate undertaking doctoral studies.

#### Program Requirements

A candidate completes a major of 18 hours in the department's courses in children's literature.

Required Courses ..... 18 hours

LITR511 Literary Criticism (3 hrs)

*Five courses from the following:*

- LITR516 Major Genres in Children's Literature (3 hrs)
- LITR517 Teaching of Children's Literature (3 hrs)
- LITR518 History of Children's Literature (3 hrs)
- LITR519 History of Children's Literature: 20th Century (3 hrs)
- LITR581 Critical Approaches to Mythology (3 hrs)
- LITR582 Wisdom of the People: Ballads, Legends and Tales (3 hrs)
- LITR583 Literature for Early Childhood (3 hrs)
- LITR584 Literature for Adolescents (3 hrs)
- LITR592 Special Topics (3 hrs)

Elective Courses .....6-12 hours

*Select additional children's literature courses from the above list or appropriate courses in literature, writing or linguistics.*

Cognate Courses..... 0-6 hours

*Zero to six hours selected in consultation with the graduate coordinator.*

Program Total.....30 hours

#### M.A. Examination

During the semester before graduation, a candidate is required to pass a written examination in children's literature covering a broad spectrum of periods, genres and critical theory. A new list of works is posted each September.

## MASTER OF ARTS in English Linguistics (LING)

#### Objectives

Linguistics is the scientific study of how languages are learned, processed, used and structured; it investigates why and how languages change, and what status they have in social life. Linguistics is important to social and cognitive psychology, native and foreign language teaching at all levels, artificial intelligence and computer science, communications, sociology and anthropology and historical accounts of human civilization. Linguists work in colleges and universities, in language instruction and educational planning, in the communications industries (including publishing), in translation services and in cross-cultural business and government agencies.



### Program Requirements

Students must complete those parts of the LING401/420/425 sequence that were not a part of their undergraduate work. Graduate credit may be given for these courses.

In addition, each candidate must complete a thesis (LING692) or a comprehensive examination, including questions from general linguistics and specialized area(s) chosen by the candidate.

### Course Requirements

The M.A. in English linguistics requires 30 hours of course work to be distributed among restricted elective courses and elective courses as follows:

Restricted Elective Courses ..... 18 hours

*Six courses from the following:*

- LING501 Current Trends in Linguistics (3 hrs)
- LING502 History of Linguistics (3 hrs)
- LING510 Historical and Comparative Linguistics (3 hrs)
- LING519 Technology for Language Documentation (3 hrs)
- LING525 Syntactic Analysis (3 hrs)
- LING531 Semantics: The Study of Meaning (3 hrs)
- LING532 Sociolinguistics (3 hrs)
- LING533 General Psycholinguistics (3 hrs)
- LING534 Phonological Analysis (3 hrs)
- LING535 Discourse Analysis (3 hrs)
- LING536 Typology and Universals of Language (3 hrs)
- LING538 Multicultural Text Processing (3 hrs)
- \*LING592 Special Topics (3 hrs)

Elective Courses ..... 12 hours

*Thesis plan students will take three of these hours in LING692 Thesis. Suggested areas include anthropology, composition and rhetoric, linguistics courses not taken above, literature (particularly the early periods), mathematics and computer science, psychology, reading, sociology, speech and hearing science and TESOL. With adviser's approval.*

Program Total ..... 30 hours

### TESOL Program

Students interested in practical applications of English linguistics are also advised to consult the master of arts program in teaching English to speakers of other languages (TESOL) offered by the Department of Foreign Languages and Bilingual Studies.

## MASTER OF ARTS in Literature (LITR)

### Objectives

The M.A. in literature provides master's-level competence in English and American literature.

The degree is appropriate for teachers on the elementary, high school or community college level and for students planning to pursue doctoral study in English or American literature. The degree provides a valuable educational background for professions where critical thinking and clear, accurate expression, combined with a knowledge of literature, are desired.

### Program Requirements

Students must complete a major of 18 hours in the department's courses in English and American literature (excluding children's literature, for which there is a separate degree).

### Course Requirements

The M.A. in literature requires 30 hours of course work to be distributed among required courses, major program courses, elective courses and cognate courses as follows:

Required Courses ..... 24 hours

- LITR510 Critical Practices in Literary Studies (3 hrs)
- LITR511 Literary Criticism (3 hrs)

a) Old English, Medieval English, and Renaissance Literature ..... 6 hours

*Two courses from the following:*

- LITR512 Middle English Literature (3 hrs)
- LITR520 Old English Poetry (3 hrs)
- LITR530 Studies in Chaucer (3 hrs)
- LITR540 Elizabethan and Jacobean Drama (3 hrs)
- LITR541 Studies in Shakespeare (3 hrs)
- LITR545 Studies in Renaissance Literature (3 hrs)

b) Eighteenth and Nineteenth Century Literature ..... 6 hours

*Two courses from the following:*

- LITR523 Realism and Naturalism in American Literature (3 hrs)
- LITR561 Studies in 18th Century Literature (3 hrs)
- LITR563 Studies in 18th Century Fiction (3 hrs)
- LITR565 Studies in 19th Century Fiction (3 hrs)
- LITR568 Studies in 19th Century American Poetry (3 hrs)
- LITR569 The American Renaissance: 1830–1860 (3 hrs)
- LITR570 Studies in Romantic Literature (3 hrs)
- LITR575 Studies in Victorian Literature (3 hrs)

c) Twentieth Century and Contemporary Literature ..... 6 hours

*Two courses from the following:*

- LITR526 Studies in African-American Literature to 1945 (3 hrs)
- LITR527 Studies in African-American Literature since 1945 (3 hrs)
- LITR566 Studies in 20th Century British Fiction (3 hrs)
- LITR567 Studies in 20th Century Irish Literature (3 hrs)
- LITR576 Studies in 20th Century American Fiction (3 hrs)
- LITR577 Studies in 20th Century American Poetry (3 hrs)
- LITR580 Studies in Contemporary Literary Trends (3 hrs)

Elective or Cognate Courses ..... 6 hours

Program Total ..... 30 hours

### M.A. Examination

During the semester before graduation, candidates must pass an examination on major works covering a broad spectrum of periods and genres of British and American literature and of critical theory.

## MASTER OF ARTS in Written Communication (WRCM)

This program prepares students for careers in professional writing, editing and publishing, or the teaching of writing at the elementary, secondary or community college levels. It also provides a thorough preparation for Ph.D. studies in rhetoric and composition.

Applicants may combine academic and professional experience in support of their application.

### Course Requirements

The M.A. in written communication requires 30-32 hours from one of the options below:

### Option I: Teaching of Writing

Required Courses ..... 21-23 hours

- ENGL503 Rhetorical Theory and the Teaching of Writing (3 hrs)
- ENGL515 Literacy and Written Literacy Instruction (3 hrs)
- ENGL516 Computers and Writing: Theory and Practice (3 hrs)
- ENGL621 Research in Theory and Practice of Writing (3 hrs)



One course from the following:

- ENGL514 Issues in Teaching Writing (3 hrs)
- ENGL675 Eastern Michigan Writing Project Summer Institute (3 hrs)

One course from the following:

- ENGL517 Topics in the Teaching of Writing (3 hrs)
- ENGL518 Topics in English Education (3 hrs)

One course from the following:

- ENGL692 Thesis (3 hrs)
- ENGL693 Master's Writing Project (3 hrs)
- ENGL694 Teacher Research/Professional Writing Internship (3 hrs)

Elective Courses and Cognates..... 9 hours

*Students select from among courses in writing, linguistics, literature, reading, teaching English as a second language, communication theory, computer science, measurement and evaluation, psychology, statistics.*

Program Total..... 30-32 hours

### Option II: Professional Writing

Required Courses ..... 18 hours

- ENGL505 Rhetoric of Science and Technology (3 hrs)
- ENGL524 Advanced Technical Writing and Research (3 hrs)
- ENGL525 Advanced Public Relations Writing (3 hrs)
- ENGL621 Research in Theory and Practice of Writing (3 hrs)

One course from the following:

- ENGL526 Topics in Technical Communication (3 hrs)
- ENGL527 Topics in English Education (3 hrs)

One course from the following:

- ENGL692 Thesis (3 hrs)
- ENGL693 Master's Writing Project (3 hrs)
- ENGL694 Teacher Research/Professional Writing Internship (3 hrs)

Elective Courses and Cognates..... 12 hours

*Students select from among courses in writing, linguistics, literature, graphic design, communication theory, computer science, science, industrial technology.*

Program Total..... 30 hours

### Option III: Discourse Studies

Required Courses ..... 18 hours

- ENGL503 Rhetorical Theory and the Teaching of Writing (3 hrs)
- ENGL505 Rhetoric of Science and Technology (3 hrs)
- ENGL515 Literacy and Written Literacy Instruction (3 hrs)
- LING535 Discourse Analysis (3 hrs)
- ENGL621 Research in Theory and Practice of Writing (3 hrs)

One course from the following:

- ENGL692 Thesis (3 hrs)
- ENGL693 Master's Writing Project (3 hrs)

Elective Courses and Cognates..... 12 hours

*Students select from among courses in writing, linguistics, literature, communication theory, computer science, teaching English as a second language.*

Program Total..... 30 hours

## GRADUATE CERTIFICATE in Language Technology (LTC)

Required Courses ..... 13 hours

- Introductory Computer Science
- COSC514 Fundamentals of Computer Science I (4 hrs)

## Applied Computer Science

One course from the following:

- COSC552 Human Computer Interaction (3 hrs)
- COSC571 Database Management Systems Design (3 hrs)

## Advanced Computer Science and Language Technology

Six credit hours from the following:

- LING519 Technology for Language Documentation (3 hrs)
- LING538 Multilingual Computing (3 hrs)
- COSC541 Automata, Computability and Formal Languages (3 hrs)
- COSC561 Artificial Intelligence (3 hrs)
- LING501 Current Trends in Linguistics (3 hrs)
- \*LING590/591/592 Special Topics (1/2/3 hrs)
- \*COSC590/591/592 Special Topics (1/2/3 hrs)
- \*COSC679/680/681 Special Topics (1/2/3 hrs)

Certificate Total..... 13 hours

Note:

*\*Special topics courses must be approved by the department*

## GRADUATE CERTIFICATE in Teaching of Writing (CTW-AS)

Required Courses ..... 15-17 hours

- ENGL503 Rhetorical Theory and the Teaching of Writing (3 hrs)
- ENGL515 Literacy and Written Literacy Instruction (3 hrs)
- ENGL516 Computers and Writing: Theory and Practice (3 hrs)

One course from the following:

- ENGL514 Issues in the Teaching of Writing (3 hrs)
- ENGL596 Teaching Composition at the College Level (3 hrs)
- ENGL675 Eastern Michigan Writing Project Summer Institute (5 hrs)

One course from the following:

- ENGL517 Topics in the Teaching of Writing (3 hrs)
- ENGL518 Topics in English Education (3 hrs)

Certificate Total..... 15-17 hours

## GRADUATE CERTIFICATE in Technical Communication (TECM)

### Objectives

The certificate program provides specialist training, at the graduate level, to individuals who wish to increase their knowledge, or obtain new knowledge, in the field of technical communication. The program addresses the needs of individuals who have been trained in other fields who wish to become technical communicators; of individuals who have been trained in English or technical communication who wish to take additional, advanced course work in the field; and of practitioners in technical communication who wish to increase their knowledge base. The program provides students with the skills they will need to work as technical communicators and/or to pursue further graduate study in technical communication.

### Admission Requirements

In addition to the Graduate School admission requirements for certificate programs, the department stipulates the following:

1. At least 18 hours of undergraduate English, excluding freshman composition, and a GPA of at least 3.0. Applicants not meeting these standards may apply for conditional admission. Further, applicants may also combine academic and professional experience in support of their application.
2. Non-native speakers of English must have a minimum score on the Test of English as a Foreign Language (TOELF) or on the Michigan

English Language Assessment Battery (MELAB), and pass the Test of Written English (TWE) with a minimum score of five. Students with TWE scores below five will be denied admission; students with TOEFL scores lower than minimum can be considered for conditional admission, but must attain minimum scores by the end of the first semester of enrollment. See the Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores.

#### Certificate/Degree Requirements

1. A minimum of 15 credit hours of graduate course work\* in technical communication with a GPA of at least 3.0.
2. Students are encouraged to compile a portfolio of work completed in the program accompanied by a reflective essay. The portfolio and reflective essay are optional.

#### Note:

*Advanced 400-level undergraduate courses are also available to graduate students. A maximum of three hours of approved 400-level course work may count toward the graduate certificate in technical communication. Students must submit a request form from the Graduate School to enroll in an advanced 400-level undergraduate course for graduate credit.*

#### Required Courses ..... 15 hours

ENGL524 Advanced Technical Writing and Research (3 hrs)

*Three courses from the following:*

ENGL525 Advanced Public Relations Writing (3 hrs)

ENGL526 Topics in Technical Communication (3 hrs)

ENGL527 Topics in Professional Communication (3 hrs)

STS502 Microcomputer Applications in Administration and Research (3 hrs)

*\*One course from the following:*

ENGL427 Technical Editing (3 hrs)

ENGL428 Writing Computer Documentation (3 hrs)

#### Certificate Total..... 15 hours

#### Note:

*\*As mentioned above, students may only take one advanced 400-level class for graduate credit for this certificate; therefore, they cannot take both ENGL427 and ENGL428 for graduate credit. They must take one or the other of these classes.*

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

CRTW422 Writer's Workshop: Fiction or Poetry (3 hrs)

CRTW426 Contemporary Forms (3 hrs)

ENGL408 Writing for Writing Teachers (3 hrs)

ENGL409 Teaching English in the Secondary Schools (3 hrs)

ENGL417 Writing about Controversies (3 hrs)

ENGL424 Technical Writing (3 hrs)

ENGL427 Technical Editing (3 hrs)

ENGL428 Writing Computer Documentation

ENGL444 Writing for the World Wide Web (3 hrs)

ENGL450 Children's Literature: Criticism and Response (3 hrs)

ENGL451 Writing about Controversy in Literature

for the Young (3 hrs)

ENGL487 Cooperative Education in English (3 hrs)

ENGL488/489/490 Internship in Technical Writing (1/2/3 hrs)

JRN408 Case Studies in Public Relations (3 hrs)

JRN423 Magazine Article Writing (3 hrs)

JRN453 Advanced Reporting (3 hrs)

JRN454 Contemporary Problems in Journalism (3 hrs)

JRN455 Journalism and the Law (3 hrs)

LING401 Introduction to Linguistic Science (3 hrs)

LING402 Modern English Grammar (3 hrs)

LING415 Women and Language (3 hrs)

LING420 Introduction to Phonology (3 hrs)

LING421 The History of the English Language (3 hrs)

LING425 Introduction to Syntax (3 hrs)

LING426 Topics in Linguistics (3 hrs)

LING434 The Linguistic Analysis of Literature (3 hrs)

LITR400 Narrative in Literature and Film (3 hrs)

LITR405 Shakespeare (3 hrs)

LITR411 Studies in Epic and Romance (3 hrs)

LITR413 The Poetry of Chaucer (3 hrs)

LITR440 Genre Studies (3 hrs)

LITR443 Women in Literature (3 hrs)

LITR450 Major Authors (3 hrs)

## Department of Foreign Languages and Bilingual Studies

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Website: [www.emich.edu/public/foreignlanguages/fl\\_welcome.html](http://www.emich.edu/public/foreignlanguages/fl_welcome.html)

See pages 185, 215, 217, 218, 220, 265, 271 and 231 for course descriptions.

The department offers four master of arts degrees:

1. The master of arts in Spanish (bilingual-bicultural education)
2. The master of arts in language and international trade
3. The master of arts in teaching English to speakers of other languages (TESOL)
4. The master of arts in foreign languages with programs in French, German and Spanish

The department also offers graduate certificates in TESOL, in Hispanic language and cultures, in German for business practices and in Japanese for business practices. In addition, candidates for the master of arts in secondary education or the master of arts in individualized studies can earn concentrations in French, German or Spanish.

## MASTER OF ARTS in Foreign Language — French (FRNH)

The goal of the master of arts in foreign language program is to bring candidates to a superior level of proficiency in the chosen foreign language as defined by the Interagency Language Roundtable/American Council on the Teaching of Foreign Languages (ILR/ACTFL) scale, as well as to provide a broad knowledge of the geography and cultures of the regions where the target language is spoken, and to improve overall teaching effectiveness.

#### Objectives

General objectives of the program include:

1. Development of superior-level skills in listening, speaking, reading and writing in the chosen foreign language;

2. Incorporation of current pedagogies into the candidates' personal teaching styles; and
3. Analysis of current cultural patterns, literary material and/or technical information.

#### Admission Requirements

1. Candidates must hold undergraduate majors or minors in the language of their specialization, with an overall undergraduate grade point average of 2.75 and a grade point average of 3.0 in courses in the target language.
2. Candidates must complete an oral proficiency interview in the language of their specialization with a rating of "Advanced."
3. Conditional admission may be granted to candidates with deficiencies in target language proficiency. Such candidates must successfully complete deficiency courses including, but not limited to, FRNH443 Advanced French Grammar and Composition and FRNH444 Advanced French Conversation. Graduate credit will not be granted for these courses.
4. Applications will be reviewed by the faculty of the language area of specialization.

#### Program Requirements

Students in all programs must complete a cultural immersion experience of at least six weeks in a country where the target language is predominant. Students who believe they have already fulfilled this requirement may petition to have the requirement waived or reduced; if the petition is approved, the candidate may substitute up to six hours of restricted electives. Students may satisfy this requirement through the intensive immersion experience offered in their language program. Similar programs of study with corroborating documentation may be accepted upon approval of the faculty of the area of concentration. Students should select a study abroad program in consultation with a faculty adviser prior to enrollment in any such program.

Students must, in consultation with a faculty adviser, complete a culminating experience such as a master's examination, a piece of data-based research, a thesis or an external oral proficiency exam such as the Certificate des Professions techniques et scientifiques de la Chambre de Commerce et d'Industrie de Paris, or Certificat or Diplome de francais scientifique et technique de la Chambre de Commerce et d'Industrie de Paris.

#### Course Requirements

The M.A. in foreign language-French requires 30 hours of course work to be distributed as follows:

#### Required Courses ..... 18 hours

- FRNH523 Contemporary French Scene (3 hrs)
- FRNH610 Intensive French Abroad (6 hrs)
- FRNH620 French Grammar and Syntax (3 hrs)
- FRNH621 Advanced Conversation in French (3 hrs)
- FRNH692 Research Paper (3 hrs)

#### Restricted Elective Courses ..... 6 hours

*Six hours from the following:*

- FLAN611 Theory and Methods of Modern Language Teaching (3 hrs)
- FLAN612 Methods of Teaching Modern Languages in the Elementary Grades (3 hrs)
- FLAN613 Using Technology in the Foreign Language Classroom (3 hrs)
- TSLN501 Theoretical Foundations of Second-Language Pedagogy (3 hrs)
- TSLN520 Foreign Language Testing and Evaluation (2 hrs)

#### Cognate Courses..... 6 hours

*Six hours in a related content area (not in the Department of Foreign Languages and Bilingual Studies), selected in consultation with a faculty adviser.*

#### Program Total ..... 30 hours

## MASTER OF ARTS in Foreign Language — German (GERN)

The goal of the master of arts in foreign language program is to bring candidates to a superior level of proficiency in the chosen foreign language as defined by the ILR/ACTFL scale, as well as to provide a broad knowledge of the geography and cultures of the regions where the target language is spoken, and to improve overall teaching effectiveness.

#### Objectives

General objectives of the program include:

1. Development of superior-level skills in listening, speaking, reading and writing in the chosen foreign language;
2. Incorporation of current pedagogies into the candidates' personal teaching styles; and
3. Analysis of current cultural patterns, literary material and/or technical information.

#### Admission Requirements

1. Candidates must hold undergraduate majors or minors in the language of their specialization, with an overall undergraduate grade point average of 2.75 and a grade point average of 3.0 in courses in the target language.
2. Candidates must complete an oral proficiency interview in the language of their specialization with a rating of "advanced."
3. Conditional admission may be granted to candidates with deficiencies in target language proficiency. Such candidates must successfully complete deficiency courses including, but not limited to, GERN443 German Syntax and Advanced Composition and GERN444 Advanced German Conversation. Graduate credit will not be granted for these courses.
4. Applications will be reviewed by the faculty of the language area of specialization.

#### Program Requirements

Students in all programs must complete a cultural immersion experience of at least six weeks in a country where the target language is predominant. Students who believe they have already fulfilled this requirement may petition to have the requirement waived or reduced; if the petition is approved, the candidate may substitute up to six hours of restricted electives. Students may satisfy this requirement through the intensive immersion experience offered in their language program. Similar programs of study with corroborating documentation may be accepted upon approval of the faculty of the area of concentration. Students should select a study abroad program in consultation with a faculty adviser prior to enrollment in any such program.

Students must, in consultation with a faculty adviser, complete a culminating experience such as a master's examination, a piece of data-based research, a thesis or an external oral proficiency exam such as the Mittelstufenpruefung and Pruefung Wirtschaftsdeutsch International.

#### Course Requirements

The M.A. in foreign language-German requires 30 to 33 hours of course work to be distributed as follows:

#### Required Courses ..... 18 hours

- GERN610 Intensive German in Europe (6 hrs)
- GERN620 Advanced German Syntax and Composition (3 hrs)
- GERN621 Advanced Conversation in German (3 hrs)

*\*Six additional hours in 500- or 600-level German or any of the following 400-level German courses:*

- GERN425 German Literature from the Middle Ages to the Baroque (3 hrs)
- GERN426 German Literature from 1750-1850 (3 hrs)
- GERN427 German Literature from 1850-1945 (3 hrs)
- GERN428 German Literature from 1945 to the Present (3 hrs)
- GERN451/452 Readings in German (1/2 hrs)
- GERN466 German for International Affairs (3 hrs)
- GERN477/478/479 Special Topics (1/2/3 hrs)

**Restricted Elective Courses ..... 6 hours**

*Six hours from the following:*

- FLAN611 Theory and Methods of Modern Language Teaching (3 hrs)
- FLAN612 Methods of Teaching Modern Languages in the Elementary Grades (3 hrs)
- FLAN613 Using Technology in the Foreign Language Classroom (3 hrs)
- TSLN501 Theoretical Foundations of Second-Language Pedagogy (3 hrs)
- TSLN520 Foreign Language Testing and Evaluation (2 hrs)

**Cognate Courses..... 6 hours**

*Six hours in a related content area (not in the Department of Foreign Languages and Bilingual Studies), selected in consultation with a faculty adviser.*

**Culminating Experience ..... 0-3 hours**

**Program Total..... 30-33 hours**

*Note:*

*\*A maximum of nine hours of undergraduate course work may be permitted in the earning of any graduate degree.*

## MASTER OF ARTS in Foreign Language — Spanish (SPNH)

The goal of the master of arts in foreign language program is to bring candidates to a superior level of proficiency in the chosen foreign language as defined by the ILR/ACTFL scale, as well as to provide a broad knowledge of the geography and cultures of the regions where the target language is spoken, and to improve overall teaching effectiveness.

### Objectives

General objectives of the program include:

1. Development of superior-level skills in listening, speaking, reading and writing in the chosen foreign language;
2. Incorporation of current pedagogies into the candidates' personal teaching styles; and
3. Analysis of current cultural patterns, literary material and/or technical information.

### Admission Requirements

1. Candidates must hold undergraduate majors or minors in the language of their specialization, with an overall undergraduate grade point average of 2.75 and a grade point average of 3.0 in courses in the target language.
2. Candidates must complete an oral proficiency interview in the language of their specialization with a rating of "advanced."
3. Conditional admission may be granted to candidates with deficiencies in target language proficiency. Such candidates must successfully complete deficiency courses including, but not limited to, SPNH443 Advanced Spanish Grammar and Composition and SPNH444 Advanced Spanish Conversation and Composition. Graduate credit will not be granted for these courses.
4. Applications will be reviewed by the faculty of the language area of specialization.

### Program Requirements

Students in all programs must complete a cultural immersion experience of at least six weeks in a country where the target language is predominant. Students who believe they have already fulfilled this requirement may petition to have the requirement waived or reduced; if the petition is approved, the candidate may substitute up to six hours of restricted electives. Students may satisfy this requirement through the intensive immersion experience offered in their language program. Similar programs of study with corroborating documentation may be accepted upon approval of the faculty of the area of concentration. Students should select a study abroad

program in consultation with a faculty adviser prior to enrollment in any such program.

Students must, in consultation with a faculty adviser, complete a culminating experience such as a master's examination, a piece of data-based research or a thesis.

### Course Requirements

The M.A. in foreign language — Spanish requires 30 hours of course work to be distributed as follows:

**Required Courses ..... 18 hours**

- SPNH610 Intensive Summer Program in Spanish (6 hrs)
  - SPNH620 Spanish Grammar and Syntax (2 hrs)
  - SPNH621 Graduate Spanish Conversation (2 hrs)
  - SPNH692 Research Project (3 hrs)
- Five additional credit hours of graduate level Spanish*

**Restricted Elective Courses ..... 6 hours**

*Six hours from the following:*

- FLAN611 Theory and Methods of Modern Language Teaching (3 hrs)
- FLAN612 Methods of Teaching Modern Languages in the Elementary Grades (3 hrs)
- FLAN613 Using Technology in the Foreign Language Classroom (3 hrs)
- TSLN501 Theoretical Foundations of Second-Language Pedagogy (3 hrs)
- TSLN520 Foreign Language Testing and Evaluation (2 hrs)

**Cognate Courses..... 6 hours**

*Six hours in a related content area (not in the Department of Foreign Languages and Bilingual Studies), selected in consultation with a faculty adviser.*

**Culminating Experience Courses..... 1-3 hours**

**Program Total..... 31-33 hours**

## MASTER OF ARTS in Language and International Trade (LGIT)

### Objectives

Objectives of the program are to promote cultural awareness and sensitivity with reference to our own society as well as to societies of other world regions and to provide the skills and knowledge necessary for competent performance in an international business environment.

### Admission Requirements

#### Degree Admission

Applicants must:

1. Declare the foreign language to be used for the language area requirement on the application for admission to the Graduate School (e.g., Language and International Trade — French). Native speakers of a language may not elect that language without permission of the language section concerned. (Students applying to the ESL section of the master of arts in language and international trade should be sure their completed applications reach the Graduate School five months prior to the first semester of their program.);
2. Possess a minimum overall undergraduate grade point average of 2.75;
3. Submit a statement of their reasons for pursuing this degree;
4. Have two of their former University professors complete departmental recommendation forms and forward them directly to the department; and
5. Meet the background requirements stated below:

a. Foreign Language

Non-native speakers of French, German or Spanish must possess at least a minor in that language with a minimum grade point average of 3.0, or the equivalent proficiency.



Non-native speakers of English must possess a minimum score of 80 on the Michigan English Language Assessment Battery (MELAB), or a minimum score on the Test of English as a Foreign Language (TOEFL) or a minimum score on the computerized versions, and a minimum score on the Test of Written English (TWE) for admission. Students should see the EMU Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for required minimum scores.

**b. Economics**

A two-course sequence in macroeconomic theory and policy.  
 A two-course sequence in microeconomic theory and policy.  
*(Students not meeting the above requirements may be granted conditional admission and be required to complete either ECON201 and ECON301, or ECON501; and either ECON202 and ECON302, or ECON502. Students must achieve an overall grade point average of 3.0 [B] or better in deficiency courses.)*

**c. Business**

A course in the principles of accounting.  
 A course in basic computers in business.

**Note:**

*Students not meeting the above degree requirements may be granted conditional admission and be required to complete either ACC240 and ACC241, or ACC501; and MATH118 plus COSC101 or IS215, or IS502. Students must achieve an overall grade point average of 3.0 (B) or better in deficiency courses.*

**Conditional Admission**

Conditional admission may be granted to students who do not meet the above admission requirements. These students will be required to take deficiency courses to meet these requirements; this work will be done in addition to regular program requirements. Students must achieve an overall grade point average of 3.0 (B) or better in deficiency courses.

**Program Requirements**

Students must complete a minimum of 10 hours in a foreign language, six hours in economics, 12 hours in business and a cooperative education assignment for three to six hours.

**Cooperative Education**

To complement their academic training and enhance their professional preparation and chances for future employment, all students are expected to complete a minimum 15-week cooperative education assignment in the public or private sector, provided an appropriate position can be found. U.S. citizens may undertake this assignment either in the United States or in a country where the language being studied is spoken, while ESL students may elect only the U.S. co-op. In all cases, students must satisfy the requirements of the co-op for which they are eligible.

**U.S. Co-op Placement**

To be eligible for this placement, a student must have achieved at least a 3.0 GPA and have completed at least 12 hours of graduate business and economics courses, as well as half of the foreign language requirements. Students meeting these requirements should make an appointment with the language and international trade co-op adviser at least six months prior to the semester in which the student wishes to begin the co-op assignment.

**Overseas Co-op Placement**

To be eligible for this placement, a student must have achieved at least a 3.25 GPA and have completed 18 hours of graduate business and economics courses, as well as the foreign language requirement for the master of arts in language and international trade. The student must also pass an oral interview conducted by department faculty in the language being studied at least seven months before the date on which the student wishes to begin the international co-op assignment. Consult the language and international trade co-op adviser for further information.

**Course Requirements**

The M.A. in language and international trade requires 31-34 hours of course work to be distributed among required courses in foreign language, economics, business and cooperative education courses as follows:

Required Courses .....	31 hours
Foreign Language .....	10 hours
If fulfilling foreign language requirement with English, complete ESLN642 and ESLN648 (five hours each).	
If fulfilling foreign language requirement with French German or Spanish, complete 10 hours, including courses FRNH/GERN/SPNH646/647 (three hours each), in the chosen language.	
Economics .....	6 hours
ECON508 International Trade (3 hrs) <i>(Prerequisites for this course are either ECON201 and ECON301; or ECON202 and ECON302; or ECON501 and ECON502.)</i>	
ECON509 International Monetary Economics (3 hrs) <i>Other hours may be selected from among 500-level economics courses with the aid and approval of the language and international trade graduate adviser.</i>	
Business.....	12 hours
MKTG510 Marketing Management (3 hrs)	
DS501 Introductory Probability and Statistics for Business (3 hrs) <i>(Prerequisites for this course are MATH118/119.) Other hours are to be selected from 500-level business courses with the aid and approval of the language and international trade adviser. At least one of these must be a business course with an international focus.</i>	
Cooperative Education .....	3-6 hours
FLAN688 Internship in Language and International Trade (3 hrs)	
Program Total.....	31-34 hours

**MASTER OF ARTS in Spanish Bilingual-Bicultural Education (SPBL)**

**Objectives**

The program is intended to lead to the master's degree with high-level competencies in the following areas:

**Language**

This area comprises proficiency in both Spanish and English, in the use of both languages as a vehicle of instruction in content areas.

**Culture**

This area comprises specific knowledge of Latino and other cultures and the diversity within each; sensitivity to differences in socioeconomic, cultural and linguistic background; and the development of skills in guiding students to understand and accept cultural pluralism.

**Methodology**

This area comprises the accommodation of various cultural, linguistic and socioeconomic backgrounds through individualized instruction and appropriate evaluation procedures; development of skills in classroom management, including team teaching and working with para-professionals; and enhancement of expertise in organizing, planning and teaching lessons that interface the bilingual-bicultural curriculum with standard local district curricula.

**Admission Requirements**

Applicants must:

1. Meet Graduate School admission requirements;
2. Possess sufficient skills in both Spanish and English to participate in graduate courses and fieldwork in either language;
3. Have experience living and/or working in a culturally diverse setting; and
4. Demonstrate intent and commitment to pursue and successfully complete the program leading to a graduate degree.

**Note:**

*Conditional admission will not be granted.*

### Program Requirements

In addition to completing the course requirements below, students must:

1. Demonstrate oral and written language proficiency, by examination, in both Spanish and English;
2. Possess or be eligible for a valid teaching certificate; and
3. Complete three days of collateral field experience for each required course, except seminar, representing a total of 15 days of such experience.

### Course Requirements

The M.A. in Spanish bilingual-bicultural education requires 30 hours of course work to be distributed as follows:

Required Courses .....18 hours

- BILN622 Teaching Hispanic Culture and Language (3 hrs)
- FLAN421 History and Theory of Bilingual-Bicultural Education (3 hrs)
- FLAN695 Seminar in Bilingual-Bicultural Education (3 hrs)
- SPNH471 Culture and Literature of the Hispanic Groups in the U.S. (3 hrs)
- SPNH682 U.S. Dialects of Spanish (3 hrs)
- TSLN410 TESOL Methods (3 hrs)

Restricted Elective Courses ..... 6 hours

*Six hours from the following:*

- CURR512 Enriching the Elementary Classroom Program (2 hrs)
- CURR616 Issues in Elementary School Curriculum (2 hrs)
- CURR630 Issues in Secondary School Curriculum (2 hrs)
- CURR632 Individualizing Instruction in the Secondary School (2 hrs)
- CURR657 The Open Classroom (4 hrs)
- ECE600 Trends and Issues in Early Childhood Education (2 hrs)
- EDPS631 Measurement and Evaluation (2 hrs)
- RDNG518 Developmental Reading — Elementary (2 hrs)
- RDNG519 Programs in Language Arts (2 hrs)
- RDNG530 Developmental Reading — Secondary (2 hrs)
- RDNG554 Reading Problems of Learners with Special Needs (2 hrs)
- SOFD580 Sociology of Education (2 hrs)
- SPNH519 Spanish Phonology (2 hrs)
- SPNH620 Spanish Grammar and Syntax (2 hrs)
- SPNH621 Graduate Spanish Conversation (2 hrs)
- TSLN501 Theoretical Foundations of Second-Language Pedagogy (3 hrs)
- TSLN520 Foreign Language Testing and Evaluation (2 hrs)
- TSLN679 Special Topics (1 hr)

Cognate Courses..... 6 hours

*Six hours selected in consultation with a graduate adviser.*

Program Total.....30 hours

## MASTER OF ARTS in Teaching English to Speakers of Other Languages (TSL)

### Objectives

Objectives of the program are to graduate teachers who possess a knowledge of English perceived as a second/foreign language, a knowledge of foreign language teaching and learning strategies, practical experience in applying theoretical knowledge, an awareness of the realities of the multicultural classroom and a commitment to continued professional growth.

### Admission Requirements

#### Degree Admission

Applicants must:

1. Satisfy Graduate School admission requirements;

2. Have at least one year's college study of a foreign language, or the equivalent as determined by the Foreign Languages and Bilingual Studies Department;
3. Submit at least two letters of recommendation. See the Teaching English to Speakers of Other Languages web site for the recommendation form.
4. Submit a statement of the applicant's reasons for pursuing this degree; and
5. For regular admission, non-native speakers of English must submit either an official TOEFL score of 560/220/83 with a writing score of 6/24 or a MELAB score of at least 80, with a score of 93 on the composition subtest.

### Conditional Admission

Conditional admission may be granted to students who do not meet the above admission requirements. These students will be required to take deficiency courses to meet these requirements, in addition to regular program requirements.

The TESOL program reviews completed applications February 1st and April 1st for fall admission and October 15th for winter admission. Because of the sequencing of core courses, starting the program in September semester is recommended, especially for international students.

### Course Requirements

The M.A. in teaching English to speakers of other languages requires 32 hours of course work to be distributed among required courses, restricted elective courses and cognate courses as follows:

Required Courses ..... 20 hours

- TSLN500 Observation and Analysis of ESL Programs (1 hr)
- TSLN501 Theoretical Foundations of Second-Language Pedagogy (3 hrs)
- TSLN502 A Pedagogical Grammar and Phonology of ESL (3 hrs)
- TSLN520 Foreign Language Testing and Evaluation (2 hrs)
- TSLN530 TESOL Methods: Reading, Writing and Grammar (2 hrs)
- TSLN531 TESOL Materials: Reading, Writing and Grammar (1 hr)
- TSLN532 TESOL Methods: Listening, Speaking and Pronunciation (2 hrs)
- TSLN533 TESOL Materials: Listening, Speaking and Pronunciation (1 hr)
- TSLN688 TESOL Practicum (3 hrs)
- TSLN694 Seminar (2 hrs)

Restricted Elective Courses ..... 6 hours

*Six hours selected in consultation with the graduate adviser.*

Cognate Courses..... 6 hours

*Six hours of supportive or complementary courses from other departments should be selected with the approval of the graduate adviser. Select from the following recommended courses:*

- \*LING401 Introduction to Linguistic Science (3 hrs)
- \*LING402 Modern English Grammar (3 hrs)
- \*LING420 Introduction to Phonology (3 hrs)
- \*LING425 Introduction to Syntax (3 hrs)
- LING525 Syntactic Analysis (3 hrs)
- LING531 Semantics: The Study of Meaning (3 hrs)
- LING532 Sociolinguistics (3 hrs)
- LING533 General Psycholinguistics (3 hrs)
- LING534 Phonological Analysis (3 hrs)
- LING535 Discourse Analysis (3 hrs)

Program Total .....32 hours

### Note:

*\*Before enrolling in approved 400-level courses for graduate credit, students must obtain the following: (a) recommendation of their adviser, and (b) a request form from the Graduate School. Not more than nine hours of approved 400-level courses can be used on a graduate program.*

## Graduate Certificate in German for Business Practices (GRNB)

The graduate certificate program in German for business practices is designed for candidates who want to acquire professional proficiency in the idiom of business German and sensitize themselves to German business culture. They will accomplish this through intensive practice in speaking and writing as well as through analysis of current cultural patterns in various business contexts.

### Admission Requirements

1. Candidates must hold an undergraduate major or minor in German, with an overall grade point average of 2.75 and a grade point average of 3.0 in courses taken in German.
2. Candidates must complete an oral proficiency interview in German with a rating of "advanced." This is a 30-minute interview in German during which the candidate must demonstrate the ability to satisfy routine social situations and limited work requirements.
3. Conditional admission may be granted to candidates evidencing deficiencies in German proficiency. Such candidates must successfully complete deficiency courses chosen in consultation with the German faculty (may not include any of the above courses).

### Required Courses ..... 6 hours

- GERN646 German Business Practices (3 hrs)
- GERN647 German Business Practices (3 hrs)

### Elective Courses ..... 6 hours

*Six hours from the following:*

- GERN610 Intensive German in Europe (6 hrs)
- GERN620 Advanced German Syntax and Conversation (3 hrs)
- GERN621 Advanced Conversation in German (3 hrs)

### Program Total ..... 12 hours

## Graduate Certificate in Hispanic Language and Cultures (HLC)

The graduate certificate program in Hispanic language and cultures is designed to assist candidates in attaining high levels of skill in the Spanish language and greater knowledge of Hispanic cultures. Successful students will gain greater competence in both oral and written expression as well as enhance their knowledge of selected facets of Hispanic life through analysis of current cultural patterns, including those of business and technology.

### Required Courses ..... 10 hours

- SPNH610 Intensive Summer Program in Spanish (6 hrs)
- SPNH620 Spanish Grammar and Syntax (2 hrs)
- SPNH621 Graduate Spanish Conversation (2 hrs)

### Elective Courses ..... 3 hours

*One course from the following:*

- SPNH646 Spanish for Business Practices (3 hrs)
- SPNH647 Spanish for Business Practices (3 hrs)
- SPNH682 U.S. Dialects of Spanish (3 hrs)

### Program Total ..... 13 hours

## Graduate Certificate in Japanese for Business Practices (JPNB)

Japanese for Business Practices is an interdisciplinary graduate certificate program with the Department of Foreign Languages and Bilingual Studies and the College of Business. This 12 credit hour curriculum is designed to prepare students to communicate effectively by guiding students to the acquisition of Advanced Low Level (using ACTFL proficiency scales) or a

Japanese language proficiency in various Japanese business situations and also gain further knowledge on International Management.

This program is intended for those who wish to improve their Japanese language and culture knowledge, proficiency and familiarity with Japanese business practices. They can also enhance their knowledge of international management.

### Admission Requirements

1. Applicants in this graduate certificate program must demonstrate at least Intermediate Low Level of Japanese proficiency using the ACTFL's Oral Proficiency Interview or Level 4 of the Japanese Proficiency Test developed by the Japan Foundation or equivalent.
2. Conditional admission may be granted to candidates evidencing deficiencies in Japanese proficiency. Such candidates must successfully complete deficiency courses including, but not limited to, JPNE343 Japanese Composition, JPNE344 Japanese Conversation and JPNE444 Advanced Japanese Conversation.
3. Departmental permission.
4. Submit a statement of reasons for pursuing this certificate.
5. Meet the requirements for admission to the graduate school.

### Required Courses ..... 12 hours

- JPNE544 Graduate Japanese Conversation (3 hrs)
- JPNE546 Japanese for Business Practices I (3 hrs)
- JPNE547 Japanese for Business Practices II (3 hrs)
- MGMT550 International Management (3 hrs)

### Program Total ..... 12 hours

## Graduate Certificate in Japanese Language Teaching (JLT)

The graduate certificate program in Japanese language teaching is designed to assist applicants in attaining the equivalent of an advanced level of proficiency in the Japanese language, as well as a broad knowledge of the geography and cultures of the regions where the Japanese language is spoken, and to improve overall teaching effectiveness.

### Admission Requirements

1. Applicants in this graduate certificate program must demonstrate at least intermediate low level of Japanese proficiency using the ACTFL's Oral Proficiency Interview or Level 4 of the Japanese Proficiency Test developed by the Japan Foundation, or equivalent.
2. Conditional admission may be granted to candidates evidencing deficiencies in Japanese proficiency. Such candidates must successfully complete deficiency courses including, but not limited to, JPNE344 Japanese Conversation, JPNE343 Japanese Composition and JPNE444 Advanced Japanese Conversation.
3. Submit a copy of Japanese Teaching Certification or Departmental permission.
4. Submit a statement of reasons for pursuing this certificate
5. Meet the requirements for admission to the graduate school

This certificate requires 14 hours of course work to be distributed as follows:

### Required Courses ..... 12 hours

- FLAN611 Theory and Methods of Modern Language Teaching (3 hrs)
- FLAN613 Using Technology in the Foreign Language Classroom (3 hrs)
- JPNE544 Graduate Japanese Conversation (3 hrs)
- JPNE 594 Intensive Seminar in Japanese Studies (3 hrs)

### Elective Courses ..... 2 hours

*One course from the following:*

- CURR510 Developing Creativity in the Classroom (2 hrs)
- CURR552 The Pedagogy of Group Learning (2 hrs)
- CURR650 Improving Instruction through Inquiry and Assessment (2 hrs)
- FLAN540 Cultural Issues in Language Teaching (2 hrs)

- FLAN612 Methods of Teaching Modern Languages in the Elementary Grades (2 hrs)
- RDNG506 Storytelling (2 hrs)
- SOFD535 Multi-cultural and International Education (2 hrs)
- TSLN501 Theoretical Foundation of Second-Language Pedagogy (2 hrs)
- TSLN520 Foreign Language Testing and Evaluation (2 hrs)

Program Total.....14 hours

## GRADUATE CERTIFICATE in Teaching English as a Second Language (TSL)

This program is offered at Eastern Michigan University's center in Livonia.

### Objectives

This program prepares teachers **who are already certified to teach in public schools** to teach English as a second language. The primary goal is to enable teachers to address more effectively the academic and social challenges of an increasingly diverse student population, including the growing number of English language learners, and to appreciate those students as resources for instruction and classroom management.

### Admission Requirements

Applicants must:

1. Submit at least two letters of recommendation that attest to the applicant's promise of success in working with speakers of other languages and in multicultural settings;
2. Submit a statement of reasons for pursuing this certificate;
3. Submit a Michigan (or other state) teaching certificate;
4. Submit proof of classroom teaching experience; and
5. Meet the requirements of the graduate school.

### Note:

*There is no opportunity for conditional admission to this program for non-native speakers of English.*

### Certificate Requirements

This certificate requires 20 hours of course work to be distributed as follows.

### Required Courses .....20 hours

- FLAN540 Cultural Issues in Language Teaching (2 hrs)
- TSLN502 A Pedagogical Grammar and Phonology of ESL (3 hrs)
- TSLN503 Observation and Analysis of Multicultural Classrooms (2 hrs)
- TSLN520 Testing and Assessment (2 hrs)
- TSLN521 Content-based Materials and Testing in the ESL Classroom (2 hrs)
- TSLN525 Second Language Acquisition for Classroom Teachers (3 hrs)
- TSLN530 TESOL Methods: Grammar, Reading and Writing (2 hrs)
- TSLN531 TESOL Materials: Grammar, Reading and Writing (1 hr)
- TSLN532 TESOL Methods: Listening, Speaking and Pronunciation (2 hrs)
- TSLN533 TESOL Materials: Listening, Speaking and Pronunciation (1 hr)

Certificate Total.....20 hours

Exit requirement for TESOL Graduate Certificate and ESL Endorsement: Students must have at least one year's college study of a foreign language, or the equivalent as determined by the Foreign Languages and Bilingual Studies Department.

## Bilingual Endorsement Program for Certified Teachers (Not a degree program)

In addition to completing the course requirements below, students must:

1. Demonstrate oral and written language proficiency, by examination, in both Spanish and English as measured by examination;
2. Possess or be eligible for a valid teaching certificate; and
3. Complete three days of collateral field experience for each required course, except seminar, representing a total of 15 days of such experience.

### Certificate Requirements

This certificate requires 18 hours of course work to be distributed as follows:

- BILN622 Teaching Hispanic Culture and Language (3 hrs)
- FLAN421 History and Theory of Bilingual Education (3 hrs)
- FLAN695 Seminar in Bilingual-Bicultural Education (3 hrs)
- SPNH471 Culture and Literature of the Hispanic Groups in the United States (3 hrs)
- SPNH682 U.S. Dialects of Spanish (3 hrs)
- TSLN410 TESOL Methods (3 hrs)

Program Total.....18 hours

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

### French Courses:

- FRNH431 Studies in French Theatre (3 hrs)
- FRNH432 Studies in French Poetry (3 hrs)
- FRNH433 Studies in French Prose (3 hrs)
- FRNH443 Advanced French Grammar and Composition (3 hrs)
- FRNH444 Advanced French Conversation (3 hrs)
- FRNH445 French Phonetics (3 hrs)
- FRNH446 Business French I (3 hrs)
- FRNH447 Business French II (3 hrs)
- FRNH451 Readings in French (1 hr)
- FRNH452 Readings in French (2 hrs)

### German Courses:

- GERN425 German Literature from the Middle Ages to the Baroque (3 hrs)
- GERN426 German Literature from 1750-1850 (3 hrs)
- GERN427 German Literature from 1850-1945 (3 hrs)
- GERN428 German Literature from 1945 to the Present (3 hrs)
- GERN443 German Syntax and Advanced Composition (3 hrs)
- GERN444 Advanced German Conversation (3 hrs)
- GERN451/452 Readings in German (1/2 hrs)
- GERN456 Technical German I (3 hrs)
- GERN457 Technical German II (3 hrs)

### Japanese Courses:

- JPNE494 Seminar in Japanese Studies (3 hrs)

### Spanish Courses:

- SPNH444 Advanced Spanish Conversation and Composition (3 hrs)
- SPNH445 Spanish-American Prose (3 hrs)
- SPNH448 Modern Drama (3 hrs)



- SPNH449 Romanticism (3 hrs)
- SPNH454 Modernism in Spanish America (3 hrs)
- SPNH455 The Generation of 1898 (3 hrs)
- SPNH456 Scientific and Technical Spanish I (3 hrs)
- SPNH457 Scientific and Technical Spanish II (3 hrs)
- SPNH465 Modern Novel (3 hrs)
- SPNH471 Culture and Literature of the Hispanic Groups in the United States (3 hrs)
- SPNH482 Language of the Hispanic Groups in the United States (3 hrs)

**General Language and Bilingual-Bicultural Education Courses:**

- FLAN412 Methods of Teaching Modern Language in the Elementary Grades (3 hrs)
- FLAN421 History and Theory of Bilingual Education (3 hrs)
- FLAN490 Internship in Language and International Trade (3 hrs)

**Language Courses:**

- LNGE425 Second Language Acquisition (3 hrs)

**TESOL Courses:**

- TSLN410 TESOL Methods (3 hrs)

# Department of Geography and Geology

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Address: 205 Strong  
 Phone: 734.487.0218  
 E-mail: geogandgeol@emich.edu  
 Web site: www.emich.edu/public/geo/welcome.html

See pages 215, 216, 218, 221 and 223 for course descriptions.

The department offers master of science degrees in earth science education, geographic information systems (GIS); urban and regional planning; historic preservation — general studies; historic preservation — conservation and technology; historic preservation — heritage interpretation; historic preservation — tourism and administration; historic preservation — planning; and graduate certificates in historic preservation, GIS and in water resources.

The department awards several graduate assistantships each year, providing cash stipends and full tuition for 18 hours for each fiscal year of the assistantship, as well as registration and general fee. Fellowships are also awarded, when finances permit, to qualified students with high GPAs who may or may not be receiving other financial assistance.

## MASTER OF SCIENCE in Earth Science Education (ESE)

The M.S. in Earth Science Education requires the completion of 30 hours of coursework to be distributed among required courses, elective courses and cognate courses as follows:

- Required Courses ..... 15 hours**
- \*ESSC470 Quantitative Methods in Geography and Geology (3 hrs)
  - ESSC557 Field Investigations in Earth Sciences (6 hrs)
  - ESSC565 New Approaches to Teaching Earth Science (3 hrs)
  - ESSC665 Professional Paper (3 hrs)

**Restricted Elective Courses ..... 9-15 hours**

*Nine to fifteen hours from the following:*

- \*ESSC414 Teaching Science with Dinosaurs (3 hrs)
- \*ESSC425 Severe and Unusual Weather (3 hrs)
- \*ESSC450 Lake and Coastal Management (3 hrs)
- \*ESSC495 Environmental Assessment and Planning (3 hrs)
- ESSC520 GIS Introduction for Educators (3 hrs)
- ESSC522 Internet GIS Resources for Educators (3 hrs)
- ESSC524 GIS as an Instructional Tool in Classrooms (3 hrs)
- ESSC566 Advanced Plate Tectonics for Educators (3 hrs)
- ESSC567 Paleoclimatology (3 hrs)
- ESSC569 Principles of Physical Hydrology for Educators (3 hrs)
- †ESSC590/591/592 Special Topics (1/2/3 hrs)
- †ESSC597/598/599 Independent Study (1/2/3 hrs)
- ESSC667 School GIS Projects (3 hrs)
- ESSC669 GIS Lesson Plan Development (3 hrs)
- †ESSC693/694/695 Graduate Seminar (1/2/3 hrs)
- GEOG563 Climate (2 hrs)
- GEOG579 Geographic Information Systems (3 hrs)
- GEOG582 Remote Sensing of Earth Resources (3 hrs)

**Cognate Courses..... 0-6 hours**

*Zero to six credit hours of science-based coursework from other departments selected in consultation with the Earth Science graduate coordinator.*

**Program Total..... 30 hours**

*Note:*

- \*A maximum of nine hours of 400-level coursework can be applied to meet graduation requirements.
- †A maximum of 12 hours of special topics, independent study and graduate seminar coursework, in combination, can be applied to meet graduation requirements.

## MASTER OF SCIENCE in Geographic Information Systems (GIS)

Website: www.emich.edu/public/geo/geography/GISUrban.htm

**Objectives**

The M.S. in geographic information systems (GIS) prepares students to work as GIS analysts, applied researchers and consultants providing expertise in this area of computer mapping analysis and application development. GIS technologies are widely utilized in the U.S. and abroad and there is a high demand for these skills.

**Admission Requirements**

1. 2.75 GPA from a regionally accredited undergraduate institution and/or at least 1500 on the aptitude test of the GRE
2. International students must receive a minimum score on the TOEFL language examination. See Admissions web site at www.emich.edu/admissions for minimum scores.
3. A minimum of two letters of recommendation, preferably one from a professor in the student's major/minor field of study and one from an employer. If the student does not have related work experience then two letters from faculty members in the student's major or minor field of study will be required.
4. Class status: undergraduate degree from an accredited college/University; senior standing for conditional admission.

**Course Requirements**

The M.S. in geographic information systems requires 36 credit hours of course work distributed among required courses, elective courses and thesis or internship courses as follows.

**Required Courses ..... 30-32 hours**

- GEOG553 Urban and Regional Planning (2 hrs)
- GEOG555 Comprehensive Planning (2 hrs)

- GEOG575 Interpretation of Aerial Photography (3 hrs)
- GEOG579 Geographic Information Systems (3 hrs)
- GEOG581 Advanced Environmental Assessment (3 hrs)
- GEOG584 Visual Programming for GIS Customization (3 hrs)
- GEOG668 GIS Project (3 hrs)
- GEOG674 Professional Publication/Report (2 hrs)
- GEOG677 Seminar in Methods and Research (2 hrs)
- GEOG678 Advanced Applications of GIS (3 hrs)
- \*One of the following internship courses or equivalent:*
  - GEOG687 Internship (4 hrs)
  - GEOG688 Internship (5 hrs)
  - GEOG689 Internship (6 hrs)

Restricted Elective Courses .....4-7 hours

- Four to seven hours from the following:*
- CTAC508 Small Group Decision Making (2 hrs)
  - CTAC509 Communication for Leaders (2 hrs)
  - CTAC510 Listening Skills for Professionals (2 hrs)
  - ENGL524 Advanced Technical Writing (3 hrs)
  - GEOG556 Zoning (2 hrs)
  - GEOG557 Community Development and Downtown Revitalization (3 hrs)
  - GEOG570 Rural Planning and Preservation (2 hrs)
  - GEOG580 Urban Environment Management (2 hrs)
  - GEOG582 Remote Sensing of Earth Resources (3 hrs)
  - GEOG585 GIS Applications (3 hrs)
  - GHPR530 Introduction to Historic Preservation (2 hrs)
  - GHPR638 Preserving Community Character (2 hrs)
  - PLSC510 Modern Public Administration (3 hrs)
  - PLSC655 Politics of Local Planning (2 hrs)
  - SOCL656 Human Ecology and Community Development (3 hrs)

Program Total.....36 hours

*Note:*

*\*Equivalency: If a student is employed in a GIS position, a portfolio of work completed during employment may substitute for the internship requirement and credits. The acceptability of the portfolio will be determined by the program adviser. If an internship is not feasible, a student may request a six credit thesis to replace the Internship and Professional Publication/Report requirements.*

## MASTER OF SCIENCE in Historic Preservation — Conservation and Technology (HP/CT)

Web site: [www.emich.edu/public/geo/geography/hp.htm](http://www.emich.edu/public/geo/geography/hp.htm)

The M.S. in historic preservation-conservation and technology requires a minimum of 36 hours. The master's curriculum emphasizes preparation for careers in museum, historic building technologies or architectural conservation. It provides practical experience through work study, internship, cooperative education and field study opportunities.

### Admission Requirements

Degree Admission  
Applicants must:

1. Have a bachelor's degree from an accredited institution;
2. Meet Graduate School admission requirements; and
3. Have attained at least a 2.75 grade point average in the major field during the last two undergraduate years.

In addition to applying to the Graduate School, the applicant must obtain program application forms from the historic preservation coordinator and follow all application procedures.

### Conditional and Non-Degree Admission

Otherwise promising students who do not meet Graduate School or departmental undergraduate GPA requirements may be granted non-degree admission. Students who fulfill the probationary requirements of non-degree admission may be granted regular admission.

### Degree Requirements

1. Selection, in consultation with the program adviser, of a course of study in historic preservation.
2. Completion of 36 hours of approved graduate-level course work beyond the bachelor's degree as described below under course requirements.
3. Completion of prerequisite courses. The number of hours and the specific courses will be stipulated by the program adviser according to the student's prior course work.

### Prerequisites

Students must complete course work in each of the following foundation areas or have acceptable undergraduate equivalent, in which case the course may be waived.

- ART429 History of American Architecture
- CHEM117/118 Fundamentals of Chemistry: Lecture/Lab (4 hrs)
- GEOG333 Settlement Geography (3 hrs)
- GHPR475 Architectural Nomenclature (2 hrs)

*Choose one of the following:*

- HIST123 The United States to 1877 (3 hrs)
- HIST124 The United States, 1877 to the Present (3 hrs)

Core Courses.....16-18 hours

- GEOG531 American Cultural Landscapes (2 hrs)
- GEOG548 American Vernacular Architecture (2 hrs)
- GHPR530 Introduction to Historic Preservation (2 hrs)
- GHPR547 Problems in Architectural Interpretation (2 hrs)
- GHPR551 Principles of Building Technology (2 hrs)
- GHPR620 Preservation Research Techniques (2 hrs)
- GHPR636 Historic Preservation Field Methods (3 hrs)
- GHPR690/691/692 Individual Preservation Project (1/2/3 hrs)

Concentration Courses.....12 hours

- GHPR546 International Preservation: Historic Applications (2 hrs)
- GHPR552 Material Conservation I (2 hrs)
- GHPR572 Funding Preservation Projects (2 hrs)
- GHPR630 Documenting Historic Places (2 hrs)
- GHPR651 Principles of Preservation Technology (2 hrs)
- GHPR652 Material Conservation II (2 hrs)

Restricted Elective Courses .....6-8 hours

*Courses selected with adviser approval*

- GHPR532 Introduction to Curatorship (3 hrs)
- GHPR533 Introduction to Historic Administration (2 hrs)
- GHPR539 American Decorative Arts (3 hrs)
- GHPR695/696 Seminar in Preservation Issues (2/3 hrs)
- GHPR 697/698/699 Independent Study (1/2/3 hrs)
- And other relevant Historic Preservation Program electives with permission of program adviser.*

Program Total.....36 hours

## MASTER OF SCIENCE in Historic Preservation — General Studies (HPRS)

Web site: [www.emich.edu/public/geo/geography/hp.htm](http://www.emich.edu/public/geo/geography/hp.htm)

The M.S. in historic preservation — general studies requires a minimum of 36 hours. The master's curriculum emphasizes preparation for careers in historic preservation in a planning, administrative, historic museum, consulting or heritage tourism capacity. It provides practical experience through work study, internship, cooperative education and field study opportunities.

## Admission Requirements

### Degree Admission

Applicants must:

1. Have a bachelor's degree from an accredited institution;
2. Meet Graduate School admission requirements; and
3. Have attained at least a 2.75 grade point average in the major field during the last two undergraduate years.

In addition to applying to the Graduate School, the applicant must obtain program application forms from the historic preservation coordinator and follow all application procedures.

### Conditional and Non-Degree Admission

Otherwise promising students who do not meet Graduate School or departmental undergraduate GPA requirements may be granted non-degree admission. Students who fulfill the probationary requirements of non-degree admission may be granted regular admission.

### Degree Requirements

1. Selection, in consultation with the program adviser, of a course of study in historic preservation.
2. Completion of 36 hours of approved graduate-level course work beyond the bachelor's degree as described below under course requirements.
3. Completion of prerequisite courses. The number of hours and the specific courses will be stipulated by the program adviser according to the student's prior course work.

### Prerequisites

Students must complete course work in each of the following foundation areas or have acceptable undergraduate equivalent, in which case the course may be waived.

ART429 History of American Architecture (3 hrs)  
GEOG333 Settlement Geography (3 hrs)  
GHPR475 Architectural Nomenclature (2 hrs)  
HIST123 The United States to 1877 (3 hrs)  
HIST124 The United States, 1877 to the Present (3 hrs)

*One course from the following:*

GEOG446 Heritage Interpretation and Tourism (3 hrs)  
GPLN435 History of Urban Form and Function (3 hrs)

### Course Requirements

The M.S. in historic preservation — general studies requires 36 credit hours of course work to be distributed among core, required and restricted elective courses as follows:

#### Core Courses..... 16-18 hours

GEOG531 American Cultural Landscapes (2 hrs)  
GEOG548 American Vernacular Architecture (2 hrs)  
GHPR530 Introduction to Historic Preservation (2 hrs)  
GHPR547 Problems in Architectural Interpretation (2 hrs)  
GHPR551 Principles of Building Technology (2 hrs)  
GHPR620 Preservation Research Techniques (2 hrs)  
GHPR636 Historic Preservation Field Methods (3 hrs)  
GHPR690/691/692 Individual Preservation Project (1/2/3 hrs)

#### Required Courses ..... 13-14 hours

*Courses are chosen that create a focused historic preservation approach in an area of concentration of the student's choosing, selected with adviser approval. Courses may be chosen from relevant historic preservation, geography or geographic information systems and planning program offerings.*

#### Restricted Elective Courses ..... 8-10 hours

*Courses may include any other relevant historic preservation-related electives including appropriate cognate courses.*

#### Program Total ..... 36 hours

## MASTER OF SCIENCE in Historic Preservation — Heritage Interpretation, Tourism and Administration (HPRS)

Web site: [www.emich.edu/public/geo/geography/hp.htm](http://www.emich.edu/public/geo/geography/hp.htm)

The M.S. in historic preservation-heritage interpretation, tourism and administration requires a minimum of 36 hours. The master's curriculum emphasizes preparation for careers in historic preservation in an administrative, historic museum, consulting or heritage tourism capacity. It provides practical experience through work study, internship, cooperative education and field study opportunities.

## Admission Requirements

### Degree Admission

Applicants must:

1. Have a bachelor's degree from an accredited institution;
2. Meet Graduate School admission requirements; and
3. Have attained at least a 2.75 grade point average in the major field during the last two undergraduate years.

In addition to applying to the Graduate School, the applicant must obtain program application forms from the historic preservation coordinator and follow all application procedures.

### Conditional and Non-Degree Admission

Otherwise promising students who do not meet Graduate School or departmental undergraduate GPA requirements may be granted non-degree admission. Students who fulfill the probationary requirements of non-degree admission may be granted regular admission.

### Degree Requirements

1. Selection, in consultation with the program adviser, of a general course of study in historic preservation.
2. Completion of 36 hours of approved graduate-level course work beyond the bachelor's degree as described below under course requirements.
3. Completion of prerequisite courses. The number of hours and the specific courses will be stipulated by the program adviser according to the student's prior course work.

### Prerequisites

Students must complete course work in each of the following foundation areas or have acceptable undergraduate equivalent, in which case the course may be waived.

ART429 History of American Architecture (3 hrs)  
GEOG333 Settlement Geography (3 hrs)  
GEOG446 Heritage Interpretation and Tourism (3 hrs)  
GHPR475 Architectural Nomenclature (2 hrs)  
HIST123 The United States to 1877 (3 hrs)  
HIST124 The United States, 1877 to the Present (3 hrs)

### Course Requirements

The M.S. in historic preservation — heritage interpretation, tourism and administration requires 36 hours of course work to be distributed among core and restricted elective courses as follows:

#### Core Courses..... 16-18 hours

GEOG531 American Cultural Landscapes (2 hrs)  
GEOG548 American Vernacular Architecture (2 hrs)  
GHPR530 Introduction to Historic Preservation (2 hrs)  
GHPR547 Problems in Architectural Interpretation (2 hrs)  
GHPR551 Principles of Building Technology (2 hrs)  
GHPR620 Preservation Research Techniques (2 hrs)  
GHPR636 Historic Preservation Field Project (3 hrs)  
GHPR690/691/692 Historic Preservation Project (1/2/3 hrs)

**Required Courses** ..... 13 hours  
 GHPR532 Introduction to Curatorship (3 hrs)  
 GHPR533 Introduction to Historic Administration (2 hrs)  
 GHPR534 Community Interpretation and Appropriate Tourism (3 hrs)  
 GHPR537 Interpretive Programming for Organizations (3 hrs)  
 GHPR538 Historic Preservation and Tourism (2 hrs)

**Restricted Elective Courses** ..... 4-7 hours  
*Courses selected with adviser approval*  
 GEOG445 Cultural Tourism Resources (3 hrs)  
 GEOG541 Material Culture: A Disciplinary Review (3 hrs)  
 GEOG549 Cultural Landscape Interpretation (2 hrs)  
 GHPR539 American Decorative Arts (3 hrs)  
 GHPR572 Funding Preservation Projects (2 hrs)  
 GHPR630 Documenting Historic Places (2 hrs)  
 GHPR632 Interpreting the Historic House (3 hrs)  
 GHPR587 Coop-Education in Cultural Resource Management (3 hrs)  
 GHPR687/688/689 Internship (4/5/6 hrs)  
*And other relevant Historic Preservation Program electives and/or selected cognates, with permission of program adviser.*

**Program Total** ..... 36 hours

## MASTER OF SCIENCE in Historic Preservation — Preservation Planning (HPPP)

Web site: [www.emich.edu/public/geo/geography/hp.htm](http://www.emich.edu/public/geo/geography/hp.htm)

The M.S. in historic preservation-preservation planning requires a minimum of 36 hours. The master's curriculum emphasizes preparation for careers in historic preservation in a planning, administrative, historic agency, consulting or heritage tourism capacity. It provides practical experience through work study, internship, cooperative education and field study opportunities.

### Admission Requirements

**Degree Admission**  
 Applicants must:

1. Have a bachelor's degree from an accredited institution;
2. Meet Graduate School admission requirements; and
3. Have attained at least a 2.75 grade point average in the major field during the last two undergraduate years.

In addition to applying to the Graduate School, the applicant must obtain program application forms from the historic preservation coordinator and follow all application procedures.

### Conditional and Non-Degree Admission

Otherwise promising students who do not meet Graduate School or departmental undergraduate GPA requirements may be granted non-degree admission. Students who fulfill the probationary requirements of non-degree admission may be granted regular admission.

### Degree Requirements

1. Selection, in consultation with the program adviser, of a general course of study in historic preservation-preservation planning.
2. Completion of 36 hours of approved graduate-level course work beyond the bachelor's degree as described below under course requirements.
3. Completion of prerequisite courses. The number of hours and the specific courses will be stipulated by the program adviser according to the student's prior course work.

### Foundation/prerequisite courses:

Students must complete course work in each of the following foundation areas or have acceptable undergraduate equivalent, in which case the course may be waived.

ART429 History of American Architecture (3 hrs)  
 GEOG333 Settlement Geography (3 hrs)  
 GHPR401 Planning/Preservation Graphics (3 hrs)  
 GHPR475 Architectural Nomenclature (2 hrs)  
*One course from the following:*  
 GEOG332 Urban Geography (3 hrs)  
 GPLN435 History of Urban Form and Function (3 hrs)  
*One course from the following:*  
 HIST123 The United States to 1877 (3 hrs)  
 HIST124 The United States, 1877 to the Present (3 hrs)

### Course Requirements

The M.S. in historic preservation-preservation planning requires 36 hours of course work to be distributed among core and restricted elective courses as follows:

**Core Courses**..... 16-18 hours  
 GEOG531 American Cultural Landscapes (2 hrs)  
 GEOG548 American Vernacular Architecture (2 hrs)  
 GHPR530 Introduction to Historic Preservation (2 hrs)  
 GHPR547 Problems in Architectural Interpretation (2 hrs)  
 GHPR551 Principles of Building Technology (2 hrs)  
 GHPR620 Preservation Research Techniques (2 hrs)  
 GHPR636 Historic Preservation Field Project (3 hrs)  
 GHPR690/691/692 Historic Preservation Project (1/2/3 hrs)

**Required Courses** ..... 12 hours  
 GEOG553 City and Regional Planning (2 hrs)  
 GHPR531 Preservation and Planning Law (3 hrs)  
 GHPR557 Downtown Planning and Revitalization (3 hrs)  
 GHPR630 Documenting Historic Places (2 hrs)  
 GHPR631 Preservation Planning and Administration (2 hrs)

**Restricted Elective Courses** ..... 10-13 hours  
*Courses selected with adviser approval*  
 CNST648 Principles of Construction Technology (2 hrs)  
 GEOG541 Material Culture: A Disciplinary Overview (3 hrs)  
 GEOG549 Cultural Landscape Interpretation (2 hrs)  
 GEOG555 Comprehensive Planning (2 hrs)  
 GEOG556 Zoning (2 hrs)  
 GEOG570 Rural Planning and Preservation (2 hrs)  
 GEOG579 Geographic Information Systems (2 hrs)  
 GHPR532 Introduction to Curatorship (3 hrs)  
 GHPR534 Community Interpretation and Appropriate Tourism (3 hrs)  
 GHPR538 Historic Preservation and Tourism (2 hrs)  
 GHPR539 American Decorative Arts (3 hrs)  
 GHPR546 International Preservation (2 hrs)  
 GHPR552 Materials Conservation I (2 hrs)  
 GHPR558 Adaptive Use (2 hrs)  
 GHPR559 Urban Planning and Preservation Studio (3 hrs)  
 GHPR572 Funding Preservation Projects (2 hrs)  
 GHPR587 Cooperative Education in Cultural Resource Management (3 hrs)  
 GHPR632 Interpreting the Historic House (3 hrs)  
 GHPR638 Preserving Community Character (2 hrs)  
 GHPR651 Preservation Technology (2 hrs)  
 GHPR687/688/689 Internship (4/5/6 hrs)  
 GHPR 694 Seminar in Neighborhood Preservation (2 hrs)  
 GHPR695/696 Seminar in Historic Preservation (3-6 hrs)  
 Other relevant electives, including any historic preservation (GHPR) or planning course not already listed above, with permission of program adviser.

**Program Total** ..... 36 hours



## MASTER OF SCIENCE in Urban and Regional Planning (URP)

Web site: <http://planning.emich.edu>

### Objectives

The M.S. in urban and regional planning prepares students to work in city and regional planning agencies and private consulting firms, where they will be highly desired because of this degree's emphasis on skills in land use and environmental planning and Geographic Information Systems (GIS).

### Admission Requirements

1. 2.75 GPA from a regionally accredited undergraduate institution and/or at least 1500 on the aptitude test of the GRE
2. International students must receive a minimum score on the TOEFL language examination. See Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores.
3. A minimum of two letters of recommendation, preferably one from a professor in the student's major/minor field of study and one from an employer. If the student does not have related work experience then two letters from faculty members in the student's major or minor field of study will be required.
4. Class status: undergraduate degree from an accredited college/University; senior standing for conditional admission.

### Course Requirements

The M.S. in urban and regional planning requires 36 credit hours of course work distributed among required courses, elective courses and thesis or internship courses as follows.

### Required Courses ..... 31-33 hours

- GEOG553 Urban and Regional Planning (2 hrs)
- GEOG555 Comprehensive Planning (2 hrs)
- GEOG556 Zoning (2 hrs)
- GEOG557 Community Development and  
Downtown Revitalization (3 hrs)
- GEOG559/GHPR559 Urban Planning/Preservation Studio (3 hrs)
- GEOG579 Geographic Information Systems (3 hrs)
- GEOG581 Advanced Environmental Assessment (3 hrs)
- GEOG585 GIS Applications (3 hrs)
- GEOG674 Professional Publication/Report (2 hrs)
- GEOG677 Seminar in Methods and Research (2 hrs)
- PLSC655 Politics of Local Planning (2 hrs)

*\*One of the following internship courses or equivalent:*

- GEOG687 Internship (4 hrs)
- GEOG688 Internship (5 hrs)
- GEOG689 Internship (6 hrs)

### Restricted Elective Courses ..... 4-6 hours

*Four to six hours from the following:*

- CTAC508 Small Group Decision Making (2 hrs)
- CTAC509 Communication for Leaders (2 hrs)
- CTAC510 Listening Skills for Professionals (2 hrs)
- ENGL524 Advanced Technical Writing (3 hrs)
- GEOG570 Rural Planning and Preservation (2 hrs)
- GEOG575 Interpretation of Aerial Photography (3 hrs)
- GEOG580 Urban Environment Management (2 hrs)
- GEOG582 Remote Sensing of Earth Resources (3 hrs)
- GEOG584 Visual Programming for GIS Customization (3 hrs)
- GEOG668 GIS Project (3 hrs)
- GEOG678 Advanced Applications of GIS (3 hrs)
- GHPR530 Introduction to Historic Preservation (2 hrs)
- GHPR638 Preserving Community Character (2 hrs)
- PLSC510 Modern Public Administration (3 hrs)
- SOCL656 Human Ecology and Community  
Development (3 hrs)

### Program Total ..... 36 hours *Note:*

*\*Equivalency: If a student is employed in a planning position, a portfolio of work completed during employment may substitute for the internship requirement*

*and credits. The acceptability of the portfolio will be determined by the program adviser. If an internship is not feasible, a student may request a six credit thesis to replace the Internship and Professional Publication/Report requirements.*

## GRADUATE CERTIFICATE in Geographic Information Systems (GIS) for Educators

A five-course curriculum, granting a certificate of completion and satisfactory academic performance, is available for non-degree students. It is designed primarily for K-16 teachers, curriculum specialists and others interested in GIS applications in classrooms and school environments.

### Admission Requirements

Certificate curriculum applicants must have a bachelor's degree from an accredited institution and meet Graduate School non-degree student status requirements.

### Certificate Requirements

Following admission, the student should consult with the GIS educator's certificate program coordinator regarding the set up of a study plan. This certificate requires 15 hours of required course work as follows:

- Restricted Elective Courses ..... 15 hours
  - GEOG520 GIS Introduction for Educators (3 hrs)
  - GEOG522 Internet GIS Resources for Educators (3 hrs)
  - GEOG524 GIS As an Instructional Tool in Classrooms (3 hrs)
  - \*GEOG667 School GIS Projects (3 hrs)
  - GEOG669/ESSC669 GIS Lesson Plan Development (3 hrs)

### Certificate Total..... 15 hours

*Note:*

*\*GEOG667 can be taken as an online course, as a course on EMU's campus or the student can use a replacement of GEOG667 by a non-credit institute (workshop) experience.*

## GRADUATE CERTIFICATE in Geographic Information Systems (GIS) for Professionals

A five-course curriculum, granting a certificate of completion and satisfactory academic performance, is available for non-degree students. It is designed for GIS specialists, technicians, planners, information technology professionals and others interested in using geographic information technology in jobs or for careers.

### Admission Requirements

Certificate curriculum applicants must have a bachelor's degree from an accredited institution and meet Graduate School non-degree student status requirements.

### Certificate Requirements

Following admission, the student should consult with the GIS professional certificate program coordinator regarding the set up of a study plan. This certificate requires 15 hours of required course work as follows:

- Restricted Elective Courses ..... 15 hours
  - GEOG579 Geographic Information Systems (3 hrs)
  - GEOG584 Visual Programming for GIS Customization (3 hrs)
  - GEOG585 GIS Applications (3 hrs)
  - GEOG668 GIS Project (3 hrs)
  - GEOG678 Advanced Applications of GIS (3 hrs)

### Certificate Total..... 15 hours

## GRADUATE CERTIFICATE in Historic Preservation (HPRS)

A five-course curriculum, granting a certificate for completion and satisfactory academic performance, is available for non-degree students. It is designed for planners, historic-district commissioners and others interested in the preservation field.

### Admission Requirements

Certificate curriculum applicants must have a bachelor's degree from an accredited institution and meet Graduate School non-degree student status requirements.

### Certificate Requirements

Following admission, the student should consult with the historic preservation program coordinator regarding completion of the course requirements. This certificate requires 11 to 14 hours of course work distributed among required courses and restricted elective courses as follows:

Required Courses ..... 5 hours

- \*ART429 History of American Architecture (3 hrs)
- GHPR530 Introduction to Historic Preservation (2 hrs)

Restricted Elective Courses ..... 7-9 hours

*Seven to nine hours from the following:*

- GEOG531 American Cultural Landscapes (2 hrs)
- GEOG548 American Vernacular Architecture (2 hrs)
- GEOG570 Rural Planning and Preservation (2 hrs)
- GHPR531 Preservation and Planning Law (3 hrs)
- GHPR620 Preservation Research Techniques (2 hrs)
- GHPR651 Principles of Preservation Technology (2 hrs)
- GHPR695/696 Seminar in Preservation Issues (2/3 hrs)
- \*GPLN435 History of Urban Form and Function (3 hrs)
- Any 500- or 600-level GHPR courses except GHPR587,  
GHPR637, GHPR687/688/689, GHPR690/691/692  
and GHPR697/698/699

Certificate Total..... 12-14 hours

### Note:

*\*Must be taken for graduate credit. Students must submit a request form from the Graduate School to enroll in an advanced 400-level undergraduate course for graduate credit.*

## GRADUATE CERTIFICATE in Water Resources (WTRS)

See page 37 for Interdisciplinary program listings.

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

### Historic Preservation Courses:

- GHPR475 Architectural Nomenclature (2 hrs)

### Geography Courses:

- GEOG441 Transportation Geography and Planning (3 hrs)
- GEOG445 Cultural Tourism Resources (3 hrs)
- GEOG446 Heritage Interpretation and Tourism (3 hrs)
- GEOG477/478/479 Special Topics (1/2/3 hrs)
- GEOG480 Geographic Information Systems Projects (3 hrs)
- GPLN435 History of Urban Form and Function (3 hrs)
- GPLN495 Environmental Assessment and Planning (3 hrs)

### Earth Science Courses:

- ESSC425 Severe and Unusual Weather (3 hrs)
- ESSC428 Optical Mineralogy (3 hrs)
- ESSC430 Petroleum Geology (3 hrs)
- ESSC439 Economic Geology (3 hrs)
- ESSC448 Hydrogeology (3 hrs)
- ESSC450 Lake and Coastal Management (3 hrs)
- ESSC459 Aquifer Analysis (3 hrs)
- ESSC460 Contaminant Hydrology (3 hrs)
- ESSC470 Quantitative Methods in Geography and Geology (3 hrs)
- ESSC485 Introduction to Remote Sensing (3 hrs)

## Department of History and Philosophy

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Adviser: Dr Ronald Delph

Address: 701 Pray-Harold

Phone: 734.487.1018

E-mail: rdelph@emich.edu

Web site: www.emich.edu/history/

See pages 223 and 247 for course descriptions.

The Department of History and Philosophy offers a master of arts degree in history and coordinates an interdisciplinary master of arts in social science and a master of liberal studies in social science and American culture. Graduate and advanced graduate certificates in state and local history are also offered.

## MASTER OF ARTS in History (HST)

### Objectives

The master of arts in history enables students to acquire both general and specific knowledge concerning the human past. The program features specialization and breadth in subject matter. It also incorporates instruction in historiography and methodology as well as practice in research and writing. Students learn to locate, assess and present historical data from primary and secondary sources. This helps students refine their understanding of the meaning and matter of history. The degree can serve as preparation for teaching at the secondary level, for positions in government or business or for further graduate work at the doctoral level.

### Admission Requirements

Applicants must:

1. Meet the Graduate School's admission requirements;
2. Complete at least 20 hours of undergraduate course work in history, with a GPA of at least 2.75 for all undergraduate history courses; and
3. Have a minimum TOEFL score, if an international student (see the Admissions web site at www.emich.edu/admissions for minimum scores).

### Advising

New Students should arrange an early conference with the graduate adviser to plan their programs in detail.

### Program Requirements

The master of arts in history requires successful completion of at least 30 hours of coursework and a comprehensive examination. The 30 hours may include up to nine hours of approved 400-level courses. Courses in history are divided into the following areas:

- Area 1: United States
- Area 2: Europe
- Area 3: Other World Areas

The M.A. requires completion of one of the three following programs, which must be chosen by the time the candidate has completed at least 12, but not more than 19, hours of cognate work.

### Standard Program

Primarily for those interested in secondary, middle school or community college teaching, this program calls for 30 hours of course work and a comprehensive examination in each of two areas of concentration. The scope, nature and method of examination are determined by each examiner in consultation with the student. Course requirements for the standard program are as follows:

### Course Requirements

The M.A. in history requires 30 hours of course work to be distributed among required courses, restricted elective courses, elective courses in history and cognate courses as follows:

Required Courses ..... 5 hours

- \*HIST505 Historical Method (3 hrs)
- HIST688 Historiography (2 hrs)

Restricted Elective Courses ..... 12-18 hours

†Three courses in each of two of the following three areas:

- Area 1: United States
- Area 2: Europe
- Area 3: Other World Areas

Elective Courses in History ..... 1-13 hours

One to 13 hours selected in consultation with the graduate adviser.

Cognate Courses..... 0-6 hours

Zero to six hours selected in consultation with the graduate adviser.

Program Total..... 30 hours

### Note:

\*Students entering the program without credit for a course in historical method must register for HIST505 during their first two semesters.

†Students with superior upper-division undergraduate performance in these areas may be permitted to substitute elective hours for some or all of these requirements, with approval of the graduate adviser.

### Thesis Program

Designed for those intending to pursue doctoral study in history, this program has further admissions requirements in addition to those described in the standard program, and six hours of directed research, concluding with a thesis. In addition to a 2.75 undergraduate GPA in history, thesis program students must score at least 1150 on the GRE before being admitted to the program and show competency in a foreign language at the time of the submission of their thesis proposal. Foreign language competency may be satisfied by passing the Graduate Student Foreign Language Test (GSFLT) or by completing 12 hours of undergraduate credit either during the undergraduate program or as non-credit course work while pursuing the M.A. Course requirements for the thesis program are as follows:

Required Courses ..... 5 hours

- \*HIST505 Historical Method (3 hrs)
- HIST688 Historiography (2 hrs)

Restricted Elective Courses ..... 12-18 hours

†Three courses in each of two of the following three areas:

- Area 1: United States
- Area 2: Europe
- Area 3: Other World Areas

Elective Courses in History ..... 1-13 hours

One to 13 hours selected in consultation with the graduate adviser.

Thesis..... 6 hours

Six hours from the following:

HIST690/691/692 Thesis (1/2/3 hrs)

Program Total..... 30 hours

### Note:

\*Students entering the program without credit for a course in historical method must register for HIST505 during their first two semesters.

†Students with superior upper-division undergraduate performance in these areas may be permitted to substitute elective hours for some or all of these requirements, with approval of the graduate adviser.

## MASTER OF ARTS in Social Science (SOCS)

### Advising

In addition to these requirements, degree candidates must satisfy all of the general requirements of the Graduate School.

New students should arrange an early conference with the graduate adviser to plan their programs in detail.

All course selections must be approved by the graduate adviser before registration each semester.

### Objectives

The M.A. in social science is an interdisciplinary effort among the Economics; Geography and Geology; History and Philosophy; Political Science; and Sociology, Anthropology and Criminology departments, coordinated through the Department of History and Philosophy. Students in the program take courses in at least three of the five departments.

Because the master of arts in social science is interdisciplinary and does not require specialization, it is responsive to individual interests and curricular needs. The program can offer greater expertise to social studies teachers in the elementary and secondary schools. Students with career interests in business or government service can acquire the deeper knowledge and broader perspective that stem from graduate work in social science. In general, the program offers better understanding of the social, cultural, political, economic and geographic factors that shape human experience.

## Admission Requirements

### Degree Admission

Applicants must:

1. Meet the Graduate School's admission requirements;
2. Have at least 30 hours of undergraduate courses in social science, an overall undergraduate GPA of at least 2.5; and
3. Have a minimum TOEFL score, if an international student (see Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores).

### Non-Degree Admission

Non-Degree admission may be granted to promising students who do not meet the above GPA requirements. Such students must maintain a B average to be granted degree admission. From at least nine to at most 12 hours earned during a non-degree status may be applied toward the M.A. degree, upon recommendation of the program coordinator of advising.

### Courses Requirements

The M.A. in social science requires the completion of 30 hours of course work to be distributed among major concentration courses, restricted elective courses and elective courses as follows:

Major Concentration.....	12 hours
<i>At least six hours at the 500- or 600-level in one of the following: economics, geography (courses classified as social science), history, political science (one course from each of three groups, as specified by the department) or sociology/anthropology.</i>	
Restricted Elective Courses .....	12 hours
<i>Twelve hours from at least two other disciplines listed above.</i>	
Elective Courses .....	6 hours
<i>Six hours of social science or any other graduate courses offered by the University.</i>	
Program Total.....	30 hours

## MASTER OF LIBERAL STUDIES in Social Science and American Culture (SSAC)

The M.L.S. in social science and American culture is interdisciplinary in design. The program stresses individual inquiry and diverse opportunities for educational development.

### Objectives

The M.L.S. in social science and American culture, administered by the Department of History and Philosophy, draws upon courses in history and philosophy; art; communication and theatre arts; economics; English language and literature; foreign languages and bilingual studies; geography and geology; interdisciplinary technology; music and dance; political science; sociology, anthropology and criminology; and teacher education. This highly flexible program familiarizes students with a wide range of American cultures. It both helps students seeking employment in business, industry, or government and facilitates professional advancement for those already employed. The program also provides preparatory training for those desiring to teach or to pursue doctoral studies.

### Admission Requirements

#### Degree Admission

Applicants must:

1. Have completed a bachelor's degree, but no particular field or major is required;
2. Meet the GPA requirements for admission and for graduation established by the Graduate School; and
3. Have a minimum TOEFL score, if an international student (see Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores).

#### Advising

New Students should arrange an early conference with the graduate adviser to plan their programs in detail.

#### Program Requirements

The degree requires 30 hours of courses approved for graduate credit. These may include a maximum of nine hours in approved 400-level undergraduate courses. In addition to 24 hours in the American history and complementary concentrations below, the student will complete one of the following options:

**Option I:** Three hours of electives in approved courses in departments participating in the program, and a three-hour independent study. A two-hour integrated examination (oral or written) in American

culture, administered by a committee of at least two professors from departments involved in the student's program.

**Option II:** Three hours of electives in approved courses in departments participating in the program, and a three-credit-hour creative, scholarly or pedagogical special project supervised by a committee of at least two professors from departments involved in the student's program.

**Option III:** A thesis for six hours of credit. The thesis must relate to the student's course work in American culture and demonstrate an integrated knowledge of American life and thought. The thesis committee must consist of at least two professors from departments involved in the student's program.

### Course Requirements

The M.L.S. in social science and American culture requires the completion of 30 hours of course work to be distributed among American history concentration courses, complementary concentration courses and culminating experience courses as follows:

American History Concentration .....	12 hours
<i>At least six hours from courses at the 500- or 600-level from the department of history listed below.</i>	
Complementary Concentrations .....	12-15 hours
<i>At least four courses listed below from each of two or more of the participating departments</i>	
Culminating Experience .....	3-6 hours
<i>Special Project(s) (number varies by department) or Independent Study (697/698/699) for three hours or Thesis (690/691/692) for six hours.</i>	
Program Total.....	30 hours

Departments participating in and courses constituting the master of liberal studies in social science and American culture are listed below.

#### Department of History

- HIST414 The Automobile Industry and Modern America (3 hrs)
- HIST424 The United States from 1917 to 1941 (3 hrs)
- HIST425 The United States from 1941 to 1963 (3 hrs)
- HIST426 The United States from 1963 to the Present (3 hrs)
- HIST463 United States Labor History (3 hrs)
- HIST464 The Old West, 1540-1890 (3 hrs)
- HIST465 United States Constitutional History (3 hrs)
- HIST468 The American Mind to the Civil War (3 hrs)
- HIST469 The American Mind Since the Civil War (3 hrs)
- HIST482 The Age of Washington and Jefferson (3 hrs)
- HIST531 Studies in Black History (3 hrs)
- HIST532 Studies in Native American History (3 hrs)
- HIST533 Studies and Techniques in Local History (3 hrs)
- HIST535 Studies in the History of the Family in the United States (2 hrs)
- HIST538 Studies in Colonial American History (2 hrs)
- HIST541 The United States, 1825-1860: Ferment and Reform (2 hrs)
- HIST583 Studies in the Civil War and Reconstruction (3 hrs)
- HIST584 Studies in the Gilded Age (2 hrs)
- HIST585 Studies in 20th Century U.S. History (2 hrs)
- HIST586 United States in World Politics (2 hrs)

#### Department of Art

- ART429 History of American Architecture (3 hrs)

#### Department of Communication and Theatre Arts

- CTAR562 American Theatre History (2 hrs)
- CTAT446 Contemporary Problems in Electronic Media (3 hrs)
- CTAT537 Mass Communications (2 hrs)

#### Department of Economics

- ECON460 Industrial Organization (3 hrs)
- ECON501 Macroeconomic Theory and Policy (3 hrs)



- ECON502 Microeconomic Theory and Policy (3 hrs)
- ECON505 Collective Bargaining in Public and Private Sectors (3 hrs)
- ECON551 State and Local Government Finance (3 hrs)
- ECON562 Government and Business (3 hrs)

**Department of English Language and Literature**

- LITR523 Realism and Naturalism in American Literature (3 hrs)
- LITR526 Studies in African American Literature to 1945 (3 hrs)
- LITR568 Studies in 19th Century American Poetry (3 hrs)
- LITR569 The American Renaissance: 1830-1860 (3 hrs)
- LITR576 Studies in 20th Century American Fiction (3 hrs)
- LITR577 Studies in 20th Century American Poetry (3 hrs)

**Department of Foreign Languages and Bilingual Studies**

- FLAN421 History and Theory of Bilingual Education (3 hrs)

**Department of Geography and Geology**

- GEOG423 Principles of City and Regional Planning (3 hrs)
- GEOG431 Historical Geography of the United States (3 hrs)
- GEOG433 Political Geography of the United States (3 hrs)
- GEOG531 American Cultural Landscapes (2 hrs)
- GEOG548 American Vernacular Architecture (2 hrs)
- GEOG553 Urban and Regional Planning (2 hrs)
- GEOG567 Introduction to Coastal Environment (2 hrs)
- GEOG570 Rural Planning and Preservation (2 hrs)
- GHPR530 Introduction to Historic Preservation (2 hrs)
- GHPR694 Seminar in Neighborhood Preservation (2 hrs)

**Department of Interdisciplinary Technology**

- INDT500 Introduction to Interdisciplinary Technology (3 hrs)
- INDT501 History of Technology (3 hrs)
- INDT602 Contemporary Issues in Technology (2 hrs)

**Department of Music and Dance**

- MUSC504 America's Music (2 hrs)
- MUSC642 Foundations of Music Education (2 hrs)

**Department of Political Science**

- PLSC456 Criminal Law I (3 hrs)
- PLSC510 Modern Public Administration (3 hrs)
- PLSC565 Studies in State and Local Government (2 hrs)
- PLSC645 Intergovernmental Relations (2 hrs)

**Department of Sociology, Anthropology and Criminology**

- CRM610 Theories of Criminal Behavior (3 hrs)
- CRM611 Sociology of Crime and Its Correction (3 hrs)
- SOCL502 Racial and Cultural Minorities (3 hrs)
- SOCL503 The Family as an Institution (3 hrs)

**Department of Teacher Education**

- SOFD572 History of American Education (2 hrs)
- SOFD573 Black Experience and American Education (2 hrs)

*Note:*

*Graduate-level special topics courses that offer content in American culture may also be used in the M.L.S. program. Not more than six hours of special topics courses may be used in a degree program.*

## Local History Program (SLH)

Designed for those with a particular interest in regional and local history, this program requires the comprehensive examination in U.S. history and a written, oral or visual presentation resulting from original scholarly investigation. Course requirements are as follows:

**Required Courses ..... 12-14 hours**

- HIST505 Historical Method (3 hrs)
- HIST530 Urban Communities in U.S. History (3 hrs)
- HIST533 Studies and Techniques in Local History (3 hrs)
- HIST688 Historiography (2 hrs)

*One course from the following:*

- HIST597/598/599 Independent Study (1/2/3 hrs)
- HIST687 Cooperative Education in History (3 hrs)
- HIST689 Local History Internship (3 hrs)
- HIST690/691/692 Thesis (1/2/3 hrs)
- HIST697/698/699 Independent Study (1/2/3 hrs)

**Restricted Elective Courses ..... 12-14 hours**

*Select at least one course from Group A and one from Group B:*

**Group A**

- HIST482 The Age of Washington and Jefferson (3 hrs)
- HIST538 Studies in Colonial American History (2 hrs)
- HIST541 The United States, 1825-1860: Ferment and Reform (2 hrs)
- HIST583 Studies in the Civil War and Reconstruction (3 hrs)
- HIST585 Studies in 20th Century U.S. History (2 hrs)

**Group B**

- HIST414 The Automobile Industry and Modern America (3 hrs)
- HIST463 United States Labor History (3 hrs)
- HIST464 The Old West, 1540-1890 (3 hrs)
- HIST525 Technology, Social Change and the Role of Women (3 hrs)
- HIST531 Studies in Black History (3 hrs)
- HIST532 Studies in Native American History (3 hrs)
- HIST535 Studies in the History of the Family in the United States (2 hrs)
- HIST597/598/599 Independent Study (1/2/3 hrs)
- HIST687 Cooperative Education in History (3 hrs)
- HIST689 Local History Internship (3 hrs)
- HIST697/698/699 Independent Study (1/2/3 hrs)

**Cognate Courses..... 4-6 hours**

*Four to six hours selected from one cognate area (e.g., historic preservation) or topic (e.g. musical theatre), in consultation with the graduate adviser.*

**Program Total.....30 hours**

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- HIST411 England to 1689 (3 hrs)
- HIST412 England 1689 to Present (3 hrs)
- HIST414 The Automobile Industry and Modern America (3 hrs)
- HIST424 The United States from 1917 to 1941 (3 hrs)
- HIST425 The United States from 1941 to 1963 (3 hrs)
- HIST426 The United States from 1963 to the Present (3 hrs)
- HIST427 Europe from Absolutism to Revolution, 1648-1815 (3 hrs)
- HIST435 Italy since 1815 (3 hrs)
- HIST441 The Far East to 1800 (3 hrs)
- HIST442 Modern China (3 hrs)
- HIST443 Modern Japan (3 hrs)
- HIST450 European Military History 1815-1945 (3 hrs)
- HIST451 History of the First World War 1914-1918 (3 hrs)
- HIST456 Europe since 1945 (3 hrs)
- HIST457 History of Mexico (3 hrs)
- HIST461 Foreign Relations of the United States (3 hrs)
- HIST463 United States Labor History (3 hrs)
- HIST464 The Old West, 1540-1890 (3 hrs)

- HIST465 United States Constitutional History (3 hrs)
- HIST468 The American Mind to the Civil War (3 hrs)
- HIST469 The American Mind Since the Civil War (3 hrs)
- HIST471 Social and Intellectual History of 19th Century Europe (3 hrs)
- HIST479 Hitler's Germany (3 hrs)
- HIST480 The American Revolution (3 hrs)
- HIST481 The Teaching of Social Studies (3 hrs)
- HIST482 The Age of Washington and Jefferson (3 hrs)
- HIST486 The United States as an Emerging World Power (3 hrs)
- HIST487 Cooperative Education in History (3 hrs)
- PHIL426 Topics in Gender Philosophy (3 hrs)
- PHIL460 Philosophy of Language (3 hrs)
- PHIL470 Contemporary European Philosophy (3 hrs)

## Department of Mathematics

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Address: 515 Pray-Harrold  
Phone: 734.487.1444  
E-mail: bette.warren@emich.edu  
Web site: www.math.emich.edu

See page 235 for course descriptions.

*For advising and additional program information, contact:*

Walter Parry, coordinator of advising  
Address: 504K Pray-Harrold  
Phone: 734.487.5044  
E-mail: walter.parry@emich.edu

The department offers master of arts degrees in mathematics, mathematics-computer science, mathematics-statistics and mathematics education.

The Department of Mathematics awards several graduate assistantships each year; these provide a stipend, full tuition up to 18 hours and registration and general fees. Graduate fellowships are also awarded to qualified students. For further information, contact the department head or coordinator of advising.

## PROFESSIONAL MASTER OF SCIENCE in Bioinformatics (BINF)

See page 36 for Interdisciplinary program listings.

## MASTER OF ARTS in Mathematics (MTH)

### Objectives

1. To develop competence in mathematics and related areas beyond the undergraduate level.
2. To improve the teaching of mathematics.
3. To prepare for study beyond the master's level in mathematics or mathematics education.
4. To strengthen the mathematical background of professionals needing analytical and quantitative skills.
5. To meet the needs of teachers continuing their education.

6. To provide opportunities for research in mathematics and mathematics education.

### Admission Requirements

Applicants must:

1. Meet the Graduate School's degree admission requirements; and
2. Possess a strong undergraduate major in mathematics (approximately 30 hours with a GPA of 2.75 in mathematics courses). Students without such a major may be admitted to the program after meeting requirements specified by the department.

### Degree Requirements

The master of arts degree in mathematics requires at least 30 graduate hours beyond the bachelor's degree, distributed with the approval of the department according to the course requirements below. Approval by the student's adviser of each semester's courses prior to registration is recommended. Final approval for the degree by the coordinator of advising is required.

### Portfolio Requirement

Students must submit a portfolio to the graduate coordinator by the beginning of the semester in which they expect to graduate. The portfolio is to contain research projects, papers and midterm/final exams. Students should identify the course and professor for each piece of work.

### Research Requirement

Students must select one of the following options:

**Option I:** Four hours of thesis research. Additional thesis hours may be taken, but will not replace the requirements listed below under required courses, restricted electives, electives and cognates. Before starting thesis research, students must submit to the department head a request to form a thesis committee to be made up of three faculty members in the department. The chair, who will direct the research, is usually selected by the student and requires the approval of the department head. The chair, in consultation with the student, will then recommend for department-head approval, the other two committee members. At the conclusion of their research, students must submit to the department head the original thesis plus three copies written in a manner suitable for publication and approved by the thesis committee. A presentation, based on the thesis, will be made to at least three departmental faculty members.

**Option II:** At least two hours in research study. Students who elect this option will, with the approval of the coordinator of advising, select a supervisor to direct the research study. A copy of the study, written in good and acceptable form, must be filed with the department.

### Course Requirements

The M.A. in mathematics requires the completion of 30 hours of course work to be distributed among required courses, restricted elective courses, research courses, elective courses in mathematics and cognate courses as follows:

Required courses ..... 0-9 hours

- \*MATH411 Abstract Algebra (3 hrs) or equivalent
- \*MATH416 Linear Algebra (3 hrs) or equivalent
- \*MATH420 Introduction to Real Analysis (3 hrs) or equivalent

Restricted Elective Courses ..... 5-6 hours

*One course from two of the following three groups:*

#### Algebra

- MATH511 Linear Algebra (3 hrs)
- MATH518 Theory of Groups (3 hrs)

#### Analysis

- MATH522 Fourier Analysis (3 hrs)
- MATH524 Complex Analysis (3 hrs)
- MATH526 Real Analysis (3 hrs)

#### Probability and Statistics

- MATH571 Mathematical Statistics I: Probability Theory (3 hrs)
- MATH573 Statistical Data Analysis (2 hrs)
- MATH671 Mathematical Statistics II: Statistical Inference (3 hrs)

Research courses ..... 2-4 hours  
*MATH691/692 Research Study (2/3 hrs) for either two or three hours in research study or four hours of thesis research*

Elective courses in mathematics .....5-23 hours  
*Usually no more than six hours in mathematics education courses. Thesis or research study hours in mathematics education do not count as part of this six-hour limitation.*

Cognate Courses.....0-6 hours  
*May be taken, in consultation with the graduate adviser, outside the Department of Mathematics, but in an area related to mathematics. The number of such hours permitted in the program will be based on the student's background and needs. Current or prospective teachers of mathematics may take, instead of cognates, up to six additional hours in mathematics education beyond those permitted as electives above.*

Program Total .....30 hours

*Note:*  
*\*A total of nine hours of approved 400-level courses taken for graduate credit may be used on a graduate degree program. Students with undergraduate credit in any or all of these courses will substitute approved mathematics electives for these hours.*

## MASTER OF ARTS in Mathematics Education (MTED)

### Objectives

The program is designed to:

1. Enhance the repertoire of instructional strategies and skills including technological advances of secondary teachers;
2. Prepare teachers for leadership in mathematics education;
3. Promote awareness of current issues and research in mathematics education;
4. Broaden their mathematical content knowledge; and
5. Promote diversity by introducing mathematics teachers to the mathematics of other cultures.

### Admission Requirements

The requirements for admission to the master of arts in mathematics education are:

1. Meet all Graduate School's degree admission requirements;
2. Complete the equivalent of at least a minor in mathematics (approximately 20 credit hours) although a major in mathematics is preferred. More specifically, the student must have taken the equivalent of the entire calculus sequence (MATH120 Calculus I, MATH121 Calculus II, MATH223 Multivariable Calculus) and a beginning course in linear algebra (MATH122 Linear Algebra). A grade point average of 2.75 is required in the student's previous mathematics and mathematics education course work. Students without such a background may be admitted to the program conditionally; and
3. Obtain a secondary teaching certificate.

### Degree Requirements

This program requires a minimum of 34 graduate hours beyond the bachelor's degree, to be distributed with the approval of the department according to the course requirements below. The program includes 15 hours in mathematics and 13 hours in mathematics education course work, as well as a two-hour research study in mathematics education. Five hours will be taken from the College of Education in research techniques and curriculum foundations. Approval by the student's adviser of each semester's courses is suggested prior to registration but not required. Final recommendation for the degree by the coordinator of advising is required.

1. Mathematics Content (15 hrs)
2. Mathematics Pedagogical Knowledge (13 hrs)
3. Mathematics Education Research (2 hrs)
4. Educational Foundations (5 hrs)

### Portfolio Requirement

Students must submit a portfolio to the graduate coordinator by the beginning of the semester in which they expect to graduate. The portfolio is to contain research projects, papers and midterm/final exams. Students should identify the course and professor for each piece of work.

### Course Requirements

The M.A. in mathematics education requires the completion of 34 hours of course work to be distributed among required courses, restricted elective courses, research courses, elective courses in mathematics and mathematics education as follows:

Required Courses .....22 hours

1. Mathematics Content ..... 9 hours

- \*MATH411 Abstract Algebra (3 hrs) or equivalent
- \*MATH416 Linear Algebra (3 hrs) or equivalent
- \*MATH420 Introduction to Real Analysis (3 hrs) or equivalent

2. Mathematics Pedagogical Knowledge .....7 hours

- MATH580 Mathematical Connections (2 hrs)
- MATH583 Problem Solving (2 hrs)

*One of the following courses:*

- MATH584 Middle School Mathematics, Methods and Content (3 hrs)
- MATH588 High School Mathematics, Methods and Content (3 hrs)

3. Research in Mathematics Education..... 2 hours

- MATH691 Research Study (2 hrs)

*At least two hours of research study in mathematics education is required. Students will, with the approval of the coordinator of advising, select a supervisor to direct the research study. A copy of the study, written in good and acceptable form, must be filed with the department.*

4. Educational Foundation Courses ..... 4 hours

*Students must take the following courses from the College of Education:*

- CURR655 Curriculum Foundations (2 hrs)
- EDPS677 Methods in Quantitative Research (3 hrs)

Restricted Elective Courses ..... 6 hours

Mathematics Content

*One course from each of two of the following three groups:*

Algebra

- MATH511 Linear Algebra (3 hrs)
- MATH518 Theory of Groups (3 hrs)

Analysis

- MATH522 Fourier Analysis (3 hrs)
- MATH524 Complex Analysis (3 hrs)
- MATH526 Real Analysis (3 hrs)

Probability and Statistics

- MATH572 Design and Analysis of Experiments (3 hrs)
- MATH574 Applied Statistics (3 hrs)
- MATH575 Linear Regression Analysis (3 hrs)
- MATH576 Applied Survey Sampling (3 hrs)

Elective Courses ..... 6 hours

1. Mathematics Content

- \*MATH400 History and Development of Mathematics (3 hrs)
- MATH506 Introduction to Mathematical Logic (2 hrs)
- MATH507 Theory of Numbers (3 hrs)
- MATH508 Foundations of Mathematics (2 hrs)
- MATH546 Graph Theory (2 hrs)
- MATH550 General Topology (3 hrs)
- MATH573 Statistical Data Analysis (2 hrs)
- Other 500- or 600-level mathematics content courses with the approval of adviser

2. Mathematics Pedagogical Knowledge

- MATH582 Microcomputers for Educators (2 hrs)
- MATH584 Middle School Mathematics, Methods and Content (3 hrs)



MATH587 Enriching Instruction in High School Mathematics (2 hrs)  
MATH588 High School Mathematics, Methods and Content (3 hrs)  
MATH589 Geometry for Secondary Teachers (2 hrs)  
Other 500- or 600-level mathematics education courses with the approval of adviser

Program Total.....34 hours

*Note:*

*\*A total of nine hours of approved 400-level courses taken for graduate credit may be used on a graduate degree program. Students with undergraduate credit in any or all of these courses will substitute approved mathematics electives for these hours.*

## MASTER OF ARTS in Mathematics — Computer Science (MTCS)

### Objectives

1. To develop competence in mathematics and computer science beyond the undergraduate level.
2. To improve the teaching of mathematics and computer science.
3. To prepare for study beyond the master's level in mathematics and/or computer science.
4. To strengthen the mathematical background of professionals needing analytical and quantitative skills related to mathematics and computer science.
5. To provide opportunities for research in mathematics and/or computer science.

### Admission Requirements

Applicants must:

1. Meet all Graduate School degree admission requirements; and
2. Possess the equivalent of at least a minor in both mathematics and computer science (approximately 20 hours in each subject), although a major in one or the other subject is preferred. A GPA of at least 2.75 is required in both mathematics and computer science course work. Students without such a background may be admitted to the program after meeting requirements specified by the two departments.

### Degree Requirements

This program is for students with an interest in computer science or applied mathematics. It requires a minimum of 34 graduate hours beyond the bachelor's degree, distributed with the approval of both departments according to the course requirements below. The program includes at least 17 graduate hours in mathematics, including 11 at the 500- or 600-level, and at least 15 graduate hours in computer science, including 12 at the 500- or 600-level. Only six hours of 400-level course work in mathematics and only three hours of 400-level course work in computer science may be counted toward this degree. Approval by the student's adviser of each semester's courses prior to registration is recommended. Final approval for the degree by the coordinator of advising is required.

### Portfolio Requirement

Students must submit a portfolio to the graduate coordinator by the beginning of the semester in which they expect to graduate. The portfolio is to contain research projects, papers and midterm/final exams. Students should identify the course and professor for each piece of work.

### Course Requirements

The M.A. in mathematics-computer science requires the completion of 34 hours of course work to be distributed among required courses, restricted elective courses, elective courses and research courses in mathematics and computer science courses as follows:

Mathematics Courses ..... 14-19 hours

Required courses ..... 0-6 hours

\*MATH411 Abstract Algebra (3 hrs) or equivalent

\*MATH416 Linear Algebra (3 hrs) or equivalent

\*MATH420 Introduction to Real Analysis (3 hrs) or equivalent

Restricted electives ..... 5-6 hours

*One course from two of the following three groups:*

#### Algebra

MATH511 Linear Algebra (3 hrs)

MATH518 Theory of Groups (3 hrs)

#### Analysis

MATH522 Fourier Analysis (3 hrs)

MATH524 Complex Analysis (3 hrs)

MATH526 Real Analysis (3 hrs)

#### Probability and Statistics

MATH571 Mathematical Statistics I: Probability Theory (3 hrs)

MATH573 Statistical Data Analysis (2 hrs)

MATH671 Mathematical Statistics II: Statistical Inference (3 hrs)

Elective courses in mathematics ..... 5-14 hours

Computer Science Courses ..... 12-17 hours

Restricted Electives ..... 6 hours

*One course from the following:*

COSC513 Formal Methods in Software Development (3 hrs)

COSC541 Automata, Computability, Formal Languages (3 hrs)

*One course from the following:*

COSC623 Advanced Operating Systems (3 hrs)

COSC625 Real Time Processing (3 hrs)

COSC645 Advanced Compiler Construction (3 hrs)

COSC661 Automated Reasoning (3 hrs)

Electives in computer science ..... 6-11 hours

*COSC514 Fundamentals of Computer Science I and*

*COSC515 Fundamentals of Computer Science II do not count toward this master's degree program.*

Research courses ..... 2-3 hours

*Students may satisfy the research requirement either by taking COSC683 or at least two hours of thesis or research study in either mathematics or computer science. Mathematics research study courses count toward the 17 hour mathematics requirement. Computer science thesis courses and COSC683 count toward the 15 hour computer science requirement. Students choosing the thesis or research study will, with the approval of the coordinators of advising, select a supervisor to direct the research study. See the description of the research requirement for the M.A. in mathematics.*

*One course from the following:*

MATH691/692 Research Study (2/3 hrs)

COSC683 Software Engineering Practicum (3 hrs)

COSC691/692 Thesis (2/3 hrs)

MATH691/692 Research Study (2/3 hrs)

Program Total ..... 34 hours

*Note:*

*\*A total of six hours of approved 400-level mathematics courses taken for graduate credit may be applied to this graduate degree program. Students with undergraduate credit in any or all of these courses will substitute approved mathematics electives for these hours.*

## MASTER OF ARTS in Mathematics — Statistics (MTAS)

### Objectives

1. To develop competence in mathematics and statistics beyond the undergraduate level.
2. To improve the teaching of both mathematics and statistics.



- To prepare for study beyond the master's level in mathematics and/or statistics.
- To strengthen the mathematical background of professionals needing analytical and quantitative skills related to mathematics and statistics.
- To provide opportunities for research in mathematics and/or statistics.

**Admission Requirements**

Applicants must:

- Meet all Graduate School degree admission requirements; and
- Have completed a course in multivariable calculus, a course in calculus-based probability and statistics and a mathematics "proof" course, although a major in either mathematics or statistics is preferred. A GPA of at least 2.75 is required in both mathematics and statistics course work. Students without such a background may be admitted to the program after meeting requirements specified by the department.

**Degree Requirements**

This program requires a minimum of 34 graduate hours beyond the bachelor's degree, distributed with the approval of the department according to the course requirements below. Approval by the student's adviser of each semester's courses prior to registration is recommended. Final approval for the degree by the coordinator of advising is required.

**Portfolio Requirement**

Students must submit a portfolio to the graduate coordinator by the beginning of the semester in which they expect to graduate. The portfolio is to contain research projects, papers and midterm/final exams. Students should identify the course and professor for each piece of work.

**Course Requirements**

The M.A. in mathematics-statistics requires the completion of 34 hours of course work to be distributed among required courses, restricted elective courses, elective courses and research courses in mathematics, statistics courses and general courses as follows:

Mathematics.....	15 hours
Required Courses .....	0-9 hours
*MATH411 Abstract Algebra (3 hrs) or equivalent	
*MATH416 Linear Algebra (3 hrs) or equivalent	
*MATH420 Introduction to Real Analysis (3 hrs) or equivalent	
Restricted Elective Courses .....	6 hours
Select one course from two of the following four groups:	
Algebra	
MATH511 Linear Algebra (3 hrs)	
MATH518 Theory of Groups (3 hrs)	
Analysis	
MATH522 Fourier Analysis (3 hrs)	
MATH524 Complex Analysis (3 hrs)	
MATH526 Real Analysis (3 hrs)	
Applied	
MATH536 Numerical Analysis (3 hrs)	
MATH560 Introduction to Optimization Theory (3 hrs)	
Bioinformatics	
MATH570 Statistical Concepts and Methods for Bioinformatics (3 hrs)	
Elective courses in mathematics.....	0-9 hours
Statistics Courses .....	17 hours
Required courses .....	11 hours
MATH571 Mathematical Statistics I: Probability Theory (3 hrs)	
MATH572 Design and Analysis of Experiments (3 hrs)	
MATH573 Statistical Data Analysis (2 hrs)	
MATH671 Mathematical Statistics II: Statistical Inference (3 hrs)	
Restricted Electives.....	6 hours
Two courses from the following:	
MATH574 Applied Statistics (3 hrs)	
MATH575 Linear Regression Analysis (3 hrs)	
MATH576 Applied Survey Sampling (3 hrs)	
MATH577 Applied Multivariate Statistics (3 hrs)	
MATH578 Nonparametric Statistics (3 hrs)	

Research Course..... 2 hours

*At least two hours of thesis or research study in either mathematics or statistics are required. Students will, with the approval of the coordinator of advising, select a supervisor to direct the thesis or research study. See the description of the research requirement for the M.A. in mathematics.*

MATH691/692 Research Study (2/3 hrs)

Program Total.....34 hours

Note:

*\*A total of nine hours of approved 400-level courses taken for graduate credit may be used on a graduate degree program. Students with undergraduate credit in any or all of these courses will substitute approved mathematics electives for these hours.*

**GRADUATE CERTIFICATE in Bioinformatics (BINF)**

See page 37 for Interdisciplinary program listings.

**Undergraduate Courses for Graduate Credit**

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

*Only students in the Mathematics Education concentration may receive graduate credit for MATH400.*

- MATH400 History and Development of Mathematics (3 hrs)
- MATH411 Abstract Algebra (3 hrs)
- MATH416 Linear Algebra (3 hrs)
- MATH420 Introduction to Real Analysis (3 hrs)

**Department of Music and Dance**

\*\*\*\*\*

Address: N101 Alexander  
 Phone: 734.487.4380  
 E-mail: dave.woike@emich.edu  
 Web site: http://www.emich.edu/musicdance

See page 241 for course descriptions.

The Eastern Michigan University Department of Music and Dance strives to promote lifelong musical learning, to prepare students for professional careers in music, and to advance the cultural life of the campus, community and beyond.

### Departmental Values

Teaching and learning  
Performing  
Scholarship  
Outreach  
Service

### Guiding Principles

Musicianship  
Excellence  
Accessibility  
Relevance  
Partnership

### Degrees

Master of Music in Composition  
Master of Music in Music Education  
Master of Music in Performance with specializations in:  
Collaborative Keyboard  
Harpichord or Organ  
Piano  
Voice  
Wind, String, or Percussion Instrument  
Master of Music in Piano Pedagogy

All degrees are accredited by the National Association of Schools of Music

## MASTER OF MUSIC in Composition (MCOM)

### Admission Requirements

Admission to the Master of Music in Music Composition degree is granted to students who meet the requirements of both the Graduate School and the Department of Music and Dance. Application for admission should be made to the Graduate Admissions office, where undergraduate transcripts are evaluated. Transcripts should be forwarded to the office of Graduate Admissions at the time of application. Application for admission to the Department of Music and Dance should be made to the Department of Music and Dance office. Admission requirements are as follows:

1. Undergraduate degree in music or its equivalent;
2. At least two original compositions;
3. Interview with composition faculty;
4. Two letters of recommendation;
5. Music Theory Graduate Placement Exam.

### Conditional Admission

Students deficient in a requirement for degree admission may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

### Graduate Advising

Upon admission to the Department of Music and Dance, each student will meet with the graduate adviser for assistance in planning their curriculum.

### Exit Requirements

In addition to Graduate School requirements, Department requirements are as follows:

1. Comprehensive Review in Composition (achieved through a mechanism such as written or oral exam, seminar providing summary evaluation, or a cumulative series of reviews);

2. Thesis (original composition for large ensemble with the intent of performance).

### Course Requirements

The M.M. in Music Composition requires the completion of 30 hours of course work to be distributed among Supportive Studies, Major Field and Electives as follows.

### Supportive Studies in Music\* .....10 hours

MUSC500 Introduction to Graduate Studies (2 hrs)

*Four hours from the following:*

‡MUSC511 Survey of Harmonic Techniques (2 hrs)

‡MUSC513 Form and Analysis (2 hrs)

‡MUSC516 Schenkerian Analysis (2 hrs)

*Four hours from the following:*

MUSC504 America's Music (2 hrs)

MUSC505 World Music (2 hrs)

MUSC631 Renaissance Music (2 hrs)

MUSC632 Baroque Music (2 hrs)

MUSC633 Music in the Classical Era (2 hrs)

MUSC634 Music in the Romantic Era (2 hrs)

MUSC635 Music Since 1900 (2 hrs)

MUSC694 Seminar (music history) (2 hrs)

### Courses in Major Field\* .....16 hours

MUSC512 Counterpoint (2 hrs)

MUSC518 Music Composition I (3 hrs)

‡MUSC617 Music Composition II (3 hrs)

MUSC618 Music Composition III (3 hrs)

MUSC693 Thesis (3 hrs)

MUSC694 Seminar (composition) (2 hrs)

### Elective Courses ..... 4 hours

*Music or non-music courses selected in consultation with the graduate adviser.*

### Program Total .....30 hours

#### Note:

\*Students must earn a grade of a "B" or higher in all Supportive Studies and Major Field courses. If a student earns a grade lower than a "B" in any course, he/she must retake the course and receive a "B" or higher, before the credits for that course can be counted toward their degree.

‡ Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511, MUSC512, MUSC513 or MUSC516. Students who fail to achieve an acceptable score must take MUSC509 and receive a "B" or better prior to enrolling in any of these courses.

‡ Students will be admitted to 600-level Music Composition if the quality and quantity of their work in MUSC518 indicates that they can do advanced work in composition. MUSC518 may be taken up to four times, but will only count once towards the degree requirements. Repeating MUSC518 beyond the four-time limit requires permission from the department.

## MASTER OF MUSIC in Music Education (MUED)

### Admission Requirements

Admission to the Master of Music in Music Education is granted to students who meet the requirements of both the Graduate School and the Department of Music and Dance. Application for admission should be made to the Graduate Admissions office, where undergraduate transcripts are evaluated. Transcripts should be forwarded to the office of Graduate Admissions at the time of application. Application for admission to the Department of Music and Dance should be made to the Department of Music and Dance office. Admission requirements are as follows:

1. Undergraduate degree in music education, or its equivalent;
2. Interview with appropriate music education faculty;
3. Two letters of recommendation from sources familiar with applicant's teaching;
4. A letter of interest (one page) stating the applicant's aspirations regarding master's study;
5. Audition for applied music placement;
6. Music Theory Graduate Placement Exam.

#### Conditional Admission

Students deficient in a requirement for degree admission may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

#### Graduate Advising

Upon admission to the Department of Music and Dance, each student will meet with the graduate adviser for assistance in planning their curriculum.

#### Exit Requirements

In addition to Graduate School requirements, Department requirements are as follows:

1. Comprehensive Review in Music Education (achieved through a mechanism such as written or oral exam, seminar providing summary evaluation, or a cumulative series of reviews);
2. Graduate Recital, Exam or Thesis Option.

#### Course Requirements

The M.M. in Music Education requires the completion of 30 hours of course work to be distributed among Supportive Studies, Major Field and Electives as follows.

#### Supportive Studies in Music\* ..... 10 hours

MUSC500 Introduction to Graduate Studies (2 hrs)

*Four hours from the following:*

- ‡MUSC511 Survey of Harmonic Techniques (2 hrs)
- ‡MUSC512 Counterpoint (2 hrs)
- ‡MUSC513 Form and Analysis (2 hrs)
- ‡MUSC516 Schenkerian Analysis (2 hrs)

*Four hours from the following*

- MUSC504 America's Music (2 hrs)
- MUSC505 World Music (2 hrs)
- MUSC631 Renaissance Music (2 hrs)
- MUSC632 Baroque Music (2 hrs)
- MUSC633 Music in the Classical Era (2 hrs)
- MUSC634 Music in the Romantic Era (2 hrs)
- MUSC635 Music Since 1900 (2 hrs)
- MUSC694 Seminar (music history) (2 hrs)

#### Music Education..... 18 hours

MUSC572 Psychology of Music Teaching and Learning (2 hrs)

MUSC642 Foundations of Music Education (2 hrs)

MUSC646 Music Curriculum and Assessment (2 hrs)

MUSC694 Seminar (music education) (2 hrs)

‡Applied Music (principal instrument) (1-2 hours)

*Four hours from the following:*

- MUSC565 Ensemble Pedagogy and Literature (band, choral, orchestra) (2 hrs)
- MUSC576 Score Study and Rehearsal Strategies for Music Educators (2 hrs)
- MUSC591 Special Topics (music education) (2 hrs)
- MUSC595 Workshop in Music (music education) (2 hrs)
- MUSC678 Advanced Conducting for Music Educators (2 hrs)
- MUSC697 Independent Study (music education) (1 hr)
- MUSC698 Independent Study (music education) (2 hrs)

‡Culminating Experience..... 4-5 hours

*One option from the following:*

Option I: Ensemble Conducting Recital ..... 4 hours

MUSC678 Advanced Conducting for Music

Educators (2 hrs)

MUSC688 Ensemble Conducting Recital (2 hrs)

Option II: Exam ..... 4 hours

Graduate music education courses (4 hrs), selected in consultation with the Music Education faculty, and exam

Option III: Thesis: ..... 5 hours

*One option from the following:*

EDPS677 Methods in Quantitative Research (3 hrs)

EDPS687 Qualitative/Interpretive Research (3 hrs)

MUSC691 Thesis (2 hrs)

Elective Courses ..... 2 hours

*Music or non-music courses selected in consultation with the graduate adviser.*

Program Total..... 30 hours

*Note:*

*\*Students must earn a grade of a "B" or higher in all Supportive Studies and Major Field courses. If a student earns a grade lower than a "B" in any course, he/she must retake the course and receive a "B" or higher, before the credits for that course can be counted toward their degree.*

*† Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511, MUSC512, MUSC513 or MUSC516. Students who fail to achieve an acceptable score must take MUSC509 and receive a "B" or better prior to enrolling in any of these courses.*

*‡ Students who pursue Culminating Experience Option III: Thesis are required to take one hour of applied music. All other students must take two hours of applied music.*

## MASTER OF MUSIC in Music Performance (Collaborative Keyboard) (MPRF)

#### Admission Requirements

Admission to the Master of Music in Music Performance (Collaborative Keyboard) is granted to students who meet the requirements of both the Graduate School and the Department of Music and Dance. Application for admission should be made to the Graduate Admissions office, where undergraduate transcripts are evaluated. Transcripts should be forwarded to the office of Graduate Admissions at the time of application. Application for admission to the Department of Music and Dance should be made to the Department of Music and Dance office. Admission requirements are as follows:

1. Undergraduate degree in music, or its equivalent;
2. Interview with the appropriate applied music faculty;
3. Two letters of recommendation;
4. Keyboard audition (repertoire requirements on web site);
5. Repertoire list;
6. Music Theory Graduate Placement Exam.

#### Conditional Admission

Students deficient in a requirement for degree admission may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

## Graduate Advising

Upon admission to the Department of Music and Dance, each student will meet with the graduate adviser for assistance in planning their curriculum.

## Exit Requirements

In addition to Graduate School requirements, Department requirements are as follows:

1. Comprehensive Review in Performance (achieved through a mechanism such as a written or oral exam, seminar providing summary evaluation, or a cumulative series of reviews);
2. Graduate Recital. Requirements are as follows:
  - a. Student must be registered for applied music during the semester in which the recital is given.
  - b. Student will perform a recital hearing for a faculty committee at least three weeks prior to the performance. In addition to the student's major applied teacher, at least one other faculty member from the committee must attend the recital.
  - c. Student will provide a thoroughly researched and appropriately referenced recital paper.
  - d. Student will provide a recording of the recital to the Music Office.

## Course Requirements

The M.M. in Music Performance (Collaborative Keyboard) requires the completion of 30 hours of course work to be distributed among Supportive Studies, Major Field and Electives as follows.

### Supportive Studies in Music\* .....10 hours

MUSC500 Introduction to Graduate Studies (2 hrs)

*Four hours from the following:*

†MUSC511 Survey of Harmonic Techniques (2 hrs)

†MUSC512 Counterpoint (2 hrs)

†MUSC513 Form and Analysis (2 hrs)

†MUSC516 Schenkerian Analysis (2 hrs)

*Four hours from the following:*

MUSC504 America's Music (2 hrs)

MUSC505 World Music (2 hrs)

MUSC631 Renaissance Music (2 hrs)

MUSC632 Baroque Music (2 hrs)

MUSC633 Music in the Classical Era (2 hrs)

MUSC634 Music in the Romantic Era (2 hrs)

MUSC635 Music Since 1900 (2 hrs)

MUSC694 Seminar (music history) (2 hrs)

### Courses in Major Field\* .....18 hours

MUSC551 Vocal and Instrumental Collaboration (4 hrs-2 hrs taken twice)

MUSC561 Studies in Literature (other than keyboard) (2 hrs)

MUSC660 Pedagogy of Music Performance (1 hr)

#MUSC661 Principal Instrument Pedagogy (1 hr)

MUSC687 Graduate Recital (2 hrs)

Applied Music (ACOL) at 652-level or above; students must complete MUSC664 (8 hours)

### Elective Courses .....2 hours

*Music or non-music courses selected in consultation with the graduate adviser.*

### Program Total .....30 hours

#### Note:

\*Students must earn a grade of a "B" or higher in all Supportive Studies and Major Field courses. If a student earns a grade lower than a "B" in any course, he/she must retake the course and receive a "B" or higher, before the credits for that course can be counted toward their degree.

†Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511, MUSC512, MUSC513 or MUSC516. Students who fail to achieve an acceptable score must take MUSC509 and receive a "B" or better prior to enrolling in any of these courses. # MUSC661 must be taken concurrently with MUSC660.

## MASTER OF MUSIC in Music Performance (Harpsichord or Organ) (MPRF)

### Admission Requirements

Admission to the Master of Music in Music Performance (Harpsichord or Organ) is granted to students who meet the requirements of both the Graduate School and the Department of Music and Dance. Application for admission should be made to the Graduate Admissions office, where undergraduate transcripts are evaluated. Transcripts should be forwarded to the Office of Graduate Admissions at the time of application. Application for admission to the Department of Music and Dance should be made to the Department of Music and Dance office. Admission requirements are as follows:

1. Undergraduate degree in music, or its equivalent;
2. Interview with the appropriate applied music faculty;
3. Two letters of recommendation;
4. Audition on harpsichord or organ;
5. Repertoire list;
6. Music Theory Graduate Placement Exam.

### Conditional Admission

Students deficient in a requirement for degree admission may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

### Graduate Advising

Upon admission to the Department of Music and Dance, each student will meet with the graduate adviser for assistance in planning their curriculum.

### Exit Requirements

In addition to Graduate School requirements, Department requirements are as follows:

1. Comprehensive Review in Performance (achieved through a mechanism such as a written or oral exam, seminar providing summary evaluation, or a cumulative series of reviews);
2. Graduate Recital. Requirements are as follows:
  - a. Students must be registered for applied music during the semester in which the recital is given.
  - b. Student will perform a recital hearing for a faculty committee at least three weeks prior to the performance. In addition to the student's major applied teacher, at least one other faculty member from the committee must attend the recital.
  - c. Student will provide a thoroughly researched and appropriately referenced recital paper.
  - d. Student will provide a recording of the recital to the Music Office.

### Course Requirements

The M.M. in Music Performance (Harpsichord or Organ) requires the completion of 30 hours of course work to be distributed among Supportive Studies, Major Field and Electives as follows.

### Supportive Studies in Music\* .....10 hours

MUSC500 Introduction to Graduate Studies (2 hrs)

*Four hours from the following:*

†MUSC511 Survey of Harmonic Techniques (2 hrs)

†MUSC512 Counterpoint (2 hrs)

†MUSC513 Form and Analysis (2 hrs)

†MUSC516 Schenkerian Analysis (2 hrs)



Four hours from the following:

- MUSC504 America's Music (2 hrs)
- MUSC505 World Music (2 hrs)
- MUSC631 Renaissance Music (2 hrs)
- MUSC632 Baroque Music (2 hrs)
- MUSC633 Music in the Classical Era (2 hrs)
- MUSC634 Music in the Romantic Era (2 hrs)
- MUSC635 Music Since 1900 (2 hrs)
- MUSC694 Seminar (music history) (2 hrs)

Courses in Major Field\* ..... 18 hours

- MUSC515 Common Practice Improvisation (2 hrs)
- MUSC546 Collegium Musicum (2 hrs-1 hr taken twice)
- MUSC561 Studies in Literature (early keyboard) (2 hrs)
- MUSC660 Pedagogy of Music Performance (1 hr)
- #MUSC661 Principal Instrument Pedagogy (1 hr)
- MUSC687 Graduate Recital (2 hrs)
- Applied Music (harpsichord or organ) at 652-level or above; students must complete MUSC664 (8 hours)

Elective Courses ..... 2 hours

*Music or non-music courses selected in consultation with the graduate adviser.*

Program Total ..... 30 hours

Note:

\*Students must earn a grade of a "B" or higher in all Supportive Studies and Major Field courses. If a student earns a grade lower than a "B" in any course, he/she must retake the course and receive a "B" or higher, before the credits for that course can be counted toward their degree.

†Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511, MUSC512, MUSC513 or MUSC516. Students who fail to achieve an acceptable score must take MUSC509 and receive a "B" or better prior to enrolling in any of these courses. # MUSC661 must be taken concurrently with MUSC660.

## MASTER OF MUSIC in Music Performance (Piano) (MPRF)

### Admission Requirements

Admission to the Master of Music in Music Performance (Piano) is granted to students who meet the requirements of both the Graduate School and the Department of Music and Dance. Application for admission should be made to the Graduate Admissions office where undergraduate transcripts are evaluated. Transcripts should be forwarded to the Office of Graduate Admissions at the time of application. Application for admission to the Department of Music and Dance should be made to the Department of Music and Dance office. Admission requirements are as follows:

1. Undergraduate degree in music, or its equivalent;
2. Interview with the appropriate applied music faculty;
3. Two letters of recommendation;
4. Audition on piano;
5. Repertoire list;
6. Music Theory Graduate Placement Exam.

### Conditional Admission

Students deficient in a requirement for degree admission may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

### Graduate Advising

Upon admission to the Department of Music and Dance, each student will meet with the graduate adviser for assistance in planning their curriculum.

### Exit Requirements

In addition to Graduate School requirements, Department requirements are as follows:

1. Comprehensive Review in Performance (achieved through a mechanism such as a written or oral exam, seminar providing summary evaluation, or a cumulative series of reviews);
2. Graduate Recital. Requirements are as follows:
  - a. Student must be registered for applied music during the semester in which the recital is given.
  - b. Student will perform a recital hearing for a faculty committee at least three weeks prior to the performance. In addition to the student's major applied teacher, at least one other faculty member from the committee must attend the recital.
  - c. Student will provide a thoroughly researched and appropriately referenced recital paper.
  - d. Student will provide a recording of the recital to the Music Office.

### Course Requirements

The M.M. in Music Performance (Piano) requires the completion of 30 hours of course work to be distributed among Supportive Studies, Major Field and Electives as follows.

Supportive Studies in Music\* ..... 10 hours

MUSC500 Introduction to Graduate Studies (2 hrs)

Four hours from the following:

- †MUSC511 Survey of Harmonic Techniques (2 hrs)
- †MUSC512 Counterpoint (2 hrs)
- †MUSC513 Form and Analysis (2 hrs)
- †MUSC516 Schenkerian Analysis (2 hrs)

Four hours from the following:

- MUSC504 America's Music (2 hrs)
- MUSC505 World Music (2 hrs)
- MUSC631 Renaissance Music (2 hrs)
- MUSC632 Baroque Music (2 hrs)
- MUSC633 Music in the Classical Era (2 hrs)
- MUSC634 Music in the Romantic Era (2 hrs)
- MUSC635 Music Since 1900 (2 hrs)
- MUSC694 Seminar (music history) (2 hrs)

Courses in Major Field\* ..... 18 hours

- MUSC561 Studies in Literature (piano) (2 hrs)
  - MUSC660 Pedagogy of Music Performance (1 hr)
  - #MUSC661 Principal Instrument Pedagogy (1 hr)
  - MUSC687 Graduate Recital (2 hrs)
  - Applied Music (APNO) at 652-level or above; students must complete MUSC664 (8 hours)
- Four hours from the following:
- MUSC515 Common Practice Improvisation (2 hrs)
  - MUSC551 Vocal and Instrumental Collaboration (2 hrs)
  - MUSC554 Chamber Music (2 hrs-1 hr taken twice)
  - MUSC561 Studies in Literature (keyboard) (2 hrs)

Elective Courses ..... 2 hours

*Music or non-music courses selected in consultation with the graduate adviser.*

Program Total ..... 30 hours

Note:

\*Students must earn a grade of a "B" or higher in all Supportive Studies and Major Field courses. If a student earns a grade lower than a "B" in any course,

he/she must retake the course and receive a “B” or higher, before the credits for that course can be counted toward their degree.

†Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511, MUSC512, MUSC513 or MUSC516. Students who fail to achieve an acceptable score must take MUSC509 and receive a “B” or better prior to enrolling in any of these courses.

# MUSC661 must be taken concurrently with MUSC660.

## MASTER OF MUSIC in Music Performance (Voice) (MPRF)

### Admission Requirements

Admission to the Master of Music in Music Performance (Voice) is granted to students who meet the requirements of both the Graduate School and the Department of Music and Dance. Application for admission should be made to the Graduate Admissions office, where undergraduate transcripts are evaluated. Transcripts should be forwarded to the office of Graduate Admissions at the time of application. Application for admission to the Department of Music and Dance should be made to the Department of Music and Dance office. Admission requirements are as follows:

1. Undergraduate degree in music, or its equivalent;
2. Interview with the appropriate applied music faculty;
3. Two letters of recommendation;
4. Vocal audition (including diction assessment)\*;
5. Repertoire list;
6. Music Theory Graduate Placement Exam.

\* Voice majors are expected to be proficient in German, French and Italian diction. If an incoming student is not proficient, he/she will be admitted conditionally and must take MUSC235 Diction in Singing within their first two semesters of study and receive a “B” or better. MUSC235 does not count toward degree requirements.

### Conditional Admission

Students deficient in a requirement for degree admission may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

### Graduate Advising

Upon admission to the Department of Music and Dance, each student will meet with the graduate adviser for assistance in planning their curriculum.

### Exit Requirements

In addition to Graduate School requirements, Department requirements are as follows:

1. Comprehensive Review in Performance (achieved through a mechanism such as a written or oral exam, seminar providing summary evaluation, or a cumulative series of reviews);
2. Graduate Recital. Requirements are as follows:
  - a. Student must be registered for applied music during the semester in which the recital is given.
  - b. Student will perform a recital hearing for a faculty committee at least three weeks prior to the performance. In addition to the student’s major applied teacher, at least one other faculty member from the committee must attend the recital.
  - c. Student will provide a thoroughly researched and appropriately referenced recital paper.
  - d. Student will provide a recording of the recital to the Music Office.

### Course Requirements

The M.M. in Music Performance (Voice) requires the completion of 30 hours of course work to be distributed among Supportive Studies, Major Field and Electives as follows.

#### Supportive Studies in Music\* ..... 10 hours

MUSC500 Introduction to Graduate Studies (2 hrs)

Four hours from the following:

‡MUSC511 Survey of Harmonic Techniques (2 hrs)

‡MUSC512 Counterpoint (2 hrs)

‡MUSC513 Form and Analysis (2 hrs)

‡MUSC516 Schenkerian Analysis (2 hrs)

Four hours from the following:

MUSC504 America’s Music (2 hrs)

MUSC505 World Music (2 hrs)

MUSC631 Renaissance Music (2 hrs)

MUSC632 Baroque Music (2 hrs)

MUSC633 Music in the Classical Era (2 hrs)

MUSC634 Music in the Romantic Era (2 hrs)

MUSC635 Music Since 1900 (2 hrs)

MUSC694 Seminar (music history) (2 hrs)

#### Courses in Major Field\* ..... 16 hours

MUSC660 Pedagogy of Music Performance (1 hr)

#MUSC662 Vocal Pedagogy (2 hrs)

MUSC687 Graduate Recital (2 hrs)

Applied Music (voice) at 652-level or above; students must complete MUSC664 (8 hours)

Ensemble (1 hr)

Two hours from the following:

MUSC561 Studies in Literature (solo song) (2 hrs)

MUSC561 Studies in Literature (opera) (2 hrs)

#### Elective Courses ..... 4 hours

Music or non-music courses selected in consultation with the graduate adviser.

#### Program Total ..... 30 hours

#### Note:

\*Students must earn a grade of a “B” or higher in all Supportive Studies and Major Field courses. If a student earns a grade lower than a “B” in any course, he/she must retake the course and receive a “B” or higher, before the credits for that course can be counted toward their degree.

† Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511, MUSC512, MUSC513 or MUSC516. Students who fail to achieve an acceptable score must take MUSC509 and receive a “B” or better prior to enrolling in any of these courses. # MUSC662 must be taken concurrently with MUSC660.

## MASTER OF MUSIC in Music Performance (Wind, String, or Percussion Instrument) (MPRF)

### Admission Requirements

Admission to the Master of Music in Music Performance (Wind, String, or Percussion) is granted to students who meet the requirements of both the Graduate School and the Department of Music and Dance. Application for admission should be made to the Graduate Admissions office, where undergraduate transcripts are evaluated. Transcripts should be forwarded to the office of Graduate Admissions at the time of application. Application for admission to the Department of Music and Dance should be made to the Department of Music and Dance office. Admission requirements are as follows:

1. Undergraduate degree in music, or its equivalent;

2. Interview with the appropriate applied music faculty;
3. Two letters of recommendation;
4. Audition on major instrument;
5. Repertoire list;
6. Music Theory Graduate Placement Exam.

#### Conditional Admission

Students deficient in a requirement for degree admission may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

#### Graduate Advising

Upon admission to the Department of Music and Dance, each student will meet with the graduate adviser for assistance in planning their curriculum.

#### Exit Requirements

In addition to Graduate School requirements, Department requirements are as follows:

1. Comprehensive Review in Performance (achieved through a mechanism such as a written or oral exam, seminar providing summary evaluation, or a cumulative series of reviews);
2. Graduate Recital. Requirements are as follows:
  - a. Student must be registered for applied music during the semester in which the recital is given.
  - b. Student will perform a recital hearing for a faculty committee at least three weeks prior to the performance. In addition to the student's major applied teacher, at least one other faculty member from the committee must attend the recital.
  - c. Student will provide a thoroughly researched and appropriately referenced recital paper.
  - d. Student will provide a recording of the recital to the Music Office.

#### Course Requirements

The M.M. in Music Performance (Wind, String, or Percussion Instrument) requires the completion of 30 hours of course work to be distributed among Supportive Studies, Major Field and Electives as follows.

#### Supportive Studies in Music\* ..... 10 hours

- MUSC500 Introduction to Graduate Studies (2 hrs)  
*Four hours from the following:*  
 †MUSC511 Survey of Harmonic Techniques (2 hrs)  
 †MUSC512 Counterpoint (2 hrs)  
 †MUSC513 Form and Analysis (2 hrs)  
 †MUSC516 Schenkerian Analysis (2 hrs)

- Four hours from the following:*  
 MUSC504 America's Music (2 hrs)  
 MUSC505 World Music (2 hrs)  
 MUSC631 Renaissance Music (2 hrs)  
 MUSC632 Baroque Music (2 hrs)  
 MUSC633 Music in the Classical Era (2 hrs)  
 MUSC634 Music in the Romantic Era (2 hrs)  
 MUSC635 Music Since 1900 (2 hrs)  
 MUSC694 Seminar (music history) (2 hrs)

#### Courses in Major Field\* ..... 16-17 hours

- One course from the following (determined by applied music faculty):*  
 MUSC559 Studies in Literature (principal instrument)\* (1 hr)  
 MUSC561 Studies in Literature (principal instrument) (2 hrs)  
 MUSC660 Pedagogy of Music Performance (1 hr)  
 #MUSC661 Principal Instrument Pedagogy (1 hr)  
 MUSC687 Graduate Recital (2 hrs)

- Applied Music (wind, string, or percussion instrument) at 652-level or above; students must complete MUSC664 (8 hours)  
 Ensemble (3 hrs)

Elective Courses ..... 3-4 hours  
*Music or non-music courses selected in consultation with the graduate adviser.*

Program Total ..... 30 hours

#### Note:

\*Students must earn a grade of a "B" or higher in all Supportive Studies and Major Field courses. If a student earns a grade lower than a "B" in any course, he/she must retake the course and receive a "B" or higher, before the credits for that course can be counted toward their degree.

† Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511, MUSC512, MUSC513 or MUSC516. Students who fail to achieve an acceptable score must take MUSC509 and receive a "B" or better prior to enrolling in any of these courses. # MUSC661 must be taken concurrently with MUSC660.

## MASTER OF MUSIC in Piano Pedagogy (MUPP)

### Admission Requirements

#### Degree Admission

Admission to the Master of Music in Piano Pedagogy is granted to students who meet the requirements of both the Graduate School and the Department of Music and Dance. Application for admission should be made to the Graduate Admissions office, where undergraduate transcripts are evaluated. Transcripts should be forwarded to the office of Graduate Admissions at the time of application. Application for admission to the Department of Music and Dance should be made to the Department of Music and Dance office. Admission requirements are as follows:

1. Undergraduate degree in music, or its equivalent;
2. Interview with the appropriate applied music faculty;
3. Two letters of recommendation;
4. Audition on piano;
5. Repertoire list;
6. Written statement of teaching philosophy;
7. Music Theory Graduate Placement Exam.

#### Conditional Admission

Students deficient in a requirement for degree admission may be granted conditional admission, subject to removal of the deficiency, while beginning graduate study. Hours earned in making up deficiencies are in addition to those normally required for the degree.

#### Graduate Advising

Upon admission to the Department of Music and Dance, each student will meet with the graduate adviser for assistance in planning their curriculum.

#### Exit Requirements

In addition to Graduate School requirements, Department requirements are as follows:

1. Comprehensive Review in Piano Pedagogy (achieved through a mechanism such as a written or oral exam, seminar providing summary evaluation, or a cumulative series of reviews);
2. Final Project. (Video recording and written documentation must be supplied to the office of the Department of Music and Dance). Choose one:
  - a. Lecture-Recital.
  - b. Recital with separate lecture or presentation for piano teachers.

c. A 30-minute fluent reading of piano music of at least upper-intermediate difficulty for the piano faculty and a substantial paper that adds to the body of knowledge in the discipline and may result in a presentation or publication.

3. Students must teach a minimum of two students each semester they are enrolled. Students who do not have their own studio will teach in the EMU Community Music Academy.

### Course Requirements

The M.M. in Piano Pedagogy in collaborative keyboard requires the completion of 30 hours of course work to be distributed among Supportive Studies, Major Field and Electives as follows.

Supportive Studies in Music\* ..... 10 hours

MUSC500 Introduction to Graduate Studies (2 hrs)

*Four hours from the following:*

†MUSC511 Survey of Harmonic Techniques (2 hrs)

†MUSC512 Counterpoint (2 hrs)

†MUSC513 Form and Analysis (2 hrs)

†MUSC516 Schenkerian Analysis (2 hrs)

*Four hours from the following:*

MUSC504 America's Music (2 hrs)

MUSC505 World Music (2 hrs)

MUSC631 Renaissance Music (2 hrs)

MUSC632 Baroque Music (2 hrs)

MUSC633 Music in the Classical Era (2 hrs)

MUSC634 Music in the Romantic Era (2 hrs)

MUSC635 Music Since 1900 (2 hrs)

MUSC694 Seminar (music history) (2 hrs)

Courses in Major Field\* ..... 18 hours

MUSC561 Studies in Literature (piano) (2 hrs)

MUSC665 Elementary Piano Pedagogy (2 hrs)

MUSC666 Intermediate to Advanced Piano Pedagogy (2 hrs)

MUSC667 Group Piano Pedagogy and Technology (2 hrs)

MUSC692 Final Project (2 hrs)

Applied Music (APED) at 652-level or above (8 hours)

Elective Courses ..... 2 hours

*Music or non-music courses selected in consultation with the graduate adviser.*

Program Total ..... 30 hours

#### Note:

\*Students must earn a grade of a "B" or higher in all Supportive Studies and Major Field courses. If a student earns a grade lower than a "B" in any course, he/she must retake the course and receive a "B" or higher, before the credits for that course can be counted toward their degree.

† Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511, MUSC512, MUSC513 or MUSC516. Students who fail to achieve an acceptable score must take MUSC509 and receive a "B" or better prior to enrolling in any of these courses.

## Department of Physics and Astronomy

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Address: 303 Strong Hall

Phone: 734.487.4144

E-mail: aoakes@emich.edu

Web site: www.physics.emich.edu/index.htm

See pages 183, 247 and 250 for course descriptions.

The Department of Physics and Astronomy offers three programs leading to the master of science degree: (1) the physics program for those intending to pursue doctoral studies; (2) the physics education program for high school physics teachers wishing to improve their physics background or prepare for further graduate study; and (3) the interdisciplinary general science program for junior high school teachers seeking to strengthen their science background.

Each program requires at least 30 hours of graduate-level course work. No more than nine hours of 400-level undergraduate courses may be used. Up to six hours of course work in cognate areas may be included. Students must arrange a program of study with their assigned adviser.

The department's honor society, Sigma Pi Sigma, is the official honor society of the physics profession. Through election to Sigma Pi Sigma, distinctive achievement and high scholarship in physics is recognized and celebrated. Sigma Pi Sigma exists to honor outstanding scholarship in physics; to encourage interest in physics among students at all levels, to promote an attitude of service in its members towards their fellow students, colleagues and the public; and to provide a fellowship of persons who have excelled in physics. The faculty adviser and a committee of active Sigma Pi Sigma members nominate prospective members.

## MASTER OF SCIENCE in General Science (GSC)

### Admission Requirements

Applicants must have at least 30 hours of course work in four of the five science areas of astronomy, biology, chemistry, earth science and physics. At least a minor in one of these areas or in mathematics is required. Mathematics preparation through college algebra and trigonometry is mandatory. Students who do not meet these requirements may be granted conditional admission requiring the completion of additional undergraduate course work in science and/or mathematics. Admission is restricted to those who are either teaching or planning to teach.

### Degree Requirements

This interdisciplinary program, covering the five science areas listed above, is designed for junior high school teachers who wish to upgrade their science content and methodology as they prepare for leadership roles in science education.

Graduation requirements include 30 hours of approved course work, with at least four but not more than six credit hours related to the methods of teaching science at the secondary level.

### Course Requirements

The M.S. in general science requires 30 hours of course work to be distributed among required courses, elective courses and cognate courses as follows:

Required Courses ..... 4 hours

\*PHY622 New Approaches to the Teaching of Science in the Junior High School I (2 hrs)

\*PHY623 New Approaches to the Teaching of Science in the Junior High School II (2 hrs)

Elective Courses ..... 20-26 hours

*Twenty to 26 hours selected in consultation with the graduate adviser from the five science areas listed above or from mathematics.*

Cognate Courses ..... 0-6 hours

*Zero to six hours selected in consultation with the graduate adviser.*

Program Total ..... 30 hours

#### Note:

\*PHY622/623 requirement may be waived in exceptional cases upon department approval.



## MASTER OF SCIENCE in Physics (PHY)

### Admission Requirements

Applicants should have the equivalent of an undergraduate major in physics with a strong background in mathematics including multivariable calculus and differential equations. Students who do not meet these requirements may be granted conditional admission requiring additional undergraduate course work in physics and/or mathematics.

### Program Requirements

The M.S. in physics prepares students in traditional physics research. Its graduates are well-prepared for doctoral study or for junior college or community college teaching.

Graduation requirements include 30 hours of approved graduate credit, satisfactory performance on a comprehensive written/oral examination and the completion of a research problem culminating in a written thesis or report.

### Course Requirements

The M.S. in physics requires the completion of 30 hours of course work to be distributed among required courses, elective courses and cognate courses as follows:

Required Courses ..... 14-17 hours

- PHY662 Advanced Mechanics I (3 hrs)
- PHY671 Electromagnetic Theory (4 hrs)
- \*PHY675 Quantum Mechanics (4 hrs)
- PHY690/691/692 Thesis/Final Project (3-6hrs)

Elective courses in physics..... 13-16 hours

*Thirteen to 16 hours selected in consultation with the graduate adviser.*

Cognate Courses..... 0-6 hours

*Zero to six hours selected in consultation with the graduate adviser.*

Program Total ..... 30 hours

### Note:

\*PHY675 requirement may be waived in exceptional cases upon department approval

## MASTER OF SCIENCE in Physics Education (PHYE)

### Admission Requirements

Applicants must have at least the equivalent of an undergraduate minor in physics with a background in mathematics through multivariable calculus. Students who do not meet these requirements may be granted conditional admission requiring additional undergraduate course work in physics and/or mathematics. Admission is restricted to in-service teachers and those intending to enter the teaching profession.

### Program Requirements

Graduation requirements include completion of 30 hours of approved graduate credit, satisfactory performance on a comprehensive oral examination and the completion of an essay in physics, the history of physics or the teaching of physics.

### Course Requirements

The M.S. in physics education requires the completion of 30 hours of course work to be distributed among required courses, elective courses and cognate courses as follows:

Required Courses ..... 4 hours

- \*PHY650 New Approaches to Teaching Physics I (2 hrs)
- \*PHY651 New Approaches to Teaching Physics II (2 hrs)

Elective Courses in Physics ..... 20-26 hours

*Twenty to 26 hours selected in consultation with the graduate adviser.*

Cognate Courses..... 0-6 hours  
*Zero to six hours selected in consultation with the graduate adviser.*

Program Total ..... 30 hours

### Note:

\*PHY650/651 requirement may be waived in exceptional cases upon department approval.

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- PHY406 Ethical Issues in Physics (1 hr)
- PHY420 Capstone Project (3 hrs)
- PHY431 Intermediate Mechanics II (3 hrs)
- PHY436 Vibration and Sound (4 hrs)
- PHY442 Optics and Optics Laboratory (4 hrs)
- PHY444 Applied Optics (2 hrs)
- PHY450 Electricity and Magnetism II (3 hrs)
- PHY452 Electrical Measurements (4 hrs)
- PHY456 Electronics for Scientists (4 hrs)
- PHY458 Electronic Devices for Scientists (4 hrs)
- PHY462 Kinetic Theory and Statistical Mechanics (3 hrs)
- PHY471 Atomic and Nuclear Physics (3 hrs)
- PHY475 Introduction to Quantum Mechanics (3 hrs)
- PHY481 Mathematical Physics (3 hrs)
- PHY485 Fluid Dynamics (3 hrs)
- PHY495 Readings in Physics (Honors Course) (1 hr)

## Department of Political Science

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Address: 601 Pray-Harrold  
Phone: 734.487.3113  
Fax: 734.487.3340  
E-mail: raymond.rosenfeld@emich.edu  
Web site: www.emich.edu/public/polisci/index.html

See page 248 for course descriptions.

The Public Administration Programs at EMU are focused primarily upon serving the needs of state and local governments and nonprofit organizations in Southeastern Michigan. We offer a graduate Master of Public Administration degree on campus in Ypsilanti and in Livonia at I-275 and 5 Mile Road, and nine graduate certificates in General Public Management, Local Government Management, Management of Public Healthcare Services, Non-Profit Management, Public Administration, Public Budget Management, Public Land Planning and Development Management, Public Personnel Management and Public Policy Analysis. In addition the Department of Political Science participates in the interdisciplinary master of arts in social science with a concentration in political science. (For details on the program see listing with the Department of History and Philosophy in this catalog.)

## MASTER OF PUBLIC ADMINISTRATION (M.P.A.) Programs (PADM)

M.P.A. Director: Joseph Ohren  
Phone: 734.487.2522

Program Coordinator: Don Koyluoglu  
Phone: 734.487.0063

Web site: [www.emich.edu/public/polisci/pubad](http://www.emich.edu/public/polisci/pubad)

### Mission Statement

The mission of the M.P.A. Program at Eastern Michigan University is to prepare students for public and nonprofit service careers. In pursuing this mission, the M.P.A. program will (1) offer a professional, terminal degree grounded in political science; (2) combine a foundation in general public administration with the specialized knowledge and skills associated with one of the program's concentrations with focused attention to the needs of professionals in local government and nonprofit agencies; and (3) serve the community by expanding and applying knowledge and providing leadership in addressing public service needs.

### Accreditation

The M.P.A. Program is fully accredited by the National Association of Schools of Public Affairs and Administration. This accreditation indicates that EMU's M.P.A. program meets all national standards for such programs.

### Department Activities

The department offers special opportunities to M.P.A. students by its involvement and leadership roles in EMU's application research centers and institution, the Detroit Metro Chapter of the American Society for Public Administration and the Michigan Local Government Management Association.

### Graduate Assistantships

Graduate assistantships are available on a competitive basis to M.P.A. students. Application is made through the Department of Political Science or the Graduate School. Graduate assistants support faculty members in instructional, research, service and administrative projects. Placements are also available outside the department with other University offices.

## Admission Requirements

### Degree Admissions

Applicants must:

1. Have an undergraduate GPA of 2.75, or 3.0 in the last half of the undergraduate program;
2. Submit a 250-word description of their academic and professional history and their professional goals in public administration;
3. Have a personal interview with the program director, which is strongly recommended as a part of the admission process;
4. Have one political science course in the fundamentals of American government, public law, state and local government or public administration;
5. Have earned a C or better if the preparatory course was part of a bachelor's degree; a B- or better if taken after the bachelor's degree;
6. Graduate Record Examinations (GRE) is not required; and
7. Applicants whose native language is not English must achieve minimum scores on the Test of English as a Foreign Language (TOEFL), or 83 on the Michigan English Language Assessment Battery (MELAB) and minimum scores on the TWE. Students with scores below the minimum must take English as a Second Language (ESL) courses at EMU to raise their English proficiency to a satisfactory level before beginning courses in the M.P.A. program. These students may be admitted on a conditional basis, subject to successful completion of the ESL requirements. See Admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for minimum scores.

### Conditional Admission

If applicants are deficient in the above prerequisites, they may be granted admission on a conditional basis, with degree admission subject to completion of the missing prerequisite(s).

In lieu of the above prerequisite course, documentation of acquired proficiency and/or appropriate experience may be accepted at the discretion of the M.P.A. director.

### Non-Degree Admission

Promising applicants who do not meet the GPA requirements for regular degree admission, and who have a GPA between 2.5 and 2.75, may be granted non-degree admission. Such applicants must arrange for an admissions interview with the program director and submit two letters of recommendation from employers or others who can testify to the applicant's suitability for the program. Applicants may be granted degree admission after completing at least 10 graduate hours approved by the program director, with a minimum grade of 3.0 (B) in each course.

### Degree Requirements

The master of public administration degree is awarded upon satisfactory completion of 17 courses with at least 40 hours of appropriate credit. This includes 13 required or program courses and four electives. All pre-service students without substantial work experience in public administration must complete a 15-week equivalent internship experience and enroll in PLSC688 Practicum in Public Affairs. The director of interns in the Department of Political Science will work with the student to identify and supervise an appropriate internship.

The minimum acceptable grade in each required course is B. Students scoring less than a B may repeat the course once before being dismissed from the program.

### Required Courses .....24 hours

- PLSC510 Modern Public Administration (3 hrs)
- PLSC515 Public Personnel Administration (3 hrs)
- PLSC540 Public Budget Administration (3 hrs)
- PLSC610 Public Organization Theory (3 hrs)
- PLSC615 Public Budget Applications (2 hrs)
- PLSC630 Public Bureaucracies and Policy Formation (3 hrs)
- PLSC677 Analytical Methods for Public Administration (2 hrs)
- PLSC678 Analytical Techniques for Public Administration (3 hrs)
- PLSC695 Research Seminar in Public Administration (2 hrs)

### Restricted Elective Courses .....8-12 hours

*Four courses from the following:*

- PLSC565 Studies in State and Local Government (2 hrs)
- PLSC587 Cooperative Education in Political Science (3 hrs)
- PLSC590/591/592 Special Topics (1/2/3 hrs)
- PLSC597/598/599 Independent Study (1/2/3 hrs)
- PLSC605 Leadership and Nonprofit Management (3 hrs)
- PLSC620 Administrative Law (2 hrs)
- PLSC625 Local Government Management (2 hrs)
- PLSC635 Public Policy Analysis Techniques and Applications (2 hrs)
- PLSC640 Modern County Government (2 hrs)
- PLSC645 Intergovernmental Relations (2 hrs)
- PLSC650 Urban Poverty Policy (2 hrs)
- PLSC655 Politics of Local Planning (2 hrs)
- PLSC660 Public Health Care Policy (2 hrs)
- PLSC665 Basic Arbitration Training for Professionals (2 hrs)
- PLSC688 Practicum in Public Affairs (3 hrs)
- PLSC697/698/699 Independent Study (1/2/3 hrs)

### Concentration Courses.....8-12 hours

*Select one of the following eight concentration areas:*

#### I. Public Management..... 8-12 hours

*Select four courses total with at least one course each from area A and area B:*

- A) Communication and Human Interaction
- GEOG553 Urban and Regional Planning (2 hrs)
- ECON505 Collective Bargaining in Public and Private Sectors (3 hrs)

EDLD710 Leadership Theory (2 hrs)  
 MGMT625 Management in Unionized Settings (3 hrs)  
 One graduate course in CTAC selected in consultation with the M.P.A. Director.

B) Techniques

GEOG579 Geographical Information Systems (3 hrs)  
 INDT502 Microcomputer Applications in Administration and Research (3 hrs)  
 SOCL678 Methods in Social Program Evaluation (3 hrs)  
 SWRK681/EDPS681 Special Topics: Grant Writing (3 hrs)

*Note:*

*Students concentrating in public management will be required to enroll in PLSC625 Local Government Management as one of their restricted electives listed above.*

II. Health Administration ..... 10-12 hours

HLAD510 Medical Care Organization (3 hrs)  
 HLAD511 Health Law (3 hrs)  
 HLAD512 Reimbursement for Health Care Services (2 hrs)  
 One additional course that is complementary to the particular area of interest.

*Note:*

*Students concentrating in health administration will be required to enroll in PLSC660 Public Health Care Policy as one of their restricted electives listed above.*

III. Land Planning and Development..... 8-11 hours

GEOG553 Urban and Regional Planning (2 hrs)  
*Three courses from the following:*  
 GEOG555 Comprehensive Planning (3 hrs)  
 GEOG556 Zoning (2 hrs)  
 GEOG557 Community Development and Downtown Revitalization (3 hrs)  
 GEOG570 Rural Planning and Preservation (2 hrs)  
 GEOG581 Advanced Environmental Assessment (3 hrs)  
 GHPR530 Introduction to Historic Preservation (2 hrs)  
 PLSC520 Land Use and Preservation Law (3 hrs)

*Note:*

*Students concentrating in land planning and development will be required to enroll in PLSC655 Politics of Local Planning as one of their restricted electives listed above.*

IV. Gerontology.....12 hours

GERT512 Applied Psychosocial Aspects of Aging (3 hrs)  
 SWRK552 Policy Issues and Older People (3 hrs)  
 SWRK553 Ethnicity and Gender Issues Among the Aged (3 hrs)  
*One course from the following:*  
 GERT417 Work and Retirement (3 hrs)  
 GERT514 Caregiving and the Elderly (3 hrs)  
 SOCL681 Special Topics: Contemporary Issues in Aging (3 hrs)

*Note:*

*Students concentrating in gerontology will be required to enroll in PLSC660 Public Health Care Policy as one of their restricted electives listed above.*

V. Human Resource Administration.....12 hours

MGMT618 Staffing Organizations (3 hrs)  
 MGMT620 Compensation Management (3 hrs)  
 MGMT628 Human Resource Development (3 hrs)  
*One course from the following:*  
 ECON505 Collective Bargaining in Public and Private Sectors (3 hrs)  
 MGMT625 Management in Unionized Settings (3 hrs)

*Note:*

*Students concentrating in human resource management will be required to enroll in PLSC655 as one of their restricted electives listed above. PLSC515 will substitute for MGMT509 as a prerequisite for MGMT618, MGMT620 and MGMT628. PLSC610 will substitute for MGMT605 as a prerequisite for this concentration only.*

VI. Organization Management.....12 hours

MGMT602 Theory and Techniques of Organizational Development (3 hrs)  
 MGMT610 Diagnostic and Quantitative Methods in Organizations (3 hrs)  
*Two courses from the following:*  
 MGMT615 Organization Design and Strategy (3 hrs)  
 MGMT628 Human Resource Development (3 hrs)  
 MGMT638 Building Continuous Improvement Teams (3 hrs)  
 MGMT648 Communication and Organizational Development (3 hrs)

*Note:*

*Students concentrating in organization management will be required to enroll in MGMT505 or PSY565 as a prerequisite to all courses in this concentration. MGMT505 or PSY565 will count as an elective in the M.P.A. curriculum.*

VII. Public Safety.....8 hours

SSC525 Managing a Police Agency (2 hrs)  
 SSC530 Administration of Police Agencies (2 hrs)  
 SSC535 Planning Skills for Police Agencies (2 hrs)  
 SSC540 Police Personnel Administration (2 hrs)  
 SSC545 Technical Skills for Effective Police Management (2 hrs)  
 SSC550 Issues and Skills for Senior Command and Staff Officers (2 hrs)

*Note:*

*Students concentrating in public safety should be aware that some SSC courses required for this program call for nomination and admission to the Staff and Command School prior to enrollment. Please refer to this section of the graduate catalog for further information.*

VIII. Nonprofit Management..... 11-12 hours

ACC646 Financial Management of Nonprofit Organizations (3 hrs)  
 LAW603 Legal, Governance and Fundraising Issues in Nonprofit Organizations (3 hrs)  
*Two courses from the following:*  
 ACC605 Strategic Information and Control Systems (3 hrs)  
 MGMT570 Starting New Ventures (3 hrs)  
 MGMT628 Human Resource Development (3 hrs)  
 PLSC605 Leadership and Nonprofit Management (3 hrs)  
 SWRK570 Supervising Staff and Volunteers (3 hrs)  
 SWRK662 Grant Writing and Resource Development (3 hrs)  
 SWRK694 Community Action Seminar (2 hrs)

*Note:*

*Students concentrating in nonprofit management will be required to enroll in PLSC645 as an elective in the M.P.A. curriculum.*

Program Total.....44 hours

## GRADUATE CERTIFICATES in PUBLIC ADMINISTRATION

The Political Science Department offers eight graduate certificates that build upon the M.P.A. curriculum. The primary goal of these graduate certificates is to provide students with graduate level training short of a full masters degree curriculum that complements and supports their need for professional development in public management and their desire for per-



sonal enhancement. All certificates are flexible enough to meet the needs of both pre-career and in-service individuals. These courses are offered on both the main Ypsilanti and Livonia campus.

Specifically, the objectives of the certificate programs are to:

1. Provide an overview of public management concepts of politics/administration, leadership, ethics, human resources, budgeting and organizational theory;
2. Provide coursework that is specific to the skill set that is needed for various public management careers;
3. Be flexible enough to serve either pre-service or in-service student audiences who are either entering the workforce or are already in the workforce and seeking a change from professional or technical roles to managerial roles, or from nonprofessional roles to professional or technical roles, or possibly using the certificate courses as part of or all of a master's degree minor;
4. Enable students to complete their certificate curriculum in eighteen to twenty-four months maximum;
5. Enable students who complete the certificate and decide on a full Master's degree in Public Administration to transfer all of the certificate coursework into the M.P.A. program of studies;
6. Enable students who currently hold a graduate degree, including an M.P.A., to obtain an additional area of specialization.

#### Admission Requirements for Graduate Certificates

*Applicants must fulfill all of the admissions requirements of the Master of Public Administration Program.*

### GRADUATE CERTIFICATE in General Public Management (GPM)

The Graduate Certificate in Public Management is a five-course (13-15 credit hours) curriculum designed to meet the professional needs of state, local and nonprofit employees with general management responsibilities. Individuals changing from entry-level nonprofessional or technical roles to managerial roles will find this certificate program beneficial.

PLSC510 Modern Public Administration (3 hrs)  
PLSC515 Public Personnel Administration (3 hrs)  
PLSC540 Public Budget Administration (3 hrs)

*Two courses from the following:*

PLSC610 Organizational Theory (3 hrs)  
PLSC615 Public Budget Administration (2 hrs)  
PLSC620 Administrative Law (2 hrs)  
PLSC625 Local Government Management (2 hrs)  
PLSC630 Public Bureaucracies and Policy Formation (3 hrs)  
PLSC645 Intergovernmental Relations (2 hrs)

Certificate Total..... 13-15 hours

### GRADUATE CERTIFICATE in Local Government Management (LGM)

The Graduate Certificate in Local Management is a five-course (13-15 credit hours) curriculum designed to meet the professional needs of general management employees in local governments (municipal, township and county) including private citizens who are interested in local policy issues and who may be involved in neighborhood associations or local advisory boards. Individuals changing from entry level, nonprofessional, professional or technical roles to managerial roles will find this certificate program beneficial.

PLSC510 Modern Public Administration (3 hrs)  
PLSC515 Public Personnel Administration (3 hrs)  
PLSC540 Public Budget Administration (3 hrs)  
PLSC625 Local Government Management (2 hrs)

*One course from the following:*

PLSC565 State and Local Government (2 hrs)  
PLSC645 Intergovernmental Relations (2 hrs)  
PLSC650 Urban Poverty Policy (2 hrs)  
PLSC655 Politics of Local Planning (2 hrs)

Certificate Total..... 13 hours

### GRADUATE CERTIFICATE in Management of Public Healthcare Services (MPH)

The Graduate Certificate in Management of Public Healthcare Services is a five-course (14-15 credit hours) curriculum designed to meet the professional needs of managers working in the health care field including hospitals, public health departments, nursing homes, managed care agencies, insurance agencies, home health care systems and private medical practices. Individuals changing from entry-level, nonprofessional, professional, or technical roles to managerial roles will find this certificate program beneficial.

HLAD510 Medical Care Organizations (3 hrs)  
PLSC510 Modern Public Administration (3 hrs)

*One course from the following:*

PLSC515 Public Personnel Administration (3 hrs)  
PLSC540 Public Budget Administration (3 hrs)

*Two courses from the following:*

HLAD511 Health Law (3 hrs)  
HLAD512 Reimbursement for Health Care Services (3 hrs)  
PLSC660 Public Health Care Policy (2 hrs)

Certificate Total..... 14-15 hours

### GRADUATE CERTIFICATE in Nonprofit Management (NPMG)

Dr. Don Koyluoglu  
Address 601N Pray Harrold  
Phone: 734.487.3113  
E-mail: sukru.koyluoglu@emich.edu

This interdisciplinary graduate certificate is designed to develop management competencies for working professionals in public and nonprofit organizations. Competency areas cover practical skills for building management capacity of an organization, such as financial management of resources and accountability for performance; governance issues and the legal and ethical environment of nonprofit organizations; human resources; managerial techniques; and technology and information systems. Coursework is focused on management skill development for immediate, practical application of the knowledge gained from the program to nonprofit organizations, rather than concepts and theory. The program may provide a foundation for further graduate work in business, public administration, health and human service and other disciplines or extend the skills of professionals who already have graduate degrees, such as a master's in social work.

ACC646 Financial Management of Nonprofit Organizations (3 hrs)  
LAW603 Legal Environment of Nonprofit Organizations (3 hrs)  
PLSC605 Leadership and Nonprofit Management (3 hrs)

*Two course from the following:*

ACC605 Strategic Information and Control Systems (3 hrs)  
PLSC540 Introduction to Government Budgeting (3 hrs)  
MGMT509 Strategic Human Resource Management (3 hrs)  
MGMT628 Human Resource Development (3 hrs)  
PLSC515 Public Personnel Administration (3 hrs)



- SWRK570 Supervising Staff and Volunteers (3 hrs)
- SWRK694 Community Action Seminar (2 hrs)
- SWRK662 Grant Writing and Resource Development (3 hrs)
- PLSC645 Intergovernmental Relations (2 hrs)
- MGMT570 New Venture Creation (3 hrs)
- SOCL678 Methods in Social Program Evaluation (3 hrs)
- PLSC590/591/592 Special Topics in Publics Administration (1/2/3 hrs)

Certificate Total..... 14-15 hours

## GRADUATE CERTIFICATE in Public Budget Management (PBM)

The Graduate Certificate in Public Budget Management is a five-course (14 credit hours) curriculum designed to meet the professional needs of budget or line personnel with budget responsibilities in state, municipal, township, an county government agencies and nonprofit organizations (healthcare, social services and arts). Individuals changing from entry-level, nonprofessional, professional, or technical roles to managerial roles will find this certificate program beneficial.

- PLSC510 Modern Public Administration (3 hrs)
- PLSC540 Public Budget Administration (3 hrs)
- PLSC615 Public Budget Applications (2 hrs)

*Two courses from the following:*

- ECON550 Modern Public Administration (3 hrs)
- ECON551 State and Local Government Finance (3 hrs)
- ACC546 Public and Nonprofit Sector Accounting (3 hrs)
- ACC646 Financial Management of Nonprofit Organizations (3 hrs)

Certificate Total..... 14 hours

## GRADUATE CERTIFICATE in Public Land Planning and Development Management (PLP)

The Graduate Certificate in Public Land Planning and Development Management is a five-course (12-14 credit hours) curriculum designed to meet the professional needs of community development, planning, or economic development personnel, as well as citizen advisory boards in municipal, township and county government agencies, including regional planning agencies and downtown development authorities. Individuals changing from entry-level, nonprofessional, professional, or technical roles to managerial roles will find this certificate program beneficial.

- PLSC510 Modern Public Administration (3 hrs)
- GEOG553 Urban and Regional Planning (2 hrs)

*One course from the following:*

- PLSC515 Public Personnel Administration (3 hrs)
- PLSC540 Public Budget Administration (3 hrs)

*Two courses from the following:*

- PLSC520 Land Use and Preservation Law (3 hrs)
- GEOG555 Comprehensive Planning (2 hrs)
- GEOG556 Zoning (2 hrs)
- GEOG557 Community Development and Downtown Revitalization (3 hrs)
- GEOG570 Rural Planning and Preservation (2 hrs)
- GEOG581 Advanced Environmental Assessment (3 hrs)
- PLSC655 Politics of Planning (2 hrs)

Certificate Total..... 12-14 hours

## GRADUATE CERTIFICATE in Public Personnel Management (PPM)

The Graduate Certificate in Public Personnel Management is a five-course (14 credit hours) curriculum designed to enhance career opportunities for human resources staff members, including those changing from entry-level, nonprofessional, professional, or technical roles to managerial roles. It is appropriate for individuals working in most public (state, municipal, township, county, school district) and nonprofit (health, social services, arts) agencies.

- PLSC510 Modern Public Administration (3 hrs)
- PLSC515 Public Personnel Administration (3 hrs)
- PLSC665 Basic Arbitration Training for Professionals (2 hrs)

*Two courses from the following:*

- MGMT611 HR and Technology (3 hrs)
- MGMT618 Staffing Organizations (3 hrs)
- MGMT620 Compensation Management (3 hrs)
- MGMT625 Management in Unionized Settings (3 hrs)
- MGMT628 Human Resources Development (3 hrs)
- ECON505 Collective Bargaining in Public and Private Sectors (3 hrs)

Certificate Total..... 14 hours

## GRADUATE CERTIFICATE in Public Policy Analysis (PPA)

The Graduate Certificate in Public Policy Analysis is a six-course (16-17 credit hours) curriculum designed to meet the professional needs of state, local and nonprofit employees as well as private citizens with an interest in developing quantitative analytical skills for public policy issues. Students will learn about policy-making process, impact, cost benefit and economic analysis. Individuals changing from entry-level, nonprofessional, or technical roles to professional roles will find this certificate program beneficial.

Before enrolling in this certificate program, all students will be required to have the prerequisites of an introductory macro and micro economics class or the equivalent of ECON500 Economics: Principles and Institutions, plus a basic social science statistics class; 400-level economics classes will be taken for graduate credit.

- PLSC630 Public Bureaucracies and Policy Formation (3 hrs)
- PLSC635 Public Policy Analysis (2 hrs)

*Three courses from the following:*

- ECON415 Introduction to Econometrics (3 hrs)
  - ECON455 Cost Benefit Analysis (3 hrs)
  - ECON501 Macroeconomic Theory and Policy (3 hrs)
  - ECON502 Microeconomic Theory and Policy (3 hrs)
  - ECON515 Econometrics: Theory and Applications (3 hrs)
- Select one substantive policy focused course in health care, environment, planning, education, nursing, gerontology, social work, poverty, local government, etc. (2-3 hrs)

Certificate Total..... 16-17 hours

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate

School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- PLSC410 Political Science in Fiction (3 hrs)
- PLSC412 Comparative Legal Systems (3 hrs)
- PLSC418 20th Century Political Theory (3 hrs)
- PLSC420 Democracy and Power (3 hrs)
- PLSC422 American Political Theory (3 hrs)
- PLSC431 Theories of Public Organization (3 hrs)
- PLSC456 Criminal Law I (3 hrs)
- PLSC462 Russian Foreign Relations (3 hrs)
- PLSC479 Independent Studies (3 hrs)

## Combined Bachelor's Degree in Political Science or Public Administration and Master's of Public Administration Degree (PLPA or PAPA)

The Combined Bachelor's Degree in Political Science (PLPA) or Public Administration (PAPA) and Master's of Public Administration Degree is an accelerated five year program in which exceptional students will earn both undergraduate and graduate degrees. Students will spend their first three years engaged in undergraduate studies and their final two completing the graduate program. The total number of credits needed for the program will be 150. At the undergraduate level, students will complete their General Education requirements, a minor and an abbreviated version of the undergraduate Public Administration or Political Science major. Starting their fourth year, students will complete all 40-46 hours of M.P.A. program, and a portion of the credits will double count toward the undergraduate BS degree.

The curriculum requires two internships, one as part of the undergraduate major, the second in the M.P.A. portion. Thus, students will have substantial field experience in public administration upon completing the full B.S./M.P.A. degrees.

### Admission

Students will be invited to apply to the Combined Degree Program by February 1 of their junior year, and will be offered admission by March 1 of their junior year. Applications will require letters of recommendation, a personal statement focusing on career goals and reasons for applying to the program, and an interview with the MPA Director (or his/her designate). A minimum 3.3 grade-point average will be required for entry to this program.

## Combined Bachelor's Degree in Political Science and Master's of Public Administration Degree (PLPA)

General Education Requirements.....	40 hours
<i>See page 46 in the Undergraduate Catalog for further information regarding General Education requirements.</i>	
Additional Requirements.....	3 hours
PLSC112/113 American Government (3 hrs)	
Undergraduate Requirements.....	30 hours
Required Core Courses.....	9 hours
PLSC210 Introduction to Political Analysis (3 hrs)	
PLSC270 Public Administration (3 hrs)	
PLSC480 Field Seminar in Political Science/Public Administration (3 hrs)	
Restricted Electives.....	6 hours
<i>Two courses from the following:</i>	
PLSC211 Introduction to Comparative Government (3 hrs)	

- PLSC212 Introduction to International Politics (3 hrs)
- PLSC213 Introduction to Political Thought (3 hrs)

### Distribution Requirements..... 9 hours

*Three courses from the groups listed below, including at least one course from each group:*

#### I. Comparative Politics and International Relations

- PLSC221 Vietnam (3 hrs)
- PLSC222 War and Peace in the Nuclear Age (3 hrs)
- PLSC308 Political Violence and Revolution (3 hrs)
- PLSC311 Politics of the Developing World (3 hrs)
- PLSC327 American Foreign Policy Process (3 hrs)
- PLSC341 International Law (3 hrs)
- PLSC342 International Organizations (3 hrs)
- PLSC343/344 Model United Nations (3 hrs)
- PLSC354 Government and Politics of Canada (3 hrs)
- PLSC361 Russian Politics in Transition (3 hrs)
- PLSC367 Latin American Politics (3 hrs)
- PLSC371 Government and Politics of the Middle East (3 hrs)
- PLSC372 Government and Politics of Sub-Saharan Africa (3 hrs)
- PLSC374 Asian Political Systems (3 hrs)
- PLSC462 Russian Foreign Relations (3 hrs)
- PLSC467 Advanced International Relations (3 hrs)

#### II Political Theory and Methods

- PLSC382 Politics and the 21st Century (3 hrs)
- PLSC410 Political Science in Fiction (3 hrs)
- PLSC418 20th-Century Political Theory (3 hrs)
- PLSC420 Democracy and Power (3 hrs)
- PLSC422 American Political Theory (3 hrs)

Graduate Courses Toward Undergraduate Major.....	6 hours
Minor Requirements.....	20 hours
University Elective Courses.....	23 hours
Graduate Courses Toward MPA Only.....	34-40 hours
Program Total.....	150 hours

### Note:

*Each student must choose a writing intensive course as part of major completion requirements. Consult your adviser for course options.*

## Combined Bachelor's Degree in Public Administration and Master's of Public Administration Degree (PAPA)

General Education Requirements.....	40 hrs
<i>See page 46 in the Undergraduate Catalog or further information regarding General Education requirements.</i>	
Additional Requirements.....	3 hrs
PLSC112/113 American Government (3 hrs)	
Undergraduate Requirements.....	30 hours
Required Core Courses.....	9 hours
PLSC210 Introduction to Political Analysis (3 hrs)	
PLSC270 Public Administration (3 hrs)	
PLSC480 Field Seminar in Political Science/Public Administration (3 hrs)	
Restricted Electives.....	15 hours
<i>Five courses from the following:</i>	
PLSC202 State and Local Government (3 hrs)	
PLSC216 Municipal Government (3 hrs)	
PLSC301 The American Legal System (3 hrs)	
PLSC330 Urban Politics (3 hrs)	
PLSC332 Intergovernmental Relations and Federalism (3 hrs)	

- PLSC334 Personnel Administration in Government (3 hrs)
- PLSC352 Politics of Government Budgeting (3 hrs)
- PLSC364 The Legislative Process (3 hrs)
- PLSC380 The American Presidency (3 hrs)
- PLSC381 Public Policy Analysis (3 hrs)
- PLSC385 Judicial Process and Behavior (3 hrs)
- PLSC431 Theories of Public Organization (3 hrs)

Graduate Courses Toward Undergraduate Major .....	6 hours
Minor Requirements .....	20 hours
University Elective Courses .....	23 hours
Graduate Courses Toward MPA Only .....	34-40 hours
Program Total .....	150 hours

*Note:*  
Each student must choose a writing intensive course as part of major completion requirements. Consult your adviser for course options.

## Department of Psychology

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Address: 537 Mark Jefferson  
 Phone: 734.487.1155 (department)  
       734.487.0047 (graduate office)  
 E-mail: jknapp@emich.edu  
 Web site: www.emich.edu/public/psych/index.htm

See page 250 for course descriptions.

The Department of Psychology offers graduate programs leading to a doctor of philosophy in clinical psychology and master of science degrees in psychology with emphases in general experimental psychology, clinical psychology and clinical behavioral psychology.

### DOCTOR OF PHILOSOPHY (Ph.D.) in Clinical Psychology (DPSY)

The graduate psychology programs are in the process of revision. Please contact the department with any questions regarding degree requirements.

#### Objectives

The purpose of the doctoral program is to graduate license-eligible clinical psychologists with state-of-the-art knowledge relating to the psychological practice of assessment, therapy, research and program development and evaluation. A primary program objective is the preparation of clinical psychologists who will be effective in supervising and managing therapists in multidisciplinary mental health care delivery systems in a diverse society. To meet these objectives, the program emphasizes fundamental scientist-practitioner skills such as practical clinical skills in assessment and treatment, and scholarly skills in designing, conducting, analyzing and disseminating research that contributes to the field of psychology. Students will acquire specialty skills needed for health care systems management that include conducting program evaluation research, demonstrating administrative/clinical management skills, developing training programs in treatment and assessment, establishing community education programs and supervising master's-level clinicians.

To meet these objectives, students will be provided with opportunities to:

1. Practice assessment and treatment skills in a highly supervised environment.
2. Work with and be supervised by faculty with expertise in a variety of assessment and treatment modalities.
3. Use state-of-the-art equipment and technology employed in the field today.
4. Propose and conduct research.
5. Participate in a collegial atmosphere that is open to diverse opinions and viewpoints and prepares students to analyze the current literature critically.

#### Curriculum Design

The doctoral program is a full-time, full-residency program that is designed to be completed in five years. No part-time students will be accepted. The curriculum is designed to meet or exceed state and national guidelines for licensing and accreditation. The following curriculum components have been included:

State Licensing: Guidelines for licensing Ph.D. psychologists in Michigan state that a Ph.D. degree in clinical psychology must include, "an integrated, organized sequence of study which includes instruction in research design and methodology, statistics, psychometrics and scientific and professional ethics and standards." The minimum requirements include a graduate course in three of the four bases of behavior (biological, cognitive-affective, social and individual differences) and courses in assessment and treatment. The national licensing exam covers all four subfields, as well as expertise in assessment and treatment. Our clinical program meets the more stringent national standard. APA accreditation: The program is currently APA accredited until 2010.

Specialty areas: Our current M.S. in clinical psychology programs offer two different philosophical approaches. The clinical behavioral (CB) program defines clinical problems in terms of observable behavior and focuses on treatments involving changing the environment to help clients learn new behaviors. The general clinical (GC) program provides a multi-theoretical view of psychological disorders that emphasizes assessment, diagnosis and treatment from various perspectives. A unique feature of the doctoral program is the opportunity to emphasize either a GC or CB area, with exchange of ideas between the two.

Integration of M.S. and Ph.D. curricula: The doctoral program builds on our current M.S. programs. Competent M.S. and Ph.D. clinicians must learn a complex of specialized assessment and treatment strategies. Our two M.S. programs concentrate on training effective therapists. Well-prepared Ph.D. clinicians need this skill-based training, as well as broad knowledge of the empirical, theoretical and philosophical underpinnings of the profession. Our doctoral program includes a series of Ph.D. seminars that serve as links between concurrently taught M.S.-level courses, the Ph.D. knowledge base and prepracticum training. For each two-credit course, students are required to spend two hours per week in scholarly discussions relevant to treatment, assessment and clinical practice. The topics in the seminars directly link material taught in the M.S. courses to the skills outlined above. Most Ph.D. programs require only a first-year seminar to introduce the profession. Our program fosters strong cohort groups by continuing this dialogue throughout the program. Practicum work for the seminars will require three-to-five hours per week of client contact at the on-site clinic and two hours weekly in group and individual supervision. After mastering M.S.-level skills, Ph.D. students learn to train and supervise master's-level clinicians. Doctoral students also take several courses designed to teach them the skills necessary to manage, supervise and evaluate health care systems. The curriculum is the only one of its kind in Michigan and one of very few in the nation. The curriculum includes psychology courses in organizational health care systems management, as well as existing courses in the human resource management and health and human services programs at EMU.

Doctoral Fellowship: To help ensure the success of our students in the program, every student accepted will be eligible for full-time doctoral fellowship while they are enrolled in the program full time. Students will be assigned to a faculty member in their area of research interest. Students will spend 15-to-20 hours per week with that faculty member, assisting with research and teaching activities. Fellows may be asked to help with class preparations, as well as assist in data collection, preparation and analysis. The faculty members will



serve as mentors to their students, training and guiding them in developing their own research plans for master's thesis and dissertation work. Students may request a specific faculty person as their mentor, and may request a change in mentor as they matriculate through the program. Every effort will be made to accommodate student requests within reason. Doctoral fellowships include a tuition waiver and a stipend.

### Admission Requirements

Admission to the program is based on the following criteria:

1. Academic ability as measured by verbal, quantitative and analytical scores on the GRE. In keeping with other Ph.D. programs in the state and with national criteria, admission requires a minimum of 1000 on the verbal and quantitative sections combined. However, successful applicants may present much higher scores given the highly competitive nature of clinical doctoral programs. It is recommended that applicants take the Advanced Psychology Test offered with the GRE.
2. Achievement in undergraduate or graduate work. Admission requires a minimum standard of a 3.0 on a 4.0 scale undergraduate GPA. Again, successful applicants typically present much higher GPAs. Emphasis is placed on the GPA in psychology and in the last two undergraduate years. We will also consider admitting a limited number of M.S. clinicians. We will consider where students obtained their degrees, how recently course work was completed and what clinical work they have pursued since obtaining their degree. Course requirements will be determined on a case-by-case basis.
3. Academic background in psychology. Applicants must have completed a minimum of 20 semester hours in psychology, including a course in statistics and a laboratory course in experimental psychology. While not a prerequisite, courses in history and systems and/or abnormal psychology are highly desirable.
4. Personal qualities that predict success in graduate study and in professional placement after graduation. To evaluate these, each applicant must submit three letters of recommendation and complete a personal interview after an initial screening.
5. Fit between applicant and faculty interests. A personal statement is requested describing the applicant's interests. We will be particularly interested in students who have had research and/or clinical experiences similar to those of our faculty.

### Steps for Admission

#### Send to Graduate School:

1. Graduate School application and \$30 application fee. The personal statement you submit to the Department of Psychology may be used for the Graduate School application;
2. Official transcripts of all education beyond high school. Note: under current practice only when your Graduate School application and transcripts have been received by the Graduate School will your application be sent to the Department of Psychology. Consequently, you should also submit unofficial transcripts to the Department of Psychology directly with your application;
3. Official GRE results; and
4. If applicable, submit evidence of English language proficiency as demonstrated by official test scores on the TOEFL, TWE or MELAB.

#### Send to Department of Psychology:

1. Department application;
2. Three letters of recommendation, preferably from psychologists. At least one letter should be from a supervisor or teacher who is familiar with your clinical and/or academic work;
3. A vita or résumé and a writing sample that demonstrates scholarly abilities (research paper);
4. Unofficial transcripts and GRE scores (optional); and
5. Personal statement (see application for details).

Applications can be obtained from the graduate secretary or accessed via our web site at [www.emich.edu/public/psych/index.htm](http://www.emich.edu/public/psych/index.htm). Completed applications, including GRE scores, letters of recommendation and transcripts, must be received by the Department of Psychology by January 15 for full consideration. Late applications may be considered until all openings are filled.

Applicants will be notified by March 1 if an interview is warranted. In accordance with APA guidelines, acceptance notices will be made by April 15.

Eastern Michigan University and the Department of Psychology reserve the right to change any statement in this program concerning, but not limited to, rules, policies, tuition, fees, curricula and courses.

### Program Requirements

The clinical doctoral program requires the completion of 85 to 86 graduate hours. The master's degree is earned enroute to the doctoral degree, after completing all requirements specified in the general clinical (GC) or clinical behavioral (CB) master's programs. Students in the doctoral program must complete a master's thesis. Students may choose to specialize in the general clinical or clinical behavioral track for their master's-level work. All students will specialize in health care systems management; there is no cognate or minor requirement. Students must obtain a B or better in the following core clinical classes: PSY619, PSY620, PSY623, PSY625, PSY627, PSY743, PSY762, PSY751.

Assessment..... 8 hours  
\*PSY762 Intellectual Assessment (4 hrs)

Restricted Elective Courses ..... 4 hours

*One course from the following:*

- \*PSY619/PSY641 Behavior Assessment and Prepracticum (3/1 hrs)
- PSY770 Personality Evaluation I (4 hrs)
- PSY771 Projective Techniques (4 hrs)
- PSY763 Individual Testing II (4 hrs)

Treatment..... 8 hours

*One course from the following:*

- \*PSY625/PSY661 Behavior Change I: Applied Behavior Analysis (3/1 hrs)
- \*PSY627/671 Behavior Change II: Behavior Therapy (3/1 hrs)
- \*PSY751/PSY731 Psychotherapy (3/1 hrs)

Restricted Elective Courses ..... 4 hours

*One course from the following or a second course from the above required treatment section:*

- PSY628/PSY631 Child and Family Behavior Therapy (3/1 hrs)
- PSY630/PSY621 Behavioral Medicine (3/1 hrs)
- PSY720/PSY791 Psychotherapy with Children and Families (3/1 hrs)

Individual Differences..... 9-10 hours

PSY640 Developmental Psychology (3 hrs)

\*PSY743 Psychopathology (3 hrs)

Restricted Elective Courses ..... 3-4 hours

- \*PSY623/PSY651 Experimental Analysis of Behavior (3/1 hrs)
- PSY646 Personality: Theory and Research (3 hrs)

Cognitive-Affective Bases of Behavior..... 3 hours

*One course from the following:*

- \*PSY620 Learning (3 hrs)
- PSY626 Motivation and Emotion (3 hrs)
- PSY635 Cognitive Processes (3 hrs)

Biological Bases of Behavior ..... 3 hours

*One course from the following:*

- PSY610 Clinical Neuropsychology (3 hrs)
- PSY629 Physiological Psychology (3 hrs)
- PSY632 Sensation and Perception (3 hrs)

Social Bases of Behavior ..... 3 hours

PSY637 Social Psychology (3 hrs)

Research ..... 16 or more hours

PSY600 Psychological Statistics I (3 hrs)

PSY601 Psychological Statistics II (3 hrs)

PSY605 Research Design Methods (3 hrs)

PSY690/691/692 Master's Thesis (1/2/3 hrs)

*Minimum of one master's thesis credit required.*

PSY896/897/898/899 Dissertation (1/2/4/8 hrs)

*Minimum of six dissertation credits required.*



Professional Practice/Teaching ..... 8 hours  
 PSY670 Scientific and Professional Ethics (3 hrs)  
 PSY777 Advanced History and Systems of Psychology (3 hrs)  
 PSY807 Methods of Teaching, Clinical Supervision and Training (2 hrs)

Practicum..... 4 hours  
 PSY683 Practicum in Clinical Psychology I (2 hrs)(Name C)  
 PSY684 Practicum in Clinical Psychology II (2 hrs)(Name C)

Doctoral Seminars and Doctoral Prepractica..... 10 hours  
 PSY881 Assessment and Diagnosis (2 hrs)  
 PSY882 Assessment and Treatment (2 hrs)  
 PSY884 Contrasting Theoretical Approaches to Treatment (2 hrs)  
 PSY885 Models of Service Delivery, Training and Supervision (2 hrs)  
 PSY888 Assessment and Treatment of Diverse Clinical Populations (2 hrs)

Health Care Systems ..... 9 hours  
 PSY703 Clinical Organizational Management (3 hrs)  
*Two courses from the following, one must be a MGMT course:*  
 MGMT505 Organizational Theory and Behavior (Name C)  
 MGMT509 Human Resource Management (3 hrs)  
 MGMT570 Launching a New Venture (3 hrs)  
 MGMT602 Theory and Techniques of Organizational Development (3 hrs)  
 MGMT603 Corporate Entrepreneurship (3 hrs)  
 MGMT614 Growth Strategies (3 hrs)  
 MGMT615 Organization Design and Strategy (3 hrs)  
 MGMT618 Staffing Organizations (3 hrs)  
 MGMT628 Human Resource Development (3 hrs)  
 MGMT636 Current topics in Entrepreneurship (3 hrs)  
 MGMT638 Continuous Improvement Teams (3 hrs)  
 MGMT648 Communication and Organizational Development (3 hrs)  
 PSY701 Organizational Systems Theory (Name C) (3 hrs)  
 PSY705 Clinical Ecological Psychology (3 hrs)  
 PSY707 Practicum in Clinical Systems (3 hrs)  
 PSY801 Program Evaluation in Clinical Psychology (3 hrs)

**Other Program Requirements**

1. Master's Prepracticum 200 to 300 hours (on-site; taken in conjunction with master's courses)
2. Doctoral Prepracticum 120-150 hours (on-site; taken in conjunction with PSY881)
3. Practicum 800-1000 hours (starting spring of first year, doctoral students begin to see 1-2 clients at clinic along with telephone duty; fall of second year students continue at the clinic seeing more clients to accumulate 500 hours; in years three and four, doctoral students will continue to see 2-3 clients at the on site clinic; doctoral practicum is part of 20 hours per week doctoral assistantship.
4. Practicum two 500 hours (off site; often called an externship. Ph.D. students typically complete 1000 hours, working 20 hours per week for a year); students may opt to do an on site practicum at the clinic by increasing the number of clients that they see, students would apply for the in house practica just as they would an off site practica.
5. Qualifying paper (completed after third year in program)
6. M.S. clinical supervision and undergraduate teaching (in third and fourth years of program). Fourth years prepare two educational workshops for first year students for spring.
7. Clinical Predoctoral Internship (2,000 hours)

Program Total..... 85 or more hours

*Note:*  
 \*Students must obtain a letter grade of a B or better in there core clinical classes.

**\*MASTER OF SCIENCE in Psychology  
 (General Experimental) (PSY)**

**Objectives**

The curriculum produces master's-level psychologists with general knowledge of psychology in various content areas, research methodologies and theoretical formulations. Based on a "mentor model," the program of study, progress, training and thesis are supervised by one or more faculty members. The general program does not prepare or qualify the student for a license in the state of Michigan as a clinical psychologist. It accommodates students preparing for a doctoral program or seeking career advancement in a basic or applied research area.

**Admission Requirements**

Priority consideration will be given to applicants who meet all of the requirements for graduate degree admission status listed below:

1. Meet the academic requirements for admission to the Graduate School;
2. Have an undergraduate GPA of approximately 3.0 or better on a 4.0 scale;
3. Have at least 20 hours in psychology, including statistics and experimental psychology;
4. Submit a transcript of GRE scores in which the sum of the scores for the verbal and quantitative sections is approximately 1,000 or higher;
5. Present two letters of recommendation from employers or others who can testify to the applicant's suitability for the program of study; and
6. Submit a written account of their academic and professional history and professional goals.

Incomplete applications may not be considered. Credits earned under non-degree student status do not automatically apply to the requirements of the degree program.

Applications should be submitted to the Graduate School as stipulated in this catalog. A copy of the application should also be mailed directly to the Department of Psychology.

There are no admissions to degree programs in the spring and summer sessions. After the admission quota for the program has been met, students will be placed on a waiting list, which does not guarantee admission unless spaces become available.

**Course Requirements**

The master of science in general experimental psychology requires 30 graduate hours, with at least 24 in psychology. All students who apply should seek a faculty adviser, or mentor, to act as their sponsor. Students uncertain about a mentor choice, or applying from another campus and unfamiliar with the faculty, may be assigned a temporary mentor by the coordinator of the general program. The program is highly individualized and the mentor supervises the student's training, research and master's thesis. Should a student's interests change, a new mentor may be selected with approval from both faculty members and the general experimental program coordinator.

Required Core Courses..... 12 hours

- PSY600 Psychological Statistics I (3 hrs)
- PSY620 Learning (3 hrs)
- PSY646 Personality: Theory and Research (3 hrs)
- PSY692 Thesis (3 hrs)

Restricted Elective Courses ..... 6 hours

- Two courses from the following:*
- PSY601 Psychological Statistics II (3 hrs)
  - PSY605 Research Design (3 hrs)
  - PSY623 Experimental Analysis of Behavior (3 hrs)
  - PSY626 Motivation and Emotion (3 hrs)
  - PSY629 Physiological Psychology (3 hrs)
  - PSY632 Sensation and Perception (3 hrs)
  - PSY635 Cognitive Processes (3 hrs)
  - PSY637 Social Psychology (3 hrs)
  - PSY640 Developmental Psychology (3 hrs)
  - PSY651 Prepracticum: Experimental Analysis of Behavior (1 hr) (to be taken concurrently with PSY623)

Elective Courses .....	6-12 hours
<i>Six to 12 hours of psychology courses selected within the department in consultation with the graduate adviser.</i>	
Cognate Courses.....	0-6 hours
<i>Zero to six hours selected from outside the department in consultation with the graduate adviser.</i>	
Program Total.....	30 hours

## MASTER OF SCIENCE in Psychology (Clinical Behavioral) (PSYB)

This program prepares students for professional practice of psychology as limited license psychologists in Michigan, typically in such institutional settings as community mental health centers and private and public clinics and agencies, under the supervision of a doctoral-level psychologist. Students develop a wide range of behaviorally oriented skills for assessment and treatment, such as functional analysis, relaxation training, stress management and family intervention. The program stresses competency skills for employment as a master's-level psychologist in community mental health centers, outpatient clinics, private agencies, substance abuse programs, state agencies for persons with mental illness or developmental disabilities, traumatic brain injury centers and agencies for family and children. Graduates may also pursue advanced training at the doctoral level.

### Objectives

1. To provide preparation for diverse employment opportunities in behavior therapy and applied behavior analysis.
2. To prepare students to meet state requirements for licensing master's-level psychologists.
3. To emphasize treatment skills.
4. To offer opportunity for basic and applied research.
5. To provide preparation for doctoral work.
6. To enable program completion by night attendance only, or in two years for full-time students.

### Admission Requirements

Priority consideration will be given to applicants who meet all of the requirements for graduate degree admission status listed below:

1. Meet the academic requirements for admission to the Graduate School;
2. Have an undergraduate GPA of approximately 3.0 or better on a 4.0 scale;
3. Have at least 20 hours of credit in psychology, including statistics and experimental psychology;
4. Submit a transcript of GRE scores in which the sum of the scores for the verbal and quantitative sections is approximately 1000 or higher;
5. Present two letters of recommendation from employers or others who can testify to the applicant's suitability for the program of study; and
6. Submit a written account of their academic and professional history and professional goals.

Incomplete applications may not be considered. Credits earned under non-degree student status do not automatically apply to the requirements of the degree program.

Applications should be submitted to the Graduate School as stipulated in this catalog. A copy of the application should also be mailed directly to the Department of Psychology.

There are no admissions to degree programs in the spring and summer sessions. After the admission quota for the program has been met, students will be placed on a waiting list, which does not guarantee admission unless spaces become available.

### Course Requirements

The M.S. in psychology (clinical behavioral) requires the completion of 45 hours of course work to be distributed among required core courses, assessment (evaluation) courses, treatment (intervention) courses, practicum courses, elective courses and cognate courses as follows:

Required Core Courses.....	11 hours
PSY600 Psychological Statistics I (3 hrs)	
*PSY620 Learning (3 hrs)	
*PSY623 Experimental Analysis of Behavior (3 hrs)	
PSY670 Scientific and Professional Ethics (3 hrs)	
Assessment (Evaluation).....	7 hours
*PSY619 Behavioral Assessment (3 hrs)	
PSY762 The Wechsler Intelligence Tests (4 hrs)	
Treatment (Intervention).....	6 hours
*PSY625 Behavior Change Methods I Applied Behavior Analysis (3 hrs)	
*PSY627 Behavior Change Methods II Behavior Therapy (3 hrs)	
Practicum.....	8 hours
PSY641 Prepracticum in Behavioral Assessment (to be taken concurrently with PSY619) (1 hr)	
PSY651 Prepracticum in Experiment Analysis of Behavior (to be taken concurrently with PSY623) (1 hr)	
PSY661 Prepracticum in Applied Behavior Analysis (to be taken concurrently with PSY625) (1 hr)	
PSY671 Prepracticum in Behavior Therapy (to be taken concurrently with PSY627) (1 hr)	
PSY683 Field Practicum with Seminar (250 hours field experience) (2 hrs)	
PSY684 Field Practicum with Seminar (250 hours field experience) (2 hrs)	
Elective Courses .....	13 hours
<i>Thirteen hours selected from psychology courses within the department in consultation with the graduate adviser.</i>	
Program Total .....	45 hours

### Note:

\*Students admitted to the clinical behavioral program must achieve a minimum grade of B in each of the following courses: PSY619, PSY620, PSY623, PSY625 and PSY627. A student who receives a grade lower than B in any of these courses may elect to repeat the class in order to meet graduation requirements.

## MASTER OF SCIENCE in Psychology (General Clinical) (PSYC)

### Objectives

This program prepares students for professional practice of psychology as limited license psychologists in Michigan, typically in such institutional settings as community mental health centers and private and public clinics and agencies, under the supervision of a doctoral-level psychologist. Students are trained in diagnosis and treatment of psychiatric disorders using multitheoretical contemporary approaches.

Students are trained to recognize, assess and alleviate client problems. Graduates will be able to engage research problems typically found in the clinical setting. The practicum experiences provide opportunities to develop a variety of skills in assessment, diagnosis, psychotherapy and research and foster professional growth through interaction with experts from allied areas such as medicine, social work, psychiatry and public health. Graduates of this program have successfully gained admission to doctoral programs in psychology.

### Admission Requirements

Priority consideration will be given to applicants who meet all of the requirements for graduate degree admission status listed below:

1. Meet the academic requirements for admission to the Graduate School;
2. Have an undergraduate GPA of approximately 3.0 or better on a 4.0 scale;
3. Have at least 20 hours in psychology, including statistics and experimental psychology;
4. Submit a transcript of GRE scores in which the sum of the scores for the verbal and quantitative sections is approximately 1000 or higher;

- Present two letters of recommendation from employers or others who can testify to the applicant's suitability for the program of study; and
- Submit a written account of their academic and professional history and professional goals.

Incomplete applications may not be considered. Credits earned under non-degree student status do not automatically apply to the requirements of the degree program.

Applications should be submitted to the Graduate School as stipulated in this catalog. A copy of the application should also be mailed directly to the Department of Psychology.

There are no admissions to degree programs in the spring and summer sessions. After the admission quota for the program has been met, students will be placed on a waiting list, which does not guarantee admission unless spaces become available.

### Course Requirements

The M.S. in psychology (general clinical) requires the completion of 45 hours of course work to be distributed among required core courses, assessment courses, professional practice/treatment courses, practicum courses, elective courses and cognate courses as follows:

Required Core Courses.....	9 hours
PSY600 Psychological Statistics I (3 hrs)	
PSY646 Personality: Theory and Research (3 hrs)	
PSY743 Psychopathology (3 hrs)	
Assessment.....	8 hours
PSY762 The Wechsler Intelligence Tests (4 hrs)	
<i>One course from the following:</i>	
PSY770 Personality Evaluation I (4 hrs)	
PSY771 Projective Techniques (4 hrs)	
Professional Practice/Treatment.....	7 hours
PSY670 Scientific and Professional Ethics (3 hrs)	
PSY751/PSY731 Psychotherapy (3/1 hrs)	
Practicum.....	4 hours
PSY683 Practicum in Clinical Psychology I (2 hrs)	
PSY684 Practicum in Clinical Psychology II (2 hrs)	
Elective Courses.....	11-16 hours
<i>Nine to 16 hours selected from psychology courses within the department in consultation with the graduate adviser.</i>	
Cognate Courses.....	0-6 hours
<i>Zero to six hours selected from outside the psychology department in consultation with the graduate adviser.</i>	
Program Total.....	45 hours

# Department of Sociology, Anthropology and Criminology

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Web site: www.sac.emich.edu

See pages 181, 196 and 257 for course descriptions.

The department offers graduate degree programs in sociology and in criminology and criminal justice. Programs in family specialty and in evaluation and applied research are also available within the sociology degree.

The M.A. programs in sociology prepare students for public and private sector careers, for doctoral study in sociology and related fields, and for post-secondary teaching. Students are required to select one of four programs; Sociology (SOC); Family Specialty (SOCF); Applied Research Specialty (SOC) or Schools, Society and Violence (SSV).

## MASTER OF ARTS in Criminology and Criminal Justice (CRM)

### Objectives

- Attainment of advanced education for persons who wish to enter careers in post-secondary education.
- Development of skills in research and in program planning and evaluation in criminology and criminal justice.
- Strengthening of the professional qualifications of persons employed in the fields of criminal justice.
- Preparation for doctoral study in a behavioral or social science.

The analytical and evaluative skills stressed by this program enable students to identify and assess the often conflicting objectives of criminal justice and investigate basic issues and practical problems in criminology and the administration of criminal justice.

### Admission Requirements

#### Degree Admission

Applicants must:

- Meet the graduate school requirements;
- Have at least a 3.0 undergraduate GPA, and have completed the following courses or equivalent:

- CRM300 Criminal Justice
- CRM301 Criminology
- \*SOCL250 Social Statistics I
- \*SOCL304 Methods in Sociological Research

#### Note:

\*SOCL341 *Quantitative Methods of Social Research I* and SOCL342 *Quantitative Methods of Social Research II* can be substituted for SOCL250 and SOCL304. A grade of no less than a B is required.

#### Conditional Admission

Applicants who meet the GPA requirement but lack one or more required courses may be admitted conditionally with the permission of the program chair; course deficiencies should be completed prior to taking required graduate courses.

#### Degree Requirements

The M.A. in the criminology and criminal justice program requires either a thesis or two essays for the non-thesis option.

**Option I:** Thesis students must complete a thesis on a subject determined in consultation with their adviser, in light of their interests. The completed thesis must be approved by the department. Four hours of thesis credit are earned.

**Option II:** Non-thesis students must submit two essays dealing with methodological, substantive or theoretical issues in criminology and criminal justice. These may be based on papers completed in graduate courses, but must be of higher quality than usual term papers, meet departmental requirements and be approved by the department. No credit hours are earned for these essays.

### Course Requirements

The M.A. in criminology and criminal justice requires the completion of 31 hours of course work to be distributed among required courses, program area courses, elective courses and cognate courses as follows:

Required Courses ..... 0-4 hours  
*Select from either option I or option II:*

**Option I:** CRM690/691/692 Thesis (4 hrs)

**Option II:** Non-thesis option (0 hrs)

Program Area ..... 21 hours

- CRM610 Theories of Criminal Behavior (3 hrs)
- CRM611 Sociology of Crime and Its Correction (3 hrs)
- SOCL412 Law and Society (taken for graduate credit) (3 hrs)
- SOCL513 Social Deviance (3 hrs)
- SOCL647 Contemporary Community Structure (3 hrs)
- SOCL677 Advanced Methods in Sociological Research (3 hrs)
- SOCL678 Methods in Social Program Evaluation (3 hrs)

Elective and/or Cognate Courses..... 6-10 hours  
*Six to 10 hours selected in consultation with the graduate adviser.*

Program Total ..... 31 hours

## MASTER OF ARTS in Schools, Society and Violence (SSV)

This interdisciplinary master's degree is intended for students who want to pursue advanced studies in conflict, crime and cooperation in the school context and is offered through the Department of Sociology, Criminology and Anthropology and the Department of Teacher Education. Students will gain an understanding of theoretical concepts, methodological techniques and the application of substantive interdisciplinary knowledge, enabling them to analyze, understand and effectively intervene to reduce harmful relational and institutional practices in school settings. Essential dimensions of the program include a thesis or non-thesis requirement through which students demonstrate the ability to integrate and apply relevant knowledge to address a particular dimension of the problem of school violence.

### Objectives

Program graduates will be able to demonstrate:

1. Through written and oral forms the ability to analyze complex problems associated with school violence;
2. An understanding of the larger social, historical, economic and ideological context producing violent social relations within schools;
3. Competence in qualitative and quantitative research methods; and
4. The ability to create positive solutions to school violence.

### Admission Requirements

Applicants must:

1. Comply with the Graduate School admission requirements;
2. Have at least a 2.7 undergraduate GPA;
3. Submit a letter of interest describing the applicant's career goals and reasons for pursuing this master's degree; and
4. Submit two letters of recommendation that address the applicant's professional commitment, experience and potential.

### Course Requirements

The M.A. in Schools, Society and Violence requires the completion of at least 31 credit hours of course work to be distributed among required program courses, concentration courses, elective courses and cognate courses as follows:

Core courses: Crime, Conflict and Cooperation ..... 17 hours  
Foundational Requirement ..... 2 hours  
SOCL694 Seminar (2 hrs)

Research Methods Requirements ..... 5 hours

SOCL678 Methods in Social Program Evaluation (3 hrs)

EDPS687 Qualitative/Interpretive Research (2 hrs)

Theoretical Course Requirements ..... 10 hours

SOFD572 History of American Education (2 hrs)

SOFD580 Sociology of Education (2 hrs)

SOCL550 Domestic Violence and Sexual Assault (3 hrs)

SOCL508 Social Psychology (3 hrs)

Substantive Focus: Discipline, Schooling

and Social Control ..... 8-14 hours

Core courses ..... 4 hours

ECE560 School and Classroom Discipline Management (2 hrs)

SOFD541 Field Studies in Education (2 hrs)

Restricted Elective Courses ..... 2-7 hours

*Two to seven hours from the following:*

CRM650 Media, Crime and Justice (3 hrs)

CRM697/698/699 Independent Study (1/2/3 hrs)

SOCL697/698/699 Independent Study (1/2/3 hrs)

EDPS617 Children in Poverty: Educational

Implications (2 hrs)

SOFD535 Multicultural and International Education (2 hrs)

SOFD581 Gender and Education (3 hrs)

SWRK610 Empowerment: Social Justice and Social

Change (2 hrs)

SWRK656 Crisis Intervention (2 hrs)

Elective Course ..... 2-3 hours

Thesis/Non-Thesis Project ..... 0-4 hours

*One option from the following:*

**Option I: Thesis** ..... 4 hours

*Four hours from the following:*

SOFD690/691/692 Thesis (1/2/3 hrs)

SOCL690/691/692 Thesis (1/2/3 hrs)

**Option II: Non-Thesis Project** ..... 0 hours

*Non-thesis students must submit two essays dealing with a methodological, theoretical and/or practical problem in power, crime, conflict and cooperation within the schools that reflects the interests of the student and readers.*

Program Total ..... 31 hours

## MASTER OF ARTS in Sociology (SOC)

The Master of Arts in Sociology program provide the knowledge in theory and methodology needed to pursue a Ph.D. in sociology and related fields, to teach in post-secondary institutions, or to pursue a public or private sector career, by addressing the following goals:

1. To allow students to develop skills necessary to secure employment in sociology and related fields.
2. To equip students with advanced sociological training in theory and methods in preparation for the pursuit of doctoral degrees.
3. To equip students with advanced sociological education in preparation to teach in post-secondary institutions.

### Admission Requirements

#### Degree Admission

Applicants must:

1. Meet the requirements of the graduate school;
2. Have an undergraduate GPA of at least 3.0; if the GPA is below 3.0, applicant should contact the graduate coordinator, who may request that they attain a score at the 60th percentile on the GRE. A GRE score is not required if the GPA is 3.0 or above;
3. Have completed the following prerequisite courses or their equivalent, having earned at least a "B" in the course\*:



SOCL250 Social Statistics I  
 SOCL304 Methods in Sociological Research  
 SOCL403 Modern Sociological Theory

\*Applicants lacking one or more of the three prerequisite courses listed above may be granted a conditional admission. Credit earned for these courses will not be applied to their degree credits.

4. Submit a two-to-three page personal statement, highlighting the manner in which past academic, employment, volunteer or other relevant personal experiences have shaped their interest in a master's degree in sociology. The applicant should also discuss the manner in which this degree will enhance their future career plans; and
5. Submit two letters of reference, from either academic or employment sources.

#### Degree Requirements

**Thesis Option:** In addition to the coursework outlined below, thesis students must complete a thesis on a subject determined in consultation with their departmental thesis committee, as per Graduate School guidelines. The completed thesis must be approved by the student's departmental thesis committee, as per departmental guidelines. Four thesis credit hours are earned.

**Non-Thesis Option:** In addition to the coursework outlined below, non-thesis students must submit two essays dealing with methodological, substantive or theoretical issues in sociology. These may be based on papers completed in graduate courses but must be of higher quality than usual term papers, must meet departmental requirements and be approved by their non-thesis essay committee. No credit hours are earned for these essays.

#### Course Requirements

The M.A. in sociology requires the completion of 31 hours of course work to be distributed among required courses, program courses, elective courses and cognate courses as follows:

Required Courses .....9-13 hours

- SOCL630 Advanced Social Statistics (3 hrs)
  - SOCL677 Advanced Methods in Sociological Research (3 hrs)
  - SOCL678 Methods in Social Program Evaluation (3 hrs)
- Select from either option I or option II:

- Option I:** SOCL690/691/692 Thesis (4 hrs)
- Option II:** Non-thesis option (0 hrs)

Required Concentration Courses .....12 hours

- SOCL503 The Family as an Institution (3 hrs)
- SOCL513 Social Deviance (3 hrs)
- SOCL640 Advanced Sociological Theory (3 hrs)
- SOCL647 Contemporary Community Structure (3 hrs)

Elective Courses .....0-10 hours

*Elective courses should be selected in consultation with the graduate coordinator. Any graduate-level course in sociology, criminology or anthropology (except for those counted as required courses) are eligible for elective credit. Approved 400-level undergraduate courses in sociology, anthropology or criminology may be used as well, upon consultation with and permission of the graduate coordinator.*

Cognate Courses .....0-9 hours

*Graduate level courses taken through departments/disciplines other than sociology, anthropology or criminology constitute cognate credit. These choices should be made in consultation with the graduate coordinator.*

Program Total .....31-34 hours

## MASTER OF ARTS in Sociology — Applied Research Speciality (SOC)

This specialty provides knowledge and skills in theory and general methodology, with specific emphasis on the evaluation of ongoing programs. It prepares students for responsible positions in applied areas of sociology by addressing the following goals:

1. Provide knowledge and skills needed for careers in evaluation and applied research.
2. Increase knowledge and skills for students already employed in fields of sociology, in the private and public sectors.
3. Prepare students to pursue a Ph.D. in sociology, or teach in post-secondary institutions.

#### Admission Requirements

##### Degree Admission

Applicants must:

1. Meet the requirements of the graduate school;
2. Have an undergraduate GPA of at least 3.0; if the GPA is below 3.0, applicant should contact the graduate coordinator, who may request that they attain a score at the 60th percentile on the GRE. A GRE score is not required if the GPA is 3.0 or above;
3. Have completed the following courses or their equivalent, having earned at least a "B" in the course\*:

SOCL250 Social Statistics I  
 SOCL304 Methods in Sociological Research  
 SOCL403 Modern Sociological Theory

\*Applicants lacking one or more of the three prerequisite courses listed above may be granted a conditional admission. Credit earned for these courses will not be applied to their degree credits.

4. Submit a two-to-three page personal statement, highlighting the manner in which past academic, employment, volunteer or other relevant personal experiences have shaped their interest in a master's degree in sociology. The applicant should also discuss the manner in which this degree will enhance their future career plans; and
5. Submit two letters of reference, from either academic or employment sources.

##### Degree Requirements

**Thesis Option:** In addition to the coursework outlined below, thesis students must complete a thesis on a subject determined in consultation with their departmental thesis committee, as per Graduate School guidelines. The completed thesis must be approved by the student's departmental thesis committee, as per departmental guidelines. Four thesis credit hours are earned.

**Non-Thesis Option:** In addition to the coursework outlined below, non-thesis students must submit two essays dealing with methodological, substantive or theoretical issues in sociology. These may be based on papers completed in graduate courses but must be of higher quality than usual term papers, must meet departmental requirements and be approved by their non-thesis essay committee. No credit hours are earned for these essays.

##### Course Requirements

The M.A. in sociology-applied research specialty requires the completion of at least 31 hours of course work to be distributed among required program courses, concentration courses, elective courses and cognate courses as follows:

Required Courses .....9-13 hours

- SOCL630 Advanced Social Statistics (3 hrs)
  - SOCL677 Advanced Methods in Sociological Research (3 hrs)
  - SOCL678 Methods in Social Program Evaluation (3 hrs)
- Select from either option I or option II:

- Option I:** SOCL690/691/692 Thesis (4 hrs)
- Option II:** Non-thesis option (0 hrs)

**Required Concentration Courses.....16 hours**

- SOCL647 Contemporary Community Structure (3 hrs)
- \*SOCL662 Supervised Field Experience (4 hrs)
- SOCL695 Program Evaluation Skills Development (3 hrs)

*One course from the following:*

- SOCL640 Advanced Sociological Theory (3 hrs)
- SOCL643 Organizations and Networks (3 hrs)

*One course from the following:*

- SOCL504 Demographic Analysis (3 hrs)
- SOCL636 Qualitative Analysis (3 hrs)
- SOCL641 Theory Construction and Verification (3 hrs)

**Elective Courses .....0-10 hours**

*Elective courses should be selected in consultation with the graduate coordinator. Any graduate-level course in sociology, criminology or anthropology (except for those counted as required courses) are eligible for elective credit. Approved 400-level undergraduate courses in sociology, anthropology or criminology may be used as well, upon consultation with and permission of the graduate coordinator.*

**Cognate Courses.....0-9 hours**

*Graduate level courses taken through departments/disciplines other than sociology, anthropology or criminology constitute cognate credit. These choices should be made in consultation with the Graduate Coordinator.*

**Program Total .....31-34 hours**

*Note:*

*\*Two semesters (four credit hours) of supervised field experience, approved by graduate coordinator and department head to provide experience in either evaluation research or some aspects of applied sociology.*

## MASTER OF ARTS in Sociology — Family Specialty (SOCF)

This program provides knowledge and skills in theory and methodology, with specific emphasis on the family as a social institution. It prepares students for responsible positions in the public and private sectors by addressing the following goals:

1. Achievement of academic knowledge required to pursue the Ph.D. in sociology or teach at the community college level;
2. Increased knowledge and skills for students already employed in applied fields of sociology, especially in agencies working with families in social service agencies, schools, courts, hospitals or community education, within both public and private sectors; and
3. Preparation for careers in family sociology.

### Admission Requirements

#### Degree Admission

Applicants must:

1. Meet the requirements of the graduate school;
2. Have an undergraduate GPA of at least 3.0; if the GPA is below 3.0, applicant should contact the graduate coordinator, who may request that they attain a score at the 60th percentile on the GRE. A GRE score is not required if the GPA is 3.0 or above;
3. Have completed the following courses or their equivalent having earned at least a "B" in the course\*:

- SOCL250 Social Statistics I
- SOCL304 Methods in Sociological Research
- SOCL403 Modern Sociological Theory

\*Applicants lacking one or more of the three prerequisite courses listed above may be granted a conditional admission. Credit earned for these courses will not be applied to their degree credits.

4. Submit a two-to-three page personal statement, highlighting the manner in which past academic, employment, volunteer or other relevant personal experiences have shaped their interest in a master's degree in sociology. The applicant should also discuss the manner in which this degree will enhance their future career plans; and
5. Submit two letters of reference, from either academic or employment sources.

### Degree Requirements

**Thesis Option:** In addition to the coursework outlined below, thesis students must complete a thesis on a subject determined in consultation with their departmental thesis committee, as per Graduate School guidelines. The completed thesis must be approved by the student's departmental thesis committee, as per departmental guidelines. Four thesis credit hours are earned.

**Non-Thesis Option:** In addition to the coursework outlined below, non-thesis students must submit two essays dealing with methodological, substantive or theoretical issues in sociology. These may be based on papers completed in graduate courses but must be of higher quality than usual term papers, must meet departmental requirements and be approved by their non-thesis essay committee. No credit hours are earned for these essays.

### Course Requirements

The M.A. in sociology-family specialty requires the completion of 31 hours of course work to be distributed among required program courses, concentration courses, elective courses and cognate courses as follows:

**Required Courses .....9-13 hours**

- SOCL630 Advanced Social Statistics (3 hrs)
- SOCL677 Advanced Methods in Sociological Research (3 hrs)
- SOCL678 Methods in Social Program Evaluation (3 hrs)

*Select from either option I or option II:*

- Option I:** SOCL690/691/692 Thesis (4 hrs)
- Option II:** Non-thesis option (0 hrs)

**Required Concentration Courses.....14 hours**

- SOCL503 The Family as an Institution (3 hrs)
- SOCL646 Research in Family Interaction (3 hrs)
- SOCL662 Supervised Field Experience (2 hrs)

*One course from the following:*

- SOCL513 Social Deviance (3 hrs)
- SOCL647 Contemporary Community Structure (3 hrs)

*One course from the following:*

- SOCL640 Advanced Sociological Theory (3 hrs)
- SOCL643 Organizations and Networks (3 hrs)

**Elective Courses .....0-10 hours**

*Elective courses should be selected in consultation with the graduate coordinator. Any graduate-level course in sociology, criminology or anthropology (except for those counted as required courses) are eligible for elective credit. Approved 400-level undergraduate courses in sociology, anthropology or criminology may be used as well, upon consultation with and permission of the graduate coordinator.*

**Cognate Courses.....0-9 hours**

*Graduate level courses taken through departments/disciplines other than sociology, anthropology or criminology constitute cognate credit. These choices should be made in consultation with the graduate coordinator.*

**Program Total .....31-34 hours**

## GRADUATE CERTIFICATE in Community Building (CBLD)

See page 37 for Interdisciplinary program listings.

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- ANTH437 Kinship and Social Structure (3 hrs)
- ANTH439 Seminar in Anthropological Theory (3 hrs)
- ANTH441 Senior Seminar in Anthropology (3 hrs)
- ANTH487 Cooperative Education in Anthropology (3 hrs)
- CRM412 Law and Society (3 hrs)
- CRM431 Policing in Society (3 hrs)
- CRM447 Senior Seminar in Criminology (3 hrs)
- CRM460 Criminal Law II (3 hrs)
- CRM487 Cooperative Education in Criminal Justice (3 hrs)
- CRM488/489 Field Internship in Criminology and Criminal Justice (3 hrs)
- SOCL402 Group Dynamics (3 hrs)
- SOCL403 Modern Sociological Theory (3 hrs)
- SOCL405 Senior Seminar in Sociology (3 hrs)
- SOCL412 Law and Society (3 hrs)
- SOCL448 Collective Behavior (3 hrs)
- SOCL450 The Family (3 hrs)
- SOCL451 Sociology of Work and Occupations (3 hrs)
- SOCL462 Complex Organizations (3 hrs)
- SOCL465 Sociology of Revolution (3 hrs)
- SOCL440 Sociology of Technology (3 hrs)
- SOCL478 Special Topics (2 hrs)
- SOCL487 Cooperative Education in Sociology (3 hrs)

## Women's and Gender Studies

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Address: 714 Pray-Harrold  
 Phone: 734.487.1177  
 Web site: [www.emich.edu/public/wstudies/index.html](http://www.emich.edu/public/wstudies/index.html)

See page 272 for course descriptions.

## MASTER OF ARTS in Women and Gender Studies (WGST)

### Objectives

The master of arts in women's and gender studies draws upon a range of courses in the Colleges of Arts and Sciences, Business, Education, Health and Human Services and Technology. This highly flexible program fosters scholarly debate and develops research skills for students seeking employment in business, industry, government or the nonprofit sector. Persons already employed will find the program useful in their professional advancement. The interdisciplinary nature of the women's and gender studies program allows students, in consultation with the graduate adviser, to create specially tailored programs of study.

## Admission Requirements

### Graduate admission requirements:

1. A baccalaureate in any field;
2. Prior completion of at least two courses with substantial content on women and/or gender and a grade of B or better;
3. A 2.75 undergraduate GPA overall, a 3.0 in the last-half cumulative undergraduate GPA, or a minimum 3.0 in graduate course work previously taken;
4. The applicant must write and submit a personal statement of no more than two pages, double-spaced. The personal statement must include the following: demonstrated proficiency in writing at the graduate level, an explanation of both academic and professional goals, a discussion of any prior professional and/or community-based experience related to women and/or gender and an explanation of how previous course work related to women and/or gender shaped the desire to pursue further study;
5. Two letters of recommendation addressing the candidate's preparation and ability to successfully complete graduate work. At least one letter must be from a former professor; and
6. For students whose first language is not English, demonstrated English Language proficiency as shown by official test scores on the International English Language Testing System-7, Test of English as a Foreign Language (TOEFL)-550, Test of Written English (TWE)-5, or Michigan English Language Assessment Battery (MELAB)-80.

### Conditional Admission

Students not meeting regular admission requirements may be admitted on a conditional basis with the approval of the program director.

### Non-Degree Admissions

Students not meeting the GPA requirement may be granted non-degree admission with the permission of the WGST program director and the Graduate School.

### Degree Requirements

Students will develop competencies through core requirements, restricted electives and complementary concentrations.

### Course Requirements

Students should consult the director and/or adviser for other approved women's and gender studies courses offered each semester. The M.A. in women's and gender studies is distributed among core courses, restricted elective courses and complimentary concentration courses as follows:

### Core Courses..... 12 hours

- WGST550 Feminist Thought (3 hrs)
- WGST608 Colloquium: Research on Women's Issues ( or approved substitute course) (3 hrs)
- Capstone Experience (6 hrs)

*Six hours from one of the three options:*

- Option I:** WGST686/687/688/689 Practicum (1/2/3/4 hrs)
- Option II:** WGST690/691/692 Thesis (1/2/3 hrs)
- Option III:** WGST694/695/696 Final Project (1/2/3 hrs)

### Restricted Elective Courses ..... 6 hours

*Six hours from the following:*

- ECON527 Women and the Economy in Comparative Perspective (3 hrs)
- EDPS617/WGST617 Children in Poverty: Educational Implications (2 hrs)
- HIST521 Studies in the History of Women in Europe (3 hrs)
- SOFD570 Women and Pedagogy: Life Histories (3 hrs)
- SWRK528 Practice with Women (2 hrs)
- WGST413/SWRK413 Women and Aging (3 hrs)
- WGST443/LITR443 Women in Literature (3 hrs)
- WGST460/PHIL460 Topics in Gender and Philosophy (3 hrs)
- WGST515/SOCL515 Sociology of Women (3 hrs)
- WGST521/STS521 Women and Technology (3 hrs)
- WGST522/SOCL522/ANTH522 Globalization: Race/Ethnicity, Class and Gender (3 hrs)
- WGST525/HIST525 Technology, Social Change and the Role of Women (3 hrs)

- WGST526 Topics in Feminist Philosophy (3 hrs)
- WGST528/STS528 Technology, Gender and Pop Culture (3 hrs)
- WGST530 Women and Film (3 hrs)
- WGST542/PSY542 Women and Mental Health (2 hrs)
- WGST560/SOCL560/CRM560 Domestic Violence and Sexual Assault (3 hrs)
- WGST575 Theories of Sexuality (3 hrs)
- WGST581/SOFD581 Gender and Education (3 hrs)
- WGST590/591/592 Special Topics (1/2/3 hrs)
- WGST617/EDPS617 Children in Poverty: Educational Implication (2 hrs)
- WGST660/SOFD660 Teaching for Social and Ecological Justice (3 hrs)
- WGST697/698/699 Independent Study (1/2/3 hrs)
- Additional courses selected in consultation with the adviser

**Complementary Concentration Courses.....12 hours**

*Students must select two or more complementary concentrations in other fields. A minimum of four hours is required in each of the complementary areas of study (12 hours total required). Students must consult with the women's and gender studies director or the women's and gender studies adviser for specific courses in each area that are approved for women and gender studies credit.*

Possible complementary concentrations:

- Communication and Theatre Arts
- Economics
- Educational Leadership
- Educational Psychology
- English Language and Literature
- Gerontology
- Counseling
- History
- Technology Studies/Nonprofit Management
- Management
- Philosophy
- Political Science
- Psychology
- Social Foundations of Education
- Social Work
- Sociology

**Program Total.....30 hours**

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- LITR443/WGST443 Women in Literature (3 hrs)
- SWRK413 Women and Aging (3 hrs)
- WGST460/PHIL460 Topics in Gender and Philosophy (3 hrs)





# College of Business

## **Dean**

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## **Associate Dean**

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## **Assistant Dean**

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## **Assistant Dean**

Dawn Gaymer  
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## **Departments and Programs**

- Accounting and Finance
- Computer Information Systems
- Management
- Marketing

## Mission Statement

To support the economic development of southeast Michigan by preparing graduates to perform effectively in an “information age” business environment that is being shaped by a global economy **and** by helping business leaders understand and address the forces shaping their environments as they create and recreate business.

The primary focus of the college is on teaching. Faculty research is fundamentally applied in nature. Professional service is directed towards the needs of the region and the professional communities that sustain the faculty.

The College of Business is AACSB accredited and offers four graduate degree programs: master of business administration (MBA), designed to give students a broad understanding of the business function; master of science in accounting (MSA), designed to provide students an in-depth understanding of the theoretical and practical concepts of accounting; master of science in computer-based information systems (MSIS), designed to enable students to design, develop, implement and control computer-based information systems; and master of science in human resource/organizational development (MSHROD), designed to train students as human resource managers and organization development specialists. These programs are intended to provide the professional education needed in business, industry and public or government service positions. The college also offers graduate certificates in business and areas of specialization.

The time required to complete a business master’s degree program or certificate depends upon the undergraduate preparation of the student. Graduate courses in business are primarily offered in the evening (Monday-Thursday). To provide greater flexibility for our students, the College of Business also offers the required MBA courses on Saturdays.

The Gary M. Owen Building, home of the College of Business, opened in 1990 and provides multipurpose classrooms and computer labs for students enrolled in business courses. Classrooms are multimedia capable as are the large lecture halls.

Further information is available by visiting [www.cob.emich.edu](http://www.cob.emich.edu).

## Graduate Degrees and Certificate Programs

The college offers the following graduate degrees and graduate certificate programs in the various disciplines of business. Admission and degree requirements for each of the programs can be found in the departmental sections of this catalog.

### Business Administration

MASTER OF BUSINESS ADMINISTRATION (General)  
MASTER OF BUSINESS ADMINISTRATION  
in an area of specialization:

E-Business  
Enterprise Business Intelligence  
Entrepreneurship  
Finance  
Human Resource Management  
Internal Auditing  
International Business  
Marketing Management  
Nonprofit Management  
Supply Chain Management

GRADUATE CERTIFICATE in Business Administration  
GRADUATE CERTIFICATE in an area of specialization:

Computer Information Systems  
E-Business  
Entrepreneurship  
Finance  
Human Resource Management  
International Business  
Marketing Management  
Organizational Development  
Supply Chain Management

### Accounting and Finance

MASTER OF SCIENCE in Accounting  
BACHELOR-MASTER’S in Accounting (150 hour program)  
GRADUATE CERTIFICATE in Nonprofit Management  
GRADUATE CERTIFICATE in Public Budget Management

### Computer Information Systems

MASTER OF SCIENCE in Computer Information Systems  
GRADUATE CERTIFICATE in Computer Information Systems

### Management

PROFESSIONAL MASTER OF SCIENCE in Bioinformatics  
MASTER OF SCIENCE in Human Resources and  
Organizational Development  
GRADUATE CERTIFICATE in Public Personnel Management  
GRADUATE CERTIFICATE in Bioinformatics  
GRADUATE CERTIFICATE in Nonprofit Management

### Marketing

GRADUATE CERTIFICATE in Marketing Management  
GRADUATE CERTIFICATE in Nonprofit Management  
GRADUATE CERTIFICATE in Community Building

## Graduate Programs in Business

### Admission Requirements

The admission policies herein are for the College of Business. Applicants must also meet the requirements for admission established by the Office of Graduate Studies and Research.

Admission to graduate degree programs in the College of Business is limited to students showing promise of success by reason of their undergraduate GPA (overall or in the last half of the undergraduate study), and performance on the Graduate Management Admission Test.\* Applicants with GMAT scores more than five years old should check with the coordinator of graduate business programs to determine if a new test score will need to be reported for admission consideration.

The college may admit candidates who have not yet taken the GMAT on a nondegree basis. Such candidates must meet the GPA required for the particular program, take foundation courses only and achieve the required GMAT score within one year of admission. This does not apply for international students on an F-1 student visa. The GMAT is not required for admission to the certificate program.

International students should also refer to the Office of Graduate Studies and Research section of this catalog for admission requirements. Applicants whose native language is not English must demonstrate proficiency in the English language by submitting scores from the Test of English as a Foreign Language (TOEFL). Please refer to general admissions requirements for the EMU Graduate School for the minimum scores needed.

Those with TOEFL or MELAB scores below Graduate School minimums must take a placement test administered by Eastern Michigan University Foreign Languages and Bilingual Studies Department and take ESL courses, as specified by that department, in their first semester of enrollment.

### Note:

Visit [www.mba.com](http://www.mba.com) for information regarding GMAT.

### Foundation/Prerequisite Requirements

Each business master’s program has a required common body of knowledge that each student must complete before enrolling in core-level graduate courses. A series of 500-level foundation courses covers most common subjects. Introductory courses, open to all graduate students, do not count toward core-level requirements in any graduate business program.

Once admitted into a graduate business program, students lacking basic course work must take foundation courses first. These may be waived for students who have completed equivalent work with a C or better at an approved accredited undergraduate institution. Those students that have earned a BBA from an AACSB accredited institution may waive the entire foundation.

### Upper-Level Core Requirements

Upper-level (515 or above) courses, both core and elective, comprise the 30 to 39 hours of advanced course work for the graduate degree. They are reserved for graduate business program students who have completed all foundation/prerequisite requirements and those admitted to upper-level graduate candidacy by the Graduate Business Programs Office.

Nonbusiness graduate students must have permission from the graduate business programs office to enroll in 600-level business courses.

### Degree Requirements

Graduate business students must complete all foundation/prerequisite and upper-level core requirements for their specific program, with a combined GPA of at least 3.0 (B). They must also maintain a 3.0 GPA in required upper-level core courses, electives not included. Core-level courses completed satisfactorily (B or better) from seven to 10 years prior to graduation may be applied only if approved by petition. A maximum of six hours of core-level courses from other institutions may be transferred if they:

1. Are determined to be equivalent to the courses to be waived;
2. Were passed with a grade of B or better.

### Dismissal from Program Policies

Graduate students with a GPA below 3.0 (B) may be dismissed from the program if, after two semesters of enrollment, they have not restored their GPA to 3.0 (B).

Graduate students may be dismissed from a graduate business program if they receive more than two grades below B- (2.7) in any of the required foundation and core courses. Should a student repeat a course, the repeated grade will be the grade of record.

### Guest Status

Guest students who wish to take courses at EMU and then transfer them to another institution's graduate program must meet the standards for degree admission and have permission to enroll in business courses.

## MASTER OF BUSINESS ADMINISTRATION (M.B.A.)

### Objectives

The MBA program seeks to develop business competencies necessary to design and implement strategies to improve overall organization results. These competencies are developed from a cross-functional, general management perspective, taking into consideration the ethical and international issues of the business environment. The MBA program seeks to expand competencies in problem analysis and resolution, team management, performance management, communication and interpersonal skills, and project management. Students may choose a general degree or a nine-to-15-hour area of specialization to develop more in-depth managerial competencies in a specific functional or cross-functional area.

### Admission Requirements

Applicants must be graduates of regionally accredited colleges and universities, and have achieved grades and GMAT scores indicating an aptitude for advanced study in business.

### Degree Admission

The standards for degree admission are a 2.5 minimum undergraduate GPA (or 2.75 for the last half of undergraduate study) and a GMAT score of at least 450.

### Conditional Admission

Conditional admission may be granted to students whose undergraduate GPA or GMAT score is lower than what the graduate business school normally considers acceptable, but who show promise of success in the program by other means. For questions about conditional admissions, please contact the assistant dean. Such students must maintain a B (3.0) average in the first 12 hours of adviser-approved courses. They must have an appropriate adviser's permission to enroll in foundation and core-level courses. Students who meet the probationary requirements will be granted regular admission.

### Program Requirements

The MBA curriculum is based on a model of competencies employers expect of our MBA graduates. Competencies are developed in the program in four stages: foundation, core skills, cross-functional core and capstone. Elective courses may be taken at any time during the program as long as prerequisites are met.

### Transfer Credit

A maximum of six credit hours may be transferred to the core MBA program.

### Pre-enrollment Competencies

Students are expected to possess the following competencies prior to enrollment in MBA courses.

**Written and Oral Communication Skills:** students should be able to express ideas clearly, concisely and persuasively in both written and oral business communication.

**Interpersonal Communication Skills:** students should be able to listen effectively, appreciate and respect diverse perspectives.

**High School Algebra, Descriptive Statistics, Elementary Probability Concepts:** students should be able to apply basic mathematics (percentages, graphs, equations) to business problems. They should be familiar with measures of central tendency, dispersion, histograms and basic probability concepts (joint, marginal, conditional probability, independence).

**Basic Software Skills:** students should be proficient in using software (word processing, spreadsheet and presentation), possess expertise in electronic mail and file transfer, and be familiar with accessing the Internet and specialized database resources.

### Foundation ..... 21 hours

*Students must complete course work in each of the following foundation areas or have acceptable undergraduate equivalents, in which case the course may be waived.*

- ACC501 Accounting Principles (3 hrs) (Prerequisite for FIN502)
- ECON500 Foundations of Economics Analysis (3 hrs)
- FIN502 Financial Principles (3 hrs)
- LAW503 Legal Environment of Business (3 hrs)
- MGMT505 Organizational Theory and Behavior (3 hrs)
- MKTG510 Marketing Management (3 hrs)
- POM503 Production/Operations Management (3 hrs)

### MBA Core Skills/Cross Functional Courses..... 24 hours

- ACC605 Strategic Information and Control Systems (3 hrs)
  - DS602 Business Research Methods (3 hrs)
  - DS605 Economics of Strategy (3 hrs)
  - FIN620 Financial Administration Policies (3 hrs)
  - IS605 Managing Information Technology (3 hrs)
  - MGMT600 Management Skills (3 hrs)
  - MGMT604 Strategic Communication and Ethical Decision Making (3 hrs)
  - MKTG610 Marketing Policies and Problems (3 hrs)
- Students should complete core classes before registering for DS605 and MGMT696.*

### Capstone Course ..... 3 hours

*The purpose of the required capstone course is to integrate and assess student competencies developed throughout the program, in the context of strategic management.*

- MGMT696 Strategic Management (3 hrs)

### Elective Courses for General MBA ..... 9 hours

*Students choosing the general MBA will select three adviser-approved electives from any 500 or 600-level courses offered within the College of Business. At least one for the three courses must be a 600-level course, and no more than two Independent Studies (699) or Special Topics (592/681) courses may be taken.*

### Total With Foundation Requirements ..... 57 hours

### Total With All Foundation Requirements Waived ..... 36 hours



## MBA in an Area of Specialization

### MBA with Specialization in an Area

Specializations are offered in the ten areas listed below. The area of specialization is noted on the student's transcript. The assistant dean or department heads must approve any course substitutions. These specialization options have program codes associated with them that differ from the general MBA. Therefore students wishing to change from one program to another (e.g., general MBA to MBA in supply chain management or vice versa) must submit a program change form to the Graduate Business Programs Office so that a new program of study can be issued.

Specializations offered:

- E-Business
- Enterprise Business Intelligence
- Entrepreneurship
- Finance
- Human Resource Management
- Internal Auditing
- International Business
- Marketing
- Nonprofit Management
- Supply Chain Management

### Foundation ..... 21 hours

Students must complete course work in each of the following foundation areas or have acceptable undergraduate equivalents, in which case the course may be waived.

- ACC501 Accounting Principles (3 hrs) (Prerequisite for FIN502)
- ECON500 Foundations of Economics Analysis (3 hrs)
- FIN502 Financial Principles (3 hrs)
- LAW503 Legal Environment of Business (3 hrs)
- MGMT505 Organizational Theory and Behavior (3 hrs)
- MKTG510 Marketing Management (3 hrs)
- POM503 Production/Operations Management (3 hrs)

### Core MBA Core Skills/Cross Functional Courses..... 24 hours

- ACC605 Strategic Information and Control Systems (3 hrs)
- DS602 Business Research Methods (3 hrs)
- DS605 Economics of Strategy (3 hrs)
- FIN620 Financial Administration Policies (3 hrs)
- IS605 Managing Information Technology (3 hrs)
- MGMT600 Management Skills (3 hrs)
- MGMT604 Strategic Communication and Ethical Decision Making (3 hrs)
- MKTG610 Marketing Policies and Problems (3 hrs)

Students should complete core classes before registering for DS605 and MGMT696.

### Capstone Course ..... 3 hours

The purpose of the required capstone course is to integrate and assess student competencies developed throughout the program, in the context of strategic management.

- MGMT696 Strategic Management (3 hrs)

Select a Specialization Area:

### E-Business (EBUS) ..... 12 hours

- MKTG530 E-Commerce Essentials (3 hrs)
- Three courses from the following:
  - ACC510 Enterprise Systems (3 hrs)
  - ACC511 Accounting for E-Commerce (3 hrs)
  - LAW525 E-Commerce Law (3 hrs)
  - MGMT611 Human Resources and Technology (3 hrs)
  - MGMT656 E-Business Strategy (3 hrs)
  - MKTG635 Internet Marketing (3 hrs)
  - MKTG645 Database Marketing (3 hrs)
  - SCM611 Supply Chain Management (3 hrs)
  - SCM614 Information Technology for Supply Chain Management (3 hrs)
  - SCM622 Customer Relationship Management in the Supply Chain (3 hrs)

### Enterprise Business Intelligence (IS) ..... 12 hours

- IS614 Systems Analysis and Design (3 hrs)
- IS645 Database Management Systems (3 hrs)
- IS650 Enterprise Resource Planning (3 hrs)
- IS665 Data Warehousing and Data Mining (3 hrs)

### Entrepreneurship (ENTR) ..... 9 hours

- MGMT570 New Venture Creation (3 hrs)
- MGMT614 Growth Strategies for Entrepreneurial Ventures (3 hrs)

One course from the following:

- MGMT603 Corporate Entrepreneurship: Innovation and Technology Commercialization (3 hrs)
- MGMT636 Current Topics in Entrepreneurship (3 hrs)
- MGMT660 Field Studies in Entrepreneurship (3 hrs)

### Finance (FIN) ..... 15 hours

- FIN540 International Finance (3 hrs)
- FIN615 Financial Markets and Institutions (3 hrs)
- FIN625 Securities Analysis (3 hrs)
- FIN660 Advanced Financial Management (3 hrs)
- FIN670 Risk Management with Derivatives (3 hrs)

### Human Resource Management (HR) ..... 12 hours

- MGMT509 Strategic Human Resource Management (3 hrs)

Three courses from the following:

- LAW540 Employment Law (3 hrs)
- MGMT611 Human Resource and Technology (3 hrs)
- MGMT618 Staffing Organizations (3 hrs)
- MGMT620 Compensation Management (3 hrs)
- MGMT621 Benefits Administration (3 hrs)
- MGMT625 Management in Unionized Settings (3 hrs)
- MGMT628 Human Resource Development (3 hrs)

### Internal Auditing (INAUD) ..... 9 hours

- ACC548 Information Systems Audit and Control (3 hrs)
- ACC560 Fraud Examination (3 hrs)

One course from the following:

- ACC510 Enterprise Systems (3 hrs)
- ACC511 Accounting for E-commerce (3 hrs)
- ACC642 Strategic Cost Management (3 hrs)
- ACC699 Independent Study (3 hrs)

### International Business (INB) ..... 15 hours

- ACC675 International Accounting and Taxation (3 hrs)
- FIN540 International Finance (3 hrs)
- MGMT550 International Management (3 hrs)
- MKTG520 International Business (3 hrs)

One course from the following:

- ECON508 International Trade (3 hrs)
- ECON509 International Monetary Economics (3 hrs)
- ECON699 Independent Study (3 hrs)
- MKTG525 Global Marketing (3 hrs)

### Marketing (MKTG) ..... 9 hours

- MKTG665 Seminar in Consumer Behavior (3 hrs)
- MKTG670 Advanced Methods in Marketing Research (3 hrs)

One course from the following:

- MKTG520 International Business (3 hrs)
- MKTG525 Global Marketing (3 hrs)
- MKTG530 E-Commerce Essentials (3 hrs)
- MKTG620 Customer Satisfaction (3 hrs)
- MKTG630 Sales Operation Management (3 hrs)
- MKTG635 Internet Marketing (3 hrs)
- MKTG640 Promotion Management (3 hrs)
- MKTG650 Channels of distribution and Logistics (3 hrs)
- Other electives to be developed based on demand

### Nonprofit Management (NPMG) ..... 11-12 hours

- ACC646 Financial Management of Nonprofit Organizations (3 hrs)
- LAW603 Legal Environment Nonprofit Organizations (3 hrs)

One course from the following:

- MGMT509 Strategic Human Resource Management (3 hrs)
- MGMT628 Human Resource Development (3 hrs)

One course from the following:

- PLSC645 Intergovernmental Relations (3 hrs)
- SWRK662 Grant Writing and Resource Development (3 hrs)
- SWRK694 Community Action Seminar (2 hrs)

**Supply Chain Management (SCMG) ..... 15 hours**

- SCM611 Supply Chain Management (3 hrs)
- SCM614 Information Technology for Supply Chain Management (3 hrs)
- SCM618 Logistics in the Supply Chain (3 hrs)

Two courses from the following:

- EM620 Integrated Product and Process Design (3 hrs)
- SCM622 Customer Relationship Management/Marketing in the Supply Chain (3 hrs)
- SCM624 Supply Chain Operations Planning and Scheduling (3 hrs)
- SCM628 Purchasing, Outsourcing and Quality (3 hrs)

## GRADUATE CERTIFICATE in Business Administration (BA)

This program enables individuals without undergraduate business degrees to gain business knowledge for personal or career advancement in the basic functional business disciplines. Students with previous equivalent undergraduate course work may be waived from up to nine hours.

**Certificate Requirements ..... 21 hours**

- ACC501 Accounting Principles (3 hrs) (Prerequisite for FIN502)
- ECON500 Foundations of Economic Analysis (3 hrs)
- FIN502 Financial Principles (3 hrs)
- LAW503 Legal Environment of Business (3 hrs)
- MGMT505 Organizational Theory and Behavior (3 hrs)
- MKTG510 Marketing Management (3 hrs)
- POM503 Production/Operations Management (3 hrs)

## GRADUATE CERTIFICATE in Area of Specialization

Admission to the graduate certificate program is limited to students who have completed a bachelor's degree from an accredited institution of higher education with a minimum GPA of 2.5 (on a 4.0 scale). The GMAT is not required for the graduate certificate programs.

*Note:*

*A maximum of three graduate credit hours may be transferred to a College of Business graduate certificate in an area of specialization. Please view the course description for required prerequisite.*

**Computer Information Systems (IS) ..... 15 hours**

- IS614 Systems Analysis and Design (3 hrs)
- IS616 Management of Information Systems Resources (3 hrs)
- IS620 Data Communication and Networks (3 hrs)
- IS645 Database Management Systems (3 hrs)
- IS696 Enterprise Information Systems Integration (3 hrs)

**E-Business (EBUS) ..... 15 hours**

- MKTG530 E-Commerce Essentials (3 hrs)
- One course from the following:
- IS605 Managing Information Technology (3 hrs)
  - SCM614 Information Technology for Supply Chain Management (3 hrs)

Three courses from the following:

- ACC510 Enterprise Systems (3 hrs)
- ACC511 Accounting for E-Commerce (3 hrs)
- \*IS605 Managing Information Technology (3 hrs)
- LAW525 E-Commerce Law (3 hrs)
- MGMT611 Human Resources and Technology (3 hrs)
- MGMT656 E-Business Strategy (3 hrs)
- MKTG635 Internet Marketing (3 hrs)
- MKTG645 Database Marketing (3 hrs)
- SCM611 Supply Chain Management (3 hrs)
- \*SCM614 Information Technology for Supply Chain Management (3 hrs)
- SCM622 Customer Relationship Management in the Supply Chain (3 hrs)

*Note:*

*\*May only be chosen as one of the three elective courses if not chosen above.*

**Entrepreneurship (ENTR)..... 15 hours**

- MGMT570 New Venture Creation (3 hrs)
  - MGMT614 Growth Strategies for Entrepreneurial Ventures (3 hrs)
- Two courses from the following:
- MGMT603 Corporate Entrepreneurship: Innovation and Technology Commercialization (3 hrs)
  - MGMT636 Current Topics in Entrepreneurship (3 hrs)
  - MGMT660 Field Studies in Entrepreneurship (3 hrs)

One course from the following:

- ACC501 Accounting Principles (3 hrs)
- LAW503 Legal Environment of Business (3 hrs)
- MGMT509 Strategic Human Resource Management (formerly MGMT609) (3 hrs)
- MGMT600 Management Skills (3 hrs)

**Finance (FIN)..... 15 hours**

- FIN540 International Finance (3 hrs)
- FIN615 Financial Markets and Institutions (3 hrs)
- FIN620 Financial Administration Policies (3 hrs)
- FIN625 Securities Analysis (3 hrs)
- FIN660 Advanced Financial Management (3 hrs)

**Human Resource Management (HR)..... 15 hours**

- MGMT505 Organizational Theory and Behavior (3 hrs)
  - MGMT509 Strategic Human Resource Management (3 hrs)
- Three courses from the following:
- MGMT618 Staffing Organizations (3 hrs)
  - MGMT620 Compensation Management (3 hrs)
  - MGMT625 Management in Unionized Settings (3 hrs)
  - MGMT628 Human Resource Development (3 hrs)

**Marketing Management (MKTG)..... 15 hours**

Five courses from the following:

- MKTG520 International Business (3 hrs)
- MKTG525 Global Marketing (3 hrs)
- MKTG592 Special Topics (3 hrs)
- MKTG620 Consumer Satisfaction (3 hrs)
- MKTG630 Sales Operation Management (3 hrs)
- MKTG640 Integrated Marketing Communications (3 hrs)
- MKTG650 Channels of Distribution and Logistics (3 hrs)
- MKTG665 Seminar in Consumer Behavior (3 hrs)
- MKTG670 Advanced Methods in Marketing Research (3 hrs)
- MKTG675 Market Planning and Forecasting (3 hrs)
- MKTG681 Special Topics (3 hrs)
- MKTG699 Independent Study (3 hrs)

**Organizational Development (OD) ..... 15 hours**

- MGMT602 Theory and Techniques of Organizational Development (3 hrs)
  - MGMT610 Diagnostic Techniques and Research Methods (3 hrs)
- Three courses from the following:
- MGMT615 Organization Design and Strategy (3 hrs)
  - MGMT628 Human Resource Development (3 hrs)
  - MGMT638 Building Continuous Improvement Teams (3 hrs)
  - MGMT648 Communication and Organizational Development (3 hrs)

Supply Chain Management (SCMG)..... 15 hours  
 SCM611 Supply Chain Management (3 hrs)  
 SCM614 Information Technology for Supply Chain Management (3 hrs)  
 SCM618 Logistics in the Supply Chain (3 hrs)  
*Two courses from the following:*  
 EM620 Integrated Product and Process Design (3 hrs)  
 SCM622 Customer Relationship Management/Marketing in the Supply Chain (3 hrs)  
 SCM624 Supply Chain Operations Planning and Scheduling (3 hrs)  
 SCM628 Purchasing, Outsourcing and Quality (3 hrs)

IMC604 IMC Marketing Communications Research (3 hrs)  
 IMC605 IMC Creative Message Strategy (3 hrs)  
 IMC606 IMC Multi-Channel Media I (3 hrs)  
 IMC607 IMC Multi-Channel Media II (3 hrs)  
 IMC608 IMC Direct Marketing (3 hrs)  
 IMC609 IMC Public Relations (3 hrs)  
 IMC612 IMC Sales Promotion (3 hrs)  
 IMC615 Ethics, Regulations and Society (3 hrs)  
 IMC631 IMC Campaigns (3 hrs)

Program Total..... 36 hours

## MASTER OF SCIENCE in Integrated Marketing Communications (IMC)

Archie Sader  
 Phone: 734.487.6568  
 E-mail: asader@emich.edu

The M.S. IMC program will be conducted exclusively online. Twelve rigorous three-credit courses will be required, culminating with a capstone experience in which students prepare a cohesive IMC plan for a real-world client.

### Goal and Objectives

1. Develop a foundation amongst students for identifying stakeholders; learning the strengths, weaknesses and applications of each communications vehicle; and for competency in preparing cohesive IMC plans.
2. Achieve an understanding of the primary role of IMC as the key to building brand image and brand equity.
3. Prepare graduates of the IMC program to be able to:
  - a. Identify all stakeholders as an early step in the IMC process;
  - b. Identify the situations when each functional area of IMC can be effectively utilized;
  - c. Discuss various factors in the global environment and how they influence IMC decisions;
  - d. Explain how brand equity is built, measured and managed;
  - e. Identify the factors that shape consumer decision making;
  - f. Plan IMC message communications strategies;
  - g. Explain the meaning of developing the same message across different vehicles;
  - h. Demonstrate how marketing objectives are translated into effective media strategies;
  - i. Explain how the Internet and other new media vehicles can be used to build customer relationships;
  - j. Discuss the roles of direct marketing in acquiring and retaining customers and building loyalty;
  - k. Explain how to measure the results of a direct marketing campaign;
  - l. Discuss how to use research for creative development and measuring the impact of the brand communications programs;
  - m. Explain the applications of sales promotion to build traffic, launch new products and build brands;
  - n. Identify the ethical and regulatory issues surrounding IMC;
  - o. Develop evaluative standards to determine success/failure of any given IMC campaign;
  - p. Develop a comprehensive and viable IMC plan for a real-world profit or nonprofit organization.
4. Be research-oriented and gain respect for developing knowledge in this discipline.
5. Reinforce the theme of developing innovative, applied and global programs.

Required Courses..... 36 hours  
 IMC601 IMC Principles, Strategies and Tactics (3 hrs)  
 IMC602 IMC Brand Development (3 hrs)  
 IMC603 IMC Audience Behavior (3 hrs)

## Department of Accounting and Finance

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Address: 406 Gary M. Owen Building  
 Phone: 734.487.3320  
 E-mail: susan.kattelus@emich.edu  
 Web site: www.accfm.emich.edu

See pages 180, 203 and 216 for course descriptions.

## MASTER OF SCIENCE in Accounting (MSA) (ACC)

The MSA program provides a balanced broad education and in-depth understanding of the theoretical and practical concepts of accounting. There are several areas of concentration available and students are given the opportunity to relate accounting topics to other disciplines, as they develop the broad base of knowledge necessary to create, use and audit accounting information systems. The MSA program meets American Institute of CPAs recommendations and Michigan State Board of Accountancy requirements, if appropriate electives are chosen.

All programs of study and advising materials are available at [www.accfm.emich.edu](http://www.accfm.emich.edu)

### Admission Requirements

#### Degree Admission

Complete and submit to the Office of Admissions all required documents and materials. Official transcripts sent to EMU directly from the institution are required for all institutions (graduate and undergraduate) attended. The following priority deadlines have been established for receipt of all application materials required for admission to a graduate program:

Semester/Session	Domestic Students	International Students
Fall	Feb. 1	Feb. 1
Winter	Sept. 1	Sept. 1
Spring	Feb. 1	Feb. 1
Summer	Feb. 1	Feb. 1

Some programs have deadlines different from those stated above. Prospective applicants are advised to verify the program deadline with their academic department or its web site.

Previous academic performance, written statement of personal goals and GMAT score are significant factors considered by the MSA director in the admission process. Generally, as a minimum, the applicant must have an overall undergraduate GPA of 3.0 (on a 4.0 scale) and a GMAT score of 500 or above.



### Conditional Admission

Conditional admission also is possible for otherwise promising applicants who do not meet the GPA/GMAT criteria for regular admission. Such applicants should contact the MSA director of the Accounting Department.

## Program Requirements

### Program Design

Upon admission to the MSA program, each student must prepare a program of study. The program is reviewed with the student by the MSA adviser to ascertain that it is appropriate given the student's background and career goals. The program of study becomes the student's degree requirement when accepted by the student and the MSA adviser. Subsequent changes in course work must be approved by the MSA faculty adviser.

## Course Requirements

### Foundation/Prerequisite Courses..... 18 hours

*Students must complete course work in each of the following foundation areas unless they have satisfactorily completed the undergraduate equivalent.*

- ACC340 Intermediate Accounting (3 hrs)
- ACC342 Managerial Cost Accounting (3 hrs)
- ACC356 Accounting Information Systems (3 hrs)
- ACC501 Accounting Principles (3 hrs)
- DS265 Business Statistics I (3 hrs)
- ECON500 Economics: Principles and Institutions (3 hrs)

### Core Courses..... 30 hours

*The MSA program requires the completion of 30 hours of course work to be distributed among required core courses and restricted elective courses, as follows:*

#### Required Core Courses..... 12 hours

- ACC540 Corporate Financial Reporting (3 hrs)
- ACC544 Federal Income Taxation (3 hrs)
- ACC567 Professional Auditing (3 hrs)
- One course from the following:*
  - ACC656 Accounting, Information Technology and Research (for the AIS track) (3 hrs)
  - ACC696 Accounting Theory, Research and Policy (3 hrs)

#### ‡Restricted Electives (tracks)..... 12 hours

- Accounting Information Systems:
- ACC510 Enterprise Systems (3 hrs)
  - ACC511 Accounting for e-commerce (3 hrs)
  - ACC548 Information Systems Audit and Control (3 hrs)
  - Any 500 or 600 level ACC course not previously taken (3 hrs)

#### Internal Auditing:

- ACC548 Information Systems Audit and Control (3 hrs)
- ACC560 Fraud Examination (3 hrs)
- ACC642 Strategic Cost Management (3 hrs)
- Any 500 or 600 level ACC course not previously taken (3 hrs)

#### Tax and Financial Planning:

- ACC584 Tax Research Methods, Practice and Problems (3 hrs)
- ACC585 Business Tax Planning (3 hrs)
- ACC672 Investment and Tax Financial Planning (3 hrs)
- Any 500 or 600 level ACC course not previously taken (3 hrs)

#### Financial and Professional Services:

- ACC511 Accounting for e-commerce (3 hrs)
- ACC541 Advanced Financial Accounting (3 hrs)
- †ACC546 Public and Nonprofit Sector Accounting (3 hrs)
- Any 500 or 600 level ACC course not previously taken (3 hrs)

#### Other Accounting Courses:

- ACC590/591/592 Special Topics (1/2/3 hrs)
- ACC675 International Accounting and Taxation (3 hrs)
- ACC679/680/681 Special Topics (1/2/3 hrs)
- ACC697/698/699 Independent Study (1/2/3 hrs)

### College of Business Electives (Non-ACC)..... 6 hours

*Select six hours within the College of Business.*

### Program Total..... 30 hours

#### Note:

*Students having equivalent courses may be required to substitute other courses in the areas of accounting, finance, information systems, management and marketing, as determined by the M.S.A. director/adviser.*

*†Students planning to take the CPA examination must elect ACC546 and satisfy the state's general business requirement.*

*‡You do not have to choose a track.*

## Bachelor's-Master's Degree in Accounting (B.B.A.-MSA)

### Accounting Information Systems Track (AIS) Accounting (ACC)

This combined degree program prepares students for careers in public accounting, industry, and governmental and nonprofit entities. CPA candidates must have completed 150 hours of education before being admitted as members of the American Institute of Certified Public Accountants and to be licensed in most states.

#### Admission Requirements

Following are the minimal standards for admission to the combined B.B.A. and MSA degree programs in accounting. Generally, each item should be satisfied, though the candidate's overall record is considered. Transfer credits and grades will be evaluated in terms of Eastern Michigan University equivalency.

Initial admission is dependent on:

1. Completion of 90 hours of undergraduate course work including College of Business requirements, General Education Requirements and ACC340 Intermediate Accounting;
2. A cumulative GPA of 3.0 on a 4.0 scale;
3. The candidate's written statement of personal goals; and
4. An interview with the program adviser.

Admission to the graduate level requires:

1. Completion of 120 hours of undergraduate course work including course content noted under initial admission above and the undergraduate components (i.e., required and restricted electives);
2. A GMAT score of 500 (must be taken during the fourth year, so that the candidate's score is received before admission to the fifth year); and
3. A cumulative G.P.A. of 3.0 on a 4.0 scale.
4. Completed application and payment of fee to the Graduate School.

The candidate is encouraged to apply to the graduate program at the beginning of his/her senior year and take the Graduate Management Admission Test (GMAT) during that same year.

To inquire about the specific requirements and to develop the program of study, contact:

Director of Graduate Business Programs  
404 Gary M. Owen Building  
Eastern Michigan University  
Ypsilanti, MI 48197  
734.487.4444

## Accounting Information Systems (AIAC)

### General Education Requirements..... 40 hrs

*See page 46 of the Undergraduate Catalog for further information regarding General Education requirements.*

### University Requirements..... 9 hours

- ECON201 Principles of Macroeconomics (3 hrs)
- ECON202 Principles of Microeconomics (3 hrs)



One course from the following:

- MATH118 Linear Models and Probability (3 hrs)
- MATH122 Elementary Linear Algebra (3 hrs)

Undergraduate Program Requirements..... 84 hours

Business Core Courses..... 36 hours

- ACC240 Principles of Financial Accounting (3 hrs)
- ACC241 Principles of Managerial Accounting (3 hrs)
- COB200 Introduction to Business (3 hrs)
- DS265 Business Statistics I (3 hrs)
- FIN350 Principles of Finance (3 hrs)
- IS215 End-User Computing (3 hrs)
- LAW293 Legal Environment of Business (3 hrs)
- MGMT202 Business Communication (3 hrs)
- MGMT386 Organizational Behavior and Theory (3 hrs)
- MGMT490 Business Policy (3 hrs)
- MKTG360 Principles of Marketing (3 hrs)
- POM374 Introduction to Production/Operations Management (3 hrs)

Accounting Information Systems Core Courses..... 33 hours

- ACC296 The Accounting Cycle and Profession (3 hrs)
- ACC340 Intermediate Accounting (3 hrs)
- ACC342 Managerial Cost Accounting (3 hrs)
- ACC356 Accounting Information Systems (3 hrs)
- ACC456 Accounting Information Systems Implementation and Projects (3 hrs)
- †ACC548 Information Systems Audit and Control (3 hrs)
- IS320 Data Networks (3 hrs)
- IS380 Introduction to Databases (3 hrs)
- †IS510 Introduction to Object Oriented Programming (3 hrs)

One course from the following:

- ACC344 Principles of Taxation (3 hrs)
- †ACC544 Federal Income Taxation (3 hrs)

One course from the following:

- IS219 File Processing and COBOL Programming (3 hrs)
- IS247 Software Design and Programming (3 hrs)

University Elective Courses..... 15 hours

Graduate Program Requirements ..... 24 hours

Required Accounting Courses..... 9 hours

- †ACC540 Corporate Financial Reporting (3 hrs)
- ACC567 Professional Auditing (3 hrs)
- ACC696 Accounting Theory, Research and Policy (3 hrs)

Restricted Elective Accounting Courses..... 9 hours

- ACC510 Enterprise Systems (3 hrs)
  - ACC511 Accounting for E-Commerce (3 hrs)
- One course from the following:
- ACC541 Advanced Financial Accounting (3 hrs)
  - ‡ACC546 Public and Nonprofit Sector Accounting (3 hrs)
  - ACC560 Fraud Examination (3 hrs)
  - ACC584 Tax Research Methods, Practice and Problems (3 hrs)
  - ACC585 Business Tax Planning (3 hrs)
  - ACC592 Special Topics (3 hrs)
  - ACC642 Strategic Cost Management (3 hrs)
  - ACC672 Investment and Tax Financial Planning (3 hrs)
  - ACC675 International Accounting and Taxation (3 hrs)
  - ACC681 Special Topics (3 hrs)
  - ACC699 Independent Study (3 hrs)

Restricted Non-Accounting Courses..... 6 hours

Select six credit hours from any combination of 500- to 600-level COB, DS, FIN, IS, POM, MGMT, MKTG, LAW or SCM courses. Advanced adviser approval is required.

Program Total ..... 150 hours

Note:

Students must have a 3.0 GPA and a 500 GMAT to be admitted to the graduate portion of the program.

†Students must be admitted to the graduate portion of the program before registering for courses in the lower section of this program of study. For ACC540, an exception requiring Department approval may be requested.

‡Students planning on taking the CPA exam in Michigan must take ACC546

## Accounting (ACAC)

General Education Requirements..... 40 hrs

See page 46 of the Undergraduate Catalog for further information regarding General Education requirements.

Additional Requirements ..... 9 hours

- ECON201 Principles of Macroeconomics (3 hrs)
- ECON202 Principles of Microeconomics (3 hrs)

One course from the following:

- MATH118 Linear Models and Probability (3 hrs)
- MATH122 Elementary Linear Algebra (3 hrs)

Undergraduate Program Requirements..... 84 hours

Business Core Courses..... 36 hours

- ACC240 Principles of Financial Accounting (3 hrs)
- ACC241 Principles of Managerial Accounting (3 hrs)
- COB200 Introduction to Business (3 hrs)
- DS265 Business Statistics I (3 hrs)
- FIN350 Principles of Finance (3 hrs)
- IS215 End-User Computing (3 hrs)
- LAW293 Legal Environment of Business (3 hrs)
- MGMT202 Business Communication (3 hrs)
- MGMT386 Organizational Behavior and Theory (3 hrs)
- MGMT490 Business Policy (3 hrs)
- MKTG360 Principles of Marketing (3 hrs)
- POM374 Introduction to Production/Operations Management (3 hrs)

Accounting Core Courses..... 21 hours

- ACC296 The Accounting Cycle and Profession (3 hrs)
- ACC340 Intermediate Accounting (3 hrs)
- ACC342 Managerial Cost Accounting (3 hrs)
- ACC356 Accounting Information Systems (3 hrs)
- ACC496 Financial Management and Controllorship (3 hrs)
- †ACC540 Corporate Financial Reporting (3 hrs)

One course from the following:

- ACC344 Principles of Taxation (3 hrs)
- †ACC544 Taxation of Entities (3 hrs)

Restricted Elective..... 3 hours

Select one course from the following. If ACC344 is selected for the accounting core course requirement, restricted elective course must be from the 500-level:

- ACC442 Advanced Cost Accounting (3 hrs)
- ACC450 Internal Auditing (3 hrs)
- ACC475 Internal Accounting (3 hrs)
- ACC479 Special Topics (3 hrs)
- ACC491 Accounting Honors Thesis (3 hrs)
- ACC499 Directed Studies (3 hrs)
- †ACC541 Advanced Financial Accounting (3 hrs)
- †‡ACC546 Public and Nonprofit Sector Accounting (3 hrs)
- †ACC548 Information Systems Audit and Control (3 hrs)
- †ACC585 Business Tax Planning (3 hrs)
- †ACC592 Special Topics (3 hrs)

University Elective Courses..... 17 hours

Graduate Program Requirements ..... 24 hours

Required Accounting Courses..... 6 hours

- ACC567 Professional Auditing (3 hrs)
- ACC696 Accounting Theory, Research and Policy (3 hrs)

Restricted Elective Accounting Courses..... 12 hours

Twelve credit hours from the following:

- ACC510 Enterprise Systems (3 hrs)
- ACC511 Accounting for E-Commerce (3 hrs)
- ACC541 Advanced Financial Accounting (3 hrs)
- ‡ACC546 Public and Nonprofit Sector Accounting (3 hrs)

- ACC548 Information Systems Audit and Control (3 hrs)
- ACC560 Fraud Examination (3 hrs)
- ACC584 Tax Research Methods, Practice and Problems (3 hrs)
- ACC585 Business Tax Planning (3 hrs)
- ACC592 Special Topics (3 hrs)
- ACC642 Strategic Cost Management (3 hrs)
- ACC672 Investment and Tax Financial Planning (3 hrs)
- ACC675 International Accounting and Taxation (3 hrs)
- ACC681 Special Topics (3 hrs)
- ACC699 Independent Study (3 hrs)

**Restricted Non-Accounting Courses..... 6 hours**  
Select six credit hours from any combination of 500- to 600-level COB, DS, FIN, IS, POM, MGMT, MKTG, LAW or SCM courses

**Program Total..... 150 hours**

*Note:*

Students must have a 3.0 GPA and a 500 GMAT to be admitted to the graduate portion of the program.

†Students must be admitted to the graduate portion of the program before registering for courses in the lower section of this program of study.

‡Students planning on taking the CPA exam must take ACC546

## GRADUATE CERTIFICATE in Nonprofit Management (NPMG)

See page 36 for Interdisciplinary program listings.

# Department of Computer Information Systems

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Address: 412 Gary M. Owen Building  
Phone: 734.487.2454  
Web site: www.cis.emich.edu

See pages 230 and 249 for course descriptions.

## MASTER OF SCIENCE in Information Systems (IS)

The master of science in information systems (MSIS) program emphasizes an interplay of both technical knowledge and organizational skills and prepares graduates to assume leadership roles in creating, integrating, maintaining, managing information systems and developing strategies for effective use of enterprise information resources. The program prepares the students for understanding and shaping emerging economies, and engages them in collaborative problem solving, with increased emphasis on ethics and communication skills, in real world projects and cases, and hands-on training. Small class sizes provide ample opportunities for interactions and teamwork.

### Admission Requirements

Complete and submit to the Office of Admissions all required documents and materials. Official transcripts sent to EMU directly from the institution are required for all institutions (graduate and undergraduate) attended. The

following priority deadlines have been established for receipt of all application materials required for admission to a graduate program:

Semester/Session	Domestic Students	International Students
Fall	Feb. 1	Feb. 1
Winter	Sept. 1	Sept. 1
Spring	Feb. 1	Feb 1
Summer	Feb. 1	Feb 1

Some programs have deadlines different from those stated above. Prospective applicants are advised to verify the program deadline with their academic department or its web site.

Admission is granted to graduates of regionally accredited colleges and universities whose grades and GMAT or GRE scores indicate an aptitude for advanced study in computer information systems.

### Degree Admission

Degree admission requires a GMAT score of 450 or higher or a GRE (verbal and quantitative) score of 900 or higher, and an undergraduate GPA of either 2.75 overall or 3.0 for the last half of undergraduate study.

### Conditional Admission

Students may qualify for conditional admission with an index computed as  $GPA * 200 + GMAT \text{ score} \geq 950$  or  $GPA * 400 + GRE \text{ score (verbal and quantitative)} \geq 1900$ .

### Foundation/prerequisite courses ..... 18 hours

Once admitted into the program, students lacking basic course work must complete the foundation courses. These courses may be waived for students who have completed equivalent work with C or better at any regionally accredited institution.

#### IS Foundation Courses..... 9 hours

- IS502 Business Information Systems (3 hrs)
- IS510 Introduction to Object-Oriented Programming (3 hrs)
- IS520 Hardware and Software (3 hrs)

#### Business Foundation Courses ..... 9 hours

- ACC501 Accounting Principles (3 hrs)
- FIN502 Financial Principles (3 hrs)
- MGMT505 Organizational Theory and Behavior (3 hrs)

### Required Courses..... 15 hours

- IS606 Web Application Development (3 hrs)
- IS614 Systems Analysis and Design (3 hrs)
- IS620 Data Communications and Networks (3 hrs)
- IS625 Information Systems Project Management (3 hrs)
- IS645 Database Management Systems (3 hrs)

### Elective Courses..... 12 hours

Four courses from the following:

- IS610 Advanced Programming (3 hrs)
- IS616 Management of Information Systems Resources (3 hrs)
- IS622 Information Systems Consulting (3 hrs)
- IS624 Web Servers and Systems Software (3 hrs)
- IS632 Global Dimensions of Information Technology (3 hrs)
- IS650 Enterprise Resource Planning (3 hrs)
- IS660 E-Business Application Development (3 hrs)
- IS665 Data Warehousing and Data Mining (3 hrs)

### Integration Course..... 3 hours

To be taken at the end of the program

- IS696 Enterprise Information System Development (3 hrs)

### Thesis Option..... 6 hours

- IS690/691/692 Master's Thesis in Information Systems may replace IS696 (3 hrs) and one elective course (3 hrs)

### Program Total..... 48 hours

## GRADUATE CERTIFICATE in Computer Information Systems (IS)

Restricted Electives ..... 15 hours

*Five courses from the following:*

- IS606 Web Application Development (3 hrs)
- IS610 Advanced Programming (3 hrs)
- IS614 Systems Analysis and Design (3 hrs)
- IS616 Management of Information Systems Resources (3 hrs)
- IS620 Data Communications and Networks (3 hrs)
- IS622 Information Systems Consulting (3 hrs)
- IS624 Web Servers and Systems Software (3 hrs)
- IS625 Information Systems Project Management (3 hrs)
- IS632 Global Dimensions of Information Technology (3 hrs)
- IS645 Database Management Systems (3 hrs)
- IS650 Enterprise Resource Planning (3 hrs)
- IS660 E-Business Application Development (3 hrs)
- IS665 Data Warehousing and Data Mining (3 hrs)

## Department of Management

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Address: 466 Gary M. Owen Building  
Phone: 734.487.3240  
E-mail: fwagnerm@emich.edu  
Web site: www.mgt.emich.edu

See page 237 for course descriptions.

## PROFESSIONAL MASTER OF SCIENCE in Bioinformatics (BINF)

See page 36 for Interdisciplinary program listings.

## MASTER OF SCIENCE in Human Resource Management and Organizational Development (HROD)

### Objectives

1. To prepare professional who understand and are able to plan, implement and manage change processes, whether in positions internal to an organization (managerial or staff support) or as an external consultant.
2. To prepare professional who understand the need to match organizational needs with human resource needs and are able to implement appropriate systems related to structure, process and human resources.
3. To prepare professional who understand and apply human resource and organizational development techniques in ways that lead to greater organizational effectiveness.
4. To prepare professionals who understand and apply human resource and organizational development techniques in ways that lead to greater organizational effectiveness.
5. To provide the community with access to the expertise of both faculty and students.

## Admission Requirements

### Degree Admission

Criteria for degree admission include:

1. GPA Requirement:
  - a. An overall undergraduate GPA of at least 2.75 (on a 4.0 scale); or
  - b. A GPA of at least 3.0 for the last half of undergraduate study; or
  - c. A GPA of at least 3.5 in a completed master's degree program.
2. A GMAT score of 450 or higher or a GRE score of 1000 or higher for math and verbal.

### Conditional Admission

Conditional admission may be granted to students who do not meet the above requirements. Such students must maintain a B (3.0) average in foundation courses and the first 12 hours of adviser-approved core courses. Students who meet the conditional requirements will be granted regular admission. Conditionally admitted students must have an adviser's permission to enroll in courses.

### Transfer Credits

Students could be approved to transfer a maximum of six credit hours from an accredited masters degree. For more details, check with the department.

## Course Requirements

Foundation/prerequisite courses ..... 15 hours

*Nine hours of graduate or undergraduate non-management courses spread across three business functional areas (marketing, law, economics, accounting, finance). One three-hour course must be either an accounting or a finance course.*

- DS501 Introductory Probability and Statistics for Business (3 hrs) or an undergraduate statistics course
- IS502 Business Information Systems (3 hrs) or an undergraduate computer course or demonstrated proficiency in using computer applications including Word, Power Point and Excel/Lotus spreadsheets.

Required courses ..... 18-21 hours

- \*MGMT505 Organizational Theory and Behavior (3 hrs)
- †MGMT509 Strategic Human Resource Management (formerly MGMT609) (3 hrs)

- MGMT602 Theory and Techniques of Organizational Development (3 hrs)
- MGMT610 Diagnostic Techniques and Research Methods (3 hrs)
- MGMT628 Human Resource Development (3 hrs)
- Three hours of practicum or three to six hours of thesis:*
- MGMT688 Practicum in Human Resource Management/Organizational Development (3 hrs)
- ‡MGMT690/691/692 Thesis in Organizational Development (1/2/3 hrs)

Elective Courses ..... 9-12 hours

*Nine to 12 hours from the following:*

- MGMT611 HR and Technology (3 hrs)
  - MGMT613 Leadership in Business Organizations: Theory and Practice (3 hrs)
  - MGMT615 Organization Design and Strategy (3 hrs)
  - MGMT616 Negotiation and Influence Applications for Business (3 hrs)
  - MGMT618 Staffing Organizations (3 hrs)
  - MGMT620 Compensation Management (3 hrs)
  - MGMT621 Benefits Administration (3 hrs)
  - MGMT625 Management in Unionized Settings (3 hrs)
  - MGMT638 Building Continuous Improvement Teams (3 hrs)
  - MGMT648 Communication and Organizational Development (3 hrs)
  - MGMT696 Strategic Management (3 hrs)
- Or other adviser-approved electives

Program Total..... 30 hours

*Note:*

*\*Students with an undergraduate course in organizational theory and behavior may be required to substitute an elective for MGMT505.*

*†Students with an undergraduate course in human resources management/personnel administration or equivalent may be required to substitute an elective for MGMT509 Strategic Human Resource Management.*

*‡Students who elect the six-hour thesis in place of the practicum will take only nine hours of electives.*

## **GRADUATE CERTIFICATE in Bioinformatics (BINF)**

See page 36 for Interdisciplinary program listings.

## **GRADUATE CERTIFICATE in Community Building (CBLD)**

See page 36 for Interdisciplinary program listings.

## **GRADUATE CERTIFICATE in Nonprofit Management (NPMG)**

See page 36 for Interdisciplinary program listings.

# **Department of Marketing**

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Address: 469 Gary M. Owen Building  
Phone: 734.487.3323  
E-mail: paul.chao@emich.edu  
Web site: www.mkt.emich.edu

See pages 232, 239 and 256 for course descriptions.

## **GRADUATE CERTIFICATE in Community Building (CBLD)**

See page 36 for Interdisciplinary program listings.

## **GRADUATE CERTIFICATE in Nonprofit Management (NPMG)**

See page 36 for Interdisciplinary program listings.

## **Undergraduate Courses for Graduate Credit**

The following course may be elected for graduate credit; its course description may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in the following undergraduate course for graduate credit, you must submit a request form to the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

MKTG474 Promotion Strategy (3 hrs)





# College of Education

**Dean**

Dr. Vernon C. Polite  
310 John W. Porter Building  
Phone: 734.487.1414

**Departments and Programs**

- Leadership and Counseling
- Special Education
- Teacher Education

**Associate Dean**

Michael Bretting  
310 John W. Porter Building  
Phone: 734.487.1414

## Mission Statement

To create an exemplary educational environment to develop the intellectual curiosity, creativity, critical and reflective thinking, and problem-solving abilities of our students so that they may become ethical, productive, contributing participants and leaders in a democratic and diverse society.

For more than 150 years, the College of Education at EMU has played a major state and national role in the preparation of teachers, other school personnel and related professionals. For example, we were among the first institutions in the country to prepare physical education teachers and special education teachers.

Now we are, and have been for some years, the nation's largest producer of professional education personnel. We offer programs at the bachelor's, master's, specialist's and doctoral degree levels.

Our programs have received a number of national recognitions. We are fully accredited by the National Council for the Accreditation of Teacher Education and approved by the Michigan Department of Education. In almost every instance where a program-specific national recognition exists, we hold this recognition at the highest level. Through the Office of Collaborative Education, we work with numerous school districts in a variety of school improvement activities.

Our teacher graduates are highly prized and are actively recruited by many out-of-state school districts. Our alumni hold many distinctions, including the Pulitzer Prize and National Teacher of the Year, and serve as presidents or executives of major national professional organizations.

Our initial teacher preparation programs are guided by the theme, "Caring professional educators for a diverse and democratic society."

Our advanced professional educator programs are guided by the theme, "Inquiry, advocacy and leadership in education for a diverse and democratic society."

## Teacher Certification

Applicants with bachelor's degrees who wish to pursue provisional teacher certification (first certificate) apply for admission as undergraduates. See the *Undergraduate Catalog* and admissions application for details. Applicants seeking a second or professional teacher certification, or teaching endorsements, apply for admission as nondegree graduate students.

Undergraduate credit used to satisfy teacher certification or endorsement requirements cannot be applied to a graduate degree. Most questions regarding teacher certification or endorsements should be directed to:

College of Education  
Office of Academic Services  
206 Porter Building  
Eastern Michigan University  
Ypsilanti, MI 48197  
734.487.1416

In some unusual circumstances, information may be required from the state Department of Education office. In those cases, write to:

Michigan State Department of Education  
Teacher Education and Certification Section  
P.O. Box 30008  
Lansing, MI 48909

The Administrative Rules Governing the Certification of Michigan Teachers require that applicants for certification apply no more than five years after credit requirements are met. Payment of the appropriate fee is required before the certificate will be issued. Consult the College of Education's Office of Academic Services for more information.

## Provisional Certification

Admission to the provisional certification program requires admission to the College of Education. The College of Education requires prospective students to attend a general advising session that outlines the admission

procedures and requirements for attaining teacher certification. Subsequently, individual advising appointments may be scheduled for evaluation of undergraduate course work and the design of a program of study. General requirements for admission to post-baccalaureate teacher certification include the following:

- a) Submission of the completed Undergraduate Admission Application, non-refundable application fee and all official undergraduate transcripts to the Office of Admissions;
- b) The earned equivalent of a four-year, U.S. bachelor's degree from an accredited college or University, with a minimum cumulative undergraduate GPA of 2.5 on a 4.0 scale;
- c) Submission of official results from the Michigan Test of Teacher Certification (MTTC), with a minimum score of 220 on each section;
- d) Completion of the Moral Turpitude statement on the College of Education application;
- e) A personal statement;
- f) A letter of recommendation;
- g) A statement of financial responsibility for those who are or will be on an F-1 visa; and
- h) Applicants whose native language is not English must demonstrate English language proficiency (see International Applicants, page 12).

The application and all supporting documents become the property of Eastern Michigan University and *will not be returned to the applicant*. Applicants are not admitted to Eastern Michigan University and the College of Education until they have been notified in writing by the Office of Admissions.

### Graduates of Michigan Institutions

Candidates for teacher certification must successfully complete the professional studies courses in the teacher education program. Upon successful completion, Eastern Michigan University will recommend the student for certification. When some of the professional education courses have been completed at another institution, it may be advantageous to have that institution make the recommendation for certification while approving the remaining requirements being completed at Eastern Michigan University.

### Graduates of Teacher Training Institutions in Other States

Persons who hold a current valid teaching certificate from another state may apply to the Michigan Department of Education for a Michigan provisional certificate. Persons who have completed at least 12 hours in an accredited out-of-state education program may apply to the Michigan Department of Education for an evaluation of their credentials to determine what courses are needed to qualify for a Michigan provisional certificate. The student then applies for admission and submits a copy of the plan of work prepared by the Michigan Department of Education with the application materials. Graduates who do not fit either of the above categories must be recommended for certification by a Michigan teacher-training institution. The basic minimum requirement is normally 30 credit hours of course work at Eastern Michigan University. Michigan Department of Education application forms are available from the College of Education's Office of Academic Services, 206 Porter Building.

### Elementary Endorsement to a Secondary Certificate, or Secondary Endorsement to an Elementary Certificate

To qualify for an additional provisional certificate, applicants must complete a minimum of 18 hours of credit following the first certificate. These hours must include the appropriate methods courses and three or four hours of student teaching (or proof of two years professional teaching experience at the appropriate level). A written plan of work will be provided by the College of Education, upon request.

### Additional Teaching Majors and/or Minors

Majors require a minimum of 30 appropriate hours for a pure major or 36 hours for a group major. Minors require a minimum of 20 appropriate hours for a pure minor or 24 hours for a group minor. Students should contact Academic Advising for information about course requirements, and departmental approval may be required. A copy of the approved program of study must be filed with the Office of Records and Registration.

### Renewal of a Provisional Certificate

Persons whose provisional certificate has expired without their having acquired three years of successful teaching experience may renew the certificate by completing 10 hours of approved course work after receiving the provisional certificate, as part of the 18-hour planned program for professional certification.

### Certification in Special Fields

Those seeking certification in art education, physical education, industrial education, special education, music or reading should contact the College of Education's Office of Academic Services for more information.

### Professional Certification

Applicants seeking professional teaching certification apply as non-degree graduate students. They must have completed three years of successful teaching and 18 hours of credit, the majority of which must be from Eastern Michigan University, after the issuance of the Michigan provisional certificate. Contact the College of Education's Office of Academic Services for more information.

Students in master's degree programs may apply the first 18 hours of that program to this requirement. Therefore, it is strongly recommended that those seeking professional certification seek admission to a graduate degree program.

## Graduate Degrees and Certificate Programs

The college offers the following graduate degrees and graduate certificate programs in the various disciplines of education. Admission and degree requirements for each of the programs can be found in the departmental sections of this catalog.

### Leadership and Counseling

DOCTOR OF EDUCATION in Educational Leadership  
SPECIALIST IN ARTS in Educational Leadership  
MASTER OF ARTS in Educational Leadership  
GRADUATE CERTIFICATE in Community College Leadership  
MASTER OF ARTS in School Counseling  
MASTER OF ARTS in College Counseling  
MASTER OF ARTS in Community Counseling  
GRADUATE CERTIFICATE in Helping Interventions in a Multicultural Society  
POST-MASTERS CERTIFICATE for School Counselor Licensure

### Special Education

SPECIALIST OF ARTS in Special Education  
SPECIALIST OF ARTS in Special Education — Administration  
SPECIALIST OF ARTS in Special Education — Curriculum Development/Assistive Technology  
MASTER OF ARTS in Special Education  
MASTER OF ARTS in Special Education — Emotional Impairment  
MASTER OF ARTS in Special Education — Cognitive (mental) Impairment  
MASTER OF ARTS in Special Education — Physical and Health Impairment  
MASTER OF ARTS in Special Education — Visual Impairment  
MASTER OF ARTS in Special Education — Hearing Impairment  
MASTER OF ARTS in Special Education — General Special Education  
MASTER OF ARTS in Learning Disabilities  
MASTER OF ARTS in Speech/Language Pathology

### Teacher Education

MASTER OF ARTS in Early Childhood Education  
GRADUATE CERTIFICATE in Educational Assessment  
MASTER OF ARTS in Educational Psychology  
MASTER OF ARTS in Educational Psychology — Development and Personality  
MASTER OF ARTS in Educational Psychology — Research and Evaluation  
MASTER OF ARTS in Educational Media and Technology  
GRADUATE CERTIFICATE in Educational Media and Technology  
MASTER OF ARTS in Curriculum and Instruction  
MASTER OF ARTS in Elementary Education  
MASTER OF ARTS in Middle Level Education  
MASTER OF ARTS in Secondary Education  
MASTER OF ARTS in Common Learnings in Curriculum  
MASTER OF ARTS in Reading  
MASTER OF ARTS in Social Foundations  
MASTER OF ARTS in Schools, Society and Violence

## Post-Baccalaureate Certification Programs

This Post-Baccalaureate program, effective Fall 2002, is offered at the undergraduate level. For details, refer to the Eastern Michigan University Undergraduate Catalog.

### The Continuing Certificate

State Administrative Rule 390.1132 provides, in part, that in order to be eligible for institutional recommendation for a continuing or professional certificate, the applicant must have earned 18 hours in a planned course of study. The planned course of study is determined in this way:

#### For physical education teachers

Students should consult their adviser to develop the planned program, which is based on previous experiences, individual goals, career objectives, GPA, deficiencies, and the like. The program of studies that is planned must be completed in order for the individual to receive the institution's recommendation.

#### For special education teachers

The student must meet the requirements to pursue the M.A. degree and must be program-admitted. The student is then assigned an adviser. The endorsement requirements are rather prescriptive and are longer than 18 hours. See the Special Education section of this catalog for detailed requirements in each special education area.

#### For all other teachers

Those who wish to pursue both the credential and the M.A. are referred by the Department of Teacher Education to the appropriate adviser in that department or, in some cases, another department in which the program is housed.

Those who desire only the recommendation for the continuing certificate must consult with the Teacher Certification Office. Those who want to add an endorsement (e.g., adding an elementary endorsement to the secondary credential or vice versa, adding a middle school endorsement to the secondary credential, adding a reading endorsement or adding an early childhood endorsement) will be provided with a standard list of courses that must be completed in order to accomplish the objective.

### Continuing Certification

The Michigan provisional teaching certificate earned in teacher preparation programs is good for six years. In order to maintain a valid teaching credential, teachers must continue their studies toward a professional certificate. A minimum of 10 credit hours must be earned during the first six years in order to renew a provisional certificate. The College of Education's Office of Academic Services is responsible for assisting certified Michigan teachers in maintaining and updating their teaching credentials with the state of



Michigan. The Office of Academic Services (206 Porter, 734.487.0275) can help licensed Michigan teachers renew a provisional certificate, add endorsements or apply for the professional certificate. The office is unable to process applications for certification outside Michigan.

Current teacher licensing information for each licensed teacher in Michigan can be found at <http://mdoe.state.mi.us/teachercert/>

#### First Renewal Certificate Requirements (good for three years)

1. Ten credit hours after the issuance of Michigan provisional certificate or a master's degree in a field related to teaching from Eastern Michigan University. Coursework must support major/minor subject areas already existing on the certificate, or endorsement areas to be added to an existing certificate. (Six credits are required from Eastern Michigan University and four credits may be transferred if approved by the certification coordinator. No community college credits will be accepted.)
2. Photocopy of latest Michigan certificate (front side only).
3. Photocopy of graduate transcripts, only if credit is from another college or University. Please do not send original transcripts to the Office of Academic Services.

#### Second Renewal Certificate Requirements (good for three years)

1. Completion of the entire 18 credit hours after the issuance of the Michigan provisional certificate or a master's degree in a field related to teaching from Eastern Michigan University. Coursework must support major/minor subject areas already existing on the certificate, or endorsement areas to be added to an existing certificate. (Twelve credits must be taken at Eastern Michigan University and six credits may be transferred if approved by the certification coordinator. No community college credits will be accepted.)
2. Photocopy of latest Michigan certificate (front side only).
3. Photocopy of graduate transcripts, only if credit is from another college or University. Please do not send original transcripts to the Office of Academic Services.

#### Professional Certificate Requirements

1. Three years of teaching (150 days per year, 450 days total).
2. Completion of the entire 18 credit hours after the issuance of the Michigan provisional certificate or a master's degree in a field related to teaching from Eastern Michigan University. Coursework must support major/minor subject areas already existing on the certificate. (Twelve credits must be taken at Eastern Michigan University and six credits may be transferred if approved by the certification coordinator. No community college credits will be accepted.) To meet state Reading requirements for the professional certificate, six hours of Reading courses for elementary or three hours for Secondary must be posted on your transcripts.
3. Photocopy of latest Michigan certificate (front side only).
4. Photocopy of transcripts, only if credit is from another college or University. Please do not send original transcripts to the Office of Academic Services.
5. Recommendation form completed by appropriate school district representative. After the professional certificate has been issued the teacher must complete either six credit hours or 18 hours of CEU's that have been approved in advance by the Michigan Department of Education. Contact the Michigan Department of Education (Marleen Higbee) by phone, 517.373.3310, or fax, 517.373.0542, to obtain an application to renew professional certificates.

Eastern Michigan University does not process renewals of Professional Certificates. Professional renewals are handled by contacting the Michigan Department of Education directly (517.373.3310).

#### Adding Endorsements

Endorsements are available in various subject areas. These endorsements require coursework, and typically, the appropriate subject area test from the Michigan Test for Teacher Certification. The first step in this process is to meet with a department adviser who can write a program of study for the subject area you would like to add. Upon completion of the coursework and test(s), each candidate must present the following documents to the College of Education Office of Academic Services.

1. Photocopy of test scores for the endorsement area to be added.
2. Photocopy of latest Michigan certificate (front side only).
3. Photocopy of transcripts, only if credit is from another college or University. Please do not send original transcripts to the Office of Academic Services.
4. Signed approval form from appropriate Eastern Michigan University department, if needed.

The Michigan Department of Education will bill each candidate for their renewal, professional certificate or endorsement. Do not send any money to the Office of Academic Services.

#### Admission

Students interested in pursuing coursework toward continuing certification should apply for Office of Graduate Studies and Research admission as "Teacher Endorsement" or "Teacher Certification." This requires an application, application fees and undergraduate transcripts (401 Pierce, 734.487.3060).

## Department of Leadership and Counseling

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Address: 304 Porter Building  
Phone: 734.487.0255  
E-mail: [jtracy@emich.edu](mailto:jtracy@emich.edu)  
Web site: [www.emich.edu/coe/Lead\\_Coun](http://www.emich.edu/coe/Lead_Coun)

*See pages 194 and 207 for course descriptions.*

The Department of Leadership and Counseling offers two program areas: educational leadership and counseling. The educational leadership program awards the master of arts degree, the specialist in arts degree and the University's first doctoral degree, the Ed.D. The counseling program offers the master of arts degree.

Both program areas have the flexibility and content to provide education to a broad range of professionals seeking training for K-12 leadership, school, community and college counseling, student affairs and higher education administration. The specific requirements and class offerings follow. Please check the department web site for recent program changes.

Admission applications are processed in order for candidates to begin studies in the winter, spring, summer and fall. To be considered for the admission process, a completed application including transcripts, statement of intent, résumé, recommendations and other assessment(s) that may be necessary must be submitted to Graduate Admissions, P.O. Box 970, Eastern Michigan University, Ypsilanti, MI 48197 by:

#### MA Counseling Programs:

- February 10th for spring admission
- March 1st for summer admission
- May 15th for Fall admission
- September 15th for Winter admission

#### MA and Specialist Education Leadership Programs:

- March 15th for spring admission
- April 15th for summer admission
- May 15th for Fall admission
- November 1st for Winter admission

## Educational Leadership Program

The educational leadership programs leading to the master of arts degree, the specialist of arts degree and the doctor of education degree, as well as individual courses, are of interest and assistance to professional educators in general. For prospective or practicing administrators, the programs provide basic administrative course offerings as well as opportunities to specialize in administration in K-12 schools, student affairs and higher education.

In addition, persons preparing for leadership positions in the many other areas of education (e.g., adult education, career education, community education, personnel, school and community relations, administration of vocational and technical education, etc.) will find an appropriate selection of courses. Many of the courses offered are excellent electives for students pursuing advanced degrees in other departments.

Program formats have been designed to provide flexibility in course selection to accommodate each student's unique experiences and future career goals and are located in our on-campus and off-campus locations. Course selections should reflect the student's career aspirations and University requirements. The program is usually planned to prepare the student for a specific educational administrative position. More complete information may be obtained by contacting the advising coordinator.

## DOCTOR OF EDUCATION IN Educational Leadership (EDLD)

### Model

Eastern Michigan University's advanced professional education programs develop leaders who demonstrate reflective thought and scholarship within the context of a culturally diverse society.

### Admission Requirements

The doctoral program requirements, as stated in the graduate bulletin, are the basis for admission and completion of the doctorate in educational leadership. Refer to the appropriate section of this document for details.

To be eligible for admission to the doctoral program in educational leadership at Eastern Michigan University, the applicant must meet the following requirements:

1. Must have completed either a master's or specialist's degree from an accredited University.
  - a. Students with a master's degree must have completed it with a minimum GPA of 3.3 on a 4.0 scale.
  - b. Students with a specialist's degree from Eastern Michigan University or from another accredited institution of higher education must have a minimum graduate GPA of 3.3 on a 4.0 scale.
2. Present evidence of a valid teaching certificate or sign a waiver indicating that they do not seek certification.
3. Complete the Office of Graduate Studies and Research application.
4. Provide a résumé reflecting professional experience, scholarly activity, etc.
5. Submit three letters of recommendation addressing the applicant's professional background, two of which must be from past or present supervisors.
6. It is desirable that applicants currently hold, or formerly have held, an administrative position; or present evidence of leadership potential.
7. Scores on the General Test of the Graduate Record Examinations (Graduate Record Examination) are required. Typically, students admitted to the doctoral program will have scored at or above the 55th percentile on the analytical, verbal and quantitative sections of the Graduate Record Examination with a minimum composite score of 1000 on the General Test and a 4.0 on analytical writing. Given the focus of the educational leadership program on a holistic admissions approach, failure to score at this level of the Graduate Record Examination will not necessarily exclude a person from admission if other factors indicate potential for success and are judged as superior assets by the faculty.

8. The faculty of the educational leadership program will conduct personal interviews with selected individuals applying for the doctoral program once a year. An extemporaneous writing sample is required.
9. The admission deadline is February 1 for admittance during the following summer session. A limited number of candidates are chosen each year.

### Admission Process

The admission process for the doctoral degree includes the following steps:

1. Send the Office of Graduate Studies and Research application form, required transcripts, résumé, a copy of test scores, personal essay and letters of recommendation to the Graduate Admissions Office.
2. Send official Graduate Record Exam results to the Graduate Admissions Office.
3. Upon receipt of the completed applications by February 1, the materials will be reviewed by the faculty of the educational leadership program. Selected applicants will be invited to a personal interview with the program faculty.
4. Following personal interviews, those candidates who have presented the greatest evidence of potential for success in the program will be selected and notified of their admission by the program coordinator. Only 12-15 candidates are selected annually.
5. All decisions by the faculty regarding admissions are final.

### Retention Process and Review

The objective of this retention plan is to monitor students' development and progress in the program, and to identify those students who need additional assistance in order to complete the doctoral program successfully.

1. If a doctoral student receives a grade lower than B+ in any educational leadership class, the educational leadership faculty member who assigns this grade must complete the "Leadership Candidate Evaluation Form" for this student, assign the appropriate rating on each of the 12 generic leadership skills, and include it in the student's departmental file.
2. A retention review of the student's file will be conducted at the end of the doctoral student's first academic year by the student's doctoral adviser. Students who have not maintained a minimum GPA of at least 3.5 in required educational leadership courses, or those who have not achieved an overall rating of at least "average" on the "Leadership Candidate Evaluation Form," will be requested to meet with their doctoral adviser to discuss problems, concerns and issues. If a need for assistance is established, a plan will be developed by the adviser and student.

### Credit Interface with Specialist's Degree

Students may enter the doctoral program in educational leadership with a specialist's degree in educational leadership either from Eastern Michigan University or from another accredited institution of higher education. The interface of credit from this degree with the doctoral degree differs depending on the field in which the specialist's degree was earned.

Those students who have completed the EMU specialist's degree in educational leadership, or in another department at EMU, are eligible to apply up to 32 hours of credit from this degree toward completion of the 60-hour doctoral program. The determination of which hours can be counted will be the responsibility of the student's doctoral adviser.

### Internship Option

The application of conceptual, technical and human relations skills that is essential to successful educational leadership (i.e., the testing of theory against prevailing practice) is best observed and explored when there is direct involvement in administration. Students in the educational leadership doctoral program have the option of an internship of 120-240 clock hours. This internship is to be a clinical experience that occurs in a leadership role related to the student's career goals. The internship is to be supervised by an experienced educational administrator and the director of the intern program in the educational leadership program.

The internship requirement must be completed prior to the completion of the comprehensive qualifying examination.

**Residence Requirement**

Although the Office of Graduate Studies and Research does not require a specific period of campus residency, it nevertheless supports the efforts of graduate programs to create a cohesive intellectual community. Rigorous graduate programs constitute a community of scholars, in which students are gradually introduced by faculty to the scholarly standards, research protocols, ethical norms, professional expectations, social history and current leaders of the discipline. Such a community must be created deliberately, especially in programs with a high concentration of students who commute, attend part time and are employed full time. Seminars, speaker programs, shared authorship and conference presentations, and social events are just some of the ways in which this socialization can occur.

**Comprehensive Qualifying Examination**

When students have completed all doctoral course work except for dissertation research, they are required to complete the comprehensive qualifying examination. The purpose of this examination is to determine the student's subject mastery of the concepts, literature base and research; and knowledge of problems and issues in the major field (educational leadership) and the cognate area of study. The student is expected to provide written evidence of the ability to analyze and synthesize information, integrate learnings into a meaningful whole and draw appropriate conclusions.

Students may select from any of three options to satisfy the comprehensive qualifying examination requirement. Each option is extensively defined in the doctoral student handbook.

Following the writing of the comprehensive qualifying examination, the student's responses will be reviewed by the student's doctoral examination committee of the educational leadership program, depending upon the examination option selected. All options include an oral examination during which the student's written exam is discussed in greater depth by the student with members of the doctoral committee. In the case of option two, appropriate individuals from the host agency for the problem may also be invited to be present at the oral examination. However, decisions regarding the successful completion of the comprehensive qualifying examination will be made by the student's doctoral committee members only.

Failure on the written portion of the comprehensive qualifying examination (either partially or totally) will cause the student's performance in the program to be reviewed by the student's doctoral committee in consultation with the department head. The committee will then recommend that either the student be dismissed from the doctoral program, be permitted to withdraw from the doctoral program or be allowed to retake the examination (either partially or totally) after a remediation plan has been developed and implemented. Re-examination may not take place until at least six months have elapsed, but must occur within one year. The results of the second examination are final. After the second written attempt, the student's doctoral committee may ask the student to participate in an intensive oral examination. If, after this oral examination, the student's doctoral committee maintains that the student has not achieved the level of proficiency needed by a professional in the field of educational leadership, the recommendation will be made to the graduate dean that the student be dismissed from the doctoral program.

**Curriculum**

A doctoral student's individualized course of study is normally expected to encompass at least 60 hours of course work beyond the master's degree. The exact number of hours will be determined by the student's program adviser, based on a review of previous graduate work/transcripts, the student's professional and personal aspirations and the doctor of education degree requirements as set forth by the Office of Graduate Studies and Research and the Department of Leadership and Counseling. Therefore, some plans of study will have only 60 hours while others may include additional hours, either courses designed to remove deficiencies or courses to enhance opportunities for leadership success, at the discretion of the program adviser.

The doctoral program of study has four components: major (educational leadership), cognate, research support and dissertation research. The minimum number of credit hours allocated to each component are:

Major (educational leadership) .....	30 hours
Cognate .....	10 hours

Research Support.....	8 hours
Dissertation Research .....	12 hours

**Program Total..... 60 hours**

**Major (Educational Leadership)..... 30 hours**

*The 30 hours in the major in educational leadership include 18 hours in the following required courses:*

- EDLD710 Leadership Theory (3 hrs)
- EDLD714 Data-Driven Decision Management for Educational Leaders (3 hrs)
- EDLD740 Organizational Theory (3 hrs)
- EDLD794 Advanced Seminar in Educational Administration (3 hrs)
- EDLD810 Ethics and Policy Analysis for Educational Leaders (3 hrs)
- EDLD820 The Politics of Educational Leadership (3 hrs)

The remaining 12 hours are to be selected from EDLD courses according to the student's professional and personal goals, including considerations of career advancement and certification, and as approved by the student's doctoral adviser. Previous graduate course work in educational leadership which was taken as part of the specialist's degree can be used to meet some of the 30 hours in the major, as described in the credit interface section on page 121.

**Cognate Courses ..... 10 hours**

The opportunity for individualization of the doctoral program is present in the selection of a cognate area of study which contributes significantly to the student's development as a professional educator and administrator. The cognate specialization is developed through completion of a sequence of related courses that are designed to add depth to the student's doctoral program. In order to provide maximum flexibility in meeting individual needs, the 10-hour cognate may be completed in any one or a combination of graduate academic units, departments, schools, or colleges of the University that offer a sufficient number of advanced graduate courses. Previous graduate course work in a cognate that was taken as part of the specialist degree can be used to meet some of the 10 hours in the cognate, as described in the credit interface section on page 121.

**Research Support Courses.....8 hours**

- EDPS621 Descriptive Statistics (2 hrs)
- EDPS651 Inferential Statistics (2 hrs)
- EDPS687 Qualitative/Interpretive Research (2 hrs)
- EDLD712 Analysis of Research in Administration (3 hrs)

The research support component of the doctoral program is designed to enable the student to demonstrate competence in research design, analysis and the use of research tools. Additionally, the student will have experience in conducting useful research and be able to use educational research as an informed and productive consumer. Both statistics and applications courses are needed in this area, depending upon the student's background in this field, and as approved by the student's doctoral adviser. Previous graduate course work in research and research support that was taken as part of the specialist's degree can be used to meet some of the eight hours in this area, as described in the credit interface section on page 121.

**Dissertation Research..... 12 hours**

- EDLD895 Dissertation Research Seminar (2 hrs)
- EDLD896-900 Dissertation Research (10 hrs)

Each student in the doctor of education program will be required to complete a dissertation, a document representing an original research effort. The dissertation will focus on an area of particular interest to the student and the dissertation chair; and the research may be conducted using a variety of research designs (causal-comparative, experimental, etc.) as well as approaches (quantitative or qualitative). The student must register for a minimum of 12 hours of dissertation research, including the dissertation seminar, but may not enroll in dissertation research until he or she has completed the comprehensive qualifying examination and has been admit-



ted to candidacy by the Office of Graduate Studies and Research. However, this stipulation does not preclude enrollment in the dissertation seminar nor in the student's working with the dissertation chair in formulating ideas about specific research topics. Furthermore, the approval of the dissertation proposal cannot occur until after the student has passed the comprehensive qualifying examination and is enrolled in the dissertation seminar.

When the dissertation is completed, the student will present the written document to the dissertation committee for approval. In a two-hour oral examination/defense, the student will answer questions related to the dissertation research and will defend it. At the conclusion of the oral examination, the doctoral/dissertation committee will determine: 1) if the written document meets doctoral standards of quality and rigor; and 2) if the student has successfully defended the research conducted. This process of review and revision continues until the doctoral committee approves both the written document and student's oral defense of the research.

Program Total..... 60 hours

## SPECIALIST OF ARTS in Educational Leadership (EDL)

### Model

Eastern Michigan University's advanced professional education programs develop leaders who demonstrate reflective thought and scholarship within the context of a culturally diverse society.

### Admission Requirements

1. Applicants must meet the admission requirements of the Office of Graduate Studies and Research .
2. Applicants must have completed a master's degree from an accredited University with a minimum GPA of 3.3 on a 4.0 scale.
3. Foreign students must submit scores on the Test of English as a Foreign Language (TOEFL) of 550 (total) or the Michigan English Language Ability Battery (MELAB) of 80. They must also submit a minimum score of 230 on the Test of Spoken English (TSE). Scores may not be more than five years old.
4. Applicants must submit scores on the analytical writing, quantitative and verbal tests of the Graduate Record Examinations (Graduate Record Examination).
5. Applicants must submit confidential appraisal forms from two professional supervisors and/or supervising professors that address the quality of the applicant's professional work. Applicants may receive these forms from the department office. Recommendation forms are due with the Office of Graduate Studies and Research application.
6. Applicants must present evidence of a valid teaching certificate or sign a waiver indicating that they do not seek certification.
7. Applicants must submit a résumé that details their professional and educational experiences.
8. On the graduate application, students must complete the personal statement of accomplishments and academic goals portion describing the reasons for requesting admission. This essay must be a minimum of 250 words and will be reviewed as an indicator of writing ability.

### Admission Process

The admission process for the specialist's degree is as follows:

1. The Office of Graduate Studies and Research will receive and gather all required documents. Completed applications that contain test scores, the required GPAs, confidential appraisal forms and the résumé will be forwarded to the coordinator of advising for the educational leadership program.
2. Completed applications will be reviewed by the faculty review committee. Those applications that include acceptable GPAs, the résumé, recommendations, test scores, goal statements and confidential appraisal forms will be admitted, assigned an adviser and invited for an advising interview. Applications may be deemed "questionable" due to a combination of low GPA, low test scores, fair or poor recommend-

ations, poor writing ability and/or statements that are inconsistent with the student's goals as an administrator.

3. These applications will be reviewed by the full faculty, giving special consideration to the student's life experiences, verbal skills, writing skills, educational background, GPAs and scores on the Graduate Record Examination.
4. Those applications which are accepted will be notified. The other applications will be returned to the Office of Graduate Studies and Research to be notified by the graduate dean.
5. All decisions by the faculty regarding admissions are final.

### Retention Review Requirements

A retention review will be conducted by the faculty review committee and coordinated by the EDLD coordinator of advising. Students who have not met the following criteria will be identified and asked to meet with their academic advisers. Students must have:

1. A minimum GPA of at least 3.3 in required educational leadership courses; and
2. An overall academic skills assessment of average, or above, in any educational leadership class.

### Retention Process

The objective of this retention plan is to assure that students have an opportunity to review the appropriateness of their career choice and to receive assistance in achieving their specialist in arts degree in educational leadership should they choose to continue in the field. The retention review will be conducted by the EDLD coordinator of advising with the faculty review committee.

1. The Leadership Candidate Evaluation form may be completed for any student in any class, if they choose to do so. These forms will be filed in the student's folder.
2. The EDLD coordinator of advising will examine the files of all students who did not achieve the required GPA and recommend review by the faculty review committee.
3. The folders, with the evaluation forms for this group of students, will then be reviewed by the faculty review committee. If the committee agrees that the record of each student indicates performance below graduate or program standards, the student and his or her adviser will be notified in writing.
4. The EDLD coordinator of advising will send a letter to each identified student requesting him or her to meet with his or her adviser to discuss career goals and the need for assistance. If the need for assistance is established, a plan will be developed. For example, if difficulties exist with skill or concept acquisition, the student may be required to audit a class.

### Culminating Experience

The culminating experience for the specialist's degree will be the student's field-based research study and presentation of the student's internship experiences as set forth in his or her written log. The culminating experience will be conducted by the instructor of the intern program and the director of the field-based research study.

### Field-Based Research

Field-based research, EDLD713, is available to specialist degree students winter or summer term only. Students are encouraged to contact the department at least two semesters prior to registration for the class to reserve a place in the class.

### Curriculum

The specialist's degree program requires a minimum of 32 hours beyond the master's degree. Students work closely with their advisers in developing programs that will prepare them for their career goals.

Candidates for the specialist's degree in educational leadership must satisfactorily complete all work on the program of study and achieve an overall GPA of 3.3 (B+).

The requirements outlined below provide the basic guidelines within which the student's program is developed.



**Concentration Area Courses** ..... 18 hours  
 EDLD625 Superintendency and District Level Leadership (3 hrs)  
 EDLD710 Leadership Theory (3 hrs)  
 EDLD740 Organizational Theory (3 hrs)  
 9 hours in consultation with an adviser.

**Applied Research Courses** ..... 8 hours  
 EDPS621 Statistical Applications in Educational Research (2 hrs)  
 EDLD713 Field-Based Research (4 hrs)  
 EDLD787/789 Internship in Educational Administration (2/4 hrs)  
*Previous internships or administrative experience determines whether a student takes two, three or four hours of the internship.*

**Cognate Courses** ..... 6 hours  
*Six hours selected from either educational leadership or other areas in consultation with the adviser.*

**Program Total** ..... 32 hours

*Note:*  
*Additional coursework is required if students wish to fulfill the standards for an approved program for the principalship and central office administration.*

## MASTER OF ARTS in Educational Leadership (EDL)

**Model**  
 Eastern Michigan University's advanced professional education programs develop leaders who demonstrate reflective thought and scholarship within the context of a culturally diverse society.

- Admission Requirements**
1. Applicants must meet the admission requirements of the Office of Graduate Studies and Research .
  2. Applicants must have earned a valid undergraduate degree from an accredited four-year institution of higher education (an undergraduate student may apply after the final semester's registration is completed).
  3. International students must submit scores on the Test of English as a Foreign Language (TOEFL) of 550 and 5 on the Test of Written English (TWE).
  4. Applicants seeking their first master's degree must have an undergraduate GPA of 2.5 overall or a GPA of 2.75 in the second half of the undergraduate program. Applicants seeking a second master's degree must have a GPA of 3.0 or better on their previous graduate degree.
  5. Applicants must submit confidential appraisal forms from two professional supervisors and/or supervising professors that address the quality of the applicant's professional work. Applicants may receive these forms from the department office and are due with the Office of Graduate Studies and Research application.
  6. Applicants must submit a resume that details their professional and educational experiences.
  7. On the graduate application, students must complete the personal statement of accomplishments and academic goals portion describing the reasons for requesting admission. This essay must be a minimum of 250 words and will be reviewed as an indicator of writing ability.

**Admission Process**  
 The admission process for the master's degree is as follows:

1. Graduate Admissions will receive and gather all required documents. Completed applications that contain test scores, the required GPAs, confidential appraisal forms, a copy of the teaching certificate or waiver, and the résumé will be forwarded to the coordinator of advising for the educational leadership program.
2. Completed applications will be reviewed by the faculty review committee. Those applications that include acceptable GPAs, the résumé, recommendations, goal statement and confidential appraisal forms will be admitted, assigned an adviser and invited for an advising interview. Applications may be deemed "questionable" due to a combination of low GPA, fair or poor recommendations, poor writing ability and/or statements that are inconsistent with the student's goals as an administrator.

3. These applications will be reviewed by the full faculty, giving special consideration to the life experiences, verbal skills, writing skills, educational background and GPAs.
4. Those applications which are accepted will be notified. The other applications will be returned to the Office of Graduate Studies and Research to be notified by the graduate dean.
5. All decisions by the faculty regarding admissions are final.

**Retention Review Requirements**  
 A retention review will be conducted by the faculty review committee and coordinated by the EDLD coordinator of advising. Students who have not met the following criteria will be identified and asked to meet with their academic advisers.  
**Students must have:**

1. A minimum GPA of at least 3.25 in required educational leadership courses;
2. Acceptable progress made in developing a professional portfolio after completing 18 hours of course work; and
3. An overall academic skills assessment of average, or above, in any educational leadership class.

**Retention Process**  
 The objective of this retention plan is to assure that students have an opportunity to review the appropriateness of their career choice and to receive assistance in achieving their master's degree in educational leadership should they choose to continue in the field. The retention review will be conducted by the EDLD coordinator of advising with the faculty review committee.

1. After completing 18 hours of course work, students should schedule a meeting with their adviser to discuss the review progress in developing a professional portfolio.
2. Faculty may complete the Leadership Candidate Evaluation form for any student in any class, if they choose to do so. These forms will be filed in the student's folder.
3. Each semester the Office of Graduate Studies and Research will review the GPA of each student completing 12 hours (which should include EDLD510 and EDLD514). The EDLD coordinator of advising will examine the files of all students who did not achieve the required GPA and recommend review by the faculty review committee.
4. The coordinator of advising will send a letter to each identified student requesting him or her to meet with his or her adviser to discuss career goals and the need for assistance. If the need for assistance is established, a plan will be developed. For example, if difficulties exist with skill or concept acquisition, the student may be required to audit a class.

**Exit Process**  
**Portfolio Requirement**  
 Students will be guided through the portfolio assessment process by their adviser as follows:

1. Following admission, a student should schedule a meeting with his/her adviser to plan his/her program and to obtain information about the exit portfolio assessment.
2. After completing 18 hours of course work, a student should schedule a meeting with his/her adviser to discuss the progress of his/her portfolio.
3. When a student believes his/her portfolio is complete, he/she should contact his/her adviser to schedule his/her oral and written presentation. This will be made before at least two members of the EDLD program faculty, and will consist of an oral presentation by the student, followed by discussion with faculty regarding the student's personal learning and growth, along with perceptions of the strengths and/or weaknesses of the overall program.  
 Student achievement will be documented in a cumulative portfolio that contains artifacts representative of the educational leadership knowledge base.

An assessment of the portfolio will be made using the following criteria:

- Cognitive complexity
- Quality of content
- Comprehensiveness
- Meaningfulness

In addition, the program component stressing effective written and oral communication skills will be assessed by examination of the quality of writing presented in the portfolio and the quality of oral communication displayed in the portfolio presentation before faculty. All of the components of the portfolio must be rated satisfactory for completion. **The portfolio will be evaluated as one of the following:**

- Pass without revisions
- Pass with minor revisions by date indicated
- Pass with major revisions by date indicated
- No pass

### MASTER OF ARTS in Educational Leadership — K-12

Students must complete 29 hours of program course work and nine hours (including EDPS667 Methods in Quantitative Research) in the supportive area. EDPS667 should be taken as early as possible in the program.

The student's adviser will assist in developing the program of study that may include course work necessary for both administrative certification and the master's degree.

A minimum of 38 hours of graduate credit applicable to the program is required for the master of arts degree. Courses in the basic concentration include:

- Basic Concentration Courses..... 29 hours**
- EDLD509 Educational Leadership in a Pluralistic Society (3 hrs)
  - EDLD513 Community Education and Community Relations (3 hrs)
  - EDLD514 Organization and Administration of K-12 Schools (3 hrs)
  - EDLD515 Instructional Leadership (3 hrs)
  - EDLD517 Leadership for School Improvement (3 hrs)
  - EDLD612 Economics of Public Education (3 hrs)
  - EDLD617 Administering Human Resources in Educational Administration (3 hrs)
  - EDLD620 The Principalship (3 hrs)
  - EDLD630 Legal, Ethical and Professional Issues of Administration (3 hrs)
  - EDLD687 Internship (2 hrs)

- Elective Courses..... 9 hours**
- EDPS667 Methods in Quantitative Research (3 hrs)
  - Six hours selected in consultation with the graduate adviser

**Program Total..... 38 hours**

### MASTER OF ARTS in Educational Leadership — Higher Education/General Administration

Students must complete a minimum of 38 credit hours to complete the master's degree. Twenty hours of specific basic program coursework, two hours in general administration and 15 EDLD and related course electives are required. Electives are chosen in consultation with the student's program adviser.

- Basic Concentration Courses..... 18 hours**
- EDLD509 Educational Leadership in a Pluralist Society (3 hrs)
  - EDLD613 Introduction to Higher Education (3 hrs)
  - EDLD614 Law of Higher Education (3 hrs)
  - EDLD622 Organization & Administration of Higher Education (3 hrs)
  - EDPS667 Principles in Educational Research (3 hrs)
  - COUN551 Contemporary College Students (3 hrs)

- General Administration Emphasis ..... 11 hours**
- EDLD633 History of Higher Education (3 hrs)

- EDLD634 Higher Education Finance (3 hrs)
- EDLD635 Higher Education Policy Analysis (3 hrs)
- EDLD687 Master's Internship in Educational Leadership (2 hrs)

**Elective Courses..... 9 hours**

**Program Total..... 38 hours**

### MASTER OF ARTS in Educational Leadership — Higher Education/Student Affairs

Students must complete a minimum of 38 credit hours to complete the master's degree. Twenty hours of specific basic concentration coursework, 10 hours in student affairs and 15 EDLD and related course electives are required. Electives are chosen in consultation with the student's program adviser.

- Basic Concentration Courses..... 15 hours**
- EDLD509 Educational Leadership in a Pluralist Society (3 hrs)
  - EDLD613 Introduction to Higher Education (3 hrs)
  - EDLD622 Organization & Administration of Higher Education (3 hrs)
  - One course from the following:*
    - EDLD614 Law of Higher Education (3 hrs)
    - EDLD636 Legal, Ethical & Policy Issues in Student Affairs (3 hrs)
  - One course from the following:*
    - EDPS667 Principles of Educational Research (3 hrs)
    - EDPS677 Research Techniques (3 hrs)

- Student Affairs Emphasis ..... 13 hours**
- COUN550 Introduction to Student Affairs in Higher Education (3 hrs)
  - COUN551 Contemporary College Students (3 hrs)
  - COUN655 College Student Development Theory (3 hrs)
  - COUN689 Field-Based Experience I (2 hrs)
  - COUN690 Field-Based Experience II (2 hrs)

**Elective Courses..... 10 hours**

**Program Total..... 38 hours**

### GRADUATE CERTIFICATE in Community College Leadership (CCL)

- Required Core Courses..... 15 hours**
- COUN551 Contemporary College Students (3 hrs)
  - EDLD509 Educational Leadership in a Pluralistic Society (3 hrs)
  - EDLD611 Adult and Continuing Education (3 hrs)
  - EDLD632 The Community College (3 hrs)
  - EDLD696 Seminar: Organizational Control and Administration of Community Colleges (3 hrs)

**Elective Course..... 3 hours**

- Three hours from the following:*
- EDLD510 Organizational Theory (3 hrs)
  - EDLD613 Introduction to Higher Education (3 hrs)
  - EDLD614 Law of Higher Education (2 hrs)
  - EDLD622 Organizational and Administration of Higher Education (3 hrs)
  - EDLD633 History of Higher Education (3 hrs)
  - EDLD634 Higher Education Finance (3 hrs)
  - EDLD635 Policy Analysis and Evaluation in Higher Education (3 hrs)
  - EDLD660 Grant Writing (3 hrs)
  - EDPS667 Principles in Educational Research (3 hrs)
  - EDLD695 Women in Leadership (2 hrs)
  - COUN550 Introduction to Student Affairs in Higher Education (3 hrs)
  - COUN655 College Student Development Theory (3 hrs)

**Certificate Total ..... 18 hours**

## Additional Program Information

### Course Substitutions/Program Changes

Changes in the student's official program and substitution of courses must be approved by the adviser prior to registration.

### Courses Outside the Program

A suggested list of courses has been prepared by the EDLD Program. Other courses may be used for electives in this area if they are approved by the student's adviser.

### Internships

Information is available from the director of the intern program or at [www.emich.edu/coe/Lead\\_Coun/tracey.html](http://www.emich.edu/coe/Lead_Coun/tracey.html). Internship placements should be arranged at least one semester in advance and must be approved by the internship director.

## School Counseling, Community Counseling and College Counseling Programs

### Program Advising

Graduate study in counseling consists of three master of arts degree programs: school counseling, community counseling and college counseling. All counseling programs are accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP).

The master's degree program provides entry-level competencies and credentials for such positions as elementary and secondary school counselors, community agency counselors and college counselors. Counseling programs meet academic requirements for licensing as professional counselors in Michigan. The school counseling program also meets requirements for K-12 endorsement for school counselors in Michigan. The admission requirements for the school counseling, the college counseling and community counseling programs are as follows:

### Admission Requirements

Admission to all programs is selective. The selection process is designed to assess the candidate's suitability for graduate study and for a professional career in counseling. Candidates who are selected for these programs are expected to make major commitments to their graduate training.

1. Applicants must have graduated from a regionally accredited institution.
2. Evidence of academic aptitude for graduate-level study, that includes at least one of the following:
  - a. A 2.75 overall undergraduate GPA, or a 3.0 GPA in the second half of the undergraduate degree program.
  - b. A graduate GPA of a 3.3 on a previously completed advanced degree.
  - c. An acceptable Graduate Record Examination (GRE) score as defined by the department (contact the Coordinator of Graduate Advising). The GRE score may not be more than 5 years old.
  - d. Applicants not meeting other criteria, but having an acquired knowledge of the counseling field based on five years of related experience, may be eligible. Students applying under this provision must contact the coordinator of advising for specific procedures prior to application to the Office of Graduate Studies and Research.
3. International students must meet at least one of the following additional criteria:
  - a. A score of 550 (Total) on the Test of English as a Foreign Language (TOEFL), a score of 230 on the Test of Spoken English (TSE) and a rating of 5 on the Test of Written English (TWE). (Additional course work in composition may be required.) These tests must have been taken within the past five years.
  - b. A score of 80 on the Michigan English Language Ability Battery (MELAB) and a rating of at least 3.0 on the oral interview portion of the MELAB. (Additional course work in composition

may be required.) These tests must have been taken within the past five years.

4. Statement of Intent: A one-page statement focusing on the applicant's motivation and rationale for seeking admission to the specific program as well as his or her background and goals related to professional studies.
5. Résumé: A focused, one-page summary of program-relevant educational, career and/or life experiences.
6. Three recommendations: These must be completed on recommendation forms available from the department. They should be completed by professionals with knowledge of the applicant's suitability for graduate work (e.g., supervisors, undergraduate professors).

### Admission Process

Admission to counseling programs occurs during a two-phase cycle. Applicants are screened during the semester prior to the semester desired for admission. All materials must be submitted to the Office of Graduate Studies and Research by their established deadlines.

1. Graduate Admissions receives and gathers all required documents. After all materials (including transcripts, recommendation forms, résumé, letter of intent, other statements and Graduate Record Examination scores) are on file, they are sent to the department for review.
2. The counseling program will notify students, in writing, when they have received copies of all application materials from the Office of Graduate Studies and Research. The program review process is conducted in two phases.

**Phase I:** Applicants are screened based on the following criteria: academic potential as reflected in the GPA and Graduate Record Examination scores; compatibility of applicant's goals and program goals as expressed in the letter of intent; and educational, career and life experiences that demonstrate interest in a career as a professional counselor or student personnel worker, as reflected in the résumé and letters of recommendation.

**Phase II:** Based on the Phase I review, select applicants are invited to campus for a series of interviews with the program faculty.

3. Final admission decisions are then made by the faculty.

### Appeal

The admissions appeal procedure provides each applicant with the opportunity to appeal formally the admissions decision. Appeal must be based on capricious or unfair treatment during the admissions process. This procedure is not intended to handle the case of applicants who do not meet minimum standards for admission as outlined in the graduate catalog. Appeal must begin within five working days of the start of the next semester, i.e., the semester following the admissions decision. Students wishing to appeal must contact the coordinator of advising to obtain a written outline of the appeal procedure.

### Personal and Professional Development

Throughout the program, students are encouraged to become more aware of themselves, to evaluate their own potential for careers in counseling and to grow both personally and professionally. Courses provide opportunities for growth and development through self-exploration activities (e.g. role-playing, personal reaction papers, values clarification exercises, participation in groups). Involvement in one's own counseling is encouraged. Opportunities are available at University Counseling Services and through referral to outside sources. Students are encouraged to join professional organizations, to attend workshops and conferences, and to become involved in the counseling profession at the state and national levels.

Student performance is reviewed at designated points throughout the program (retention review). The purpose of review is to identify any difficulties the student may be experiencing in the areas of academic achievement and/or skill development, and to develop appropriate plans for remediation. For example, midway through programs students apply to enroll in CSAP686 Counseling Practicum I. At this point program faculty evaluate the readiness of all applicants to begin working with clients in the counseling laboratory.



### Dismissal

After formal review, program faculty may recommend that a student leave the program. This may occur when student goals and student academic behavior appear incompatible with program goals. In addition, the Office of Graduate Studies and Research may dismiss students for academic reasons. If a student's cumulative GPA is less than a 3.0 at the end of any semester, the student is placed on academic probation. The student then has two periods of enrollment to remove this probationary status. If the probationary status is not removed, the student is dismissed from the University for academic reasons.

Students in counseling programs are expected to conduct themselves in a responsible and professional manner at all times. The student, as a professional-in-training, must adhere to the code of ethics of the American Counseling Association (ACA). A copy of these standards is distributed with the student handbook for Counseling programs. Because of the nature of the counseling profession, the ethical behavior and development of students is considered and reviewed by the faculty through its dismissal policy. Behavior, personal characteristics or personal issues should not interfere with the capacity of the student to be a helping professional (see student handbook). A full description of the student dismissal policy is contained in the student handbook for counseling programs.

### Exit/Graduation

Criteria for exit from any counseling program include, but are not limited to, the following:

1. Successful completion of all course work on the program of study with a minimum GPA of 3.0.
2. Successful completion of all required practica, fieldwork and internship.
3. Successful completion of required culminating seminars and a passing score on the Counselor Preparation Comprehensive Examination (CPCE).

## MASTER OF ARTS in School Counseling (SCS2)

The school counseling program is a 48-hour master's degree program that provides competencies and proficiencies for entry-level positions as school counselors in elementary, middle-junior high, secondary and adult education settings. Upon completion of the graduate program of study, students are eligible to apply for K-12 school counselor endorsement of their valid Michigan teaching certificates. The school counseling program is accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). The program meets the academic and internship requirements for limited licensure as a professional counselor (LLPC) in the state of Michigan. Information on the post-master's requirements for full licensure as a professional counselor (LPC) is available in the student handbook for counseling programs. Candidates selected for this program are expected to make a major commitment to their graduate training and to enroll in course work on a regular basis. A 600-hour internship is required, and students must be willing to make the necessary adjustments to complete this internship commitment.

### Curriculum

The following outline describes the general program requirements for the 48-hour school counseling program.

#### Concentration Courses

- Basic Counseling Core (required) .....27 hours**
- COUN502 Helping Relationships: Basic Concepts and Services (3 hrs)
  - COUN505 Counselor Development: Basic Skills (3 hrs)
  - COUN508 Theories of Counseling (3 hrs)
  - COUN520 Assessment in Counseling (3 hrs)
  - COUN530 Career Development and Information Services (3 hrs)
  - COUN540 Group Process I (3 hrs)
  - COUN571 Cross-cultural Counseling (3 hrs)
  - COUN580 Counselor Development: Counseling Process (3 hrs)

- COUN622 Diagnosis and Treatment Planning in Counseling (3 hrs)
- School Counseling Specialization Area (required)..... 6 hours**
- COUN612 The School Counselor (2 hrs)
- COUN650 Organization and Administration of Counseling Services (2 hrs)
- COUN696 Seminar: Ethical, Legal and Professional Issues in School Counseling (2 hrs)
- Supervised Counseling Experiences (required)..... 8 hours**
- COUN683/684/685/686 Counseling Practicum I (4 hrs)
- COUN785/786/787/788 The Counseling Internship (4 hrs)
- Elective Courses**
- In consultation with their adviser, students may select elective courses to enhance the student's professional growth. Courses may be selected from this list or selected from other COUN courses that meet this objective.*
- COUN515 Crisis Intervention (2 hrs)
- COUN572 Counseling Parents (2 hrs)
- COUN575 Substance Abuse Counseling I (2 hrs)
- COUN590 Special Topics (1 hr)
- COUN591 Special Topics (2 hrs)
- COUN652 The Counselor as Consultant (2 hrs)
- COUN687 Counseling Practicum II (3 hrs)
- SPGN510 Students with Disabilities in the General Education Classroom (3 hrs)

#### Cognate Courses

*Required cognate courses selected in consultation with the adviser if content not in baccalaureate program.*

- EDPS667 Principles in Educational Research (3 hrs)

#### Elective Courses

*In consultation with their adviser, students may select cognate electives to enhance their professional growth.*

Program Total ..... 48 hours

## MASTER OF ARTS in College Counseling (CLCL)

The College Counseling Program is designed for students who are interested in working as professional counselors in institutions of higher education. It is a 48-credit hour program leading to professional counseling licensure in Michigan. Candidates selected for this program are expected to make a major commitment to graduate training and to enroll in coursework on a regular basis. The program includes a 600 clock-hour supervised counseling internship experience. The College Counseling Program is accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP), a specialized accrediting body that evaluates and grants accreditation to graduate-level programs in professional counseling. The program meets the academic and internship requirements for limited licensure as a professional counselor (LLPC) in the state of Michigan. Information on full licensure as a professional counselor is available in the student handbook for Counseling Programs.

### Curriculum

The following outline describes the general program requirements for the 48-hour college counseling program.

#### Concentration Courses (COUN)

- Basic Counseling Core (required) .....26 hours**
- \*COUN631 Dynamics of Life Development (2 hrs)
  - COUN505 Counselor Development: Basic Skills (3 hrs)
  - COUN508 Theories of Counseling (3 hrs)
  - COUN520 Assessment in Counseling (3 hrs)
  - COUN530 Career Development and Information Services (3 hrs)
  - COUN540 Group Process I (3 hrs)
  - COUN571 Cross-cultural Counseling (3 hrs)
  - COUN580 Counselor Development: Counseling Process (3 hrs)



COUN622 Diagnosis and Treatment Planning in Counseling (3 hrs)  
**Supervised Counseling Experiences (required)..... 8 hours**  
 COUN683/684/685/686 Counseling Practicum I (4 hrs)  
 COUN785/786/787/788 The Counseling Internship (4 hrs)  
**College Counseling Specialization Area (required)..... 8 hours**  
 COUN550 Introduction to Student Affairs in Higher Education (3 hrs)  
 COUN551 Contemporary College Students (3 hrs)  
 COUN692 Seminar: Ethical, Legal & Professional Issues in College Counseling (2 hrs)  
**Elective Courses ..... 3 hours minimum**  
 COUN515 Crisis Intervention (2 hrs)  
 COUN591 Special Topics (2 hrs)  
 COUN655 Student Development Theory (3 hrs)

**Cognate areas**

**Required Course ..... 3 hours**  
 EDPS667 Principles in Educational Research (3 hrs)

**Program Total..... 48 hours**

*Note:*

*\*This was previously course COUN503; If a student took it as COUN503 it does not need to be taken again.*

## MASTER OF ARTS in Community Counseling (CCSL)

The Community Counseling program is a 49-hour master's degree program of studies that is intended for students who seek licensure as professional counselors and employment in community agency settings. Candidates who are selected for this program are expected to make a major commitment to their graduate-level training and education as well as to enroll in course work on a regular basis. The program includes a 600-hour supervised counseling internship experience. The Community Counseling program is accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP), a specialized accrediting body that evaluates and grants accreditation to graduate-level programs in professional counseling. The program meets the academic and internship requirements for limited licensure as a professional counselor (LLPC) in the state of Michigan. Information on the post-master's requirements for full licensure as a professional counselor (LPC) is available in the student handbook for Counseling programs.

**Curriculum**

The following outline describes the general program requirements leading to a minimum of 48 hours of graduate study for those students seeking the master's degree in community counseling.

**Concentration Courses (COUN)**

**Basic Counseling Core (required) ..... 26 hours**  
 \*COUN631 Dynamics of Life Development (2 hrs)  
 COUN505 Counselor Development: Basic Skills (3 hrs)  
 COUN508 Theories of Counseling (3 hrs)  
 COUN520 Assessment in Counseling (3 hrs)  
 COUN530 Career Development and Information Services (3 hrs)  
 COUN540 Group Process I (3 hrs)  
 COUN571 Cross-cultural Counseling (3 hrs)  
 COUN580 Counselor Development: Counseling Process (3 hrs)  
 COUN622 Diagnosis and Treatment Planning in Counseling (3 hrs)

**Community Counseling**

**Specialization Area (required)..... 6 hours**  
 COUN631 Dynamics of Life Development (2 hrs)  
 COUN660 Community Resources in Counseling (2 hrs)  
 COUN694 Seminar: Ethical, Legal and Professional Issues in Community Counseling (2 hrs)

**Supervised Counseling Experiences (required)..... 8 hours**  
 COUN683/684/685/686 Counseling Practicum I (4 hrs)  
 COUN785/786/787/788 The Counseling Internship (4 hrs)

**Elective Courses ..... 5 hours minimum**

Students select electives with their adviser to enhance their professional growth. They may choose from this list or choose other COUN courses that meet this objective.

COUN515 Crisis Intervention (2 hrs)  
 COUN572 Counseling Parents (2 hrs)  
 COUN575 Substance Abuse Counseling I (2 hrs)  
 COUN590 Special Topics in Guidance and Counseling (1 hr)  
 COUN591 Special Topics in Guidance and Counseling (2 hrs)  
 COUN687 Counseling Practicum II (3 hrs)

**Cognate Courses**

**Required Course ..... 3 hours**  
 EDPS667 Principles in Educational Research (3 hrs)

**Elective Courses**

For many students, six hours of elective course work will not be enough to train them to work in the settings in which they will seek employment. It is strongly recommended that students take elective course work in substance abuse counseling, marriage/family counseling and grant/proposal writing. In addition, students who have not had course work in psychology (i.e. abnormal psychology, theories of personality, etc.) will be encouraged to do so. It is possible that some students will want to develop a program that contains more than 48 hours. The student and his/her adviser will carefully review the student's education and experience in planning the program of study.

**Program Total..... 48 hours**

*Note:*

*\*This was previously course COUN503; If a student took it as COUN503 it does not need to be taken again.*

## Post-Master's Certificate Program for School Counselor Licensure (SCSL)

The purpose of the post-master's certificate for school counselor licensure is to provide a high quality training program designed specifically to assist counselors in gaining the competencies and credentials necessary to earn the School Counselor License in Michigan. To be considered for admission, candidates must provide evidence of each of the following criteria:

1. Applicants must have graduated from a regionally accredited institution of higher education with a master's degree in counseling within the past 15 years.
2. Evidence of academic aptitude for continued graduate-level study as evidenced by a GPA of 3.3 on their previously completed advanced degree.
3. International students must meet one or more of the following additional criteria:
  - a. A score of 550 (total) on the Test of English as a Foreign Language (TOEFL), a score of 230 on the Test of Spoken English (TWE). (Additional coursework in composition may be required.)
  - b. A score of 80 on the Michigan English Language Ability Battery (MELAB) and a rating of at least 3.0 on the oral interview portion of the MELAB. (Additional coursework in composition may be required). These test must have been taken within the past five years.
4. Statement of intent: a one-page statement focusing on the applicant's motivation and rationale for seeking admission to the program as well as his or her background and goals related to professional studies.
5. Résumé: a focused, one-page summary of program-relevant, educational, career and/or life experiences.

6. A minimum of three to five years of documented work experience, the majority of which involves working with school-aged children or adolescents. This experience may consist of paid, professional roles or structured volunteer experiences in organized work settings and should be focused on improving the mental health, behavior, academic success or social skills of the children.
7. Three recommendations: these must be completed on recommendation forms available from the department. They should be completed by professionals with knowledge of the applicant's suitability for graduate work (e.g., supervisors, undergraduate professors).

**Required Courses** .....8-10 hours  
 COUN612 The School Counselor (2 hrs)  
 COUN650 Organization and Administration of Guidance Services (2 hrs)  
 COUN696 Seminar in School Counseling (2 hrs)  
 †COUN786/787/788/789 Internship in School Counseling (300-600 hours) (2-4 hrs)

**Elective Courses** .....4 hours  
*Four hours of elective courses to be chosen in consultation with an adviser.*

**Program Total** ..... 12-14 hours

*Note:*  
 †For candidates who have already completed a 600-hour internship as part of their previous master's degree, only 300 hours of internship in a school setting will be required.

Changes in the student's official program and substitution of courses must be approved by the adviser prior to registration.

**Courses Outside the Program**

A suggested list of courses has been prepared by the EDLD Program. Other courses may be used for electives in this area if they are approved by the student's adviser.

**Internships**

Information is available from the director of the intern program or at www.emich.edu/coe/Lead\_Coun. Internship placements should be arranged at least one semester in advance and must be approved by the internship director.

**GRADUATE CERTIFICATE  
 in Helping Interventions in a  
 Multicultural Society (HIMS)**

Potential HIMS certificate program applicants will be required to fulfill the following admission requirements which reflect those criteria required for the counseling master's degree program. These include:

1. Applicants must be program admitted in a valid graduate program in the helping services, or have completed such a program with a minimum GPA of 3.0 on a 4.0 scale.
2. International students must submit scores on the Test of English as a Foreign Language (TOEFL) of 550 and 5 on the Test of Written English (TWE).
3. Applicants must submit recommendations from two professional supervisors and/or supervising professors that address the quality of the applicant's professional work. Applicants may receive these forms from the department office. Recommendation forms are due with the Office of Graduate Studies and Research application.
4. Applicants must submit a résumé that details their professional and educational experiences.
5. On the graduate application, students must complete a letter of intent relevant to the certificate program. This letter should address the applicant's experiences and knowledge in working with culturally diverse

populations, their rationale for seeking additional training and their goals after completing such training.

**Required Core Courses** ..... 11 hours  
 COUN505 Counselor Development: Basic Skills (3 hrs)  
 COUN571 Cross Cultural Counseling (3 hrs)  
 COUN660 Community Resources (2 hrs)  
 COUN671 Advanced Multicultural Counseling (3 hrs)

**Elective Courses** .....4 hours  
*Select four hours of elective courses from the following:*  
 COUN590 Special Topics (1 hr)  
 CTAC511 Readings in Interracial and Interethnic Communication (2 hrs)  
 CTAC579 Studies in Intercultural Communication (3 hrs)  
 EDLD509 Educational Leadership in a Pluralistic Society (3 hrs)  
 PSY542 Women and Mental Health (2 hrs)  
 SOCL502 Racial and Cultural Minorities (2 hrs)

**Certificate Total** ..... 15 hours

**Department of  
 Special Education**

\*\*\*\*\*

Address: 128K Porter  
 Phone: 734.487.3300  
 E-mail: lynne.rocklage@emich.edu  
 Web site: www.emich.edu/coe/speced

See page 259 for course descriptions.

The curricula within the Department of Special Education have been revised. All students are required to meet with their program area faculty adviser before registering to verify enrollment in appropriate course work.

The Department of Special Education at Eastern Michigan University offers graduate programs leading to a specialist of arts degree, a master of arts degree and/or state endorsement/approval in most fields of specialization in special education. With adviser approval, persons participating in these programs may utilize a variety of approaches and experiences in fulfilling the needed requirements. These avenues of learning may include course work, field studies, workshops, independent study, internships, practical, seminars and/or research projects.

Graduate study in the Department of Special Education includes the following program options:

1. Nondegree graduate study for certified teachers seeking initial or additional special education endorsements and/or approvals. Students must be admitted to the Office of Graduate Studies and Research and the Department of Special Education to pursue endorsement/approval sequences.
2. Master of arts degree in special education with teacher certification (SEM-T) students seeking both teacher certification and a special education endorsement. Students must be admitted to the Office of Graduate Studies and Research and to the Department of Special Education.
3. Master of arts degree in special education with an endorsement or a program in:

Emotional impairment  
 Cognitive impairment  
 Physical impairment and other health impairment  
 Visual impairment  
 Hearing impairment  
 Special education — general

4. Master of arts degree in learning disabilities (available only to certified teachers as well as teachers with certification and initial endorsement in special education);
5. Master of arts degree in speech/language pathology;
6. Specialist of arts degree in special education, with emphasis in either special education administration or curriculum/assistive technology development.

## Mission

The mission of the Department of Special Education is to create an exemplary educational environment to facilitate the acquisition of knowledge and skills and to encourage the intellectual curiosity and creativity of its students. Students will be prepared as professionals who deliver habilitative/rehabilitative service to persons with special needs and their families. Graduates of the Department of Special Education will provide leadership for the profession in the 21st century.

## Objectives

The objectives for the student are:

1. To develop a humane, comprehensive, viable and scientifically defensible philosophical foundation that will guide personal and professional behavior;
2. To extend and refine knowledge of disabilities and to apply this new knowledge base to understanding more fully the implications of disabilities on individuals, their families and society;
3. To improve existing skills and to acquire new skills in the identification, diagnosis and use of prescriptive teaching methods associated with various disabilities;
4. To understand, compare, analyze and synthesize a variety of therapeutic, curricular and continuum of service models, instructional systems and theoretical constructs used in the care and treatment of persons with disabilities;
5. To acquire a working knowledge of the way philosophical positions, psychosocial and cultural factors, economic events, legal mandates and political forces impinge upon and shape benefits, rights, services and programs for persons with disabilities;
6. To become proficient in spoken and written communication and be able to adapt to appropriate levels in student, parent and professional communication;
7. To acquire the knowledge, reflective decision-making ability and other skills necessary to perform in a variety of leadership, administrative and supervisory roles in providing services and programs for persons with disabilities; and
8. To understand, conduct and use research for problem solving and professional growth.

## Courses of General Interest

In addition to the more specific courses that are offered for special education majors, the graduate program offers a number of general courses that are open to regular classroom teachers and other nonmajors. These courses are designed to provide students with a better understanding of the student with unique learning needs in any classroom setting.

## Dismissal from Program Policy

A student may be subject to dismissal from graduate endorsement or degree programs in this department if the student:

1. Does not maintain a 3.0 (B) cumulative GPA overall and in special education courses (graduate and undergraduate) for two successive enrollment periods;
2. Does not demonstrate by performance reasonable aptitude, maturity, stability, skill and understanding necessary for success in the professional field of special education; and
3. Does not demonstrate by performance the ability to build adequate interpersonal and professional relationships.

A student identified as being at risk for dismissal from the endorsement or degree programs will have the opportunity to meet with faculty in the program area to develop a plan for correction of any deficiency. The

opportunity to correct deficiencies usually will not be extended beyond two enrollment periods.

The continuance or termination decision will be made by the faculty in the program area. Students may request a meeting with the faculty to apprise them of extenuating circumstances. The decision of the faculty will be final. The decision will be transmitted to the student in writing by the Department Head. If the student is dismissed from the department's program, the Office of Graduate Studies and Research will be notified to change the student's admission status from degree admission status to that of nondegree status.

## SPECIALIST OF ARTS in Special Education (SP)

### Program Advising

The Department of Special Education offers a specialist of arts degree designed to prepare highly qualified leadership personnel in two general areas of study:

1. Administration and supervision of special education programs; and
2. Curriculum development/assistive technology.

### Model

Eastern Michigan University's advanced professional education programs support inquiry, advocacy and leadership in education for a diverse and democratic society. In addition, the master's level programs in the Department of Special Education produce professionals with the comprehensive knowledge, skills and attitudes to deliver a continuum of habilitative/rehabilitative services to persons with special needs, and to their families, within a diverse society.

### Admission Requirements

The graduate student seeking admission to this degree program is required to:

1. Be admitted to the Office of Graduate Studies and Research;
2. Possess a master's degree from a regionally accredited college or University, with a minimum 3.3 GPA;
3. Have three years of documented professional experience in special education;
4. Have an endorsement in one area of special education;
5. Submit two letters of recommendation to include: one letter verifying three years of successful professional experience in special education, and one letter from a faculty member or other person knowledgeable of candidate's academic competence;
6. Have a successful personal interview;
7. Achieve an acceptable score on the Graduate Record Examination; and
8. (International students must) provide a score of 90 on the Michigan English Language Assessment Battery (MELAB).

### Program Requirements

The program requirements for the Specialist of Arts degree include:

1. Completion of a minimum of 33 hours beyond the master's degree;
2. Achievement of an overall GPA of 3.3 (B+) or better;
3. Recommendation from the Specialist's degree committee for continuance in the program. This is to be done upon completion of 12-15 hours of course work, and before internship and thesis or independent study. The committee will consider GPA, faculty recommendations, demonstrated competence in academic and professional work, and rate of progress in the program. Students must demonstrate behaviors that indicate stability, maturity, understanding and aptitude as judged necessary for predicted success as a Specialist in special education administration/ curriculum;
4. Successful completion of an internship;
5. Achievement of passing scores on oral and written examinations near the completion of the program; and
6. Completion of all other requirements of the Office of Graduate Studies and Research .

### Exit Criteria

Criteria are to meet all the objectives listed previously for graduate study in special education, as demonstrated by successful completion of:

1. All course work in program of study (minimum GPA of 3.3);
2. Approved internship;
3. Thesis or independent study; and
4. Oral and written examinations.

### Specialist Program

Required Courses ..... 12 hours

- EDPS667 Principles of Educational Research (3 hrs)
- SPGN615 Families, Disability and Schools: Collaborating for Success (3 hrs)
- SPGN619 Administration and Supervision of Special Education (2 hrs)
- SPGN632 Models and Skills for Special and General Education Collaboration (2 hrs)
- SPGN719 Advanced Seminar: Special Education Administration (2 hrs)

Concentration Courses..... 13 hours

*Select from either option I or option II:*

#### Option I: Administrative Strand

*Thirteen hours selected in consultation with the graduate adviser.*

#### Option II: Curriculum/Assistive Technology Strand

*Thirteen hours selected in consultation with the graduate adviser.*

Culminating Experiences .....8 hours

*Required by all specialist's degree candidates:*

- SPGN789 Specialist Internship in Special Education (4 hrs)
- Thesis/Independent Study (4 hrs)

Program Total..... 33 hours

## MASTER OF ARTS in Learning Disabilities (LD)

Students accepted into the graduate program in learning disabilities may elect a teaching endorsement and a master of arts degree. The learning disability endorsement is K-12.

### Model

Eastern Michigan University's advanced professional education programs support inquiry, advocacy and leadership in education for a diverse and democratic society. In addition, the master's-level programs in the Department of Special Education produce professionals with the comprehensive knowledge, skills and attitudes to deliver a continuum of habilitative/rehabilitative services to persons with special needs, and to their families, within a diverse society.

### Admission Requirements

The graduate student seeking admission to a master of arts in learning disabilities in the Department of Special Education is required to:

1. Possess valid teacher certification;
2. Submit two letters of recommendation to include: one letter verifying professional competence and one letter from a faculty member or other person knowledgeable of candidate's academic competence;
3. Achieve acceptable scores on the Graduate Record Examination;
4. Have a successful personal interview with an assigned adviser; and
5. (International students must) provide a score of 90 on the Michigan English Language Assessment Battery (MELAB).

### Program Requirements

The graduate student seeking a master of arts degree in learning disabilities through the Department of Special Education must:

1. Successfully complete a minimum of 37 hours of approved graduate credit as outlined on an approved master's degree program that has been planned with a program adviser;
2. Successfully complete an approved master's degree program that has been planned with a special education graduate adviser;
3. Successfully complete a competency examination at 90 percent or better. This is a mid-program progress assessment and must be completed prior to practicum experience;
4. Have on file with an adviser two evaluations of teaching effectiveness/professional competence. These evaluations are to be completed by supervisors/administrators in public or private schools at the conclusion of the internship experience;
5. Successfully complete a supervised practicum experience;
6. Successfully complete the degree requirements within six years of enrolling for the first class applicable to the degree program; and
7. Meet all other requirements of the Office of Graduate Studies and Research .

### Exit Requirements

Exit criteria include demonstration of acceptable levels of performance in the following areas:

1. Ability to carry out suitable procedures for assessment of listening, thinking, talking, reading, spelling, writing, mathematics or other skill deficiencies;
2. Ability to specify in behavioral terms instructional objectives that are appropriate to the skill needs and entry-level characteristics of the individual student;
3. Ability to set up and maintain conditions and procedures of instruction suitable to the learning goals set for the individual student;
4. Ability to assess instructional outcomes in terms of the student's behavior change and use this data in the formulation of an ongoing instructional plan adjusted to changed student conditions;
5. Ability to use appropriate techniques with the student to help develop the self-management skills required for constructive social participation and independent learning; and
6. Ability to function as a member of interdisciplinary teams and maintain effective liaison with parents and others working with the student.

Acceptable levels will be determined by course grades, GPA, mid-program competency examination, practicum evaluations and performance in research colloquium, including production at the end of practicum of a comprehensive written document which demonstrates the understanding, synthesis of knowledge and the practical applications of diagnostic-prescriptive planning for K-12 students with disabilities. This product is considered a culminating activity for the degree program.

### Track A

Graduate students who have earned a teaching certificate and an initial endorsement in an area of special education will be required to meet current admission standards which include:

- Acceptable scores on the Graduate Record Examination
- 2.5 undergraduate GPA
- Valid Michigan teaching certificate
- An Endorsement in an area of Special Education
- Two letters of recommendation
- Other Office of Graduate Studies and Research requirements as outlined in catalog.

Upon completion of the program, students in this track will have earned a M.A. degree, an endorsement in learning disabilities and completed a concentration in another special education field (i.e., cognitive impairment, autistic impairment, emotional impairment, etc.).

Coursework for students in Track A consists of 37 hours of core courses, methods courses, learning disability-specific courses and electives.

Core Courses ..... 12 hours

- EDPS667 Principles in Educational Research (3 hrs)
- SPGN525 Classroom Management and Social Skill Development for Students with Disabilities (2 hrs)



SPGN621 Law and Public Policy for Individuals with Disabilities (3 hrs)	
SPLI678 Assessment and Advanced Diagnostic Prescriptive Programming for Students with Learning Disabilities (4 hrs)	
<b>Methods Courses</b> .....	<b>6 hours</b>
SPGN630 Integrated Curriculum and Educational Programming for Mathematics and Motor Development (3 hrs)	
SPLI672 Integrated Curriculum: Linguistics and Language Arts (3 hrs)	
<b>Learning Disabilities Concentration Courses</b> .....	<b>8 hours</b>
SPLI468 Education of Children with Learning Disabilities (must be taken for graduate credit) (2 hrs)	
SPLI693 Practicum in Learning Disabilities (4 hrs)	
SPLI712 Research Colloquium: Learning Disabilities (2 hrs)	
<b>Elective and/or Cognate Courses</b> .....	<b>11 hours</b>
<b>Program Total</b> .....	<b>37 hours</b>

## Track B

Graduate students with a teaching certificate, but no special education endorsement, will be admissible to the learning disabilities program if they meet the same requirements for admission as delineated in Track A, with the exception of the requirement for an initial endorsement in a special education area. Therefore, Track B is designed to be attractive to those certified teachers desiring to enter the special education field but who have no previous coursework in special education. Track B will tap a new pool of prospective students and will help address the current shortage of credentialed teachers in the area of learning disabilities. Upon completion of the proposed program students in Track B will have completed the required coursework for the M.A. degree and an endorsement in learning disabilities.

Coursework for students in Track B consists of 12 hours of deficiencies, plus 26 hours of core courses, methods area and learning disability courses. The total hours required for the degree is 38.

<b>Core Courses</b> .....	<b>12 hours</b>
EDPS667 Principles in Educational Research (3 hrs)	
SPGN525 Classroom Management and Social Skill Development for Students with Disabilities (2 hrs)	
SPGN621 Law and Public Policy for Individuals with Disabilities (3 hrs)	
SPLI678 Assessment and Advanced Diagnostic Prescriptive Programming for Students with Learning Disabilities (4 hrs)	
<b>Methods Courses</b> .....	<b>6 hours</b>
SPGN630 Integrated Curriculum and Educational Programming for Mathematics and Motor Development (3 hrs)	
SPLI672 Integrated Curriculum: Linguistics and Language Arts (3 hrs)	
<b>Learning Disabilities Concentration Courses</b> .....	<b>8 hours</b>
SPLI468G Education of Children with Learning Disabilities (must be taken for graduate credit) (2 hrs)	
SPLI693 Practicum in Learning Disabilities (4 hrs)	
SPLI712 Research Colloquium: Learning Disabilities (2 hrs)	
<b>Deficiencies</b> .....	<b>12 hours</b>
SPGN390 Measurement and Diagnosis in Special Education (3 hrs)	
SPGN481 Instructional and Assistive Technology in Special Education (3 hrs)	
SPGN510 Students with Disabilities in the General Education Classroom (3 hrs)	
SPGN615 Families, Disability, and Schools; Collaborating for Success (3 hrs)	
<b>Program Total</b> .....	<b>38 hours</b>

## MASTER OF ARTS in Special Education

Through the Office of Graduate Studies and Research at Eastern Michigan University, the Department of Special Education offers a Master of Arts Degree that encompasses the range and depth required to accommodate contemporary programs and service delivery systems. The program is designed to allow maximum flexibility in meeting the needs of individual students while maintaining the basic academic integrity implicit in a graduate program.

### Model

Eastern Michigan University's advanced professional education programs develop leaders who demonstrate reflective thought and scholarship within the context of a culturally diverse society. In addition, the master's-level programs in the Department of Special Education produce professionals with the comprehensive knowledge, skills and attitudes to deliver a continuum of habilitative/rehabilitative services to persons with special needs, and to their families, within a diverse society.

### Admission Requirements

The graduate student seeking admission to the master of arts degree program in the Special Education Department is required to:

1. Be admitted to the Office of Graduate Studies and Research ;
2. Have a valid teaching certificate and provide copy; (Students who do not have a teaching certificate must complete requirements as outlined in the SEM-T program, described in the following section.)
3. Achieve acceptable scores on the Graduate Record Examination as required by the Department of Special Education;
4. Submit two outside letters of recommendation regarding professional competence for admission to the program;
5. Be recommended for acceptance by a faculty member (this may involve a personal interview); and
6. (International students must) provide a score of 90 on the Michigan English Language Assessment Battery (MELAB).

Admissions and program requirements for Master of Arts programs in Learning Disabilities and Speech-Language Pathology are described separately in other sections.

### Program Requirements

The graduate student seeking a Master of Arts degree through the Department of Special Education must:

1. Complete a minimum of 33 to 37 hours of approved graduate credit with a minimum 3.0 GPA;
2. Complete an approved master's degree program that has been planned with a special education graduate adviser;
3. Complete the degree requirements within six years of enrolling for the first course applicable to the degree program;
4. Receive a recommendation from the area faculty committee for continuance in the program. This is done upon completion of 12 to 15 hours of courses, and before internship/practicum. The committee will consider GPA, faculty recommendations, demonstrated competence in academic and professional work, and rate of progress in the program.
5. Meet all other requirements of the Office of Graduate Studies and Research .

### Exit Criteria

Exit criteria involve achievement of the objectives for graduate study in special education listed previously, as demonstrated by:

1. Successful completion of all course work on program (minimum GPA of 3.0);
2. Successful completion of required practical/internship; and
3. Successful completion of thesis, if pursuing the thesis option, or other culminating experience, which may include but not be limited to comprehensive oral or written examination, portfolio or other product, performance or exhibit.

<b>Special Education Graduate Core Courses</b> .....	<b>11 hours</b>
SPGN525 Behavior Management and the Development of Social Competence in Students with Special Needs (2 hrs)	
SPGN621 Law and Public Policy for Individuals with Disabilities (3 hrs)	
SPGN632 Models and Skills for Special and General Education Collaboration (2 hrs)	
SPLI678 Assessment and Advanced Diagnostic Prescriptive Programming for Students with Learning Disabilities (4 hrs)	
<b>Methods Courses</b> .....	<b>6 hours</b>
SPGN630 Integrated Curriculum and Educational Programming for Mathematics and Motor Development (3 hrs)	
SPLI672 Integrated Curriculum: Linguistics and Language Arts (3 hrs)	
<b>Research</b> .....	<b>9 hours</b>
<i>Select from either option I or option II:</i>	
<b>Option I: Independent Study</b>	
EDPS667 Principles in Educational Research (3 hrs)	
SPGN699 Independent Study (3 hrs)	
<i>One course from the following:</i>	
SPGN694 Seminar: Interdisciplinary Special Education (3 hrs)	
SPEI694 Seminar: Students with Emotional Impairment (3 hrs)	
<b>Option II: Thesis Option</b>	
SPGN592 Special Topics (3 hrs)	
<i>One course from the following:</i>	
EDPS621 Statistical Applications in Educational Research (3 hrs)	
EDPS667 Principles in Educational Research (3 hrs)	
PSY600 Psychological Statistics I (3 hrs)	
<b>Concentration</b> .....	<b>22-44 hours</b>
<i>See Endorsement area on page 134 for more information</i>	
<b>Program Total</b> .....	<b>33-37 hours</b>

Programs within the department of Special Education include Emotional Impairment, Cognitive Impairment, Physical Impairment and other Health Impairment, Visual Impairment, Hearing Impairment and General Special Education (this last program does not result in any special education endorsement from the state of Michigan). If endorsement in any area of special education is being sought, the appropriate endorsement sequence must be completed.

Students choosing to complete an independent study as part of the master of arts program must complete EDPS667, SPGN/SPEI697 and SPGN699. Students may elect to write a thesis as part of the master of arts program. If pursuing the thesis option, students must complete cognates EDPS621 Statistical Applications in Educational Research (2 hrs) and EDPS667 Methods in Quantitative Research (3 hrs). The student should elect SPGN690 and SPGN692 Master's Thesis for a total of four credit hours.

## MASTER OF ARTS in Speech-Language Pathology (SPLP)

Students who enter the graduate program in Speech-language Pathology are trained to work in a variety of settings with children and adults. Students seeking Teacher Certification should see a graduate adviser for additional teacher certification requirements. Those who do not have undergraduate degrees in Speech-Language Pathology must complete the undergraduate deficiencies. Students must consult a graduate adviser in Speech-Language pathology before enrolling in major courses. Admission to this program is competitive.

### Model

Eastern Michigan University's advanced professional education programs develop leaders who demonstrate reflective thought and scholarship within

the context diverse society. In addition, the master's-level programs in the Department of Special Education produce professionals with the comprehensive knowledge, skills and attitudes to deliver a continuum of habilitative/rehabilitative services to persons with special needs, and to their families, within a diverse society.

### Admission Requirements

In addition to the requirements previously listed, with the exception of having a valid teaching credential, a student applying to the speech-language pathology program, and who has an undergraduate degree in speech-language pathology, must:

1. Have a minimum 3.0 GPA in the undergraduate major, and an overall GPA of 3.0; and
2. Submit two letters of recommendation from either:
  - a. A clinic supervisor and a professor in the undergraduate major area of study; or
  - b. Two professors in the undergraduate major area of study.

### Note:

*A student applying to the Speech-Language Pathology program who does not have an undergraduate degree in Speech-Language Pathology, must in addition to the requirements listed above:*

1. Have a minimum 3.0 GPA in the undergraduate major, and an overall GPA of 3.0;
2. Submit two letters of recommendation to include: one letter from a professor in the undergraduate major area of study, and one letter from a professional employer; and
3. (International students must) have a score of 100 on the Michigan English Language Assessment Battery (MELAB).
4. GRE Scores.
5. MTTC Basic Skills Test must be passed.

### Program Requirements

The program requirements for attaining a master's degree in Speech-Language Pathology differ in some aspects from those of the Office of Graduate Studies and Research in that:

1. Only six hours of graduate transfer credit will be accepted;
2. All candidates must meet the clinical and academic requirements for certification of the American Speech-Language-Hearing Association (ASHA) prior to receiving their degrees;
3. All candidates must complete a minimum of 36 hours of approved graduate credit;
4. All candidates must pass major courses with a grade of B or better; and
5. All candidates must be recommended by the Speech-Language Pathology faculty for continuance in the program. This is to be done upon completion of 12-15 hours of course work in the program. The committee will consider GPA, faculty recommendations and demonstrated competence in academic and clinical work. Students must demonstrate behaviors that indicate stability, maturity, understanding and aptitude as judged necessary for predicted success as a speech-language pathologist.

### Exit Criteria

To be eligible for graduation and receipt of the master's degree, the student must:

1. Complete required course work as described;
2. Submit a completed ASHA application; and
3. Submit copies of all clinical practica logs.

### Curriculum

The following courses are offered to students for completion of the master's degree program and are considered to be a standard program of study. Students who transfer from other universities should consult their academic adviser concerning equivalencies.

**Required Courses in Speech-Language Pathology ..... 28 hours**

- SPSI508 Multicultural Issues in Intervention for Communication Disorders (2 hrs)
- SPSI516 Introduction to Graduate Study in Speech-Language Pathology (3 hrs)
- SPSI528 Clinical Practice in Speech-Language Pathology I (2 hrs)
- SPSI538 Clinical Practice in Speech-Language Pathology II (2 hrs)
- SPSI555 Neuroanatomy and Physiology for the Speech-Language Pathologist (2 hrs)
- SPSI568 Diagnostic Methods: Assessment of Speech and Language Disorders in Children (3 hrs)
- SPSI578 Diagnosis and Treatment of Audiometric Disorders (3 hrs)
- SPSI607 Early Intervention for Speech and Language Impaired Children (3 hrs)
- SPSI612 Motor Speech Disorders (2 hrs)
- SPSI614 Aphasia (3 hrs)
- SPSI618 Language Disorders in School-age Children (3 hrs)
- SPSI620 Consulting and Interviewing in Speech Pathology (2 hrs)
- SPSI622 Augmentative Communication (3 hrs)
- SPSI624 Acquired Neurogenic Cognitive-Communication Disorders (3 hrs)
- SPSI625 Dysphagia (2 hrs)
- SPSI694 Professional Issues in Speech-Language Pathology (2 hrs)
- SPSI687 Clinical Internship in Speech-Language Pathology I (4 hrs)
- SPSI688 Clinical Internship in Speech-Language Pathology II (2 hrs)
- SPSI689 Public School Internship in Speech-Language Pathology (4 hrs)

**Program Total ..... 41-43 hours**

**Curriculum**

**Courses Required for a Teaching Subject Major/Minor**

Students must complete a teaching subject major or minor (20 to 24 hours). See the undergraduate catalog for approved minors. Note: This is a requirement if the student has not already completed a major or minor appropriate to the level of certificate sought during completion of the bachelor's degree.

**Courses required for teacher certification ..... 10 hours**

- EDPS325 Life Span Human Growth and Development (4 hrs)
- EDUC499 Student Teaching (regular education) (6 hrs)

**Elementary ..... 16-17 hours**

- BIOL303 Life Science for Elementary Teachers (3 hrs)
- CURR304 Curriculum and Methods: Elementary (3 hrs)
- MATH581 Modern Mathematics Methods, K-6 (2 hrs)
- RDNG300 Early Literacy (3 hrs)
- RDNG310 Literacy Across the Curriculum in the Intermediate Grades (3 hrs)

*One course from the following:*

- GEOG348 Teaching Social Studies in Elementary Schools (3 hrs)
- GEOG571 Teaching of Social Studies (2 hrs)

**Secondary ..... 9 hours**

- CURR305 Curriculum and Methods: Secondary (3 hrs)
- RDNG311 Teaching Reading in the Secondary School (3 hrs)
- Methods course in teaching subject area (3 hrs)

**Courses Required for Endorsement**

Students must complete all special education core courses and course requirements for the specific program area (HI, EI, CI, POHI or VI) as listed in the following section regarding endorsement.

**Courses in General Education**

Undergraduate transcripts will be reviewed to determine completion of hours to be credited toward meeting a required 40 hours of general or liberal education. Additional course work may be necessary to meet this 40-hour requirement.

**Endorsement/Approval Sequence**

Certified teachers wishing to qualify for teaching in an area of special education may enroll in an endorsement sequence at the graduate level. (Those seeking both teacher certification and endorsement see the "Special Education Master's Program with Teacher Certification (SEM-T)" section, which follows.) The first endorsement sequence for a teacher holding non-special education teaching credentials includes a combination of graduate and undergraduate courses. The completion of the endorsement sequence will permit a student to teach in a specific area of disability in grades K-12. Each endorsement sequence accommodates the requirements established by the Michigan Department of Education.

Endorsements are available for Teachers of Students with Emotional Impairment, Teachers of Students with Cognitive Impairment, Teachers of Students with Hearing Impairment, Teachers of Students with Physical Impairment and Other Health Impairment, and Teachers of Students with Visual Impairment. Endorsements are also available in the areas of Learning Disabilities (see program description), and Speech and Language Pathology, only as part of a master's degree program.

Approval sequences are available in the areas of Supervisor of Special Education and Director of Special Education, and for Teachers of Physical Education for Students with Disabilities as well as Early Childhood Special Education Teachers. Course work in other departments (Educational Leadership; Teacher Education) is typically involved in completing these sequences.

Students must be free from any probation, administrative or academic, before an internship or practicum experience is approved. It is important for students to realize that the endorsement/approval sequence is independent of a degree program. The minimum degree requirements do not guarantee endorsement/approval, and the meeting of endorsement standards should not be construed as the completion of degree requirements.

Nine hours of approved 400-level courses may be upgraded and credited toward a master's degree with adviser approval; otherwise, all undergraduate courses listed in endorsement sequences are considered undergraduate deficiencies are not credited toward graduate degrees.

**Special Education Master's Program with Teacher Certification (SEM-T)**

**Admission Requirements**

1. The student applying for an endorsement in specific special education areas must meet the admissions requirements specified under the Master of Arts degree.
2. Student must submit documentation of passing scores on the Michigan Test of Teacher Certification (MTTC-Basic Skills).
3. Students must be admitted to the Department of Special Education prior to taking 400- and graduate-level requirements.

**Program Requirements (Areas of Exceptionality Except Speech-Language Pathology)**

Graduate students seeking endorsements must:

1. Complete an appropriate program of study as planned with a graduate adviser for the program area;
2. Meet all other requirements of the Office of Graduate Studies and Research .

**Exit Criteria**

Exit criteria involve achievement of the objectives for graduate study in special education listed previously, as demonstrated by:

1. Successful completion of all course work on program (minimum GPA of 3.0);
2. Successful completion of required practica/internship;
3. Successful completion of independent study or thesis project.

**Curricula**

A description of initial endorsement sequences follows. Endorsement sequences for those already endorsed in one area of special education, but



seeking additional endorsement(s) consist of different courses than listed here. Students should consult the graduate adviser for the area.

An initial endorsement sequence generally consists of the following core special education classes, plus the specialty classes required by the specific program area. Courses marked with an asterisk require admission to the professional preparation program. Students with teaching certificates are admitted to the professional preparation program at the time of admission to the graduate program in Special Education.

#### Special Education Core Courses

- PHED578 Motor Development and Learning (not required for Emotional Impairment Endorsement) (2 hrs)
- PSY101 General Psychology (3 hrs)
- SPGN510 The Exceptional Child in the Regular Classroom (3 hrs)
- \*SPGN390 Measurement and Diagnosis in Special Education (3 hrs)
- \*SPGN461 Classroom Management and Intervention Strategies for Students with Disabilities (3 hrs)
- \*SPGN615 Families, Disability, and Schools: Collaborating for Success (3 hrs)
- \*SPGN471 Curriculum and Transitions for Secondary Special Education (3 hrs)
- \*SPGN481 Instructional and Assistive Technology in Special Education (3 hrs)
- \*SPLI673 Language: Acquisition, Disorders, Evaluation (3 hrs)

Program Total..... 26 hours

## Courses Required for Initial Endorsement

### Teachers of Students with Cognitive Impairment (COGN)

Special Education Core Courses ..... 26 hours

- PHED578 Motor Development and Learning (2 hrs)
- PSY101 General Psychology (3 hrs)
- SPGN510 The Exceptional Child in the Regular Classroom (3 hrs)
- \*SPGN390 Measurement and Diagnosis in Special Education (3 hrs)
- \*SPGN461 Classroom Management and Intervention Strategies for Students with Disabilities (3 hrs)
- \*SPGN615 Families, Disability, and Schools: Collaborating for Success (3 hrs)
- \*SPGN471 Curriculum and Transitions for Secondary Special Education (3 hrs)
- \*SPGN481 Instructional and Assistive Technology in Special Education (3 hrs)
- \*SPLI673 Language: Acquisition, Disorders, Evaluation (3 hrs)

Courses Required for Initial Endorsement ..... 25 hours

- SPCI240 Pre-clinical Experiences – Cognitive Impairment (3 hrs)
- \*SPCI429 Education for Students in Programs for Mild Cognitive Impairment (4 hrs)
- \*SPCI483 Education of Students with Moderate or Severe Impairment (4 hrs)
- \*SPCI557 Cognitive Impairment: Nature, Needs, and Issues (3 hrs)
- \*SPCI694/SPGN694 Seminar: Interdisciplinary Special Education (3 hrs)
- \*SPGN689 Supervised Internship in Special Education (6 hrs)
- \*SPLI468 Education of Children with Learning Disabilities (2 hrs)

Endorsement with Core Course Total..... 51 hours

## Teachers of Students with Emotional Impairment (EMOT)

Special Education Core Courses ..... 24 hours

- PSY101 General Psychology (3 hrs)
- SPGN510 The Exceptional Child in the Regular Classroom (3 hrs)
- \*SPGN390 Measurement and Diagnosis in Special Education (3 hrs)
- \*SPGN461 Classroom Management and Intervention Strategies for Students with Disabilities (3 hrs)
- \*SPGN615 Families, Disability, and Schools: Collaborating for Success (3 hrs)
- \*SPGN471 Curriculum and Transitions for Secondary Special Education (3 hrs)
- \*SPGN481 Instructional and Assistive Technology in Special Education (3 hrs)
- \*SPLI673 Language: Acquisition, Disorders, Evaluation (3 hrs)

Courses Required for Initial Endorsement ..... 19 hours

- SPEI401 Curriculum, Methods and Programming for Elementary Students with Emotional Impairment (4 hrs)
- SPEI510 Advanced Theory of Emotional Impairment (4 hrs)
- \*SPEI694 Seminar: Students with Emotional Impairment (3 hrs)
- \*SPGN689 Supervised Internship in Special Education (6 hrs)
- \*SPLI468 Education of Children with Learning Disabilities (2 hrs)

Endorsement with Core Course Total..... 43 hours

## Teachers of Students with Hearing Impairment (HEAR)

Prospective students should be aware that the basic philosophy of the program is oral communication; students are exposed to manual communication during their course of study, however.

All students are considered provisional majors until such time as they successfully complete SPHI391 Language for Students with Hearing Impairment and pass a language proficiency examination. SPLI673 listed above is **not** required in this program.

Special Education Core Courses ..... 26 hours

- PHED578 Motor Development and Learning (2 hrs)
- PSY101 General Psychology (3 hrs)
- SPGN510 The Exceptional Child in the Regular Classroom (3 hrs)
- \*SPGN390 Measurement and Diagnosis in Special Education (3 hrs)
- \*SPGN461 Classroom Management and Intervention Strategies for Students with Disabilities (3 hrs)
- \*SPGN615 Families, Disability, and Schools: Collaborating for Success (3 hrs)
- \*SPGN471 Curriculum and Transitions for Secondary Special Education (3 hrs)
- \*SPGN481 Instructional and Assistive Technology in Special Education (3 hrs)
- \*SPLI673 Language: Acquisition, Disorders, Evaluation (3 hrs)

Courses Required for Initial Endorsement ..... 40 hours

- SPHI228 Education of Students with Hearing Impairment (3 hrs)
- SPHI375 Fundamentals of Sign Communication (2 hrs)
- SPHI387 Introductory Practicum — Students with Hearing Impairment (1 hr)
- SPHI391 Language for Students with Hearing Impairment (4 hrs)
- SPHI392 Introduction to Audiology (2 hrs)
- SPHI394 Aural Habilitation/Rehabilitation (3 hrs)
- SPHI435 Phonetics and Hearing Impairment (2 hrs)
- SPHI436 Speech Methods for Students with Hearing Impairment (2 hrs)
- SPHI437 Adaptive Curriculum for Students with Hearing Impairment (3 hrs)
- SPHI487 Speech Practicum — Students with Hearing Impairment (1 hr)
- SPGN694 Seminar: Interdisciplinary Special Education (3 hrs)
- SPGN689 Supervised Internship in Special Education (6 hrs)
- SPSI332 Acoustic Phonetics: Speech Science (2 hrs)



SPSI336 Physiologic Phonetics: Anatomy and Physiology (3 hrs)  
SPSI337 Language Acquisition (3 hrs)

Endorsement with Core Course Total..... 66 hours

### Teachers of Students with Physical Impairment or other Health Impairment (POHI)

Special Education Core Courses ..... 26 hours

- PHED578 Motor Development and Learning (2 hrs)
- PSY101 General Psychology (3 hrs)
- SPGN510 The Exceptional Child in the Regular Classroom (3 hrs)
- \*SPGN390 Measurement and Diagnosis in Special Education (3 hrs)
- \*SPGN461 Classroom Management and Intervention Strategies for Students with Disabilities (3 hrs)
- \*SPGN615 Families, Disability, and Schools: Collaborating for Success (3 hrs)
- \*SPGN471 Curriculum and Transitions for Secondary Special Education (3 hrs)
- \*SPGN481 Instructional and Assistive Technology in Special Education (3 hrs)
- \*SPLI673 Language: Acquisition, Disorders, Evaluation (3 hrs)

Courses Required for Initial Endorsement ..... 32 hours

- SPCI557 Cognitive Impairment: Nature, Needs and Issues (3 hrs)
- SPGN694 Seminar: Interdisciplinary Special Education (3 hrs)
- SPGN689 Supervised Internship in Special Education (6 hrs)
- SPLI468 Education of Children with Learning Disabilities (2 hrs)
- SPLI481 Adaptive Technology in Special Education (2 hrs)
- SPPI240 Preclinical Experiences — POHI (3 hrs)
- SPPI310 Developmental Sciences for Teachers of the Physically and Health Impaired (4 hrs)
- SPPI360 Pathology of Physical and Health Impairments (3 hrs)
- SPPI412 Ancillary Services and Health Procedures for Teachers of Physically Impaired (2 hrs)
- SPPI414 Educational Strategies for Teachers of the Physically Impaired (4 hrs)

Endorsement with Core Courses Total..... 58 hours

### Teachers of Students with Visual Impairment (VISU)

Special Education Core Courses ..... 26 hours

- PHED578 Motor Development and Learning (2 hrs)
- PSY101 General Psychology (3 hrs)
- SPGN510 The Exceptional Child in the Regular Classroom (3 hrs)
- \*SPGN390 Measurement and Diagnosis in Special Education (3 hrs)
- \*SPGN461 Classroom Management and Intervention Strategies for Students with Disabilities (3 hrs)
- \*SPGN615 Families, Disability, and Schools: Collaborating for Success (3 hrs)
- \*SPGN471 Curriculum and Transitions for Secondary Special Education (3 hrs)
- \*SPGN481 Instructional and Assistive Technology in Special Education (3 hrs)
- \*SPLI673 Language: Acquisition, Disorders, Evaluation (3 hrs)

Courses Required for Initial Endorsement ..... 44 hours

- SPGN694 Seminar: Interdisciplinary Special Education (3 hrs)
- SPGN689 Supervised Internship in Special Education (6 hrs)
- SPVI365 Braille (3 hrs)
- SPVI366 The Eye and Vision — Anatomy and Physiology (2 hrs)
- SPVI368 Mobility Training for the Visually Impaired (2 hrs)
- SPVI369 Community Considerations for the Visually Impaired (3 hrs)
- SPVI464 Methods of Teaching the Blind (3 hrs)
- SPVI465 Braille II: Nemeth Code (3 hrs)
- SPVI467 Education of Children with Impaired Vision (2 hrs)
- SPVI469 Electronic Communication for the Visually Impaired (3 hrs)

Endorsement with Core Course Total..... 70 hours

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Office of Graduate Studies and Research to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- SPCI429 Education of Students in Programs for Mild Cognitive Impairment (4 hrs)
- SPCI483 Education of Students with Moderate or Severe Retardation (4 hrs)
- SPEI401 Programming, Methods and Curriculum for Elementary Students with Emotional Impairment (4 hrs)
- SPGN461 Classroom Management and Intervention Strategies for Students with Disabilities (3 hrs)
- SPGN471 Curriculum and Transitions for Secondary Special Education (3 hrs)
- SPGN481 Assistive and Instructional Technology in Special Education (3 hrs)
- SPGN491 Student Teaching Seminar — Special Education (2 hrs)
- SPHI436 Speech Methods for Students with Hearing Impairment (2 hrs)
- SPHI437 Adaptive Curriculum for Students with Hearing Impairment (3 hrs)
- SPLI468 Education of Children with Learning Disabilities (2 hrs)
- SPPI412 Ancillary Services and Health Procedures for Teachers of Physically Impaired (2 hrs)
- SPPI414 Educational Strategies for Teachers of the Physically Impaired (4 hrs)
- SPSI452 Voice (3 hrs)
- SPSI454 Stuttering (3 hrs)
- SPVI464 Methods of Teaching the Blind (3 hrs)
- SPVI465 Braille II: Nemeth Code (3 hrs)
- SPVI467 Education of Children with Impaired Vision (3 hrs)
- SPVI469 Electronic Communication for the Visually Impaired (3 hrs)

## Department of Teacher Education

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Address: 313 Porter Building  
Phone: 734.487.3260  
E-mail: donald.bennion@emich.edu  
Web site: www.emich.edu/coe/teach\_ed/

See pages 202, 205, 210, 211, 254 and 258 for course descriptions.

### Programs Offered

The department offers master of arts degrees in social foundations of education; educational psychology with degrees in development and personality and research and evaluation; educational media and technology; reading; early childhood education; elementary education; middle level education; secondary education; and common learnings in curriculum.

## General Admission Requirements for Master's Programs

The requirements listed below are common to all master's programs in the department. Applicants must:

1. Comply with the Office of Graduate Studies and Research's admission requirements;
2. Hold a 2.75 undergraduate GPA or 3.0 in the last half of the undergraduate work or 3.3 GPA in 12 hours or more of work at the graduate level or a minimum 50th percentile on the Graduate Record Examination writing. International students must have a minimum score of 550 on the TOEFL;
3. For early childhood education, elementary education, middle level education, secondary education, common learnings in curriculum and reading — hold a valid teaching credential. For international students who do not intend to teach in the United States, this requirement can be waived;
4. Furnish an analysis of professional goals written by the candidate. This analysis should include a description of how the chosen degree program will help meeting the selected goals and how the candidate's life experiences, accomplishments and interests will contribute to his or her success in the program; and
5. Request and have submitted two letters of recommendation that address the candidate's professional commitment, experience and potential.

The transcripts, analysis of goals and letters of recommendation should give evidence of potential for graduate-level scholarship.

### Student Responsibilities

Upon admission to the program, the student is expected to assume the following responsibilities:

1. Follow all the policies of the Office of Graduate Studies and Research, department and program area as specified in the Graduate Catalog;
2. Consult with an assigned adviser before registering for courses in the degree program;
3. Prepare a program of study approved by an adviser; and
4. Obtain permission from the adviser before making substitutions or altering the program of study.

### Department Appeals Procedure

Graduate students may formally appeal an admission, retention or exit decision by contacting the department head and graduate coordinator. Each appeal must be an individual action by an individual student. Class action appeals are not permitted.

#### Step I

The appellant must notify the department head and graduate coordinator in writing within five working days after written notice of the admission, retention or exit appeals action. The written request should summarize the facts of the case and reasons for the appeal. The department head will assist the student in scheduling an appointment with the graduate coordinator and department head to discuss privately the disputed decision.

#### Step II

If the dispute is not resolved in Step I, the student has the right to file a formal written appeal with the department head who will forward it immediately to the Department Grade Grievance and Appeals Committee. Guidelines are as follows:

1. An appeal must be based on evidence that the program area in question has been capricious and/or unfair in making its decision. The written appeal must describe specifically the perceived capricious or unfair action of the program area. The student also should present all other evidence or documentation in support of the appeal.
2. An appeal must be filed within 15 working days after the meeting described in Step I.

Within 10 working days after receiving the written appeal, the department head must schedule a hearing before the Department Grade Grievance and Appeals Committee, composed of three faculty members and two graduate students. The student appellant may request in advance

in writing that the appeal be heard only by the three faculty members. The committee shall conduct a hearing according to the following guidelines:

1. Any written information in support of either the student or the program should be distributed to committee members before the hearing.
2. A detailed record shall be kept of the hearing. If a written record is kept, it should be signed by the Grievance and Appeals Committee, asserting its accuracy. If a tape sound recording is made, the committee shall sign a statement attesting its accuracy. All Step II appeal records shall be filed in the college dean's office; copies shall be provided, upon request, to the student appellant or the concerned program. Duplicating costs shall be borne by the individual or the program.
3. The hearing shall be open unless the student or the program area asks the department head in writing for a closed hearing.
4. Both the student and program representatives shall be permitted advisers, who must be members of the University community.
5. The Department Grade Grievance and Appeals Committee chair shall begin the hearing by starting the tape recorder (or announcing the name of the person taking minutes), reviewing the hearing guidelines and procedures, and saying "this Step Level II Appeals Hearing is being held on (date). (Name of student) is appealing the (program area) decision on (admissions, retention or exit) requirements. The following committee members are in attendance today: (members give their names)."
6. In order, the student and the program area representative(s) will present their cases, calling witnesses if they choose. The student, program area representatives, adviser(s) and committee members may question any such witness. The student and program area representative(s) should be asked for brief closing statements.
7. The chair will close the hearing by saying, "this Step Level II Appeals Hearing is now concluded." The committee will meet and present its decision, in writing, to the department head within five working days. This document will contain a numerical report of the vote and be signed by the committee members. The department head will notify the student and the program area representative(s) of the committee's decision.

## Master of Arts in Common Learnings in Curriculum (K12)

### Description of Program

The program in common learnings and curriculum has a different purpose and rationale than the other three programs in the area of curriculum and instruction. Common learnings in curriculum has replaced the pre-existing K-12 curriculum program. Rather than focusing on the needs and instructional practices important for a particular age or grade level, the common learnings program examines theory, practice and issues in curriculum K-12. It is particularly appropriate for curriculum supervisors and for other individuals interested in curriculum issues that are important across grade levels or subject areas. Unlike other programs in curriculum and instruction, the common learnings program does not require a thesis or curriculum project. Instead, it may culminate in a comprehensive examination that requires a student to reflect upon and synthesize knowledge across a number of designated courses.

The program requires a prescribed concentration containing the core curriculum for common learnings, elective courses and a seminar course designed to assist the student to prepare for the required culminating experience, in this case, a comprehensive examination. The comprehensive examination for the common learnings program requires students to apply information from their courses to specific educational settings. Courses in the common learnings core are designed to explore curriculum issues, trends and practices across grade levels. They provide the opportunity to interact with professionals in a variety of roles and settings. Electives are to be selected with the adviser to meet students' professional needs and provide an appropriate variety of experiences. When the student has completed 34 hours and has received a passing grade on the comprehensive examination, the adviser will recommend the student for graduation.

\*Foundations Courses .....9-10 hours  
CURR655 Curriculum Foundations (2 hrs)  
EDPS600 Human Development (2 hrs)

One course from the following:

- EDPS667 Principles in Educational Research (3 hrs)
- EDPS687 Qualitative/Interpretive Research (3 hrs)

One course from the following:

- SOFD530 Social Foundation of Education: An Introduction (2 hrs)
- SOFD550 Philosophy, Ethics and Teaching (2 hrs)
- SOFD572 The History of American Schooling and Literacy (3 hrs)
- SOFD580 Sociology of Education (2 hrs)

**Common Learnings Courses..... 12 hours**

One course from the following:

- CURR616 Issues in Elementary Level Curriculum (2 hrs)
- CURR620 Issues in Middle Level Curriculum (2 hrs)
- CURR630 Issues in Secondary Level Curriculum (2 hrs)
- CURR650 Improving Instruction through Inquiry and Assessment (2 hrs)
- CURR656 Curriculum Design, Implementation and Evaluation (2 hrs)
- CURR694 Seminar: Common Learnings (2 hrs)

Two courses from the following:

- CURR510 Developing Creativity in the Classroom (2 hrs)
- CURR560 School and Classroom Discipline (2 hrs)
- CURR660 Curriculum Foundations (2 hrs)
- EDPS603 Principles of Classroom Learning (2 hrs)

**Elective Courses..... 13 hours**

*(These may include culminating projects.)*

**Program Total..... 34 hours**

Note:

*\*Foundations courses are required for all master of arts in curriculum and instruction programs. These courses provide the basis on which all subsequent courses are built and must be taken within the first 18 hours of course work.*

**Comprehensive Examination**

If selected, the comprehensive examination for the common learnings program requires students to apply information from their courses to specific educational settings. Exams must be completed within a three (3) hour period.

Students will be required to answer three of four questions. The questions will emerge from the following knowledge base areas:

1. The foundations of curriculum, including forces impinging on schooling, curriculum philosophies and theories, and how these are related to contemporary school issues.
2. The design, implementation and evaluation of curriculum.
3. The proposals and practices of instructional improvement.
4. A question from one of the two courses selected from the listed options.

If a student does not pass the comprehensive examination he/she may retake the test the following semester. If he/she fails only two questions, the next exam will be limited to those areas the student failed. Students may retake a failed comprehensive exam each time it is administered. After one year has elapsed the I grade reverts to an E.

## MASTER OF ARTS in Early Childhood Education (ECE)

**Program Overview**

The program in early childhood education is designed for those who hold teacher certification and have or are seeking careers as classroom teachers (preschool through third grade), child care program directors or other positions related to the care and education of children ages birth through eight years. Each student's program is worked out in consultation with an adviser according to the background and needs of the individual student. The program requires a minimum of 31 hours of graduate credit. The actual credits required for the degree may be more than 31, depending on the amount

of previous course work the student has successfully completed. Students can plan programs with their advisers that will enable them to meet the state of Michigan's requirements for the early childhood endorsement for the elementary teaching certificate. This program is in compliance with the standards set forth by the National Association for the Education of Young Children.

**Model**

Eastern Michigan University's advanced professional education programs promote inquiry, advocacy and leadership in education for a diverse and democratic society. The early childhood education program addresses extended knowledge of developing and implementing age-appropriate and individually appropriate curriculum and teaching practices from birth through age eight.

**Admission Requirements**

See general admission requirements on page 137.

**Retention Requirements**

Retention requirements can be considered a "mid-point check" in the master's degree programs. It is necessary to successfully complete all retention requirements before proceeding with the remainder of the program.

**To proceed with exit requirements, students must:**

1. Complete ECE600 and ECE602 with a grade of B or better in both courses. ECE600 should be taken in the first eight hours on the program, as the course content will include a discussion of the master's portfolio requirements and format;
2. Complete EDPS667, EDPS667 or EDPS687 and additional courses, including the above, to total 15 hours of graduate credit with an overall GPA of 3.0 or better;
3. Schedule and satisfactorily complete a faculty interview and professional portfolio mid-point review. The interview will include discussion of the student's program to date and a review of the portfolio contents (see ECE's Master's Degree Portfolio Guidelines for portfolio requirements.); and
4. If a student's progress is judged unsatisfactory at the time of the mid-point review, the decision will be reviewed by all early childhood education graduate faculty, with the decision based on a majority vote. Students who do not meet the criteria, but maintain graduate student status may continue to take graduate credit for professional development.

**Exit Requirements**

In order to graduate, each student is expected to:

1. Complete all Office of Graduate Studies and Research and department requirements for a master's degree, following an approved program of study for the master's degree in early childhood education;
2. Complete a culminating seminar in early childhood education, including submission of all required components or thesis proposal;
3. Fill out an application for graduation and obtain the adviser's recommendation.

**Curriculum Requirements**

All of the courses in the program and restricted elective areas count towards the Early Childhood Endorsement. The ECE requires a total of 20 hours of credit listed in the program and restricted elective areas.

The curricular requirements include a minimum of 31 graduate-level hours, to be distributed as follows:

**Foundation..... 27 hours**

**Early Childhood Education Requirements..... 7 hours**

*One course in Human Growth and Development:*

- EDPS600 Human Development (recommended) (2 hrs)

*One course in Research (choose one of the following):*

- EDPS667 Principles of Educational Research (3 hrs)
- EDPS667 Methods in Quantitative Research (3 hrs)
- EDPS687 Qualitative/Interpretive Research (3 hrs)

*One course in Social Foundations (choose one of the following):*

- SOFD550 Philosophy, Ethics and Teaching (2 hrs)
- SOFD580 Sociology of Education (2 hrs)



**ECE Concentration..... 14 hours**  
 ECE600 Trends and Issues in Early Childhood Education (2 hrs)  
 ECE602 Implementing Appropriate Early Childhood Programs (2 hrs)  
 ECE610 Family, School and Community Partnerships in ECE (2 hrs)  
 ECE613 Curriculum Frameworks in Early Childhood (2 hrs)  
 ECE641 Developmental Assessment of the Young Child: Theory and Practice (2 hrs)  
 ECE693 Seminar: Early Childhood Education (2 hrs)  
*One course from the following:*  
 ECE601 Helping Young Children in Crisis Through Curricular Activities (2 hrs)  
 EDPS617/WGST617 Children in Poverty: Educational Implications (2 hrs)

**Restricted Electives..... 6 hours**  
*At least three from the following:*  
 ECE590/591 Special Topics Courses (2 hrs)  
 ECE601 Helping Young Children in Crisis Through Curricular Activities (2 hrs)  
 ECE603 Professional Development in Early Childhood Education Settings (2 hrs)  
 ECE604 Directing a Child Care Program (2 hrs)  
 ECE615 Social Relationships and Competence in Early Childhood Settings (2 hrs)  
 ECE618 Play and Human Development (2 hrs)  
 EDPS611 Piaget for Educators (2 hrs)  
 EDPS617/WGST617 Children in Poverty: Educational Implications (2 hrs)  
 PHED578 Motor Learning and Development (2 hrs)  
 RDGN656 Language Development, Literacy and the Young Child (3 hrs)  
 SPGN510 Exceptional Child in the Regular Classroom (3 hrs)

**Electives ..... 4 hours**  
*Take at least two courses after consultation with your faculty adviser. Some suggested electives include a course in: technology, elementary curriculum, math or science for educators, social foundations, educational psychology, reading, among others.*

**Program Total..... 31 hours**

## MASTER OF ARTS in Educational Media and Technology (EDMT)

### Program Theme

The mission of this program is to prepare professionals who are capable of facilitating student learning in a variety of settings. The program is designed to provide students with both the knowledge base and the application skills that are required to use technology effectively in education. Focusing on the design, development, utilization, management and evaluation of instructional systems moves us toward achieving this mission.

Students who complete the educational technology program will be able to:

1. Provide a rationale for using technology in the educational process;
2. Identify contributions of major leaders in the field of educational media technology and instructional theory, and the affect that each leader has had on the field;
3. Assess current trends in the area of educational media technology and relate the trends to past events and future implications;
4. Integrate technology into instructional programs;
5. Teach the operation and various uses of educational technology in instruction;
6. Act as consultants/facilitators in educational media technology;
7. Design and develop instructional products to meet specified needs; and
8. Evaluate the effectiveness of instructional materials and systems.

### Admission Requirements

See admissions requirements on page 137.

### Retention Requirements

Retention requirements can be considered a mid-point check in the master's degree programs. It is necessary to successfully complete all retention requirements before proceeding with the remainder of the program.

**To gain approval to proceed with exit requirements, each student must:**

1. Complete a total of 12 but no more than 18 hours of graduate credit with an overall GPA of 3.0 or better;
2. Write a one-page mid-program statement concerning the student's interests and goals for the remainder of the program, and set an appointment with the faculty adviser to discuss; and
3. In addition, each faculty adviser and student will discuss the student's plans and make revisions in the program (including the choice of statistics or qualitative research). They will also discuss remediation if warranted. A copy of the mid-program statement will be placed in the student's file. In the event that the student's GPA has dropped below 3.0 or any other deficiencies are noted, the adviser will develop a plan of remediation in consultation with the student.

### Exit Requirements

In order to graduate, each student is expected to:

1. Complete all work on an approved program of study;
2. Maintain a 3.0 GPA (B) average or better on course work taken within the program;
3. Fill out an application for graduation and obtain the adviser's recommendation;
4. Meet all other requirements for a master's degree adopted by the Office of Graduate Studies and Research ;
5. Complete a culminating experience as determined by the student and faculty adviser.

### Curriculum

The curricular requirements include a minimum of 30 graduate-level hours, to be distributed among the following:

**Foundation Courses..... 7 hours**

*One course from the following:*

- EDPS602 Psychology of the Adult Learner (2 hrs)
- EDPS603 Principles of Classroom Learning (2 hrs)

*One course from the following:*

- CURR655 Curriculum Foundations (2 hrs)
- SOFD550 Philosophy, Ethics and Teaching (2 hrs)
- SOFD572 History of Education (2 hrs)

*One course from the following:*

- EDPS667 Principles or Educational Research (3 hrs)
- EDPS667 Methods in Quantitative Research (3 hrs)
- EDPS687 Qualitative Research Techniques (3 hrs)

**Required EDMT Courses ..... 21 hours**

- EDMT602 Technology and Student-Centered Learning (3 hrs)
- EDMT603 Technology Enhanced Learning Environments (3 hrs)
- EDMT623 Instructional Design and Development of Multimedia Instructional Materials (3 hrs)
- EDMT627 Advanced Technical Issues in Educational Technology (3 hrs)
- EDMT628 Use and Design of Online Resources for Education (3 hrs)
- EDMT653 Issues and Emerging Technologies (3 hrs)
- EDMT695 Seminar in Educational Technology (3 hrs)

**Restricted Technology Elective Courses..... 2-3 hours**

- EDMT592 Special Topics (3 hrs)
- EDMT681 Special Topics (3 hrs)
- Other University courses in Educational Technology

**Program Total ..... 30 hours**



## MASTER OF ARTS in Educational Psychology

### Program Overview

The master of arts degree program offers programs in development and personality, research and evaluation, and educational media and technology. The mission of the educational psychology program is to prepare the educator as a practitioner and researcher. The focus is on the application of psychological theories, principles and concepts to school and non-school settings. Specifically, the goals include enhancing the students' abilities to:

1. Understand educational psychology concepts related to the cognitive, affective, physical and social development of children and adolescents;
2. Apply educational psychology and principles of learning in school and non-school settings;
3. Utilize the findings gained from research studies to create programs and environments that foster positive learning;
4. Design research studies and assessments of student outcomes; and
5. Understand the multiple dimensions of diversity and their potential impact on development and learning.

This program is under revision. Please contact the department for changes to the program.

### Model

Eastern Michigan University's advanced professional education program promotes inquiry, advocacy and leadership in education for a diverse and democratic society.

### Admission Requirements

See general admission requirements on page 137.

### Retention Requirements

Retention requirements can be considered a mid-point check in the master's degree programs. It is necessary to successfully complete all retention requirements before proceeding with the remainder of the program.

To gain approval to proceed with exit requirements, each student must:

1. Complete a total of 12 but no more than 18 hours of graduate credit with an overall GPA of 3.0 or better;
2. Write a three-page interim prospectus that includes: (a) a statement of professional goals; (b) a self-assessment of professional development since entering the program; (c) an identification of key issues to be pursued for the remainder of the program; and (d) a plan of action for the culminating experience. A copy of this statement will be placed in the student's file; and
3. Set up an appointment with the faculty adviser to discuss the prospectus. In the event that the student's GPA has dropped below 3.0, or if any other deficiencies are noted, the adviser will develop a plan of remediation in consultation with the student.

### Exit Requirements

In order to graduate, each student is expected to:

1. Complete a minimum of 30 hours of graduate credit applicable to the program;
2. Maintain a minimum GPA of 3.0;
3. Complete the program-culminating seminar, including a successful thesis proposal, comprehensive exam or project;
4. Successfully complete a thesis, if the thesis proposal is chosen in No. 4;
5. Fill out an application for graduation and obtain the adviser's recommendation; and
6. Meet all other requirements for a master's degree adopted by the Office of Graduate Studies and Research.

## MASTER OF ARTS in Educational Psychology — The Developing Learner (EPDL)

### Program Theme

This program provides knowledge about human development, personality and learning, and helps students to apply these concepts to a variety of environments. Students analyze issues regarding individual differences including children at risk, the impact of poverty, giftedness, multicultural factors, social class and gender influences on learning and development. Students learn to analyze critically and synthesize information to respond to individual differences within the classroom and other educational settings, thereby creating situations that enhance the motivation and capacity for learning.

### Admission Requirements:

1. Personal Statement;
2. Three letters of recommendation.

### Curriculum

The curricular requirements include a minimum of 30 graduate-level hours, to be distributed as follows:

### Required Foundation Courses .....9-11 hours

- \*CURR655 Curriculum Foundations (2 hrs)
- EDPS502 Basic Concepts in Educational Psychology (2 hrs)
- EDPS667 Principles of Educational Research (3 hrs)
- SOFD580 Sociology of Education (2 hrs)

Choose one course from the following:

- EDPS600 Human Development (2 hrs)
- EDPS501 Psychology of Adolescence (2 hrs)

### Restricted Elective Courses ..... 12 hours

At least 12 hours distributed among cognitive, emotional and social areas, to be determined in cooperation with an adviser.

#### Cognitive Courses

- EDPS504 Nature and Identification of the Gifted (2 hrs)
- EDPS513 Theories of Cognitive Intelligence (2 hrs)
- EDPS550 Motivation to Learn (2 hrs)
- EDPS602 Psychology of the Adult Learner (2 hrs)
- EDPS603 Principles of Classroom Learning (2 hrs)
- EDPS611 Piaget for Educators (2 hrs)
- EDPS614 Psychology of Creativity for Educators (2 hrs)
- EDPS631 Measurement and Evaluation (2 hrs)
- EDPS667 Principles of Educational Research (3 hrs)

#### Emotional Courses

- ψCOUN631 Dynamics of Life Development (2 hrs)
- COUN505 Counselor Development: Basic Skills (3 hrs)
- COUN515 Crisis Intervention (2 hrs)
- COUN571 Cross-cultural Counseling (3 hrs)
- COUN651 Counseling with Children (3 hrs)
- ECE601 Helping Young Children in Crisis Through Curricular Activities (2 hrs)
- EDPS501 Psychology of Adolescence (2 hrs)
- EDPS509 Students' Emotional Wellness in Educational Environments (3 hrs)
- EDPS605 Mental Health of the Teacher (2 hrs)
- EDPS620 Self-Concept, Self-Esteem and Individual Differences (2 hrs)
- WGST575 Theories of Sexuality (3 hrs)

#### Social Courses

- ECE610 Family, School and Community Partnerships in Early Childhood Education (2 hrs)
- ECE615 Social Relationships and Competence in Early Childhood Settings (2 hrs)
- EDPS617/WGST617 Children in Poverty: Educational Implications (2 hrs)
- EDPS640 School Violence: A Holistic Approach to Prevention and Intervention Strategies (3 hrs)
- PSY520 Coping with Problem Behavior (2 hrs)

SOFD535 Multicultural and International Education (2 hrs)  
SPGN615 Families, Disability, and Schools: Collaborating for Success (3 hrs)  
SPGN525 Behavior Management and the Development of Social Competence in Students with Special Needs (2 hrs)  
WGST581/SOFD581 Gender and Education (3 hrs)

Elective Courses..... 0-5 hours

Required Culminating Experiences ..... 3-4 hours

EDPS694 Seminar in Educational Psychology (2 hrs)

Choose one course from the following:

EDPS691 Thesis (2 hrs)

EDPS697/698 Independent Study (1/2 hrs)

Program Total..... 30 hours

Note:

\*CURR655 is required only if there is no teaching certification.

†This was previously course COUN503; If a student took it as COUN503 it does not need to be taken again.

## MASTER OF ARTS in Educational Psychology — Research and Assessment (EPRA)

### Program Theme

The master's degree in educational psychology with a research and evaluation concentration emphasizes educational assessments and evaluations, research methodology and a variety of data analysis procedures. Students design and implement studies in educational settings, including assessments of student outcomes in instruction. In addition, students develop skills in the use of computer application software. Also, this program provides a foundation for the pursuit of advanced degrees in educational psychology and allied fields.

### Admission Requirements:

1. Personal Statement;
2. Three letters of recommendation.

### Curriculum

The curricular requirements include a minimum of 30 graduate-level hours, to be distributed as follows:

Required Foundation Courses ..... 14 hours

EDPS502 Basic Concepts in Educational Psychology (2 hrs)

EDPS621 Statistical Applications in Educational Research (2 hrs)

EDPS651 Inferential Statistics (2 hrs)

EDPS660 Grantwriting (2 hrs)

Two research courses from the following:

EDPS667 Principles of Educational Research (3 hrs)

EDPS667 Methods in Quantitative Research (3 hrs)

EDPS687 Qualitative/Interpretive Research (3 hrs)

\*Restricted Elective Courses ..... 8 hours

Choose eight hours from the following in cooperation with an adviser:

#### Assessment Courses

EDPS535 Measurement and Evaluation of Adult Learners (2 hrs)

EDPS626 Principles and Issues in Educational Assessment (3 hrs)

EDPS627 Designing Classroom Assessments (3 hrs)

EDPS628 Analyzing Student Learning (3 hrs)

EDPS629 Assessment for Program/School Improvement (3 hrs)

EDPS631 Measurement and Evaluation (2 hrs)

### Research Courses

CURR667 Teacher as Intellectual Inquirer (2 hrs)

EDPS667 Principles of Educational Research (3 hrs)

EDPS674 Survey Research and Data Analysis (3 hrs)

EDPS667 Methods in Quantitative Research (3 hrs)

EDPS687 Qualitative/Interpretive Research (3 hrs)

SOFD570 Women and Pedagogy: Life Histories (3 hrs)

Independent Studies in specific techniques (1-3 hrs)

Elective Courses in Educational Foundations..... 4 hours  
Courses to be determined in cooperation with an adviser.

Required Culminating Experiences ..... 4 hours

EDPS694 Seminar in Educational Psychology (2 hrs)

Choose one course from the following:

EDPS691 Thesis (2 hrs)

EDPS698 Independent Study (2 hrs)

Program Total..... 30 hours

Note:

\*Research and assessment courses from other departments may be included in cooperation with an adviser.

## MASTER OF ARTS in Elementary Education (ELED)

### Description of Program

The elementary education program is designed to encourage each student to investigate a subject in depth and create a culminating product that is derived from that investigation. The program includes foundation courses, a specialized course in related educational issues, a specialization consisting of a minimum of four classes that reflect a thematic or other unified pattern, elective courses, a seminar course designed to assist the student to develop a thesis/project topic and proposal and thesis/project credits needed to complete the product. When the student has completed 33 hours and has received approval signifying acceptance of the completed thesis/project, the adviser will recommend graduation.

### Program Requirements

\*Foundations Courses..... 9 hours

CURR655 Curriculum Foundations (2 hrs)

EDPS600 Human Development (2 hrs)

One course from the following:

EDPS667 Methods in Quantitative Research (3 hrs)

EDPS687 Qualitative/Interpretive Research (3 hrs)

One course from the following:

SOFD530 Social Foundation of Education: An Introduction (2 hrs)

SOFD550 Philosophy, Ethics and Teaching (2 hrs)

SOFD572 The History of American Schooling and

Literacy (3 hrs)

SOFD580 Sociology of Education (2 hrs)

Elementary Education Courses..... 7-10 hours

CURR616 Issues in Elementary School Curriculum (2 hrs)

CURR690/691/692 Thesis/Curriculum Project (3-6 hrs)

CURR694 Seminar: Elementary School Curriculum (2 hrs)

Concentration Courses..... 8-10 hours

Eight to 10 hours selected in consultation with the graduate adviser.

Electives Courses..... 5-10 hours

Five to 10 hours selected in consultation with the graduate adviser.

Program Total..... 33 hours

Note:

\*Foundations courses are required for all master of arts in curriculum and instruction programs. These courses provide the basis on which all subsequent courses are built and must be taken within the first 18 hours of course work.

## Thesis/Project

The culminating experience for the elementary education program is a thesis or a project. This thesis/project is an opportunity for students to make the transition from consumers to producers of knowledge and innovation in the field of education. In a thesis, the writer investigates some area of educational theory or practice, gathers and analyzes information and draws conclusions to add to the body of knowledge in the field of curriculum. Curriculum projects entail working toward the solution of an educational problem using some aspect of curriculum.

Both the thesis and the curriculum project are intended to be new, original work, completed in consultation with a committee of faculty advisers. While a thesis or project often is the result of an interest that has developed across time, it is expected that the culminating experience itself will be developed during the time period that includes registration in seminar and completion of thesis credit. Previously completed projects are not acceptable for this purpose.

The thesis/project should reflect the grade-level program (elementary, middle level or secondary) and concentration area selected.

## Concentration Requirements

The elementary education program also requires each student to pursue a specialization. A specialization includes a minimum of four classes that reflect a thematic or other unified pattern. Specialization courses allow students to acquire in-depth knowledge in an area of interest and acquire important background for their thesis or project. Specialization available in the elementary education program are:

- I. Subject Area Specialization
- II. Education of the Gifted and Talented
- III. Teacher as Inquirer
- IV. Instructional Models and Processes
- V. Language Arts
- VI. Students with Special Needs

A student and an adviser are free to create a unique pattern, so long as that pattern meets the “unified pattern” criteria. Program requirements are described below. For additional information about the programs available, consult the coordinator of graduate programs in curriculum and instruction.

**I. Subject Area Specialization Concentration ..... 8-10 hours**  
*Four graduate classes from your major/minor subject area selected in consultation with the graduate adviser.*

**II. Education of the Gifted and Talented Concentration ..... 8 hours**

**Required Courses ..... 6 hours**

- CURR572 Education of the Gifted Child (2 hrs)
- CURR673 Curriculum and Teaching Strategies for the Gifted and Talented (2 hrs)

*One course from the following:*

- CURR510 Developing Creativity in the Classroom (2 hrs)
- EDPS614 Psychology of Creativity for Educators (2 hrs)

**Restricted Elective Course ..... 2 hours**

*One course from the following (others courses may be selected in consultation with the adviser):*

- CURR510 Developing Creativity in the Classroom (2 hrs)
- CURR676 Education of the Gifted and Talented: Underrepresented Populations (2 hrs)
- EDPS504 Nature and Identification of the Gifted (2 hrs)
- EDPS614 Psychology of Creativity for Educators (2 hrs)

**III. Teacher as Inquirer Concentration ..... 11 hours**

**Required Courses ..... 5 hours**

- CURR667 Teacher as Intellectual Inquirer (2 hrs)

*\*One course from the following:*

- EDPS667 Principles in Educational Research (3 hrs)
- EDPS687 Qualitative/Interpretive Research (3 hrs)

**Other Courses ..... 6 hours**

*Students must select a pattern of three courses with the approval of adviser. Some suggested patterns include:*

1. Quantitative analysis and measurement courses
2. Qualitative methods
3. Curriculum and instruction theory and practice
4. Educational context, e.g., appropriate courses in social foundations

**IV. Instructional Models and Practices Concentration ..... 8 hours**

**Required Courses ..... 4 hours**

- CURR650 Improving Instruction through Inquiry and Assessment (2 hrs)
- CURR656 Curriculum Design, Implementation and Evaluation (2 hrs)

**Restricted Elective Courses ..... 4 hours**

*Two courses from the following (others courses may be selected in consultation with the adviser):*

- CURR510 Developing Creativity in the Classroom (2 hrs)
- CURR512 Enriching the Elementary Classroom Program (2 hrs)
- CURR560 School and Classroom Discipline (2 hrs)
- CURR572 Education of the Gifted Child (2 hrs)
- CURR657 The Open Classroom (2 hrs)
- CURR660 Assisting Student Teachers and New Teachers (2 hrs)
- CURR667 Teacher as Intellectual Inquirer (2 hrs)
- EDPS603 Principles of Classroom Learning (2 hrs)
- Advanced subject matter courses
- Appropriate course in education media/technology

**V. Language Arts Concentration-Elementary ..... 10 hours**

**Required Courses ..... 6 hours**

*One course from the following:*

- RDNG656 Language Development, Literacy and the Young Child (3 hrs)
- RDNG657 Comprehension in the Content Areas (3 hrs)

*One course from the following:*

- RDNG655 Integrated Literacy Curriculum (3 hrs)
- RDNG658 Reading, Writing and the Inquiry Process (3 hrs)

**Restricted Elective Courses ..... 4-6 hours**

*Two courses from the following:*

- CTAR501 Creative Drama and Role-Playing (2 hrs)
- CTAR504 Oral Interpretation of Literature and Language with the Young (2 hrs)
- LITR516 Major Genres in Children’s Literature (3 hrs)
- LITR518 History of Children’s Literature (3 hrs)
- RDNG506 Storytelling (2 hrs)
- RDNG655 Integrated Literacy Curriculum (3 hrs)
- RDNG656 Language Development, Literacy and the Young Child (3 hrs)
- RDNG657 Comprehension in the Content Areas (3 hrs)
- RDNG658 Reading, Writing and the Inquiry Process (3 hrs)

**†VI. Students with Special Needs Concentration ..... 8 hours**

**Required Courses ..... 4 hours**

- CURR572 Education of the Gifted Child (2 hrs)
- SPGN510 The Exceptional Child in the Regular Classroom (2 hrs)

**Restricted Elective Courses ..... 4 hours**

*Two courses from the following (others courses may be selected in consultation with the adviser):*

- CURR673 Curriculum and Teaching Strategies for the Gifted and Talented (2 hrs)
- CURR676 Education of the Gifted and Talented: Underrepresented Populations (2 hrs)
- ECE601 Helping Young Children in Crisis Through Curricular Activities (2 hrs)
- EDPS504 Nature and Identification of the Gifted (2 hrs)
- EDPS617/WGST617 Children in Poverty: Educational Implications (2 hrs)

- RDNG554 Reading Problems of Learners with Special Needs (2 hrs)
- SPLI468G Education of Children with Learning Disabilities (must be taken for graduate credit) (2 hrs)

Note:

\*Must take the course not taken in foundations area.

†This concentration does not qualify a student to teach or receive an endorsement in special education.

## MASTER OF ARTS in Middle Level Education (MSED)

### Description of Program

The middle level education program is designed to encourage each student to investigate a subject in depth and create a culminating product that is derived from that investigation. The program includes foundation courses, courses in the philosophy and practice of middle level education, a specialized course in related educational issues, a concentration, elective courses, a seminar course designed to assist the student to develop a thesis/project topic and proposal, and thesis/project credits needed to complete the product. When the student has completed 34 credit hours and has received approval signifying acceptance of the completed thesis/project, the adviser will recommend graduation.

### \*Foundations Courses..... 8 hours

- CURR654 Curriculum Foundations (3 hrs)
- EDPS501 Psychology of Adolescence (2 hrs)
- EDPS687 Qualitative/Interpretive Research (3 hrs)

### Middle Level Cohort Courses..... 13 hours

- CURR618 Middle Level Education: Theory and Practice (3 hrs)
- CURR620 Issues in Middle Level Curriculum (3 hrs)
- CURR622 Effective Teaching in Middle Level Education (3 hrs)
- CURR687 Internship (2 hrs)
- CURR694 Seminar: Middle Level Curriculum (2 hrs)

### Concentration Courses..... 9 hours

All students in the Middle Level Education program must select a broad subject area concentration. This concentration requires nine credits selected from the undergrad major/minor subject area. Fields such as social studies are acceptable (history is not), science is acceptable (biology is not). This reflects the broad field interdisciplinary teaming concept key to middle-level schools.

### Culminating Experience..... 2 hours

- CURR691 Thesis/Curriculum Project (2 hrs)

### Elective Courses..... 2 hours

*Electives are selected in consultation with the adviser.*

### Program Total..... 34 hours

Note:

\*Foundations courses are required for all master of arts in curriculum and instruction programs. These courses provide the basis on which all subsequent courses are built and must be taken within the first 18 hours of course work.

### Thesis/Project

The culminating experience for a master of arts in middle-level education is a thesis or project centered in the middle grades school/classroom. This is an opportunity for the student to make the transition from a consumer to a producer of knowledge and innovation in the field of middle grades education. Curriculum projects entail working toward the solution of middle grades educational problem using some aspect of curriculum and/or curriculum development. Thesis/projects are planned with the help of an adviser and a thesis/project committee and should reflect the selected concentration area within middle-level education.

### Concentration Area

All students in the Middle Level Education program must select a broad subject area concentration. This concentration requires nine credits selected from the undergrad major/minor subject area. Fields such as social studies are acceptable (history is not), science is acceptable (biology is not). This reflects the broad field interdisciplinary teaming concept key to middle-level schools.

## MASTER OF ARTS in Reading (RDNG)

### Program Overview

The reading program area offers a master of arts degree and a program of study leading to a reading specialist endorsement. The mission of the program focuses upon the professional preparation of classroom teachers; special teachers of reading at the elementary and secondary levels; supervisory reading specialists such as consultants, coordinators and supervisors; and specialists for reading clinic positions including clinic directors and reading counselors. This mission is accomplished by providing students with a strong theoretical grounding in the field of reading, both historic and current, as well as the application skills necessary to implement reading instruction in today's varied educational settings. In addition, the program is consistent with the Minimum Standards for Professional Training of Reading Specialists as defined by the International Reading Association.

### Model

Advanced programs in the Department of Teacher Education have as a unifying theme: Inquiry, Advocacy and Leadership in Education for a Diverse and Democratic Society. In developing the theme for the master of arts in reading, the reading faculty chose to adopt this same theme with a focus on literacy education: Inquiry, Advocacy and Leadership in Literacy Education for a Diverse and Democratic Society.

### Admission Requirements

1. G.P.A. of 2.75 or higher;
2. Teaching certificate;
3. Letter of Intent;
4. Two letters of recommendation.

### Retention Requirements

Retention requirements can be considered a mid-point check in the master's degree programs. It is necessary to successfully complete all retention requirements before proceeding with the remainder of the program.

To gain approval to proceed with exit requirements, each student must:

1. Complete a total of 12 but no more than 18 hours of graduate credit with an overall GPA of 3.0 or better;
2. Complete RDNG655, RDNG656, RDNG657 and RDNG656 with a grade of B or better in each class; and
3. Successfully complete all required program assessments.

### Exit Requirements

In order to graduate, each student is expected to:

1. Complete all Office of Graduate Studies and Research and the Department of Teacher Education requirements for a master's degree, following the program of study approved by the faculty adviser.
2. Complete all required program assessments.

### Curriculum

The curricular requirements include a minimum of 30 graduate-level hours, to be distributed as follows:

### Foundations Courses..... 9 hours

- EDPS600 Human Development (2 hrs)

*One course from the following:*

- CURR616 Issues in Elementary School Curriculum (2 hrs)
- CURR620 Issues in Middle Level Curriculum (2 hrs)
- CURR630 Issues in Secondary School Curriculum (2 hrs)
- CURR655 Curriculum Foundations (2 hrs)



- One course from the following:*  
 SOFD550 Philosophy, Ethics and Teaching (2 hrs)  
 SOFD572 The History of American Schooling and Literacy (3 hrs)  
 SOFD580 Sociology of Education (2 hrs)
- One course from the following:*  
 EDPS667 Principles in Educational Research (3 hrs)  
 EDPS687 Qualitative/Interpretive Research (3 hrs)

<b>Reading Courses.....</b>	<b>23-24 hours</b>
RDNG655 The Integrated Literacy Curriculum (3 hrs)	
RDNG656 Language Development, Literacy and the Young Child (3 hrs)	
RDNG657 Comprehension and the Content Areas (3 hrs)	
RDNG658 Reading, Writing and the Inquiry Process (3 hrs)	
RDNG678 Literacy Assessment (3 hrs)	
RDNG686 Practicum: Designing Literacy Intervention Programs (3 hrs)	
RDNG695 Seminar: The Reading Professional (3 hrs)	
Elective course in Reading (2-3 hrs)	
<b>Program Total.....</b>	<b>32-33 hours</b>

## MASTER OF ARTS in Schools, Society and Violence (SSV)

See page 99 for more information.

## MASTER OF ARTS in Secondary Education (SSED)

### Description of Program

The secondary education program is designed to encourage each student to investigate a subject in depth and create a culminating product that is derived from that investigation. The program includes foundation courses, a specialized course in related educational issues, a specialization consisting of a minimum of four classes that reflect a thematic or other unified pattern, elective courses, a seminar course designed to assist the student to develop a thesis/project topic and proposal, and thesis/project credits needed to complete the product. When the student has completed 33 hours and has received approval signifying acceptance of the completed thesis/project, the adviser will recommend graduation.

<b>*Foundations Courses.....</b>	<b>9-10 hours</b>
CURR655 Curriculum Foundations (2 hrs)	
<i>One course from the following:</i>	
EDPS501 Psychology of Adolescence (2 hrs)	
EDPS600 Human Development (2 hrs)	
<i>One course from the following:</i>	
EDPS667 Methods in Quantitative Research (3 hrs)	
EDPS687 Qualitative/Interpretive Research (3 hrs)	
<i>One course from the following:</i>	
SOFD530 Social Foundation of Education: An Introduction (2 hrs)	
SOFD550 Philosophy, Ethics and Teaching (2 hrs)	
SOFD572 The History of American Schooling and Literacy (3 hrs)	
SOFD580 Sociology of Education (2 hrs)	

<b>Secondary Education Courses.....</b>	<b>7-10 hours</b>
CURR630 Issues in Secondary School Curriculum (2 hrs)	
CURR694 Seminar: Secondary Curriculum (2 hrs)	
CURR690/691/692 Thesis/Curriculum Project (3-6 hrs)	

<b>Concentration Courses.....</b>	<b>8-10 hours</b>
<b>Elective Courses.....</b>	<b>5-10 hours</b>

**Program Total..... 33 hours**

### Note:

\*Foundations courses are required for all master of arts in curriculum and instruction programs. These courses provide the basis on which all subsequent courses are built and must be taken within the first 18 hours of course work.

### Thesis/Project

The culminating experience for the secondary education program is a thesis or a project. This thesis/project is an opportunity for students to make the transition from consumers to producers of knowledge and innovation in the field of education. In a thesis, the writer investigates some area of educational theory or practice, gathers and analyzes information and draws conclusions to add to the body of knowledge in the field of curriculum. Curriculum projects entail working toward the solution of an educational problem, using some aspect of curriculum.

Both the thesis and the curriculum project are intended to be new, original work, completed in consultation with a committee of faculty advisers. While a thesis or project often is the result of an interest that has developed across time, it is expected that the culminating experience itself will be developed during the time period that includes registration in seminar and completion of thesis credit. Previously completed projects are not acceptable for this purpose.

The thesis/project should reflect the grade-level program (elementary, middle-level, or secondary) and concentration area selected.

### Concentration Requirements

The secondary education program also requires each student to pursue a concentration. A concentration includes a minimum of four classes that reflect a thematic or other unified pattern. Concentration courses allow students to acquire in-depth knowledge in an area of interest and acquire important background for their thesis or project. Specializations available in the secondary education program are:

- Subject Area Specialization
- Education of the Gifted and Talented
- Teacher as Inquirer
- Instructional Models and Processes
- Language Arts
- Students with Special Needs

A student and an adviser are free to create a unique pattern, as long as that pattern meets the "unified pattern" criteria. Concentration requirements are described below. For additional information about the programs available, consult the coordinator of graduate programs in curriculum and instruction.

- I. **Subject Area Specialization Concentration.....8-10 hours**  
*Select four graduate classes from your major/minor subject area in consultation with the adviser.*
- II. **Education of the Gifted and Talented Concentration..... 8 hours**  
**Required Courses..... 6 hours**  
 CURR572 Education of the Gifted Child (2 hrs)  
 CURR673 Curriculum and Teaching Strategies for the Gifted and Talented (2 hrs)  
*One course from the following:*  
 CURR510 Developing Creativity in the Classroom (2 hrs)  
 EDPS614 Psychology of Creativity for Educators (2 hrs)  
**Restricted Elective Courses..... 2 hours**  
*One course from the following, other courses may be selected in consultation with the adviser:*  
 CURR510 Developing Creativity in the Classroom (2 hrs)  
 CURR676 Education of the Gifted and Talented: Underrepresented Populations (2 hrs)  
 EDPS504 Nature and Identification of the Gifted (2 hrs)  
 EDPS614 Psychology of Creativity for Educators (2 hrs)
- III. **Teacher as Inquirer Concentration..... 11 hours**  
**Required Courses..... 5 hours**  
 CURR667 Teacher as Intellectual Inquirer (2 hrs)  
*\*One course from the following:*  
 EDPS667 Methods in Quantitative Research (3 hrs)  
 EDPS687 Qualitative/Interpretive Research (3 hrs)

**Restricted Elective Courses .....6 hours**

*Students must select a pattern of three courses with the approval of adviser. Some suggested patterns include:*

1. Quantitative analysis and measurement courses
2. Qualitative methods
3. Curriculum and instruction theory and practice
4. Educational context, e.g., appropriate courses in social foundations

RDNG656 Language Development, Literacy and the Young Child (3 hrs)  
RDNG657 Comprehension in the Content Areas (3 hrs)  
RDNG658 Reading, Writing and the Inquiry Process (3 hrs)

*Note:*

*\*Must take the one not taken in foundations area.*

*†This concentration does not qualify a student to teach or receive an endorsement in special education.*

**IV. Instructional Models and Practices Concentration.....8 hours**

**Required Courses .....4 hours**

CURR650 Improving Instruction through Inquiry and Assessment (2 hrs)  
CURR656 Curriculum Design, Implementation and Evaluation (2 hrs)

**Restricted Elective Courses .....4 hours**

*Two courses from the following, other courses may be selected in consultation with the adviser:*

- CURR510 Developing Creativity in the Classroom (2 hrs)
- CURR512 Enriching the Elementary Classroom Program (2 hrs)
- CURR560 School and Classroom Discipline (2 hrs)
- CURR572 Education of the Gifted Child (2 hrs)
- CURR657 The Open Classroom (2 hrs)
- CURR660 Assisting Student Teachers and New Teachers (2 hrs)
- CURR667 Teacher as Intellectual Inquirer (2 hrs)
- EDPS603 Principles of Classroom Learning (2 hrs)
- Advanced subject matter courses
- Appropriate course in education media/technology

**†V. Students with Special Needs Concentration:.....8 hours**

**Required Courses .....4 hours**

SPGN510 The Exceptional Child in the Regular Classroom (2 hrs)  
CURR572 Education of the Gifted Child (2 hrs)

**Restricted Elective Courses .....4 hours**

*Two courses from the following, other courses may be selected in consultation with the adviser:*

- CURR673 Curriculum and Teaching Strategies for the Gifted and Talented (2 hrs)
- CURR676 Education of the Gifted and Talented: Underrepresented Populations (2 hrs)
- ECE601 Helping Young Children in Crisis Through Curricular Activities (2 hrs)
- EDPS504 Nature and Identification of the Gifted (2 hrs)
- EDPS617/WGST617 Children in Poverty: Educational Implications (2 hrs)
- RDNG554 Reading Problems of Learners with Special Needs (2 hrs)
- SPLI468G Education of Children with Learning Disabilities (must be taken for graduate credit) (2 hrs)

**VI. Language Arts Concentration-Secondary ..... 10-12 hours**

**Required Courses .....6 hours**

RDNG657 Comprehension in the Content Areas (3 hrs)  
RDNG658 Reading, Writing and the Inquiry Process (3 hrs)

**Restricted Elective Courses .....4-6 hours**

*Two courses from the following:*

- CTAR501 Creative Drama and Role-Playing (2 hrs)
- CTAR504 Oral Interpretation of Literature and Language with the Young (2 hrs)
- LITR516 Major Genres in Children's Literature (3 hrs)
- LITR518 History of Children's Literature (3 hrs)
- RDNG506 Storytelling (2 hrs)
- RDNG514 Literature for Young Adults (2 hrs)
- RDNG655 Integrated Literacy Curriculum (3 hrs)

## MASTER OF ARTS in Social Foundations of Education (SFND)

### Program Theme

The social foundations graduate program seeks students with a broad range of experience and goals both within and outside of professional education. SFND students are eager to explore issues pertaining to quality of life: social and ecological justice, globalization, and the ethics of teaching in schools and society. The goal of the program is to strengthen and inform a commitment to education for participatory democracy in a pluralistic society. Graduate students in social foundations are expected to assess the complex forces — economic, social and political— that shape the structure and control of education both nationally and internationally. Students also engage in a theoretical analysis of cultural diversity as it impacts the practices and processes of education and life in a democratic society.

This program is in compliance with the Standards for Academic and Professional Instruction in Foundation of Education, Education Studies and Education Policy as defined by the American Educational Studies Association.

### Program Description

Students pursuing the MA degree in social foundations of education may choose on of three concentrations; interdisciplinary cultural studies, democracy and Ecojustice education or teaching for diversity. The first concentration allows students of pursue individualized research interests; it provides an excellent preparation for advanced graduate study. The second concentration is more applied in focus and emphasizes: cultural diversity/multicultural education, gender, poverty/urban education, theoretical frameworks/practical applications, educational innovation and reform and environmental justice. The third concentration, EcoJustice Education emphasizes analyses of the increasing destruction of the world's diverse ecosystems, languages and cultures by the globalizing and ethnocentric forces of Western consumer culture, and explores reforms within public schools and universities required to stem the tide of these problems.

All concentrations equip students with the skills in qualitative or quantitative research so that they can analyze the social implications of educational policy, and can better understand the cultural, political and ethical dimensions of education in a pluralistic society.

### Model

Eastern Michigan University's advanced professional education program promotes inquiry, advocacy and leadership in education for a diverse and democratic society.

### Admission Requirements

1. Personal Statement;
2. Three letters of recommendation.

### Retention Requirements

Retention requirements can be considered a mid-point check in the master's degree program. It is necessary to successfully complete all retention requirements before proceeding with the remainder of the program.

To gain approval to proceed with exit requirements, each student must:

1. Complete a total of 12 but no more than 15 hours of graduate credit with an overall GPA of 3.0 or better;

- In consultation with the adviser, establish a mid-point review committee consisting of three or four faculty members, two of whom must be from social foundations;
- Write a three-page interim prospectus which will include: (a) a statement of professional goals; (b) a self-assessment of professional development since entering the program; (c) an identification of key issues to be pursued for the remainder of the program; and (d) a plan of action for the culminating experience;
- Develop a portfolio that contains the prospectus described in number three, the approved program of study, and three examples of graduate work to verify that the student is developing appropriate skills in research and critical analysis; and
- Make an oral presentation of the portfolio to the mid-point review committee (students are encouraged to invite their peers to the meeting). If the student's progress is judged unsatisfactory at the time of the mid-point review, a plan of remediation will be developed by the adviser in consultation with the student and the mid-point review committee.

### Exit Requirements

In order to graduate, each student is expected to:

- Complete a minimum of 30 hours of graduate credit applicable to the program;
- Maintain a minimum GPA of 3.0;
- Successfully complete a thesis or take the advanced seminar, which will include a project or comprehensive examination;
- Fill out an application for graduation and obtain the adviser's recommendation;
- Meet all other requirements for a master's degree adopted by the Office of Graduate Studies and Research ;
- Complete an exit interview with two members of the social foundations faculty to discuss the strengths and weaknesses of the master's program.

## Curriculum Requirements

**Required Courses..... 15 hours**

- SOFD535 Multicultural and International Education (2 hrs)
- SOFD550 Philosophy, Ethics and Teaching (2 hrs)
- SOFD572 The History of American Schooling and Literacy (3 hrs)
- SOFD580 Sociology of Education (2 hrs)

*One course from the following:*

- EDPS667 Principles of Educational Research (3 hrs)
- EDPS667 Educational Research: Quantitative Methods (3 hrs)
- EDPS687 Educational Research: Qualitative Methods (3 hrs)

*One course from the following:*

- SOFD687 Culminating Project (3 hrs)
- SOFD692 Thesis (3 hrs)

**Restricted Electives..... 15 hours**

*Select one option from the following:*

#### Option A: Cultural Studies, Education and Urban Contexts

**Restricted Elective Courses..... 7-10 hours**

*Seven to ten hours from the following:*

- SOFD540/541/542 Field Studies in Education (1-3 hrs)
- SOFD560 Anthropology of Education (2 hrs)
- SOFD570 Women and Pedagogy: Life Histories (3 hrs)
- SOFD573 Black Experience and American Education (2 hrs)
- SOFD581 Gender and Education (3 hrs)
- SOFD627 Trends and Challenges in International Education (3 hrs)
- SOFD654/CURR654 Multicultural Teaching and Learning (3 hrs)
- SOFD660/WGST660 Teaching for Social and Ecological Justice (3 hrs)
- SOFD661 EcoJustice and Education (3 hrs)

SOFD682/683/684 Workshop (1-3 hrs)

**University Elective Courses..... 7-10 hours**

*Seven to ten credits outside of social foundations selected in consultation with the adviser*

#### Option B: Teaching for Diversity and Democracy

*Complete 15 hours, at least one course from each of Groups 1-3:*

##### Group 1: Gender and Sexuality

- SOFD570 Women and Pedagogy: Life Histories (3 hrs)
- SOFD581/WGST581 Gender and Education (3 hrs)
- SOFD661 EcoJustice and Education (3 hrs)
- WGST515/SOCL515 Sociology of Women (3 hrs)
- WGST530 Women and Film (3 hrs)
- WGST550 Feminist Thought (3 hrs)
- WGST575 Theories of Sexuality (3 hrs)

##### Group 2: Ethnicity and Social Class

- COUN571 Cross-Cultural Counseling (3 hrs)
- EDPS617/WGST617 Children in Poverty: Educational Implications (2 hrs)
- HIST529 History of Detroit (2 hrs)
- HIST531 Studies in Black History (3 hrs)
- HIST532 Studies in Native American History (3 hrs)
- SOFD560 Anthropology and Education (2 hrs)
- SOFD573 Black Experience and American Education (2 hrs)

##### Group 3: Theory to Practice

- CURR654/SOFD654 Multicultural Teaching and Learning (3 hrs)
- CURR655 Curriculum Foundations (2 hrs)
- CURR664 Multicultural Curriculum Development (2 hrs)
- CURR665 Differentiated Instruction (2 hrs)
- ECE601 Helping Young Children in Crisis (2 hrs)
- EDLD509 Educational Leadership in a Pluralistic Society (3 hrs)
- SOFD540/541/542 Field Studies in Education (1/2/3 hrs)
- SOFD660/WGST660 Teaching for Social and Ecological Justice (3 hrs)
- SOFD682/683 Workshop: Alternative Education (1-2 hrs)

#### Option C: Ecojustice and Education

**Required Courses ..... 6 hours**

- SOFD660/WGST660 Teaching for Social and Ecological Justice (3 hrs)
- SOFD661 EcoJustice and Education (3 hrs)

**Restricted Elective Courses ..... 9 hours**

*Nine hours from the following:*

- BIOL524 General Ecology (4 hrs)
- BIOL525 Conservation (2 hrs)
- GEOG531 American Cultural Landscapes (2 hrs)
- SOFD540/541/542 Field Studies in Education (1-3 hrs)
- SOFD560 Anthropology of Education (2 hrs)
- SOFD684 Workshop: Developing Curriculum for Sustainable Community, Elementary (3 hrs)
- SOFD684 Workshop: Developing Curriculum for Sustainable Community, Secondary (3 hrs)
- WGST626 Topics in Feminist Philosophy: Ecofeminism (3 hrs)

**Program Total..... 30 hours**

## MASTER OF ARTS Programs in Curriculum and Instruction

The curriculum and instruction area includes programs in elementary education, middle level education, secondary education and common learnings in curriculum.

### Model

Eastern Michigan University's advanced professional education program promotes inquiry, advocacy and leadership in education for a diverse and democratic society.

### Admission Requirements

See general admission requirements on page 137.

### Retention Requirements

Students must successfully complete all retention requirements before proceeding with the remainder of the program.

1. Attendance at a program orientation.
2. From 15 to 18 hours of graduate credit, including CURR654 or CURR655 and required EDPS and SOFD courses, with an overall GPA of 3.0 or better.
3. A satisfactory assessment of written communication.

Students lacking the requirements must meet with the adviser to determine whether to withdraw from the program or apply for continuing eligibility by completing a plan of remediation.

### Exit Requirements

To graduate, students must:

1. Complete an approved program of study with a GPA of 3.0 or better;
2. Successfully complete a culminating experience;
3. Apply for graduation and obtain the adviser's recommendation; and
4. Meet all other Office of Graduate Studies and Research requirements for the degree.

### Description of Programs

All programs in the area of curriculum and instruction require foundations courses, courses particular to the degree program and a culminating experience. Programs in elementary education, middle level education and secondary education require a culminating thesis or project. The program in common learnings culminates in a comprehensive exam.

## Graduate Certificate in Educational Assessment (EDA)

The focus of this certificate program is to improve student learning by way of assessment. Teachers and other educators earning this certificate will understand what constitutes high quality educational assessment and will recognize the relations among assessment, motivation, and student learning. Participants will be equipped to respond intelligently to the demands of government education policies, especially as they relate to assessment. They will become familiar with legal and ethical issues associated with educational assessment, will be able to analyze student assessment data from various sources, and will be able to evaluate assessment research.

### Required Courses ..... 18 hours

- EDPS626 Principles and Issues in Educational Assessment (3 hrs)
- EDPS627 Designing Classroom Assessments (3 hrs)
- EDPS628 Analyzing Student Learning (3 hrs)
- EDPS629 Assessment for School/Program Improvement (3 hrs)
- EDPS667 Principles of Educational Research (3 hrs)
- EDPS688 Internship in Educational Psychology (3 hrs)

Certificate Total ..... 18 hours

## Graduate Certificate in Educational Media and Technology (EDMT)

The mission of this certificate is to prepare professionals who are capable of facilitating student learning in a variety of settings. The program is designed to provide students with both the knowledge base and the application skills that are required to use technology effectively in education. Focusing on the design, development, utilization, management and evaluation of instructional systems moves us toward achieving this mission.

### Admission Requirements

See general Office of Graduate Studies and Research admission requirements.

### Certificate Requirements

This certificate requires 18 hours of course work to be distributed among the following:

### Required Courses ..... 18 hours

- EDMT602 Technology and Student-Centered Learning (3 hrs)
- EDMT603 Technology Enhanced Learning Environments (3 hrs)
- EDMT623 Instruction Design (3 hrs)
- EDMT627 Advanced Technical Issues in Educational Technology (3 hrs)
- EDMT628 The Use and Design of Online Resources in Education (3 hrs)
- EDMT653 Issues and Emerging Educational Technologies (3 hrs)

Certificate Total ..... 18 hours

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Office of Graduate Studies and Research to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- EDPS402 Learning in the Later Years (3 hrs)





# College of Health and Human Services

## **Dean**

Jeanne Thomas  
206 Everett L. Marshall Building  
Phone: 734.487.0077

## **Associate Dean**

Jeffrey Schultz  
206 Everett L. Marshall Building  
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## **Assistant Dean and Coordinator - CHHS Advising**

Martha Sutton  
324 Everett L. Marshall Building  
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## **Administrative Assistant**

Judy Stokes  
206 Everett L. Marshall Building  
Phone: 734.487.0077

## **Schools**

- Health Promotion and Human Performance
- Health Sciences
- Nursing
- Social Work

## Mission Statement

Consistent with the University mission, the College of Health and Human Services partners with communities to prepare caring and competent professionals, generate knowledge and advocate for social justice in order to enhance quality of life, health and well being. We achieve this mission through:

- Providing a collaborative, hands-on community-based learning environment.
- Emphasizing intellectual rigor, ethics and cultural competence for professional practice in a diverse society.
- Our commitment to access and opportunity through flexible programming.
- Disciplinary and multidisciplinary scholarship applied to relevant social and health concerns.
- A faculty that engages in state of the art practice and provides leadership in the professions and the community.

The classrooms in Marshall have instructional technology controlled from a touch panel at the podium. Student tables and chairs are on casters so that rooms can easily be arranged to accommodate different teaching and learning styles, e.g., lecture, small group, large group or role-play. There are more than 1,000 network connections in the building to provide easy access to the Internet. Wireless internet access is now available throughout the building. Two student commons areas and a café in a two-story atrium space provide comfortable environments for studying or group work.

Laboratory spaces include the clinical lab sciences suite, two occupational therapy labs, a nursing skills lab, an assessment lab and a social work lab. A home care unit resembles an apartment; students can mock-up different home environments to simulate clients' homes for delivery of home health care or to design supportive environments for people who are frail or disabled.

The Marshall Building houses the dean of the College of Health and Human Services, the School of Health Sciences, and the schools of Nursing and Social Work. The School of Health Promotion and Human Performance is located next door in the Porter Building (Room 318-319).

## Graduate Degrees and Certificate Programs

The college offers the following graduate degrees and certificate programs in the various disciplines of health and human services. Admission and degree requirements for each of the programs can be found in the departmental sections of this catalog.

### Health Promotion and Human Performance

- MASTER OF SCIENCE in Health Education
- MASTER OF SCIENCE in Physical Education Pedagogy
- MASTER OF SCIENCE in Physical Education Interdisciplinary Adapted Physical Education
- MASTER OF SCIENCE in Orthotics and Prosthetics
- MASTER OF SCIENCE in Sports Management
- MASTER OF SCIENCE in Exercise Physiology
- GRADUATE CERTIFICATE in Orthotics or Prosthetics

### Health Sciences

- MASTER OF SCIENCE in Occupational Therapy
- MASTER OF OCCUPATIONAL THERAPY
- COMBINED BACHELOR OF SCIENCE and MASTER OF SCIENCE in Occupational Therapy
- MASTER OF SCIENCE in Clinical Research Administration
- MASTER OF SCIENCE in Human Nutrition
  - MASTER OF SCIENCE in Human Nutrition — Nutrition Therapy
  - MASTER OF SCIENCE in Human Nutrition — Aging
  - MASTER OF SCIENCE in Human Nutrition — Prevention
  - MASTER OF SCIENCE in Human Nutrition — Coordinated Program in Dietetics
- GRADUATE CERTIFICATE in Clinical Research Administration

- GRADUATE CERTIFICATE in Health Administration
- GRADUATE CERTIFICATE in Public Budget Management

### Nursing

- MASTER OF SCIENCE in Nursing
- GRADUATE CERTIFICATE in Quality Improvement in Health Care
- GRADUATE CERTIFICATE in Teaching in Healthcare Systems
- ADVANCED GRADUATE CERTIFICATE Post Master's Adult Nurse Practitioner

### Social Work

- MASTER OF SOCIAL WORK
- GRADUATE CERTIFICATE in Community Building
- GRADUATE CERTIFICATE in Gerontology
- GRADUATE CERTIFICATE in Dementia
- GRADUATE CERTIFICATE in Nonprofit Management

## School of Health Promotion and Human Performance

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Address: 318-J Porter Building  
Phone: 734.487.0090  
E-mail: [briemer@emich.edu](mailto:briemer@emich.edu)  
Web site: [www.emich.edu/hphp](http://www.emich.edu/hphp)

See pages 183, 225, 246, 256, 257 and 264 for course descriptions.

## Model

Eastern Michigan University's advanced professional education programs develop leaders who demonstrate reflective thought and scholarship within the context of a culturally diverse society. The master of science in physical education and the master of science in health education develop advanced knowledge, values and skills as they relate to healthy lifestyles. The objective of the programs is to expand the professional knowledge, skills and leadership qualities of physical educators and exercise science and health professionals.

Graduate study in the School of Health Promotion and Human Performance includes the following master of science programs: health education (with concentrations in school health and community health), physical education (with concentrations in pedagogy and interdisciplinary adapted physical education), sport management, exercise science and orthotics/prosthetics. Post-graduate certificates in orthotics or prosthetics are also offered, as is a nondegree post-baccalaureate study for recertification credits and for nonphysical education master's degree candidates.

## Master of Science in Health Promotion and Human Performance Programs

### Objectives

Upon completion of the master of science degree, students will:

1. Conduct and utilize research for problem solving;
2. Acquire skills and knowledge necessary to perform in a variety of leadership roles;
3. Develop an in-depth understanding of a specialty area within health education, physical education, sports medicine, sport management and orthotics and prosthetics;
4. Receive preparation for further graduate work at the doctoral level;
5. Have an opportunity to expand their professional involvement and leadership through participation in professional societies;

6. Receive preparation for diverse employment opportunities in appropriate agencies; and
7. Utilize philosophy when making decisions concerning professional and personal behaviors.

#### Admission Requirements

Applicants must:

1. Meet Graduate Studies and Research requirements;
2. Hold an undergraduate degree from an accredited institution;
3. Have an undergraduate major/minor in physical or health education for the pedagogy track or an undergraduate major in an appropriate area for the remaining tracks;
4. Have a minimum 2.75 GPA;
5. Submit three professional letters of reference; and
6. Interview for assistantships; interviews for all other students may be required by individual programs.

#### Dismissal from Program Policy

A student may be subject to dismissal from graduate endorsement or degree programs in this department if the student:

1. Does not maintain a 3.0 (B) cumulative GPA overall or
2. Does not demonstrate by performance the reasonable aptitude, maturity, stability, skill and understanding necessary for success in the professional field; and/or
3. Does not demonstrate by performance the ability to build adequate interpersonal and professional relationships.

A student identified as being at risk for dismissal from the endorsement or degree programs will have the opportunity to meet with faculty in the program area to develop a plan for correction of any deficiency. The opportunity to correct deficiencies will not be extended beyond two enrollment periods.

The continuance or termination decision will be made by the faculty in the program area. Students may request a meeting with the faculty to apprise them of extenuating circumstances. The faculty decision will be final. The decision will be transmitted to the student in writing by the department. If the student is dismissed from the department's program, the Office of Graduate Studies and Research will be notified to change the student's admission status from degree admission status to that of a self-improvement student.

## MASTER OF SCIENCE in Exercise Physiology (EXP)

Core Courses ..... 18 hours

- PHED505 Basic Statistics in Physical Education (3 hrs)
- PHED677 Research, Theory and Design in Physical Activity (3 hrs)
- SPMD636 Principles of Exercise Training and Evaluation (3 hrs)
- SPMD642 Advanced Exercise Physiology I (3 hrs)
- SPMD644 Advanced Exercise Physiology II (3 hrs)
- SPMD651 Biomechanics of Human Motion (3 hrs)

Restricted Electives.....9 hours

*Select a focused area of study of six hours in consultation with an adviser, and choose one free elective:*

- PHED665 Sports and Exercise Psychology (3 hrs)
- SPMD430 Principles of Electrocardiography (3 hrs)
- SPMD433 Principles of Strength and Conditioning (3 hrs)
- SPMD515 Diabetes and Obesity (3 hrs)
- SPMD518 Sports Supplements (3 hrs)
- SPMD637 Techniques of Exercise Prescription and Leadership (3 hrs)

\*SPMD688 Internship (3 hrs)

Any course from BIOL, CHEM, DTC, PHED, PSY, SPMD or ZOOL as approved by a graduate adviser

Culmination Project .....6 hours

*†Select from either option I or option II:*

Option I

SPMD690/691/692 Thesis (6 hrs)

Option II

SPMD689 Internship (450-hour experience) (6 hrs)

*A comprehensive exam must be taken in addition to either option.*

Program Total ..... 33 hours

*Note:*

*\*225-hour experience. Internship does not count toward culmination project.*

*†Option I is recommended for students planning on pursuing doctoral degrees, Option II is recommended for students who did not perform an undergraduate internship or for students who require additional practical experience.*

## MASTER OF SCIENCE in Health Education (HLTE)

Research Core.....6-9 hours

*Select from one of the following:*

Thesis Option

HLED692 Thesis in Health Education (3 hrs)

PHED505 Basic Statistics in Physical Education (3 hrs)

PHED677 Research, Theory and Design in Physical Activity (3 hrs)

Graduate Project Option

HLED690 Graduate Project in Health Education (3 hrs)

PHED505 Basic Statistics in Physical Education (3 hrs)

Education Core..... 21 hours

*Select from one of the following:*

School Health Education Core

HLED550 Theoretical and Philosophical Foundations of Health Education (3 hrs)

HLED555 Current Health Issues and Trends (3 hrs)

HLED558 Health Education Methods and Materials (3 hrs)

HLED560 School Health Education Programming and Curriculum (3 hrs)

HLED570 Measurement in Health Education (3 hrs)

HLED575 Implementation and Administration of Health Education Programs (3 hrs)

HLED695 Seminar in Health Education (3 hrs)

Community Health Education Core

HLED550 Theoretical and Philosophical Foundations of Health Education (3 hrs)

HLED555 Current Health Issues and Trends (3 hrs)

HLED558 Health Education Methods and Materials (3 hrs)

HLED562 Health Education Program Planning (3 hrs)

HLED570 Measurement in Health Education (3 hrs)

HLED575 Implementation and Administration of Health Education Programs (3 hrs)

HLED695 Seminar in Health Education (3 hrs)

Suggested Elective Courses.....6-9 hours

*\*Six to nine credit hours as approved by health education adviser.*

HLED495 Health Education for Diverse Populations (3 hrs)

HLED460 Concepts of Sexuality Education (3 hrs)

HLED490 Drug Use and Abuse (3 hrs)

HLED565 Women's Health (3 hrs)

Program Total ..... 36 hours

*Note:*

*\*Elective hours can come from HLED courses or other health-related courses offered by other programs and departments. These electives are selected with guidance and approval of the assigned health education adviser.*



## MASTER OF SCIENCE in Orthotics and Prosthetics (ORPR)

### Admission Requirements

1. Bachelor's degree from an academically accredited college or University with a cumulative GPA of 3.0 or higher on a 4 point scale.
2. Course work must include:
  - Six hours of Anatomy and Physiology or five hours combined course at EMU.
  - Three hours of Chemistry or Inorganic Chemistry.
  - Six hours of Math; college Algebra and Trigonometry are recommended.
  - Three hours of Physics.
  - Three hours of Psychology.
3. An undergraduate course in Kinesiology is recommended.
4. An undergraduate course in Statistics is recommended.
5. Meet the requirements of Eastern Michigan University's Graduate Studies and Research ([www.gradord.emich.edu](http://www.gradord.emich.edu)) and have completed application on file.
6. Have taken the Miller Analogies Test (MAT). <http://harcourtassessment.com/haiweb/Cultures/enUS/dotCom/milleranalogies.com.htm>.
7. Submission of three letters of recommendation. If you have volunteer experience in an orthotics and prosthetics facility, at least one of the letters must be from this source.
8. Submission of a 1,200-1,500 word essay explaining why you want to become an orthotist-prosthetist and why you wish to attend Eastern Michigan University.

### Deadline for Submission

The completed application, transcripts and all other requirements must be completed and necessary paperwork received by EMU MSOP no later than the first Friday of May of each year.

### Admissions Committee

The admissions committee will be made up of:

- The clinical director of MSOP
- One EMU MSOP or HPHP faculty member
- Two Adjunct faculty members who are ABC credentialed
- The program director will serve as an ex officio member and will vote in case of a tie.

### Notification of Admission

- Candidates will be notified of either acceptance or non-acceptance no later than the last Friday in May each year.
- The non-accepted candidates who met the minimum admission standards will be ranked and may be contacted and offered admission if any of the initially admitted applicants decline acceptance.

### Coursework

Didactic coursework is offered in the evenings and on the weekends. Clinical affiliations are offered on weekdays. This arrangement is ideal for the individual who needs to work part time while attending the program. Attempting to work full time is extremely difficult and is discouraged.

One track from the following:

#### Research Track:

Core Courses .....	20 hours
CAE694 Seminar: Plastics, Materials and Processes	(2 hrs)
SPMD580 Introduction to Orthotics and Prosthetics	(2 hrs)
SPMD581 Musculoskeletal Pathologies for Orthotic and Prosthetic Management	(3 hrs)
SPMD582 Kinesiology — Biomechanical Basis of Orthotics and Prosthetic Management	(3 hrs)
SPMD605 Clinical Gait Analysis — Measurement and Interpretation	(3 hrs)
SPMD620 Clinical Affiliation (250 contact hours)	(2 hrs)
SPMD630 Research Methods: Orthotics and Prosthetics	(3 hrs)
SPMD660 Advanced Techniques in Orthotics and Prosthetics	(2 hrs)
SPMD680 Special Topics: Clinical Affiliation II	(2 hrs)

Required Orthotics Courses .....	9 hours
SPMD610 Spinal and Upper Extremity Orthotics	(3 hrs)
SPMD640 Lower Extremity Orthotics I	(3 hrs)
SPMD650 Lower Extremity Orthotics II	(3 hrs)
Required Prosthetics Courses.....	9 hours
SPMD615 Lower Extremity Prosthetics I	(3 hrs)
SPMD645 Lower Extremity Prosthetics II	(3 hrs)
SPMD655 Upper Extremity Prosthetics	(3 hrs)
Required Thesis.....	6 hours
PHED690/691/692 Thesis (1/2/3 hrs)	
Program Total.....	46 hours

### \*Clinical Track:

Core Courses .....	25 hours
CAE694 Seminar: Plastics, Materials and Processes	(2 hrs)
SPMD580 Introduction to Orthotics and Prosthetics	(2 hrs)
SPMD581 Musculoskeletal Pathologies for Orthotic and Prosthetic Management	(3 hrs)
SPMD582 Kinesiology — Biomechanical Basis of Orthotics and Prosthetic Management	(3 hrs)
SPMD605 Clinical Gait Analysis — Measurement and Interpretation	(3 hrs)
SPMD620 Clinical Affiliation (250 contact hours)	(2 hrs)
SPMD630 Research Methods: Orthotics and Prosthetics	(3 hrs)
SPMD660 Advanced Techniques in Orthotics and Prosthetics	(2 hrs)
SPMD665 Administration of Orthotics and Prosthetics Facilities in Public and Private Sectors	(3 hrs)
SPMD680 Special Topics: Clinical Affiliation II	(2 hrs)
SPMD699 Independent Study	(3 hrs)
Required Orthotics Courses .....	9 hours
SPMD610 Spinal and Upper Extremity Orthotics	(3 hrs)
SPMD640 Lower Extremity Orthotics I	(3 hrs)
SPMD650 Lower Extremity Orthotics II	(3 hrs)
Required Prosthetics Courses.....	9 hours
SPMD615 Lower Extremity Prosthetics I	(3 hrs)
SPMD645 Lower Extremity Prosthetics II	(3 hrs)
SPMD655 Upper Extremity Prosthetics	(3 hrs)
Program Total.....	46 hours

Note:

\*Students who select the clinical track must take a comprehensive exam for the completion of their program.

## MASTER OF SCIENCE in Physical Education Pedagogy (PEP)

Core Courses .....	8, 9 or 12 hours
PHED505 Basic Statistics in Physical Education	(3 hrs)
PHED677 Research, Theory and Design in Physical Activity	(3 hrs)
Select from either option I or option II:	
Option I	
PHED690/691/692 Thesis	(6 hrs)
Option II	
PHED698/699 Independent Study	(2-3 hrs)
Pedagogy emphasis area courses .....	8 hours
PHED521 Legal Liability of Educators and Athletic Coaches	(2 hrs)
PHED583 Teaching Effectiveness in Physical Education	(2 hrs)
PHED584 Physical Education Curriculum and Instructional Design	(2 hrs)
PHED587 Philosophy of Physical Education/Sport	(2 hrs)
Suggested elective courses .....	9-17 hours
Nine to 17 hours selected in consultation with the graduate adviser.	
HLED546 Alcohol Use and Abuse	(2 hrs)
PHED568 Physical Fitness	(2 hrs)
PHED578 Motor Development and Learning	(2 hrs)

PHED581 Physical Education for Students with Disabilities (2 hrs)  
PHED582 Skill Analysis (2 hrs)  
PHED665 Sport and Exercise Psychology (3 hrs)

Cognate Courses ..... 0-4 hours  
*Zero to four hours selected in consultation with the graduate adviser.*

Program Total ..... 33 hours

## MASTER OF SCIENCE in Physical Education — Interdisciplinary Adapted Physical Education (PEAD)

Core Courses ..... 8, 9 or 12 hours  
PHED505 Basic Statistics in Physical Education (3 hrs)  
PHED677 Research, Theory and Design in Physical Activity (3 hrs)  
*Select from either option I or option II:*  
Option I  
PHED690/691/692 Thesis (6 hrs)  
Option II  
PHED698/699 Independent Study (2-3 hrs)

Adapted physical education ..... 9-12 hours  
*Nine to 12 hours from the following:*  
PHED581 Physical Education for Students with Disabilities (2 hrs)  
PHED583 Teaching Effectiveness in Physical Education (2 hrs)  
PHED584 Physical Education Curriculum and Instructional Design (2 hrs)  
PHED587 Philosophy of Physical Education/Sport (2 hrs)

Special education cognate courses ..... 9 hours  
SPGN510 The Exceptional Child in the Regular Classroom (3 hrs)  
SPGN615 Social Psychology of Disability: Family, School and Society (3 hrs)  
*One course from the following:*  
SPGN511 The Instruction and Behavior Management of the Student with Disabilities in the Regular Classroom (3 hrs)  
SPCI557 Mental Retardation: Nature, Needs and Issues (3 hrs)

Cognates Courses ..... 4-7 hours  
*Four to seven hours selected from early childhood, social work, sociology and criminology areas:*  
CRM506 Criminology (3 hrs)  
CRM507 Criminal Justice in Contemporary Society (2 hrs)  
CRM513 Social Deviance (3 hrs)  
ECE601 Helping Young Children in Crisis Through Curricular Activities (2 hrs)  
ECE610 Teacher-Parent Partnerships in Early Education (2 hrs)  
EDPS617/WGST617 Children in Poverty: Educational Implications (2 hrs)  
ECE618 Play and Human Development (2 hrs)  
ECE641 Developmental Assessment of the Young Child: Theory and Practice (2 hrs)  
SOCL500 Man in Society (2 hrs)  
SOCL502 Racial and Cultural Minorities (3 hrs)  
SOCL503 The Family as an Institution (3 hrs)  
SOCL508 Social Psychology (2 hrs)  
SOCL509 Personality and Social Systems (2 hrs)

Program Total ..... 33 hours

## MASTER OF SCIENCE Sport Management (SPMG)

### Objectives

Upon completion of the master of science degree, students will:

1. Conduct and utilize research for problem solving;
2. Acquire skills and knowledge necessary to perform in a variety of sport administrative/management roles;
3. Develop an in-depth understanding of sport administration;
4. Receive preparation for future graduate work at the doctoral level;
5. Receive preparation for diverse employment opportunities; and
6. Utilize ethics when making decisions concerning professional and personal behaviors.

Core Courses ..... 27 hours  
PHED505 Basic Statistics in Physical Education (3 hrs)  
PHED677 Research, Theory and Design in Physical Activity (3 hrs)  
*Select from either option I or option II:*  
Option I  
PHED691/692 Thesis (6 hrs)  
Option II  
Comprehensive Exam (must take three additional credit hours) (6 hrs)

\*SMGT502 Introduction to Athletic Administration (3 hrs)  
SMGT562 Facility Planning and Development (3 hrs)  
SMGT566 Financial Administration of Physical Education and Athletics (3 hrs)  
SMGT568 Human Resources for Physical Education and Sport (3 hrs)  
SMGT564 Planning and Promoting Physical Education and Athletic Events (3 hrs)  
PHED698 Internship (3 hrs)

Middle and High School Athletic Administration Requirements ..... 6-9 hours  
EDLD510 Educational Organization (3 hrs)  
EDLD514 Organization and Administration of K-12 Schools (3 hrs)  
EDLD612 Economics of Public Education (3 hrs)  
PHED566 Sport and Society (3 hrs)  
PHED665 Sport and Exercise Psychology (3 hrs)  
SMGT560 Sport Ethics (3 hrs)

Collegiate Athletic Administration Requirements ..... 6-9 hours  
EDLD613 Introduction to Higher Education (3 hrs)  
EDLD622 Organization and Administration of Higher Education (3 hrs)  
LAW511 Sports Law (3 hrs)  
PHED566 Sport in American Society (3 hrs)  
PHED665 Sport and Exercise Psychology (3 hrs)  
SMGT511 NCAA Compliance (3 hrs)  
SMGT560 Sport Ethics (3 hrs)

### Service Learning Experience

Four volunteer events per year are required. Each fall/winter the coordinator will have a list options, both on campus and off-campus.

Program Total ..... 33 hours

### Note:

*\*Required if a student doesn't have a background course. If not required, three additional elective credits must be taken.*

## GRADUATE CERTIFICATE in Orthotics or Prosthetics (ORTH/PROS)

Core Courses ..... 31 hours

- CAE 567 Plastics, Materials and Processes (2 hrs)
- SPMD580 Introduction to Orthotics and Prosthetics (2 hrs)
- SPMD581 Musculoskeletal Pathologies for Orthotic and Prosthetic Management (3 hrs)
- SPMD582 Kinesiology — Biomechanical Basis of Orthotics and Prosthetic Management (3 hrs)
- SPMD605 Clinical Gait Analysis — Measurement and Interpretation (3 hrs)
- SPMD620 Clinical Affiliation (250 contact hours) (2 hrs)
- SPMD630 Research Methods: Orthotics and Prosthetics (3 hrs)
- SPMD660 Advanced Techniques in Orthotics and Prosthetics (2 hrs)
- SPMD665 Administration of Orthotics and Prosthetics Facilities in the Public and Private Sectors (3 hrs)

Select from either option I or option II:

### Option I: Orthotics

- SPMD610 Spinal and Upper Extremity Orthotics (3 hrs)
- SPMD640 Lower Extremity Orthotics I (3 hrs)
- SPMD650 Lower Extremity Orthotics II (3 hrs)

### Option II: Prosthetics

- SPMD615 Lower Extremity Prosthetics I (3 hrs)
- SPMD645 Lower Extremity Prosthetics II (3 hrs)
- SPMD655 Upper Extremity Prosthetics (3 hrs)

Certificate Total ..... 31 hours

## Provisional Certification in Physical Education

Students seeking provisional teacher certification in physical education (K-12) must be admitted to the College of Education. Among the prerequisites for admission are a minimum undergraduate GPA of 2.5, a minimum GPA of 2.75 in the teaching major, and a letter of recommendation. In addition, applicants are required to pass the Michigan Test for Teacher Certification (MTTC) basic skills test.

Students seeking provisional certification will complete a planned program of studies leading toward K-12 certification in physical education. Students must also complete an approved minor in a secondary subject area. Additionally, once course work is completed, students must pass the MTTC.

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Office of Graduate Studies and Research to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- HLED460 Concepts in Sexuality Education (3 hrs)
- HLED490 Drug Use and Abuse (3 hrs)
- HLED495 Health Education for Diverse Populations (3 hrs)
- PHED440 Tests and Measurements in Physical Education (3 hrs)
- SPMD430 Principles of Electrocardiography (3 hrs)
- SPMD431 Pathology for Sports Medicine (3 hrs)
- SPMD433 Principles of Strength and Conditioning (3 hrs)
- THRC481 Adapted Aquatics (2 hrs)

## School of Health Sciences

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Address: 313 Marshall  
Phone: 734.487.4096  
E-mail: efrancis@emich.edu  
Web site: www.emich.edu/chhs/ahp

See pages 189, 190, 204, 225, 244 and 271 for course descriptions.

The School of Health Sciences offers six graduate programs:

- Master of Science (M.S.) in occupational therapy for those students with a bachelor's degree in occupational therapy;
- Master of Occupational Therapy (M.O.T.) for those students with a bachelor's degree in another field;
- A combined Bachelor of Sciences and Master of Science in occupational therapy (3+2);
- Master of Science in human nutrition with three areas of concentration delivered on campus with the prevention concentration also delivered fully online;
- Master of Science in human nutrition coordinated program; delivered online;
- Master of Science in clinical research administration.

## MASTER OF SCIENCE in Clinical Research Administration (CRAD)

In recent years, there has been tremendous growth in pharmaceutical and medical device research and development. This growth has been in the traditional pharmaceutical companies and in the emerging biotechnology industry. Many factors have fueled this expansion, including the emergence of new discovery and manufacturing technologies, new drug therapies, the Human Genome Project, high throughput screening and the need for new pharmaceuticals that has been generated by population growth and the aging of the "baby boom" generation. In 2004, a record \$45 billion was invested in pharmaceutical research in the United States. In order to conduct this growing clinical research enterprise, there needs to be an expanded and better qualified workforce. This workforce must possess the knowledge, skills, attitudes and abilities necessary to accomplish the tasks of coordinating and monitoring clinical studies as well as managing data and interfacing with the regulatory agencies. Eastern Michigan University developed one of the first academic programs designed to produce individuals credentialed to function in the area of Clinical Research Administration and is now a national leader in the area.

The mission of EMU's Clinical Research Administration Program is twofold: a) to provide an opportunity for professionals participating in the drug/device development process to increase their knowledge base as well as their research/creative skills. This should provide a pathway for upward mobility in their professional careers within the drug/device research and development industry; b) to provide an academic experience which includes both didactic information and hands-on preceptorships in order to provide qualified new personnel to the drug development industry.

Toward this end, EMU has developed two interlinked programs. The postbaccalaureate certificate in clinical research administration consists of four courses which provide information concerning the drug development process, good clinical practice (GCP), federal regulations and guidelines (United States and international), clinical research protocol development, implementation and monitoring. Courses are offered in a format which suits the nontraditional student and allow the student with a full-time job to complete the courses while continuing to work. Upon satisfactory completion of the didactic component of the program, students may apply for admission into a hands-on preceptorship experience with contract research organizations, pharmaceutical firms and clinical facilities which collaborate with the program.

The master's degree in clinical research administration is designed for individuals who are already employed in the industry and desire increased perspective, competency and a higher level of responsibility. The four required courses in the certificate program are supplemented with program electives, cognate electives and a project or thesis.

EMU's clinical research administration program is fortunate to have the support and collaboration of the following organizations:

- Pfizer, Inc.
- i3 STATPROBE, Inc.
- Consortium of Academic Programs in Clinical Research
- Oakwood Hospital
- Borgess Research Institute
- Providence Hospital
- University of Michigan Hospital
- William Beaumont Hospital
- University of Michigan Center for Clinical Investigation and Therapeutics
- St. Joseph's Mercy Hospital
- Karmanos Cancer Center
- Henry Ford Hospital

#### Admission Requirements

1. Documentation that a baccalaureate degree has been earned must be presented
2. Undergraduate GPA above 2.75
3. A degree in the health professions is suggested, although not required
4. The GRE is not required
5. Two letters of support.
6. A statement of career objectives.

One may apply for admission to the program by requesting an application from the Office of Graduate Studies and Research at Eastern Michigan University by calling 800.GO-TO-EMU, 734.487.3060 or via e-mail at [graduateadmissions@emich.edu](mailto:graduateadmissions@emich.edu)

Students may register for up to six graduate credits without being formally accepted into a graduate program. These credits may later apply to a degree or certificate once the student is accepted into the program. Students who wish to take courses in this manner should register as self-improvement students through Continuing Education.

#### Required Courses..... 13 hours

- CLRA510 Introduction to Drug Development (3 hrs)
- CLRA520 Clinical Study Management I (3 hrs)
- CLRA530 Clinical Study Management II (3 hrs)
- CLRA540 Advanced Topics in Clinical Research Administration (3 hrs)
- CLRA601 Graduate Seminar in Drug Development (1 hr)

#### Elective Courses..... 18 hours

18 hours from the following:

- BIOL542 Molecular Genetics (3 hrs)
- CHEM411 Toxicology I (2 hrs)
- CHEM412 Toxicology II (2 hrs)
- CHEM414 Regulatory Toxicology (2 hrs)
- CHEM515 Industrial and Environmental Chemistry (3 hrs)
- CHEM555 Neurochemistry (3 hrs)
- CHEM571 Advanced Organic Chemistry (3 hrs)
- CLSC432 Clinical Microbiology (3 hrs)
- CLSC501 Fundamentals of Epidemiology (3 hrs)
- CLRA550 Preceptorship in Drug Development (3 hrs)
- CLRA561 Legal Issues in Drug Development (2 hrs)
- CLRA571 Grants and Contracts Management for Research Administration (3 hrs)
- CLRA581 Regulatory Affairs in Drug Development (2 hrs)
- HLAD510 Health Care in the United States (3 hrs)
- HLAD511 Health Law (3 hrs)
- NURS500 Advanced Pathophysiology (3 hrs)
- OCTH540 Research Methods (3 hrs)

#### Thesis or Project..... 3-6 hours

One course from the following:

- \*CLRA690/691/692 Thesis (1-3 hrs)
- \*CLRA695 Special Project in Clinical Research Administration (3 hrs)

#### Program Total..... 34-40 hours

Note:

\*Course may be repeated for credit.

## MASTER OF SCIENCE in Human Nutrition — Aging

#### Required Courses..... 13 hours

- DTC500 Research Design and Methods (2 hrs)
- DTC608 Advanced Topics in Foods (3 hrs)
- DTC618 Advanced Topics in Nutrition (3 hrs)
- DTC658 Nutrition and Aging (3 hrs)
- DTC687 Practicum in Aging (2 hrs)

#### Culminating Experience..... 6 hours

Select from either option I or option II:

Option I

- DTC691/692/690 Thesis I, II, III (2/3/1 hrs)

Option II

- DTC600/695/650 Research Project I, II, III (2/3/1 hrs)

#### Cognate Courses (courses taken outside the department)..... 12 hours

##### Required Cognate Courses

- BIOL511 The Biology of Aging (2 hrs)
- EDPS621 Statistical Application of Educational Research or equivalent (2 hrs)
- GERT512 Applied Psychosocial Aspects of Aging (3 hrs)
- SWRK552 Policy Issues and Older People (3 hrs)
- SWRK553 Ethnicity and Gender Issues Among the Aged (2 hrs)

##### Deficiencies

Courses determined in consultation with program adviser and completed prior to placement on planned program. Not counted in semester hours for master's degree but are additional hours required for deficient academic courses.

#### Program Total..... 31 hours

## MASTER OF SCIENCE in Human Nutrition — Coordinated Program in Dietetics (DTCC)

#### Admission Requirements

1. Meet EMU Graduate Studies and Research and departmental admission requirements.
2. Application fee (\$30).
3. GPA of 2.75 or above with completion of undergraduate human nutrition, food science, general chemistry, organic chemistry, statistics, microbiology, general biology, anatomy and physiology, biochemistry medical terminology, human growth and development, nutrition life cycle and careers in nutrition and dietetics (portfolio development). Student may be admitted conditionally to complete any deficiencies.
4. Program application (please see distance education web site [www.emuonline.edu](http://www.emuonline.edu) for materials).
5. Completed forms for each preceptor and facility (see [www.emuonline.edu](http://www.emuonline.edu) for forms).

#### Required Courses..... 11 hours

- DTC500 Research Design and Methods (2 hrs)
- DTC608 Advanced Topics in Foods (3 hrs)



DTC618 Advanced Topics in Nutrition (3 hrs)	
DTC628 Medical Nutrition Therapy (3 hrs)	
<b>Required Supporting Courses</b> .....	<b>20 hours</b>
DTC531 Nutrition Therapy I Experience (2 hrs)	
DTC551 Food Systems Management I Experience (2 hrs)	
DTC571 Nutrition Therapy II Experience (4 hrs)	
DTC631 Nutrition Therapy III Experience (4 hrs)	
DTC651 Food Systems Management II Experience (4 hrs)	
DTC671 Nutrition Therapy IV Experience (4 hrs)	
<b>Culminating Experience</b> .....	<b>6 hours</b>
<i>Select from either option I or option II:</i>	
<b>Option I</b>	
DTC691/692/690 Thesis I, II, III (2/3/1 hrs)	
<b>Option II</b>	
DTC600/695/650 Research Project I, II, III (2/3/1 hrs)	
<b>Cognate Courses (courses taken outside the department)</b> .....	<b>2 hours</b>
<b>Required Cognate Course</b> .....	<b>3 hours</b>
MATH592 Statistics for Health Sciences (3 hrs)	
<b>*Deficiencies</b> .....	<b>16 hours</b>
DTC330 Nutrition Therapy I (3 hrs)	
DTC350 Food Systems Management I (3 hrs)	
DTC370 Nutrition Therapy II (3 hrs)	
DTC430 Nutrition Therapy III (3 hrs)	
DTC450 Food Systems Management II (2 hr)	
DTC470 Nutrition Therapy IV (2 hr)	
<b>Program Total</b> .....	<b>40 hours</b>

*Note:*

*\*A portion or all of the deficiencies may be waived by competency.*

## MASTER OF SCIENCE in Human Nutrition — Nutrition Therapy (NUTR)

<b>Required Courses</b> .....	<b>20 hours</b>
DTC500 Research Design and Methods (2 hrs)	
DTC509 Nutrition Support (3 hrs)	
DTC518 Interdisciplinary Team Functions (3 hrs)	
DTC538 Outcomes Management (3 hrs)	
DTC618 Advanced Topics in Nutrition (3 hrs)	
DTC628 Medical Nutrition Therapy (3 hrs)	
DTC648 Methods and Strategies for Community-Based Nutrition Services (3 hrs)	
<b>Supporting Courses</b> .....	<b>0-5 hours</b>
<i>Zero to five hours from the following:</i>	
DTC590/591/592 Special Topics (1/2/3 hrs)	
DTC597/598/599 Independent Study (1/2/3 hrs)	
DTC607 Colloquium (2 hrs)	
DTC608 Advanced Topics in Foods (3 hrs)	
DTC638 Cultural Nutrition and Nutritional Therapy (3 hrs)	
DTC648 Methods and Strategies for Community-Based Nutrition Services (3 hrs)	
DTC659 Development of the Entrepreneurial Dietitian (3 hrs)	
DTC668 Proteins, Lipids and Carbohydrates (3 hrs)	
DTC669 Vitamins and Minerals (3 hrs)	
DTC679/680/681 Special Topics (1/2/3 hrs)	
DTC683 Workshop (2 hrs)	
DTC686/687/688/689 Practicum (1/2/3/4 hrs)	
DTC697/698/699 Independent Study (1/2/3 hrs)	
HRM680 Certified Hospitality Educator Course (CHE) (2 hrs)	

<b>Culminating Experience</b> .....	<b>6 hours</b>
<i>Select from either option I or option II:</i>	
<b>Option I</b>	
DTC691/692/690 Thesis I, II, III (2/3/1 hrs)	
<b>Option II</b>	
DTC600/695/650 Research Project I, II, III (2/3/1 hrs)	
<b>Cognate Courses (courses taken outside the department)</b> ...	<b>2-7 hours</b>
<b>Required Cognate Course</b>	
EDPS621 Statistical Application of Educational Research or equivalent (2 hrs)	
<b>Supporting Courses</b>	
<i>Additional courses selected in consultation with the graduate adviser.</i>	
<b>Deficiencies</b>	
<i>Courses determined in consultation with program adviser and completed prior to placement on planned program. Not counted in semester hours for master's degree but are additional hours required for deficient academic courses.</i>	
<b>Program Total</b> .....	<b>30-36 hours</b>

## MASTER OF SCIENCE in Human Nutrition — Prevention (NUTR)

<b>Required Courses</b> .....	<b>17 hours</b>
DTC500 Research Design and Methods (2 hrs)	
DTC538 Outcomes Management (3 hrs)	
DTC608 Advanced Topics in Foods (3 hrs)	
DTC638 Cultural Nutrition and Nutritional Therapy (3 hrs)	
DTC648 Methods and Strategies for Community-Based Nutrition Services (3 hrs)	
DTC659 Development of the Entrepreneurial Dietitian (3 hrs)	
<b>Supporting Courses</b> .....	<b>0-5 hours</b>
<i>Zero to five hours from the following:</i>	
DTC509 Nutrition Support (3 hrs)	
DTC518 Interdisciplinary Team Functions (3 hrs)	
DTC590/591/592 Special Topics (1/2/3 hrs)	
DTC597/598/599 Independent Study (1/2/3 hrs)	
DTC607 Colloquium (2 hrs)	
DTC618 Advanced Topics in Nutrition (3 hrs)	
DTC628 Medical Nutrition Therapy (3 hrs)	
DTC668 Proteins, Lipids and Carbohydrates (3 hrs)	
DTC669 Vitamins and Minerals (3 hrs)	
DTC679/680/681 Special Topics (1/2/3 hrs)	
DTC683 Workshop (2 hrs)	
DTC686/687/688/689 Practicum (1/2/3/4 hrs)	
DTC697/698/699 Independent Study (1/2/3 hrs)	
HRM680 Certified Hospitality Educator Course (CHE) (2 hrs)	
<b>Culminating Experience</b> .....	<b>6 hours</b>
<i>Select from either option I or option II:</i>	
<b>Option I</b>	
DTC691/692/690 Thesis I, II, III (2/3/1 hrs)	
<b>Option II</b>	
DTC600/695/650 Research Project I, II, III (2/3/1 hrs)	
<b>Cognate Courses (courses taken outside the department)</b> .....	<b>2-7 hours</b>
<b>Required Cognate Course</b>	
EDPS621 Statistical Application of Educational Research (2 hrs)	
<b>Supporting Courses</b>	
<i>Additional courses selected in consultation with the graduate adviser.</i>	

### Deficiencies

*Courses determined in consultation with program adviser and completed prior to placement on planned program. Not counted in semester hours for master's degree but are additional hours required for deficient academic courses.*

Program Total..... 30 hours

## MASTER OF SCIENCE in Occupational Therapy (MSOT)

The occupational therapy program has been providing high-quality, professional education since the early 1940s. Faculty members are nationally recognized for their scholarly productivity and numerous contributions to professional organizations, with the majority of the faculty having earned doctoral degrees.

This master's program is open to individual with an undergraduate degree in occupational therapy and who hold initial certification as a registered occupational therapist (OTR) who wish to pursue advanced study in the discipline. Students may attend on a full- or part-time basis. Courses in the major are offered on weekends with an online component to accommodate therapists working full time. Students have the option of choosing from either a thesis or a project track.

### Objectives

This program produces advanced O.T. practitioners who are able to critique, develop and use evidence to guide their clinical decisions using basic research skills. Further they are trained to use occupation based theories in daily clinical practice.

## Admission Requirements

### Degree Admissions

Applicants must:

1. Meet the Graduate Studies and Research degree admission requirements;
2. Provide proof of initial certification as an occupational therapist from the National Board of Certification in Occupational Therapy (NBCOT); and
3. Have a GPA of 3.0 or better in entry-level occupational therapy courses.

### Conditional Admissions

Conditional admission may be granted for a probationary period of two semesters or six credit hours to students lacking the minimum GPA.

### Program Requirements

After admission to the program, students must, in their first semester, meet with their adviser to devise a 32-hour plan of study distributed over three content areas: occupational therapy, research and statistics, and an elective (cognate) area of study.

1. Nine hours of occupational therapy advanced practice/theory courses;
2. Five to eight hours of research and statistics courses;
3. Nine to 12 hours of cognate courses. (Students select an area of concentration based on individual interests and career goals); and
4. Six hours of thesis or research project.

### Course Requirements

The M.S. in occupational therapy requires the completion of 32 hours of course work to be distributed among core courses, research and statistics courses, and cognate courses, as follows:

Occupational Therapy Courses .....9 hours  
 OCTH520 Advanced Theory of Practice (3 hrs)  
 OCTH530 Advanced Skills for Occupational Therapy Practice (3 hrs)  
 OCTH550 Occupational Therapy and Occupational Science: A Partnership for Client Agency (3 hrs)

Research and Statistics.....5-7 hours

### Educational Psychology

EDPS621 Descriptive Statistics (2 hrs)  
 OCTH540 Research Methods (3 hrs)  
 \*OCTH640 Methods of Occupational Therapy Research (3 hrs)

*One track from the following:*

Thesis Track..... 6 hours

OCTH690/691/692 Thesis (1/2/3 hrs)

Project Track..... 6 hours

OCTH686 Culminating Project I (3 hrs)

OCTH687 Culminating Project II (3 hrs)

Cognate Courses .....9-12 hours

*Nine to 12 hours in an area of personal professional interest selected in consultation with the graduate adviser.*

Program Total..... 32 hours

*Note:*

*\* Only required for students taking the thesis track.*

## MASTER OF OCCUPATIONAL THERAPY (MOT)

Prerequisite Courses..... 15-17 hours

AHPR200 Medical Terminology (1 hr)  
 ZOOL201/202 Human Anatomy and Physiology II (6 hrs)  
 ZOOL417 Neuroanatomy (3 hrs)

*One course from the following:*

EDPS621 Statistical Applications in Educational Research (2 hrs)  
 EDPS651 Inferential Statistics (2 hrs)  
 MATH360 Statistical Methods (3 hrs)  
 MATH370 Probability and Statistics I (4 hrs)  
 MATH571 Mathematical Statistics I: Probability Theory (3 hrs)  
 MATH574 Applied Statistics (3 hrs)  
 SOCL250 Social Statistics I (3 hrs)

*One course from the following:*

EDPS325 Life Span Human Growth and Development (4 hrs)  
 IHHS260 Aging to Infancy (3 hrs)

Foundation Core..... 33 hours

HLAD510 Medical Care Organization (3 hrs)  
 OCTH412 Models of Practice (3 hrs)  
 OCTH419 Programming I (6 hrs)  
 OCTH420 Level I Fieldwork I (3 hrs)  
 OCTH495 Neurological Foundations of Human Occupation (3 hrs)  
 OCTH500 Philosophy of Occupational Therapy (3 hrs)  
 OCTH502 Theory and Analysis of Occupation (3 hrs)  
 OCTH519 Programming II (6 hrs)  
 OCTH540 Research Methods I (3 hrs)

Master of Occupational Therapy Core Courses..... 33 hours

OCTH516 Level I Community Fieldwork II (3 hrs)  
 OCTH517 Level I Community Fieldwork III (3 hrs)  
 OCTH588 Fieldwork Level II: Clinical Skills (6 hrs)  
 OCTH589 Fieldwork Level II: Clinical Skills (6 hrs)  
 OCTH600 Supervision and Professional Roles (3 hrs)  
 OCTH619 Programming III (6 hrs)  
 OCTH686 Culminating Project I (3 hrs)  
 OCTH687 Culminating Project II (3 hrs)

Program Total..... 81-83 hours

# COMBINED BACHELOR-MASTER'S DEGREE in Occupational Therapy (OT-BMOT)

Established in 1941, Eastern Michigan University's Occupational Therapy Program has a long-standing tradition of excellence. The EMU OT Program provides competent and caring professionals to the local community as well as throughout the state of Michigan and across the nation.

The Bureau of Labor Statistics *Occupational Outlook Handbook*, 2006-2007 edition, is predicting a greater than average employment need for occupational therapists through at least 2014. This is based on the general population growth and the increasing demand for services for those aged 75 years and older who are requiring occupational therapy services to improve their quality of life. In addition, emerging practice areas for occupational therapists, for example, in such areas as driver rehabilitation and fall prevention, continue to develop. Hospitals employ a large number of occupational therapists, while employment in schools grows. Other work sites include, but are not limited to: rehabilitation facilities, long-term care facilities, camps, home health care and industry.

## The 3+2 Program

Our innovative 3+2 program combines three years of undergraduate coursework and two years of upper-level coursework. Students will graduate with both a bachelor of science (B.S.) and master of occupational therapy (M.O.T.) degree after completion of the program. Students who already have a bachelor's degree in another field can enter the upper level portion of the program and earn a M.O.T. degree. After entrance into the upper-level OT courses, students can complete the full-time program in two and a half years, including six months of full-time fieldwork.

## Requirements for Continuance

Your admission to Eastern Michigan University does not guarantee continuance in the occupational therapy program. To be considered for upper-level courses in the program, you must meet the following requirements:

1. Completion of the following prerequisite courses with a grade of B or better in five of the six courses with a maximum of one C:

### Anatomy and Physiology

- ZOOL201 Human Anatomy and Physiology I (3 hrs)
- ZOOL202 Human Anatomy and Physiology II (3 hrs)

### Neuroanatomy

- ZOOL417 Neuroanatomy (3 hrs)

### Medical Terminology

- AHPR200 Medical Terminology (1 hr)

### Statistics

*One course from the following:*

- EDPS621 Statistical Applications in Educational Research (2 hrs)
- EDPS651 Inferential Statistics (2 hrs)
- MATH360 Statistical Methods (3 hrs)
- MATH370 Probability and Statistics I (4 hrs)
- MATH571 Mathematical Statistics I: Probability Theory (3 hrs)
- MATH574 Applied Statistics (3 hrs)
- SOCL250 Social Statistics I (3 hrs)

### Human Growth and Development

*One course from the following:*

- EDPS325 Life Span Human Growth and Development (4 hrs)
- IHHS260 Aging to Infancy (3 hrs)

2. Cumulative GPA of 2.75 or higher.
3. Completion of 80 hours volunteer, work or service learning experience with individuals who have special needs in a variety of community settings such as home health agencies, schools, psychosocial clubhouses and rehabilitation clinics.
4. Completion of 90 credit hours.

## Upper-Level Screening Procedures

In order to enter the upper level portion of the 3+2 program, students are required to submit a portfolio for review by the screening committee. The portfolio requirements include: résumé, transcripts from all colleges attended, references, documentation of work, volunteer or service-learning experience, narrative statement and an example of your best work (i.e. a paper, presentation or article). All prerequisite coursework and volunteer hours must be completed to begin the program in the following fall semester. Portfolios will be due for review Jan. 5 of every year to be considered for acceptance into the upper level portion of the program. Prior to starting the upper level portion, it is recommended to have all general education requirements completed.

## Points of Interest

A minimum of six months of full-time supervised fieldwork is required. Field placements are recommended by faculty and arranged through the occupational therapy program.

In the spirit of advocacy and community involvement, occupational therapy students are encouraged to join EMU's Student Occupational Therapy Association. If you are eligible, you may also join Pi Theta Epsilon, the honorary society for occupational therapy, and/or the Honors College.

## Scholarships

The Occupational Therapy program offers a number of scholarships. For more information call 734.487.2280. There are a number of University scholarships also available. Contact the Office of Financial Aid for information at 734.487.0455.

## Accreditation

Eastern Michigan University's occupational therapy program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE). ACOTE is located at 4270 Montgomery Lane, P.O. Box 31220, Bethesda, MD, 20824-1220. The phone number is 301.652.2682.

## General Education Requirements..... 40 hrs

*See page 46 of the Undergraduate Catalog for further information regarding General Education requirements.*

## Additional Requirements ..... 16-17 hours

- AHPR200 Medical Terminology (1 hr)
- SOCL250 Social Statistics I (3 hrs)
- ZOOL201 Human Anatomy and Physiology I (3 hrs)
- ZOOL202 Human Anatomy and Physiology II (3 hrs)
- ZOOL417 Neuroanatomy (3 hrs)
- One course from the following:*
  - EDPS325 Life Span Human Growth and Development (4 hrs)
  - IHHS226 Aging to Infancy (3 hrs)

## Major Requirements..... 65 hours

- HLAD510 Medical Care Organization (3 hrs)
- OCTH412 Models of Practice (3 hrs)
- OCTH419 Programming I (6 hrs)
- OCTH420 Level I Fieldwork I (3 hrs)
- OCTH495 Neurological Foundations of Human Occupation (3 hrs)
- OCTH500 Philosophy of Occupational Therapy (3 hrs)
- OCTH502 Theory and Analysis of Occupation (3 hrs)
- OCTH516 Level I Community Fieldwork II (3 hrs)
- OCTH517 Level I Community Fieldwork III (3 hrs)
- OCTH519 Programming II (6 hrs)
- OCTH540 Research Methods I (3 hrs)
- OCTH588 Fieldwork Level II: Clinical Skills (6 hrs)
- OCTH589 Fieldwork Level II: Clinical Skills (6 hrs)
- OCTH600 Supervision and Professional Roles (3 hrs)
- OCTH619 Programming III (6 hrs)
- OCTH686 Culminating Project I (3 hrs)
- OCTH687 Culminating Project II (3 hrs)

## Minor Requirements .....0 hours

*No minor is required.*

University Elective Courses .....	26 hours
<i>OCTH100 Orientation to Occupational Therapy, OCTH201 Exploring Occupational Performance in the Community and OCTH350 Exploring Occupational Performance in the Context of a Disability are strongly recommended. Please see an intent adviser for further recommended courses.</i>	
Program Total .....	147 hours

## GRADUATE CERTIFICATE in Clinical Research Administration (CRAD)

### Program Advising

The program provides students with both the knowledge base as well as practical experience in the process of new drug and medical device development. The courses and experiences will function to provide a base of competence that can be used by individuals to seek employment in the pharmaceutical industry and the academic clinical research environment, or by those currently employed by industry or academia, to gain additional competencies.

The program consists of four courses offered in a format that meets the needs of the nontraditional and full-time employed student. Successful completion of the four courses with a GPA of 3.0 or above, qualifies a student for acceptance into a preceptorship experience where students work with clinical research associates, clinical research coordinators and clinical scientists in a workplace setting to develop and polish monitoring skills.

The only prerequisite to the first course in the sequence is the possession of a baccalaureate degree and admission to the Office of Graduate Studies and Research.

### Admission Requirements

Applicants must meet the Graduate Studies and Research degree admission requirements.

### Certificate Requirements

The certificate requires 15 hours of course work to be distributed as follows:

- AHPR510 Introduction to Drug Development (3 hrs)
- AHPR520 Clinical Study Administration I (3 hrs)
- AHPR530 Clinical Study Administration II (3 hrs)
- AHPR540 Advanced Topics in Clinical Study Management (3 hrs)
- AHPR550 Preceptorship in Drug Development (3 hrs)

Certificate Total ..... 15 hours

## GRADUATE CERTIFICATE in Health Administration (HLAD)

Required Courses ..... 6 hours

- HLAD520 Healthcare Management Theory (3 hrs)
- HLAD524 Healthcare Manager Strategies (3 hrs)

Restricted Electives..... 6 hours

*Six hours from the following:*

- HLAD510 Medical Care Organization (3 hrs)
- HLAD511 Health Law (3 hrs)
- HLAD512 Reimbursement for Health Care Services (3 hrs)
- HLAD521 Healthcare Finance (3 hrs)
- HLAD523 Medical Practice Managed Care (3 hrs)
- HLAD525 Quality Improvement in Healthcare (3 hrs)
- HLAD550 Internship (2 hrs)

or any other elective courses selected in consultation with a graduate adviser

Certificate Total ..... 12 hours

## Undergraduate Courses for Graduate Credit

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Office of Graduate Studies and Research to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- CLSC401 Laboratory Management/Education/Quality Assurance (3 hrs)
- OCTH412 Models of Practice (3 hrs)
- OCTH419 Programming I (6 hrs)
- OCTH495 Neurological Foundations of Human Occupation (3 hrs)

## School of Nursing

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Address: 311 Marshall  
Phone: 734.487.2310  
E-mail: [chhs\\_nursing@emich.edu](mailto:chhs_nursing@emich.edu)  
Web site: [www.emich.edu/nursing](http://www.emich.edu/nursing)

See page 243 for course descriptions.

### Graduate Program

The School of Nursing graduate program includes a master of science in nursing and two post-baccalaureate certificates.

## MASTER OF SCIENCE in Nursing (NUR)

The MSN program focuses on the preparation of nurses to meet the needs of the community for health care providers/nurses with advanced practice knowledge and skills. Graduates are prepared for clinical practice in adult health nursing and for roles as clinical managers and educators in health care settings such as hospitals, community agencies, clinics, home health care agencies and community colleges.

### Admission Requirements

Applicants must:

1. Meet the EMU Graduate Studies and Research admission requirements;
2. Have a baccalaureate degree in nursing from a nationally-accredited program or RN with other bachelor's degree;
3. Have an undergraduate GPA of 3.0 or above. Applicants may seek conditional admission with a GPA of 2.5;
4. Submit a sample of writing (five pages suggested). Sample could be a published article, term paper or new composition;
5. Be currently licensed to practice as a professional nurse in Michigan or eligible to obtain a license;
6. Submit three references that document professional competence in nursing;
7. Include a one- to three-page narrative statement of personal goals for graduate study;
8. Have completed an approved basic statistics course that includes descriptive and inferential statistics; and
9. Have completed a basic health assessment course.



## Program Requirements

The program consists of 40 to 43 credit hours, depending on the election of a thesis or a field study as the major research paper, including:

- Twelve credit hours of core courses
- Nine credit hours of the clinical major in adult health
- Nine to ten credit hours related to a concentration from four options
- Seven to nine credit hours related to scholarly inquiry
- Three to four credit hours of elective courses

Nursing core courses consist of four three-hour courses in advanced pathophysiology, advanced health assessment, nursing theory for practice and research, and in health care trends and delivery systems. The clinical major consists of three three-hour courses in adult health nursing, each with a clinical practice component including a preceptored practicum that requires 135 clinical contact hours.

Students may select one of the four concentrations. "Teaching in health care systems" focuses on the knowledge, skills and abilities needed for working as education coordinators and/or faculty at a community college. "Quality improvement in health care systems" focuses on the knowledge, skills and abilities needed by nurses working in quality improvement, risk management, or other quality of care leadership positions. "Management in Health Care Systems" prepares nurses for roles in management, administration, case management and clinical nurse leadership. The "gerontology" concentration focuses on the knowledge, skills and abilities needed by nurses working in long-term care and other settings providing care to older adults.

A 275-hour clinical practicum option is available for nurses who want to be qualified to sit for the American Nurse Credentialing Center (ANCC) certification examination as a Clinical Nurse Specialist (CNS).

The seven to nine hours of scholarly inquiry consist of one three-hour course in research design and methods and one two-hour seminar on proposal development. Students have the option of a two-hour field study project or four hours of thesis work. Students select appropriate faculty members for the field study project or thesis direction, based on faculty expertise and the particular problems selected for study.

Students must complete a minimum of three to four hours of electives in nursing (for example, if the teaching role function is chosen, management role function courses may be elected and vice versa) or in other departments (physiology, psychology, sociology, gerontology, education or business management) depending on career direction.

## Course Requirements

The M.S. program in nursing requires the completion of 40 to 43 hours of course work to be distributed among required core courses, clinical major in adult health courses, function role courses, scholarly inquiry courses and cognate courses, as follows:

### Core Courses ..... 12 hours

- NURS500 Advanced Pathophysiology (3 hrs)
- NURS502 Advanced Health Assessment (3 hrs)
- NURS506 Nursing Theory for Practice and Research (3 hrs)
- NURS605 Health Status Trends and Health Care Delivery Systems (3 hrs)

### Clinical Major in Adult Health Courses ..... 9 hours

- NURS650 Advanced Adult Health Nursing I (3 hrs)
- NURS660 Advanced Adult Health Nursing II (3 hrs)
- NURS665 Practicum in Adult Health Nursing (3 hrs)

### Function role courses ..... 9-10 hours

Select from one of the following options:

#### Option I: Teaching Role in Health Care Systems

- NURS620 Teaching in Health Care Systems: Instructional Strategies and Skills (3 hrs)
- NURS622 Teaching in Health Care Systems: Curriculum/Program Development and Evaluation (3 hrs)
- NURS624 Practicum in Teaching in Health Care Systems (3 hrs)

#### Option II: Quality Improvement in Health Care

- HLAD525 Quality Improvement in Health Care (3 hrs)
- NURS686 Practicum in Quality Improvement in Health Care Systems (3 hrs)

One course from the following:

- MGMT638 Building Continuous Improvement Teams (3 hrs)
- QUAL552 Quality Planning (3 hrs)
- QUAL557 Measuring Customer Satisfaction (3 hrs)

#### Option III: Management Role

- NURS607 Evolving Roles of Nurses in Health Care Delivery Systems (3 hrs)
- NURS609 Trends in Nursing Management (3 hrs)
- NURS675 Practicum in Systems Management (3 hrs)

#### Option IV: Gerontology

- BIOL511 The Biology of Aging (2 hrs)
- GERT512 Applied Psychological Aspects of Aging (3 hrs)
- NURS699 Practicum in Care of the Geriatric Clients (3 hrs)
- SWRK553 Ethnicity and Gender Issues Among the Aged (2 hrs)

### Scholarly inquiry ..... 7-9 hours

- NURS610 Research Design, Methods and Analysis (3 hrs)
- NURS614 Seminar: Proposal Development (2 hrs)

Select from either option I or option II:

#### Option I

- NURS688 Field Study (2 hrs)

#### Option II

- NURS693 Thesis (4 hrs)

### Cognate Courses ..... 3-4 hours

Three to four hours selected in consultation with a graduate adviser.

### Program Total ..... 40-44 hours

## Post-Baccalaureate Graduate Certificates:

These programs of study are 12 credit hours of course work for each certificate:

- Teaching in Health Care Systems (12 hours)
- Quality Improvement in Health Care Systems (12 hours)

The certificate options are intended for students who have a baccalaureate degree in nursing, allied health or related disciplines from an accredited institution of higher education and have an interest in specialized study. Students seeking a certificate do not have to enroll in the graduate degree program.

Courses in the certificate programs may, with approval, be used as cognates in other graduate programs in the College of Health and Human Services.

## Admission Requirements

Applicants must:

1. Have a baccalaureate from an accredited institution with a minimum GPA of 2.5 or 2.75 in the last 30 hours of the undergraduate program; and
2. Meet the EMU Graduate Studies and Research admission requirements.

Upon completing of the 12 credit hours for a post-baccalaureate certificate, students must apply for the certificate from the Office of Graduate Studies and Research. If students are incorporating the certificate into their master's degree work, they can apply for both the certificate and the master's diploma at the time of graduation.

## GRADUATE CERTIFICATE in Quality Improvement in Health Care (QIHC)

Core Courses .....9 hours  
 HLAD525 Quality Improvement in Health Care (3 hrs)  
 NURS605 Health Status Trends and Health Care  
 Delivery Systems (3 hrs)  
 NURS686 Practicum in Quality Improvement (QI) in  
 Health Care Systems (3 hrs)

Elective Courses .....3 hours

*Choose one option from the following:*

**Option I**

MGMT638 Building Continuous Improvement  
 Teams (3 hrs)

**Option II**

QUAL552 Quality Planning (2 hrs)  
 QUAL597 Independent Study (1 hr)

**Option III**

QUAL557 Measuring Customer Satisfaction (2 hrs)  
 QUAL597 Independent Study (1 hr)

Certificate Total ..... 12 hours

## GRADUATE CERTIFICATE in Teaching in Health Care Systems (HCS)

This program prepares students as educators in health care systems. The focus is on education of client/family groups, staff development, continuing education and teaching in health care and nursing education. The program focuses on the educator role and the theory and practice of teaching and learning. Course work examines theories, strategies and research related to the teaching/learning process in health care systems, curriculum patterns for various learners, legal/ethical considerations in teaching and the trends in both education and health care that affect educational planning and evaluation. In the practicum, the student is given an opportunity to synthesize previous learning and function in an educator role under the mentorship of select expert preceptors.

### Certificate Requirements

The certificate requires 12 hours of course work to be distributed as follows:

NURS605 Health Status Trends and Health Care  
 Delivery Systems (3 hrs)  
 NURS620 Teaching in Health Care Systems: Instructional  
 Strategies and Skills (3 hrs)  
 NURS622 Teaching in Health Care Systems: Curriculum/Program  
 Development and Evaluation (3 hrs)  
 NURS624 Practicum in Teaching in Health Care Systems (3 hrs)

Certificate Total ..... 12 hours

## School of Social Work

\*\*\*\*\*

Address: 317 Marshall  
 Phone: 734.487.6892  
 E-mail: msw.program@emich.edu  
 Web site: www.emich.edu/chhs/socialwork

See pages 221 and 267 for course descriptions.

## MASTER OF SOCIAL WORK (M.S.W.)

The master of social work (M.S.W.) prepares graduates for advanced social work practice with poor families, neglected and abused children, persons with mental illness and/or chemical dependency, and the aged. The program equips graduates for working at both practice and leadership levels with individuals, families, groups and communities.

The program accommodates human service providers who cannot attend Graduate Studies and Research full time by offering course work in the evenings and on Saturdays, opportunities for part-time study and worksite field placements.

For the convenience of our students, some classes are offered in Detroit at the Northwest Activity Center in addition to those offered on campus. The Detroit site offers electives, Family and Children concentration courses, and a cycle of the 4-year full program courses.

Detroit Activities Northwest Center  
 18100 Meyers Rd.  
 Detroit, MI

The M.S.W. program is fully accredited by the Council on Social Work Education.

### Admission Requirements

To be considered for admission to the M.S.W. program, you must have earned a bachelor's degree from an accredited institution prior to enrollment:

1. Have a 2.75 GPA (this requirement is higher than the minimum required by the Graduate Studies and Research);
2. Demonstrate commitment to our mission; and
3. Work and/or volunteer experience in social work or related fields are preferred.

If English is not your native language, submit documentation of English proficiency by:

- achieving a score of at least 550 on the Test of English as a Foreign Language (TOEFL) or 213 on the computer version and a 5 on the Test of Written English (TWE) or
- achieving a score of at least 80 on the Michigan English Language Assessment Battery (MELAB), plus 83 on the written essay.

### Note:

Official scores must be sent by the testing agency directly to the University.

### Course Requirements

The length of time required to complete the M.S.W. depends upon undergraduate preparation. If you have a bachelor of social work degree (B.S.W.) from an undergraduate program accredited by the Council of Social Work Education (CSWE), you will be considered for advanced standing admission, which requires 35 credits for completion of the M.S.W. degree. If you are admitted on an advanced standing basis, your course work will begin in the fall semester immediately following admission (late June through August). If your application is not approved for advanced standing admission, it will be reviewed for full program admission.

Students admitted to the full program begin classes in the fall semester and must complete 63 credit hours for the M.S.W. degree. All students admitted to the advanced standing program also begin in the fall, starting in September 2007. Students are admitted as a cohort, with a structured plan of study.

#### Full Program

For those with a nonsocial work bachelor's degree, the program can be completed in two full-time (or four part-time) years with 63 hours of foundation and advanced-level courses. Students typically complete the M.S.W. on a part-time basis, but may petition to attend full-time.

#### Field Placement

All M.S.W. students must complete field placements that are authorized and arranged with affiliated public and nonprofit social service agencies through the field placement office. Foundation Field Placement (SWRK588, SWRK589A and SWRK589B) requires 400 hours of supervised field work. These are generalist placements. Advanced Field Placement (SWRK688, SWRK689 and SWRK690) require 500 hours of supervised field work in their chosen concentration. M.S.W. students admitted to the full program must complete both placements. Students admitted to the advanced standing program complete only the advanced level placements. In accordance with our national accreditation standards, no credit can be given for past or present work experience.

#### Foundation Level Courses ..... 31 hours

- SWRK502 Social Work Profession and Services (3 hrs)
- SWRK506 Human Behavior and the Social Environment I: Individuals and Families (2 hrs)
- SWRK507 Human Behavior and the Social Environment II: Groups, Organizations and Communities (2 hrs)
- SWRK510 Generalist Practice I (3 hrs)
- SWRK520 Generalist Social Work Practice (3 hrs)
- SWRK521 Policy Analysis and Change (3 hrs)
- SWRK526 People of Color: The Nondeficit Perspective (2 hrs)
- SWRK528 Practice with Women (2 hrs)
- SWRK530 Social Work Research Methodology (3 hrs)
- SWRK588/589 Field Professional Experience I/II (8 hrs)

#### Advanced level courses ..... 24 hours

- SWRK610 Empowerment: Social Justice and Social Change (2 hrs)
  - SWRK630 Action Research (3 hrs)
  - SWRK688/689/690 Field Experience III/IV/V (4/4/2 hrs)
- Select one of the following three concentrations:*
- I. Family and Children's Services (SWFS)**
    - SWRK540 Policies and Issues in Services to Families (3 hrs)
    - SWRK542 Family-Centered Practice (3 hrs)
    - SWRK643 Families in the Social Environment (3 hrs)
  - II. Mental Health and Chemical Dependency (SWMH)**
    - SWRK650 Policy Issues in the Health Care Setting (3 hrs)
    - SWRK652 Dynamics and Practice: Mental Illness Services (3 hrs)
    - SWRK653 Dynamics and Practice: Chemical Dependency Services (3 hrs)
  - III. Services to the Aging (SWAG)**
    - GERT512 Applied Psychosocial Aspects of Aging (3 hrs)
    - SWRK550 Working with Aging People (3 hrs)
    - SWRK552 Policy Issues and Older People (3 hrs)

#### Elective Courses ..... 8 hours

*Eight hours selected in consultation with a graduate adviser.*

#### Program Total ..... 63 hours

#### Advanced Standing

The length of time required to complete the M.S.W. depends upon undergraduate preparation. Those students with a B.S.W. from a program accredited by the Council on Social Work Education can complete the M.S.W. program in approximately one year of full-time work or two years of part-time work on an advanced-standing basis (35 hours) if they meet other specific GPA requirements. Students complete the M.S.W. on a part-time basis, but may petition to attend full time, if they are not employed full time.

#### Advanced level courses ..... 24 hours

- SWRK610 Empowerment: Social Justice and Social Change (2 hrs)
  - SWRK630 Action Research (3 hrs)
  - SWRK688/689/690 Field Experience III/IV/V (4/4/2 hrs)
- Select one of the following three concentrations:*
- I. Family and Children's Services**
    - SWRK540 Policies and Issues in Services to Families (3 hrs)
    - SWRK542 Family-Centered Practice (3 hrs)
    - SWRK643 Families in the Social Environment (3 hrs)
  - II. Mental Illness and Chemical Dependency**
    - SWRK650 Policy Issues in the Health Care Setting (3 hrs)
    - SWRK652 Dynamics and Practice: Mental Illness Services (3 hrs)
    - SWRK653 Dynamics and Practice: Chemical Dependency Services (3 hrs)

#### Elective Courses ..... 11 hours

*Eleven hours selected in consultation with a graduate adviser.*

#### Program Total ..... 35 hours

#### School Social Work

The EMU School of Social Work offers a sequence of three elective courses that have been approved by the state of Michigan required to become a school social worker. Consultation should be made with a social work graduate adviser or the MSW office about this opportunity.

## GRADUATE CERTIFICATE in Community Building (CBLD)

*See page 36 for Interdisciplinary program listings.*

## GRADUATE CERTIFICATE in Dementia (GRNC)

The graduate certificate in dementia is a state-of-the-art program designed to accommodate the practical needs of a number of professional groups including nurses, social workers, psychologists, occupational and speech therapists, health care administrators and music and recreational therapists. It is also intended for graduate-level students who are interested in learning more about clinical and leadership issues in Alzheimer's care and related illnesses. In order to provide greater flexibility for our students most of the classes are scheduled on Fridays and Saturdays from 9 a.m. to 4 p.m. with approximately four class meetings per semester.

This 18-hour multidisciplinary graduate certificate provides a theoretical framework and practical grounding in working with families and persons with dementia in the home, community-based programs and 24-hour care settings. The program focuses on the social psychology of dementia; how a person changes, communicates and compensates throughout the stages of dementia, and how we as caregivers can accommodate these changes. Major themes of this program center around ongoing assessment of the person and his/her environment and the development of supportive interventions. Students learn about the value of and how to develop meaningful trusting relationship with persons with dementia. Emphasis is on the process of sharing an experience together rather than focusing on the completion of tasks. In addition, students will explore the experiences of families from diverse racial, cultural and socioeconomic backgrounds, and interventions for supporting them.

Students will be encouraged through a series of carefully structured exercises to explore their own biases and feelings about aging and dementia. Throughout the program students will have the opportunity to hear first-hand stories about coping with dementia from individuals recently diagnosed with early-stage dementia and their caregivers.

In addition, students will be challenged to advocate for a new and more humane approach to dementia care. The characteristics of what



makes an effective dementia-care leader, the importance of defining a vision and strategies for recruiting, retaining, training and empowering staff will be examined in depth. Creating successful organizational change and documenting outcomes is also a major theme of this program.

### Fieldwork Opportunities

A unique feature of this program is the field work experiences that have been integrated into most courses. Assignments are customized, enabling students from different disciplines to complete projects in their own work settings. The Alzheimer's Education Program team makes on-site visits, when feasible, to see students' work in progress and to offer concrete feedback and mentoring. The instructional team is committed to individualizing projects so that students can explore challenging issues in more depth in their own work settings. This hands-on approach to learning enables students to refine their clinical and leadership skills and to become more effective clinicians/administrators.

The Alzheimer's Education Program has affiliations with several local clinical programs including Huron Woods, a residential dementia care program located on the campus of St. Joseph Mercy Hospital, the Alzheimer's Association and The Silver Club, an adult day program designed specifically for persons with dementia.

### Scholarships Opportunities

Several scholarships — the Edna Gates Scholarship in Dementia Care, the Mary Schroder Scholarship and the Sarah Graf Scholarship — are available to students enrolled in the Certificate Specializing in Dementia. Application is made by contacting the certificate coordinator, 734.487.8579. Awards are generally granted for the fall term.

### Admission Requirements

Applicants must:

1. Have a baccalaureate from an accredited institution, with a minimum 2.5 GPA or 3.0 in the last half of the undergraduate program;
2. Be accepted by the Graduate Studies and Research;
3. Submit a one-page personal statement describing their professional history and goals in dementia care; and
4. Have an interview with the certificate coordinator.

A student does not have to be enrolled in a graduate degree program. Please note that credit earned for the graduate certificate may count, subject to applicability, toward a graduate degree.

### Certificate Requirements

The graduate certificate in gerontology specializing in dementia is awarded upon satisfactory completion of 18 hours. This includes four required core courses and four to six required elective courses. Students are also required to complete a 120-hour internship and enroll in a practicum seminar.

The minimum acceptable grade in each required course is a B (3.0). Students scoring less than a B may repeat the course once before being dismissed from the program.

**Required Courses** ..... 9 hours  
 GERT512 Applied Psychosocial Aspects of Aging (3 hrs)  
 GERT518 Innovations in Alzheimer's Care (2 hrs)  
 GERT528 Advanced Issues in Dementia Care (2 hrs)  
 SWRK553 Ethnicity and Gender Issues Among the Aged (2 hrs)

**Elective Courses** ..... 6 hours  
*Six hours from the following:*  
 GERT523 Designing Programs for People with Dementia (2 hrs)  
 GERT524 Families and Dementia (2 hrs)  
 GERT590/591/592 Special Topics (1/2/3 hrs)  
 GERT697/698/699 Independent Study (1/2/3 hrs)

**Gerontology practicum** ..... 2-3 hours  
*One course from the following:*  
 GERT688 Gerontology Practicum (2 hrs)  
 GERT689 Gerontology Practicum (3 hrs)

**Certificate Total** ..... 17-18 hours

## GRADUATE CERTIFICATE in Gerontology (GERT)

### Program Advising

The gerontology program is administered by the Department of Social Work through a coordinating committee of faculty from approximately 12 departments and programs throughout the campus. The 18-hour multidisciplinary graduate certificate is for students with a bachelor's degree from an accredited institution of higher education, wishing to pursue specialized study in aging, short of a master's degree. It is targeted to those working in the field of aging, seeking formal education in gerontology; persons considering a career change; and students wishing to learn about the aging process to enhance their own aging experience.

Although the certificate in gerontology does not require enrollment in a graduate degree program, it may be used as a cognate or concentration in other graduate programs, including social work, clinical behavioral psychology, women's studies, dietetics, public administration, occupational therapy, leadership and counseling, sociology, the master of liberal studies in technology, the master's degree in individualized studies and other master's programs.

Most courses are offered in the evenings or on weekends. The program must be completed within three years. It is possible, however, to complete all requirements within one year.

### Admission Requirements

Applicants must:

1. Have a baccalaureate from an accredited institution, with a minimum 2.5 GPA;
2. Be accepted into the Office of Graduate Studies and Research;
3. Submit a 250-word description of their academic and professional history and their professional goals in gerontology; and
4. Have an interview with the gerontology program director. Students must be admitted to the graduate certificate program before enrolling in required course work.

### Certificate Requirements

The graduate certificate in gerontology is awarded upon satisfactory completion of 18 hours. This includes four required courses, three or more electives and a practicum. Students are also required to complete a 120-hour internship and enroll into a practicum seminar. The minimum acceptable grade in each required course is 3.0 (B). Students scoring less than a B may repeat the course once before being dismissed from the program.

### Required Courses

BIOL511 Biological Aspects of Aging (2 hrs)  
 GERT512 Applied Psychosocial Aspects of Aging (3 hrs)  
 SWRK552 Policy Issues and Older People (3 hrs)  
 SWRK553 Ethnicity and Gender Issues Among the Aged (2 hrs)  
*One course from the following:*  
 GERT688 Gerontology Practicum (2 hrs)  
 GERT689 Gerontology Practicum (3 hrs)

### Elective Courses

*Five to six hours from the following:*  
 COUN573 Counseling Older Persons (2 hrs)  
 DTC658 Nutrition and Aging (3 hrs)  
 \*GERT417 Work and Retirement (2 hrs)  
 GERT509 Older Adults and Chemical Dependency (1 hr)  
 GERT511 Elders and Their Families (2 hrs)  
 GERT513 Intergenerational Programs and Services (2 hrs)  
 GERT514 Caregiving and the Elderly (2 hrs)  
 GERT515 Sexuality and Aging (1 hr)  
 GERT516 The Elderly and the Law (1 hr)  
 GERT517 Developing Proposals for Aging Programs (2 hrs)  
 GERT518 Innovations in Alzheimer's Care (2 hrs)  
 GERT523 Designing Programs for People with Dementia (2 hrs)  
 GERT524 Families and Dementia (2 hrs)  
 GERT528 Advanced Issues in Dementia Care (2 hrs)  
 GERT530 Assessment of Persons with Dementia (2 hrs)  
 GERT532 Aging Through the Eyes of the Old (2 hrs)



GERT590/591/592 Special Topics (1/2/3 hrs)  
GERT697/698/699 Independent Study (1/2/3 hrs)  
IDE503 Physical Environments for Aging (2 hrs)  
PSY551 Psychology of Death and Dying (2 hrs)  
OCTH619 Programming III (6 hrs)  
SWRK550 Working with Aging People (3 hrs)  
*Additional applicable courses may be used in the elective area,  
with prior approval of the director of the program.*

Certificate Total ..... 18 hours

*Note:*

*\*Students may take one approved 400-level course toward the certificate if it is taken for graduate credit. (web site: [www.emich.edu/gerontology](http://www.emich.edu/gerontology))*

## **GRADUATE CERTIFICATE in Nonprofit Management (NPMG)**

See page 36 for Interdisciplinary program listings.

## **Undergraduate Courses for Graduate Credit**

These upper-division undergraduate courses may also be taken for graduate credit and applied on the department's certificate or degree programs. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree. See the undergraduate catalog for course descriptions.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Office of Graduate Studies and Research to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

GERT417 Work and Retirement (2 hrs)  
GERT488/489 Gerontology Practicum (2/3 hrs)  
SWRK413 Women and Aging (3 hrs)  
SWRK420 Working with Aging People (3 hrs)  
SWRK431 Substance Abuse (3 hrs)  
SWRK435 Group Work with Children and Families (3 hrs)  
SWRK460 The Law and Social Work with the Family (3 hrs)  
SWRK463 Social Work Practice with Legal Offenders (3 hrs)





# College of Technology

## Interim Dean

Morell D. Boone  
122 Sill Hall  
Phone: 734.487.1161

## Interim Associate Dean

Pauline W. Buchanan  
122 Sill Hall  
Phone: 734.487.1161

## Schools and Departments

- Technology Doctoral Program
- Engineering Technology
- Technology Studies
- Military Science and Leadership



## Mission Statement

The College of Technology offers a doctor of philosophy in technology, 10 master's degree programs with multiple concentrations and options, and four graduate certificates. Our students draw from a wide spectrum of curricula that feature both specialization and flexibility. Due to the ever-increasing numbers of nontraditional students pursuing graduate degrees in our programs, off-campus education and corporate sites, as well as personal instruction and distance-learning technologies, are prevalent in the College of Technology.

Graduate students in the School of Engineering Technology (SET) may pursue graduate certificates, or the master of science (M.S.) in construction management, CAE, engineering management, interior design, polymer technology or quality. Graduates of the construction management program are prepared for managing commercial and industrial projects. Emphasis in engineering management is directed toward those working or planning to work in manufacturing, while CAE is oriented toward designers or engineering designers. Graduates in the interior design program investigate the interactions of humans and the environment through the integration of theory, knowledge and technical skills. Graduate certification is available as an advanced graduate certificate in quality or in quality technology. Within SET, the master of science in polymer technology attracts chemists wishing to study and conduct research in coatings or to work in the manufacture of coatings. The Coatings Research Institute and the National Science Foundation Industry/University Cooperative Research Center in Coatings provide industry-sponsored research activities for graduate courses.

In the School of Technology Studies (STS), the master of science in career, technical and workforce education is designed for teachers in educational institutions, business and industrial settings, government agencies and other organizations. The master of science (M.S.) degrees in apparel, textiles and merchandising, and hotel and restaurant management are designed to provide a broad philosophy of the fields, with in-depth concentration in the subject-matter content areas. The master of science in technology studies is an interdisciplinary degree that focuses on the technical and sociocultural aspects of technology past, present and future. It is a flexible degree for working adults with a core set of courses and an opportunity to select from several areas of content concentrations. STS also offers a graduate certificate in information security that provides professionals with skills necessary to participate in a team-based information security or protection program.

While not a graduate degree program, the Department of Military Science and Leadership does, however, offer eligible graduate students a curriculum that permits entry into the active Army, Army National Guard or Army Reserves as commissioned officers. The Department of Military Science and Leadership prepares leaders of character who serve the common defense; are analytical, responsible and accountable; have a sense of community; act with physical and moral courage; and set priorities.

As with our undergraduate programs, the College of Technology emphasizes relevant, real-life, hands-on learning activities, a solid interdisciplinary foundation, close relationships with business and industry, teamwork and individual professional competence. Students are encouraged to be tomorrow's leaders by refining the knowledge and skills necessary to understand, adapt to, and influence change. The College of Technology's mission is to cultivate a learning community dedicated to education, research and public engagement, while committed to excellence in technology programs.

## Graduate Degrees and Certificate Programs

The college offers the following graduate degrees and certificate programs in the various disciplines of technology. Admission and degree requirements for each of the programs can be found in the departmental sections of this catalog.

College of Technology  
DOCTOR OF PHILOSOPHY in Technology

### School of Engineering Technology

MASTER OF SCIENCE in Construction Management  
MASTER OF SCIENCE in CAE  
MASTER OF SCIENCE in Engineering Management  
MASTER OF SCIENCE in Interior Design  
MASTER OF SCIENCE in Polymers and Coatings Technology  
MASTER OF SCIENCE in Quality Management  
GRADUATE CERTIFICATE in Quality  
ADVANCED GRADUATE CERTIFICATE in Quality

### School of Technology Studies

MASTER OF SCIENCE in Apparel, Textiles and Merchandising  
MASTER OF SCIENCE in Career, Technical and Workforce Education  
MASTER OF SCIENCE in Hotel and Restaurant Management  
MASTER OF SCIENCE in Technology Studies  
GRADUATE CERTIFICATE in Hotel and Restaurant Management  
GRADUATE CERTIFICATE in Information Security

The College of Technology also has four centers and institutes that interface with business, industry and governmental agencies to provide applied research and continuing education. These centers and institutes are:

#### The Center for Product Research and Development

The Center for Product Research and Development (CPRD) is dedicated to helping manufacturing and construction businesses grow. The CPRD assists innovators to develop concepts into products. The professional services, prototyping, manufacturing facilities and entrepreneurial ideas can add to success in the highly competitive marketplace.

The mission of CPRD is to provide a vital link between University activities and manufacturing and construction industries through applied research and education.

Through collaboration with the Michigan Small Business Development Center, the CPRD can assist companies and inventors in the development of a product as well as the assistance to establish a business and bring the product to market.

The CPRD's goals are to serve the workforce, product, innovators and manufacturing and construction industries.

#### The Center for Regional and National Security

The mission of the Center for Regional and National Security is to support citizenship security through excellence and innovation in teaching and research. The center was founded in 2003 with three service components, Information Assurance, Law Enforcement/School Safety and Homeland Security. While traditionally we have served the law enforcement and fire communities we have initiated new initiatives directed as business and industry.

**Information Assurance** combines the very successful graduate program in information security, computer forensics and cyber crime investigation. These concentrations combine a cohesive unit where individuals can study and research the problems of our country in areas of information warfare, cyber security, digital analysis and the emerging science of computer forensics. Business continuity is critical for today's e-commerce and sustainability.

**Law Enforcement and School Safety** unites the very successful School of Police Staff and Command, which has been delivered across the state to more than 1,500 law enforcement executive officers. The School of First Line Supervision addresses issues of leadership and communications for the first line supervisor. The component, school safety, builds upon successes in intervention strategies for school violence and the Team 8 Consortium where eight communities formed a coalition to address the gang violence, substance abuse and juvenile crime.

**Homeland Security** integrates the School of Fire Staff and Command with programs in incident command, first response to terrorist bombing, GIS, weapons of mass destruction, emergency management and hazardous materials. Joining this platform is the applied health care concentration in biological terrorism.

The Center for Regional and National Security is dedicated to providing solutions to some of the tough problems facing our nation in the information security, law enforcement, fire management and our regional and national response to homeland security.

#### The Coatings Research Institute (CRI)

The CRI's two-fold mission is to be a leading academic organization that develops relevant scientific knowledge for understanding and for expanding the science and technology of paints, coatings, inks, adhesives and related nano-based materials. Consequences of the mission statement will be to enlarge the pool of scientists and technologists proficient in coatings and allied industry personnel. Our research activities, our support of undergraduate, graduate and postdoctoral candidate students, and our collaborations with government, industry and other educational institutions are consistent with the mission of the College of Technology and the mission of the University.

CRI is dedicated to providing solutions to some of the tough problems facing the coatings industry such as reducing VOCs in paint and coatings. The institute's goals include the following:

- Synthesize new types of polymers and emulsions of potential value to coatings research,
- Improve and advance polymer and coatings characterization, analysis and test methods,
- Expand the knowledge base of coatings and technology through research on chemical and physical phenomena involved in paints and coatings,
- Provide an increased pool of well-trained coatings professionals to the coatings industry and provide continuing education opportunities to coatings industry personnel through relevant polymer and coatings technology short courses.

#### The Textile Research and Training Institute

The Textiles Research and Training Institute (TRTI) mission is to be a leading research and academic organization that provides relevant and creative research in the area of "applied textiles" that match across multidisciplines and industries. The TRTI will provide a variety of educational training programs for industries that use textiles for various applications.

#### TRTI Laboratories

Our computer labs are housed in Roosevelt Hall on the main campus of Eastern Michigan University in Ypsilanti. All software is state-of-the-art and currently being utilized in the active furniture and apparel industries.

Software includes: 2-D pattern design software, pattern grading, marking and nesting systems for optimal fabric utilization, CNC industrial cutter, CutWorks software, product data management software for costing and manufacturing specialty sheets, merchandising and CAD package.

The dyeing and weaving Lab is located in Sherzer Hall on the main campus of Eastern Michigan University.

The lab includes: Looms, dyeing and finishing, physical testing laboratory, tensile testing of yarns and fabrics, abrasion test, wrinkle recovery, fabric flammability, color fastness to crocking, and near infrared analysis.

#### TRTI Typical Research and Training Projects

Some of our recent projects include the following:

- Anti-bacterial/protective fabrics, "Smart Fabric" involving sensors within the fabric
- Environmentally friendly, polymer textiles "Green Textiles"
- Protective garments for security purposes i.e., bullet-proof vests, contract digitizing
- 2-D digitizing via the Gerber AcuuMark® system for overwork or pattern development
- Industrial cutting services, high speed, single-ply cutting on a DCS2500 Cutter® with CutWorks® software
- Pattern development, prototyping services, training on Gerber platform software are also offered.

# DOCTOR OF PHILOSOPHY in Technology (PHD-TC)

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Eastern Michigan University's doctor of philosophy in technology program is intended to provide students with an advanced program of study with a strong focus on the research aspects of technology related fields. Course content is interdisciplinary. This program prepares graduates for positions of increased responsibility in a variety of settings, such as faculty careers in either education, high-level management positions in industry and government, and policy analysis and research occupations. Areas of specialization include: engineering management, information security, interior design, polymers and coatings, quality, society and technology, technology and education, and textiles. Classes are available on-campus and/or online. Many students have professional experience in business, industry, education, or the military; they bring high expectations and standards into our classes. Working students may enroll part-time.

## Admission Requirements

Admission to the program is based on the following criteria:

1. Academic ability as measured by verbal, quantitative and written scores on the GRE.
2. Achievement in undergraduate or graduate work, in a field relevant to technology. Admission requires a recommended minimum of a 3.0 on a 4.0 scale undergraduate GPA. Successful applications will usually have been awarded a master's degree in a related field.
3. Academic background in a technology area. Applicants must have completed a minimum of 30 semester hours in a technology area including a course in statistics. A master's degree in a related field may be used to satisfy this requirement. See below for details on admission options.
4. Fit between applicant and faculty scholarly activity and technology specialization. A personal statement is requested describing the applicant's professional and academic goals. We will be particularly interested in students who have academic interests similar to those of our faculty.
5. Personal qualities that predict success in graduate study and in professional placement after graduation. To evaluate these, each applicant must submit three letters of recommendation.

## Admission Procedures

The following materials should be submitted to the EMU Office of Admissions:

1. Graduate Admission Application form, application fee and current résumé.
2. Official or true attested college transcripts of all undergraduate and graduate classes.
3. Official written, verbal, and quantitative GRE scores must be sent to the Office of Admissions. An applicant's scores on the GRE must be less than three years old. Students with GRE results older than three years are required to the GRE again.
4. If applicable, submit evidence of English language proficiency as demonstrated by official test scored on the TOEFL, TWE or MELAB to the Office of Admissions.
5. Three letters of recommendation from professors and/or work supervisors who can assess the ability of the applicant to successfully complete research and academic requirements of a doctoral program.
6. Autobiographical statement on personal goals focusing on the intent and reasons for pursuing the Ph.D. in technology, including intended area of technology specialization.
7. Current resume. Preference given to applicants with documented work experience related to educational goals.

## Admission Process

1. Application materials must be received by Jan. 15 for the following fall semester. All materials must be received by Jan. 15 so that they may be reviewed by the Ph.D. Admissions Committee.
2. Admissions are made after Jan. 15 for the fall semester.
3. Those candidates who have presented the greatest evidence of potential for success in the program will be selected and notified of their admission by the program director.
4. Decisions for financial aid, usually in the form of a fellowship or graduate assistantship, will be made at the time of admission.

All admission materials must be received by Jan. 15. Decisions are based on the College of Technology Ph.D. Admission Committee's recommendation on an applicant's probability of success on completing all degree requirements. All decisions by the Ph.D. Admission Committee regarding admissions are final. However, a student may reapply the following year or later.

Students may be admitted to the program utilizing one of two admission categories. Option A provides for **full admission** and is granted to students who hold a master's degree (or equivalent credits). Option B provides for **conditional admission** where the student has either a bachelor's degree only or graduate credits with a master's degree. Preference will be given to students holding a master's degree.

### Option A: Master's degree (full admission)

Students must meet one of the following requirements:

1. Master's degree from any EMU College of Technology program; or
2. Master's degree program with an EMU-COT equivalent; or
3. Master's degree from any regionally accredited institution. However, one of the applicant's degrees (bachelor's or master's) must be in a technology-related area. In this event, the applicant must demonstrate the equivalent knowledge and understanding as it relates to the mission of the college. To meet this requirement, a student may have to take either undergraduate or graduate coursework as a part of their planned program as deficiency credits in their program of study.

### Option B: Bachelor's degree only or graduate credits that meet one of the following requirements: (conditional admission)

1. Undergraduate degree in a technology field from a regionally accredited institution
2. Undergraduate degree and graduate credits from any College of Technology master's degree program from a regionally accredited institution; or
3. Undergraduate degree and graduate credits from any master's degree program with an EMU-COT equivalent; or
4. Undergraduate degree and graduate credits from any master's degree program from a regionally accredited institution or with graduate credits in any field. However, the applicant must demonstrate the equivalent knowledge and understanding of technology as it relates to the mission of the college. To meet this requirement, a student may have to take either undergraduate or graduate additional course work as a part of their planned program as deficiency credits.

A review will be done for students who have less than a master's degree once they complete 30 graduate credits in their planned program and meet all the requirements necessary to be awarded a College of Technology master's degree.

Eastern Michigan University and the College of Technology reserve the right to change any statement in this program concerning, but not limited to, rules, policies, tuition, fees, curricula and courses at any time.

### Program Requirements

The doctoral program requires the completion of a minimum of 59 graduate credit hours of study, postmaster's degree completion.

Its 59 credit component parts are:

1. Technology core courses that provide a common knowledge base for all students;
2. Technology specialization courses that enhance technical experience and promote technology literacy supporting the area of the student's doctoral research;

3. Cognate courses shaped around individual interests;
4. Research skills across a variety of settings;
5. Scholarly research study, original work as performed by the student; and
6. Dissertation

### Graduate Assistantships

Students may be eligible for a graduate assistantship while they are enrolled in the program full-time, where full-time is defined as enrolled in a minimum of eight credits. If awarded, a student will be assigned to a faculty member in his or her area of research interest. He or she will spend 15 to 20 hours per week with their faculty adviser, assisting with research and teaching activities. Graduate assistants may be asked to assist with class preparations, as well as assist in data collection, preparation and analysis. Faculty members will serve as mentors to their students, training and guiding them in developing their own research plans for dissertation work. Students may request specific faculty persons as mentors, and may request a change in mentor as they matriculate through the program. Every effort will be made to accommodate student requests within reason. Graduate assistantships include tuition waiver and stipend.

### Graduate/Doctoral Fellowships

Graduate/doctoral fellowships will be available to highly qualified students who have full admission to the doctoral program. The graduate fellowship is a distinction of honor awarded to selected graduate students based on academic merit. Fellowships are available for full-time students, and both new and continuing doctoral students are eligible. Fellows must enroll in and complete at least eight hours of graduate-level course work in each of the terms of the award.

Fellows must have a minimum 3.6 cumulative master's-level GPA to receive consideration. Doctoral students who have already begun their programs must have a minimum 3.6 cumulative doctoral GPA to receive consideration for fellowships.

Doctoral fellows responsibilities may include, but are not limited to the following:

- Provide research assistance to faculty;
- Participate in research, sponsored or unsponsored, at the level of a research investigator;
- Teach two College of Technology courses in an area in which they are qualified;
- Assist in the maintenance of the college and/or a department or program's web site(s);
- Assist in the development and operation of seminars and symposia for the college;
- Perform tasks and duties normally associated with the honor of a fellowship.

The stipends and related benefits will be in accordance with those currently in effect for graduate assistants and doctoral fellows.

### Examinations

The College of Technology doctoral program requires students to demonstrate their competence in the general area of technology as well as one specific area that relates to their thesis research. This competency will be demonstrated by two required examinations. The first exam (Qualifying), a written exam, is to be taken at the end of the first full year of study. The second (candidacy), mainly oral but with a written component, is to be taken at the end of the second full year of study.

Qualifying exams — All students will take part A of the written qualifying exam. The exam will include questions from material in their core coursework. Part B of the exam will be administered when students have completed their course work. The exam will consist of both essay questions regarding the fundamentals of technology as a field of study as data analysis problems.

Candidacy exams — After the student has completed the majority of the doctoral course work, except for dissertation research, they are required to complete a comprehensive candidacy exam. The purpose of this examination is to determine the student's mastery of the concepts, literature base and research and knowledge of problems and issues in the major field (technology) and their specialization area. The student is expected to provide written evidence of the ability to analyze and synthesize information, integrate learning into a meaningful whole and draw appropriate conclusions. The members should be from COT and familiar with the student's



area of study. A fourth member of the committee should be a faculty member outside COT, who represents the graduate school, but someone who is familiar with the student's area of research. The outside member will be picked in conjunction with the graduate school.

Failure of either of these exams will cause a student's performance in the program to be reviewed by the examination committee in consultation with the Doctoral Operations Committee. The committee will then recommend that either the student be dismissed from the doctoral program, be permitted to withdraw from the doctoral program or allowed to retake the examination (either partially or totally) after a remediation plan has been developed and implemented. Re-examination may not take place until at least three months have elapsed, but must occur within one calendar year. The results of the second examination are final.

Doctoral defense — After a student has completed all course work requirements and doctoral research they will present their dissertation research to their doctoral committee. The student must give the committee a minimum of two weeks to read the final copy of the dissertation. After the committee has read the dissertation, the student will present their work to the committee, faculty and guests. At the end of the presentation, the committee will ask questions of the student to either clarify the research or to ensure that the student understands the background, results, and ramifications of the research. At the end of the presentation the committee will ask the audience and the student to leave so that they may deliberate on the results of the defense. They may recommend that the student pass with minimal corrections to the dissertation, with major corrections or in rare cases, ask the student to redo significant portions of the research.

**Core courses.....9 hours**

- COT700 Introduction to the Interdisciplinary Study of Technology (3 hrs)
- COT704 Legal and Policy Aspects of New Technologies (3 hrs)
- COT705 Technology Design, Development and Transfer (3 hrs)

**College of Technology Doctoral Level Electives.....3 hours**

*Choose at least three credit hours from the following electives:*

- COT701 Technology Trends and Issues (2 hrs)
- COT702 Planning for Technological Change (3 hrs)
- COT715 Implementing and Managing Technological Change (3 hrs)
- COT780 Technology Impact Assessment (3 hrs)

**Technology Specialization ..... 15 hours**

Students are required to take at least 15 credits of graduate credit related to their area of specialization. Specific course requirements are determined in consultation with a College of Technology doctoral adviser or the doctoral program director.

**Cognate Courses .....6 hours**

This is a planned program of coursework beyond the core and technical specialization that contributes to the student's intellectual and professional development. Cognate courses should together constitute a unified experience in particular subject or discipline areas. Specific 600- and 700-level courses are selected in consultation with the doctoral adviser and a committee member who represents the cognate area. The cognate courses must be taken outside of the College of Technology. Examples of cognate areas are business, statistics, management, information systems, public policy/administration, education, etc.

**Research Skills..... 11 hours**

Research design and methodology courses provide advanced skills to assist students to prepare for and complete the dissertation. It is expected that incoming students will have a level of statistical competence equivalent to that gained in QUAL647. Credits earned at the master's degree level may reduce the total number of credits required for graduation.

- COT710 Introductory Research Design and Applied Statistics in Technology (3 hrs)
- COT711 Advanced Research Design and Applied Studies in Technology (3 hrs)
- COT712 Qualitative Research Methods and Design in Technology (2 hrs)
- COT895 Dissertation Research and Design Seminar (3 hrs)

**Dissertation Research..... 15 hours**

A student may only enroll for doctoral research after reaching candidacy status. Students must enroll in research that results in the writing, defense and presentation of the dissertation.

COT896/897/898/899 Dissertation Research (1/2/4/8 hrs)

Additional hours of restricted electives, internship, special topics and independent study courses are available at the doctoral level.

**Restricted Electives**

To be determined.

**Internship**

COT786/787/788/789 Internship in Technology (1/2/3/4 hrs)

**Special Topics**

COT779/780/781 Special Topics (1/2/3 hrs)

**Independent Study**

COT797/798/799 Independent Study (1/2/3 hrs)

**Program Total ..... 59 hours**

# School of Engineering Technology

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See pages 187, 190, 212, 228, 237, 245 and 253 for course descriptions.

The School of Engineering Technology (SET) offers master of science (M.S.) degrees in the following areas: CAE, construction management, engineering management, interior design, quality and polymers and coatings.

The CAE program is oriented to designers and engineering analysts. The construction management program is for individuals with the aspiration of managing commercial and industrial projects. The engineering management program is intended for those desiring to manage engineering projects or programs. The students in the interior design program develop creative and critical problem solving skills, in order to conceive and formulate interior environments that meet human needs and fulfill human aspirations. Graduates from the polymers and coatings technology program will find employment in research and development laboratories of companies. The quality program has options for those employed in the industrial or service sectors. Graduate certificates and advanced graduate certificates are also available in quality.

To meet the needs of the busy professional, selected classes and programs are available in the evening, on campus, at various off-campus sites and over the Internet. Students may enroll in these offerings through Continuing Education and need not be admitted to a degree program in order to do so. Those wishing to apply such courses toward a degree must obtain degree admission within a year. Contact the appropriate graduate admissions adviser for further information.

**Admission Requirements**

Applicants must:

1. Meet degree admission requirements of the Office of Graduate Studies and Research;
2. Obtain a baccalaureate from an accredited institution;



3. Have an undergraduate GPA of at least 2.5;
4. Meet program prerequisite skill requirements; and
5. In the case of international students, meet graduate school test score requirements on the TOEFL and TWE, or the MELAB. See the Admissions web site for minimum scores.

#### Conditional Admissions

Conditional admissions may be granted to otherwise qualified students who lack prerequisite courses or are currently in the last semester of their undergraduate degree program.

#### Non-degree Admissions

This may be granted to students who earned an undergraduate GPA less than 2.5 or who have graduated from a non-accredited institution. Such students may seek degree admission after completing nine to 12 hours of graduate-level work specified by the department, with a 3.0 GPA.

Students with a bachelor's degree may enroll in graduate courses through continuing education prior to degree admission. The appropriate graduate coordinator can provide a list of courses offered through continuing education.

#### Degree Requirements

1. At least 30 hours of graduate credit applicable to the program;
2. At least 16 hours with a 3.0 GPA (B) in School of Engineering Technology;
3. A 3.0 GPA (B), overall;
4. Selection of concentration in construction, CAE, engineering management or quality; and
5. The recommendation of the program adviser and the Office of Graduate Studies and Research.

## MASTER OF SCIENCE in CAE (CAE)

#### Course Requirements

The M.S. program in CAE requires the completion of 30-34 hours of course work to be distributed among required core courses and University elective courses.

#### Option I: Thesis Track..... 31 hours

##### Core courses..... 21 hours

- CAE503 Advanced CNC and Robotics (2 hrs)
- CAE535 Computer Aided Engineering (2 hrs)
- CAE537 Advanced Mechanics of Materials (2 hrs)
- CAE565 Mechanical System Design (2 hrs)
- CAE585 Advanced Finite Element Analysis (2 hrs)
- CAE650 Computer-Aided Manufacturing (2 hrs)
- CAE675 CAE Capstone (2 hrs)
- EM636 Analysis of Manufacturing Processes (3 hrs)
- QUAL553 Geometric and Surface Texture Tolerancing (2 hrs)
- QUAL647 Research Methods (2 hrs)

##### Restricted Elective Courses..... 4 hours

*Two courses from the following selected in consultation with the graduate adviser:*

- CAE527 Engineering Software Development (2 hrs)
- CAE545 Engineering Simulation (2 hrs)
- CAE567 Plastics, Materials and Processes (2 hrs)
- CAE575 Advanced Engineering Dynamics (2 hrs)
- CAE625 Plastics Mold Design and Manufacturing (2 hrs)
- EM649 Manufacturing Process Planning (3 hrs)
- QUAL556 Human Aspects of Continuous Improvement (2 hrs)

##### Thesis..... 6 hours

*Six hours from the following:*

- CAE690/691/692 Thesis (4-6 hrs)

#### Program Total..... 31 hours

#### Option II: Non-Thesis Track..... 36 hours

##### Core courses..... 26 hours

- CAE503 Advanced CNC and Robotics (2 hrs)
- CAE535 Computer Aided Engineering (2 hrs)
- CAE537 Advanced Mechanics of Materials (2 hrs)
- CAE565 Mechanical System Design (2 hrs)
- CAE585 Advanced Finite Element Analysis (2 hrs)
- CAE650 Computer-Aided Manufacturing (2 hrs)
- CAE675 CAE Capstone (2 hrs)
- EM636 Analysis of Manufacturing Processes (3 hrs)
- EM649 Manufacturing Process Planning (3 hrs)
- QUAL553 Geometric and Surface Texture Tolerancing (2 hrs)
- QUAL556 Human Aspects of Continuous Improvement (2 hrs)
- QUAL647 Research Methods (2 hrs)

##### Restricted Elective Courses..... 10 hours

- CAE527 Engineering Software Development (2 hrs)
- CAE545 Engineering Simulation (2 hrs)
- CAE567 Plastics, Materials and Processes (2 hrs)
- CAE575 Advanced Engineering Dynamics (2 hrs)
- CAE625 Plastics Mold Design and Manufacturing (2 hrs)

#### Program Total..... 36 hours

## MASTER OF SCIENCE in Construction Management (CM)

#### Course Requirements

The M.S. program in construction management requires the completion of 30 hours of course work to be distributed among required core courses and University elective courses.

#### Core courses..... 14 hours

- CNST501 Project Estimating (2 hrs)
- CNST502 Project Scheduling (2 hrs)
- CNST504 Project Management (2 hrs)
- CNST616 Analysis of Commercial Structures (3 hrs)
- CNST624 Project Productivity and Cost Control (3 hrs)
- CNST626 Construction Processes (2 hrs)

#### Elective Courses..... 4-8 hours

*Four to eight hours from the following:*

- CNST503 Construction Delays and Claims (2 hrs)
- CNST590/591/592 Special Topics (1/2/3 hrs)
- CNST597/598/599 Independent Study (1/2/3 hrs)
- CNST645 Occupational Safety and Health (2 hrs)
- CNST648 Principles of Construction Technology (2 hrs)
- CNST679/680/681 Special Topics (1/2/3 hrs)
- CNST682/683/684/685 Workshop (1/2/3 hrs)
- CNST689 Industrial Internship (2 hrs)
- CNST690/691/692 Development Project/Thesis (1/2/3 hrs)
- CNST693/694/695 Seminar (1/2/3 hrs)
- CNST697/698/699 Independent Study (1/2/3 hrs)

#### Cognate Courses..... 8-12 hours

*500- and 600-level nonconstruction management graduate courses, with adviser approval.*

#### Program Total..... 30 hours

#### Prerequisite Skills (dependent on student's admission status)

- CNST201 Construction Systems (3 hrs)
- CNST229 Analysis of Commercial Prints (3 hrs)
- CNST302 Contract Documents, Regulations and Specifications (3 hrs)
- CNST304 Construction Estimating and Bidding (3 hrs)
- CNST361 Planning and Scheduling (3 hrs)
- CNST403 Production Control (2 hrs)
- CNST406 Construction Law (2 hrs)
- CNST450 Fundamentals of Construction Project Management (3 hrs)

## MASTER OF SCIENCE in Engineering Management (EGMT)

The M.S. in engineering management is appropriate for a wide range of industrial and/or technically focused individuals who may have previously pursued a four-year degree in technology, business, engineering or science. It meets the needs of technical professionals who are looking for both an advanced degree and appropriate preparation for their natural progression into management-level positions. It also meets the needs of professionals who are on a technical, rather than managerial career track, as it will help them to be more effective in solving problems and managing the integration of their technically focused jobs with others in team-based projects. Our program particularly fits the needs of busy professionals who are working in business, industry, and the military — who may be located anywhere in the world — by being available completely online, as well as on the EMU campus.

The EM program focuses on management of: (a) technology and intellectual property; (b) research and development; (c) engineering and technical projects; (d) design and manufacturing; (e) people, resources and organizations; and (f) lean enterprise systems. Knowledge in these areas help the technical specialists to do their current job better, and provides solid preparation and an advanced degree for future promotion to management.

In addition to earning an advanced degree, many of our EMU students attain professional certification in one or more specialty areas of engineering and management. The program offers focused courses that help students (with appropriate experience and credentials) attain several internationally-recognized professional certifications. These certifications include: (a) SME's Certified Engineering Manager (CEM), Certified Enterprise Integrator (CEI), Certified Manufacturing Technologist (CMfgT), and Certified Manufacturing Engineer (CMfgE).

The program has three options:

1. the 36-credit graduate capstone project option;
2. the 36-credit thesis option; and
3. the 39-credit coursework-only option.

To meet the needs of the busy professional, the program is available entirely online at [www.emuonline.edu](http://www.emuonline.edu). Classes are offered live, online and in full-semester and accelerated half-semester formats. Also, out-of-state online students pay lower in-state tuition rates!

### Admission Requirements

#### Full Admission

Applicants must:

1. Meet degree admission requirements of the Office of Graduate Studies and Research.
2. Have an undergraduate GPA of at least 2.5.
3. Have a technical- or industrial-related undergraduate degree, i.e., science, engineering, technology or business.
4. International students must meet University and program TOEFL requirements before being accepted into the program. See the admissions web site at [www.emich.edu/admissions](http://www.emich.edu/admissions) for specific minimum TOEFL score requirements.

Demand for the program is very high. Admission is competitive, with top applicants selected upon periodic review of the pool of applicants submitted to EMU.

#### Pre-Admission

Students with a bachelor's degree may enroll in a limited number of graduate courses through Continuing Education prior to degree admission.

#### Conditional Admission

Conditional admission status may be granted in special cases, such as to students who are currently in the last year of their undergraduate degree program.

#### Nondegree Admission

Nondegree admission status may be granted to students who have graduated from a nonaccredited institution, or who may have earned an undergraduate GPA of less than 2.5. Such students may seek degree admission after completing nine hours of graduate level work, as specified by the department, with a 3.0 GPA.

### Course Requirements

As shown below, there are three options for completing the M.S. in Engineering Management program: a research-based capstone development project option (36 hours), a thesis option (36 hours) or a coursework-only option (39 hours).

EM505 Managing Engineering and Technology (3 hrs)  
EM509 Engineering Project Management (3 hrs)  
EM570 Patents and Engineering Law (3 hrs)  
EM580 Engineering and Enterprise Integration (3 hrs)  
EM649 Manufacturing Process Planning (3 hrs)  
EM670 Design for Manufacturing (3 hrs)  
EM695 Seminar (3 hrs)  
QUAL556 Human Aspects of Continuous Improvement (2 hrs)  
QUAL647 Research Methods (2 hrs)

*One course from the following:*

EM511 Fundamentals of Manufacturing (3 hrs)  
EM636 Analysis of Manufacturing Processes (3 hrs)

*Select from either Option I, Option II or Option III:*

**Option I: Development Project ..... 8 hours**

EM690 Development Project (1 hr)

EM692 Development Project (3 hrs)

*Two courses from the following:*

QUAL546 Total Quality Management (2 hrs)

QUAL557 Customer Satisfaction (2 hrs)

QUAL558/EM558 Lean Production (2 hrs)

**Option II: Thesis ..... 8 hrs**

EM690 Thesis (1 hr)

EM691 Thesis (2 hrs)

EM692 Thesis (3 hrs)

*One course from the following:*

QUAL546 Total Quality Management (2 hrs)

QUAL557 Customer Satisfaction (2 hrs)

QUAL558/EM558 Lean Production (3 hrs)

**Option III: Coursework-only option ..... 12 hours**

QUAL546 Total Quality Management (2 hrs)

QUAL557 Customer Satisfaction (2 hrs)

QUAL558/EM558 Lean Production (3 hrs)

Five hours of elective courses chosen in consultation with a graduate adviser.

**Program Total ..... 36-39 hours**

## MASTER OF SCIENCE in Interior Design (IDE)

The interior design program provides opportunities for students to develop the conceptual understanding, analytical and research skills, and technological competence required for advanced study or design practice. Whereas the undergraduate degree is generalist in character, facilitating development of entry-level expertise in many design domains, the masters degree is specialist in character, enabling the graduate to develop expertise in a particular domain (e.g., healthcare, residential, restaurant, office, retail, etc.). Students work with their adviser to plan a program of study that uses their undergraduate course work and professional practice as a foundation for development of expertise in a design domain of interest to an individual student.

#### Admission Requirements

Applicants must:

1. Meet the EMU Office of Graduate Studies and Research admission requirements;

2. Have a 2.75 or better undergraduate GPA;
3. Have earned a bachelor's of art or bachelor's of science in interior design degree or equivalent from an accredited institution;
4. Submit a one-page statement indicating personal goals for graduate study in interior design;
5. Receive the recommendation of the interior design graduate program director;
6. In case of international students, meet the Office of Graduate Studies and Research score requirements on the TOEFL or MELAB and achieve a TWE score of 5.0. See EMU Admissions web site for minimum scores.
7. With permission of the Interior Design Graduate Program, students who do not hold a B.A. or B.S. degree in interior design may earn the master's of science in interior design as the first professional degree by successfully completing identified undergraduate deficiencies and graduate program requirements. An individualized program of study identifying required undergraduate and graduate courses is developed for each student prior to first semester enrollment, completion of these deficiencies is a requirement for graduation.

### Course Requirements

The master's degree in interior design requires the completion of 30 hours of graduate coursework divided into required courses, supporting interior design courses, cognate courses and thesis courses.

#### Required Courses ..... 6 hours

- IDE501 Problems in Interior Design (2 hrs)
- IDE508 Universal and Barrier-Free Design (2 hrs)
- IDE601 Interior Design Research Methods (2 hrs)

#### Supporting Courses ..... 10-18 hours

Ten to 18 hours from the following:

- IDE502 Facility Programming and Post-occupancy Evaluation (2 hrs)
- IDE503 Physical Environments for Aging (2 hrs)
- IDE504 Computer-Aided Design for Interiors (2 hrs)
- IDE505 Advanced Lighting Design (2 hrs)
- IDE520 Development of Educational Programs (2 hrs)
- IDE603 History of Furniture and Contemporary Trends (2 hrs)
- IDE604 American Interiors (2 hrs)
- IDE607 Colloquium (2 hrs)
- IDE590/591/592 Special Topics (1/2/3 hrs)
- IDE597/598/599 Independent Study (1/2/3 hrs)
- IDE679/680/681 Special Topics (1/2/3 hrs)
- IDE683 Workshop (2 hrs)
- IDE686/687/688/689 Practicum (1/2/3/4 hrs)
- IDE697/698/699 Independent Study (1/2/3 hrs)

#### Cognate Courses (courses taken outside the department)...2-10 hours

##### Required Course

- EDPS621 Statistical Application of Educational Research (2 hrs)

##### Supporting Courses

*Additional courses selected in consultation with the graduate adviser*

##### Deficiencies

*Courses determined in consultation with program adviser and completed prior to placement on planned program. Not counted in semester hours for master's degree but are instead additional hours required for academic course deficiencies.*

#### Culminating Experience..... 6 hours

- IDE691/692/690 Thesis I, II, III (2/3/1 hrs)

#### Program Total ..... 30 hours

## MASTER OF SCIENCE in Polymers and Coatings Technology (PLT)

This program prepares chemists for employment in the coatings industry or for further study at the doctoral level. Applicants must have an ACS-approved chemistry degree or equivalent. This interdisciplinary program utilizes courses from various departments. A committee composed of faculty from chemistry and the polymers and coatings program functions as the graduate committee for the program.

### Admission Requirements

Applicants must:

1. Meet degree admission requirements of the Office of Graduate Studies and Research;
2. Possess a baccalaureate in chemistry (minimum 24 hours in chemistry);
3. Have had one year of physical chemistry;
4. Have had one year of organic chemistry; and
5. Have had an instrumentation class.

*Note:*

*Exceptions can be made for students who pass approved undergraduate course(s) at Eastern Michigan University.*

### Course Requirements

The M.S. program in polymer technology requires the completion of 30 to 34 hours of course work to be distributed among required core courses, concentration courses and capstone experience courses.

#### Core Courses ..... 12 hours

*Twelve hours from the following:*

- CHEM562 Statistical Mechanics and Chemical Kinetics (2 hrs)
- CHEM572 Spectrometric Organic Structure Determination (4 hrs)
- CHEM610 Information Retrieval in Chemistry (1 hr)
- CHEM665 Physical Chemistry of Polymers (2 hrs)
- CHEM675 Advanced Organic Polymer Chemistry (3 hrs)
- PC543 Advanced Polymer Synthesis for Coating Technology (2 hrs)
- PC544 Waterborne Coatings (2 hrs)
- PC574 Crosslinking Technology for Coatings (2 hrs)
- PC650 Powder Coatings (2 hrs)
- PC652 Durability and Performance of Coatings (3 hrs)

#### Concentration courses ..... 12 hours

*Select from either option I or option II:*

##### Option I: Coatings Concentration

- ‡PC400/401 Polymers and Coatings Technology I with lab (6 hrs)
- ‡PC402 Polymers and Coatings Technology II (3 hrs)
- PC503 Advanced Polymers and Coatings Lab (3 hrs)

##### Option II: Management Concentration

- MGMT604 Strategic Communication and Ethical Decision Making (3 hrs)
- MGMT605 Organizational Theory (3 hrs)
- MGMT609 Human Resources Management (3 hrs)
- TM555 Technology and Organization (3 hrs)

#### Capstone experience courses ..... 0-6 hours

*Select up to six hours from special topics or other graduate courses or from other courses with adviser approval.*

- PC591 Special Topics in Coating (2 hrs)
- PC592 Special Topics in Coating (3 hrs)
- QUAL551 Design of Experiments (2 hrs)
- PC570 Coating Evaluation and Testing (2 hrs)

#### Research or Independent Studies ..... 4-6 hours

*‡Select from either option I or option II:*

##### Option I

- PC697 Independent Studies (1 hr)
- PC698 Independent Studies (2 hrs)
- PC699 Independent Studies (3 hrs)

Option II

- PC690 Thesis (1 hr)
- PC691 Thesis (2 hrs)
- PC692 Thesis (3 hrs)

Program Total..... 30-34 hours

Note:

†A non-thesis option may be elected by students from industry on the recommendation of the graduate advisory committee.

‡Students who have taken the 400-level courses in their undergraduate studies may choose option B or select courses from core concentration or capstone experience.

## MASTER OF SCIENCE in Quality Management (QUAL)

### Admission Requirements

Applicants must:

1. Meet admission requirements of the Office of Graduate Studies and Research;
2. Possess a baccalaureate (master's degree or advanced certificate);
3. Possess a minimum undergraduate GPA of 2.5;
4. Meet program prerequisite skill requirements; and
5. In the case of international students, meet the Office of Graduate Studies and Research test score requirements on the TOEFL and TWE or MELAB. See the Admissions web site for minimum scores.

### Course Requirements

The M.S. program in quality management requires the completion of 30 hours of course work to be distributed among required core courses and adviser approved quality specialization courses.

Core Courses ..... 10 hours

- QUAL546 Total Quality Management (2 hrs)
- QUAL548 Tools for Continuous Improvement (2 hrs)\*
- QUAL551 Design of Experiments (2 hrs)
- QUAL552 Quality Planning (2 hrs)
- QUAL559 Cost of Quality (2 hrs)

\*Appropriate for those students who have never taken basic statistics and/or statistical process control (SPC)

Quality Specialization ..... 12-14 hours\*

- QUAL549 Problem Solving for Quality Improvement (2 hrs)
- QUAL550 Advanced Statistical Process Control (2 hrs)
- QUAL553 Geometric and Surface Texture Tolerancing (2 hrs)
- QUAL554 Reliability, Maintainability and Product Safety (2 hrs)
- QUAL555 Quality Auditing (2 hrs)
- QUAL556 Human Factors in Continuous Improvement (2 hrs)
- QUAL557 Measuring Customer Satisfaction (2 hrs)
- QUAL558/EM558 Lean Production (3 hrs)
- QUAL651 Advanced Design of Experiments (2 hrs)
- QUAL652 Multivariate Data Analysis (2 hrs)
- QUAL655 Technical Six Sigma (2 hrs)

\*Elective courses subject to approval by your program adviser.

\*Up to six hours of applicable graduate course credits may be transferred from other accredited graduate programs or institutions.

Capstone ..... 6-8 hours

- QUAL647 Research Methods (2 hrs)\*
- QUAL690 Development Project/thesis (1 hr)\*\*
- QUAL691 Development Project/thesis (2 hrs)\*\*
- QUAL692 Development Project/thesis (3 hrs)\*\*

\*Required for all students

\*\*QUAL690 and QUAL692 are required for a project; two sections of QUAL692 are required for a thesis.

Program Total..... 30 hours

## GRADUATE /ADVANCED GRADUATE CERTIFICATE in Quality Management (QTC)

The department offers graduate certificates in quality for those who desire to obtain advanced skills in the quality field without obtaining a master's degree. The advanced graduate certificate is awarded to those possessing a master's degree at the beginning of the advanced graduate certificate program.

### Admission Requirements

Applicants must:

1. Meet admission requirements of the Office of Graduate Studies and Research;
2. Possess a baccalaureate (master's degree or advanced certificate);
3. Possess a minimum undergraduate GPA of 2.5;
4. Meet program prerequisite skill requirements; and
5. In the case of international students, meet the Office of Graduate Studies and Research test score requirements on the TOEFL and TWE, or MELAB. See the Admissions web site for minimum scores.

### Certificate Requirements

This certificate requires 18 hours of course work as follows:

Required Core Courses ..... 10 hours

- QUAL546 Total Quality Management (2 hrs)
- QUAL548 Tools for Continuous Improvement (2 hrs)
- QUAL551 Design of Experiments (2 hrs)
- QUAL552 Quality Planning (2 hrs)
- QUAL559 Cost of Quality (2 hrs)

Required Quality Specialization..... 8 hours

\*Eight hours from the following:

- QUAL549 Problem Solving for Quality Improvement (2 hrs)
- QUAL550 Advanced Statistical Process Control (2 hrs)
- QUAL553 Geometric and Surface Texture Tolerancing (2 hrs)
- QUAL554 Reliability, Maintainability, and Product Safety (2 hrs)
- QUAL555 Quality Auditing (2 hrs)
- QUAL556 Human Factors in Continuous Improvement (2 hrs)
- QUAL557 Measuring Customer Satisfaction (2 hrs)
- QUAL558/EM558 Lean Production (3 hrs)
- QUAL591 Technical Six Sigma (2 hrs)
- QUAL651 Advanced Design of Experiments (2 hrs)
- QUAL652 Multivariate Data Analysis (2 hrs)

Program Total ..... 18 hours

Note:

\* Course selection subject to approval by your program adviser.

## School of Technology Studies

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Interim Director: John E. Boyles  
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See pages 184, 190, 201, 226, 227, 232, 243, 250, 266, 267 and 270 for course descriptions.



The School of Technology Studies offers programs leading to the master of science degrees in apparel, textiles and merchandising; career, technical and workforce education; and hotel and restaurant management. Also, it offers programs leading to and the master of science in technology studies and a graduate certificate in information security.

## MASTER OF SCIENCE in Apparel, Textiles and Merchandising (ATM)

### Objectives

The objective of the program is to provide the conceptual understanding and analytical and research skills needed for advanced study or professional practice. Each concentration offers an opportunity for the student and the adviser to create a program that reflects individual career and study goals.

### Required Department Courses.....8 hours

- ATM625 The Fashion Field (2 hrs)
- ATM634 Consumer Problems in Clothing and Textiles (2 hrs)
- ATM644 Recent Developments in Textiles and Clothing (2 hrs)
- HECR500 Research Design and Methods (2 hrs)

### Supporting Courses.....6-14 hours

*Six to fourteen hours from the following:*

- ATM504 History of Textiles (2 hrs)
- ATM590/591/592 Special Topics (1/2/3 hrs)
- ATM597/598/599 Independent Study (1/2/3 hrs)
- ATM603 Apparel and Textiles Market Analysis (2 hrs)
- ATM607 Colloquium (2 hrs)
- ATM614 Socio-Psychology of Clothing (2 hrs)
- ATM635 History of Costume (2 hrs)
- ATM645 Clothing Design and Construction (3 hrs)
- ATM675 Textile Analysis (2 hrs)
- ATM679/680/681 Special Topics (1/2/3 hrs)
- ATM681 Advanced Textiles (3 hrs)
- ATM683 Workshop (2 hrs)
- ATM686/687/688/689 Practicum (1/2/3/4 hrs)
- ATM697/698/699 Independent Study (1/2/3 hrs)
- HECR520 Development of Educational Programs (2 hrs)

### Culminating Experience.....6 hours

*Select from either option I or option II:*

- Option I
  - ATM690/691/692 Thesis I, II, III (1/2/3 hrs)
- Option II
  - ATM600/695/650 Research Project I, II, III (2/3/1 hrs)

### Cognate Courses (courses taken outside the department)...2-10 hours

#### Required Cognate Course

- EDPS621 Statistical Application of Educational Research (2 hrs)

#### Supporting Courses

*Additional courses selected in consultation with the graduate adviser.*

#### Deficiencies

*Courses determined in consultation with program adviser and completed prior to placement on planned program. Not counted in semester hours for master's degree but are additional hours required for deficient academic courses.*

### Program Total..... 30 hours

## MASTER OF SCIENCE in Career, Technical and Workforce Education (CTWE)

The purpose of this master's degree is to help teachers and workforce trainers acquire specific knowledge about the applications and consequences of

technology in education and training. Insights and leadership skills will be acquired concerning the effects of technology on work, employees and organizations.

### Objectives

The goals of this master's degree program are to:

1. Promote understanding of technology as it affects careers and work;
2. Provide knowledge of current theory and research relevant to pertinent fields of specialization;
3. Demonstrate and model basic competence in applied research;
4. Deepen understanding of teaching and training; and,
5. Provide applications of curriculum and program development principles in school and/or workplace programs.

### Admission Requirements

Applicants must:

1. Have a bachelor's degree from an accredited institution with a minimum GPA of 2.75; applicants not meeting the 2.75 cumulative GPA requirement may be admitted conditionally, based on the strength of letters of support and scores on the GRE;
2. Have a GRE score that is not more than five years old;
3. Have an undergraduate major or minor in business, marketing, technology or vocational education and hold a valid teaching certificate in any of those fields or have work experience in a workforce development position; applicants without certification may be admitted in cases where the content of this program is deemed appropriate for their professional development; and
4. Meet above requirements and the Office of Graduate Studies and Research requirements on the TOEFL, if international students. Admission may occur in any semester. See the Admissions web site for minimum scores.

### Course Requirements:

The master of science in career, technical and workforce education requires the completion of 30 semester credit hours to be distributed among core courses, specialization courses and a capstone experience, as follows:

### Core courses..... 11 hours

- CTWE530 Technology in the Workplace (2 hrs)
- CTWE611 Curriculum Frameworks in Career, Technical and Workforce Education (3 hrs)
- CTWE661 Evaluation Standards and Strategies in Career, Technical and Workforce Education (3 hrs)
- CTWE665 Trends and Administration in Career, Technical and Workforce Education (3 hrs)

### Specialization Courses .....9 hours

*Chosen from the disciplines of business or technology education or from other units within the college or from related fields outside the college, in consultation with a graduate adviser. Options include:*

- CTWE504 Career Exploration and Preparation (2 hrs)
- CTWE524 Micro-Computers in Business Education (2 hrs)
- CTWE526 Basic Business and Economic Education for Teachers (3 hrs)
- CTWE551 Philosophy of Technology Education (3 hrs)
- CTWE560 Entrepreneurship Education (2 hrs)
- CTWE568 Coordination of Cooperative Education Programs (2 hrs)
- CTWE569 Foundations of Business Education (3 hrs)
- CTWE651 Administration of Vocational-Technical Education (2 hrs)

*Other fields from which a concentration of course work could be selected include construction management, economics 500-509, quality technology, educational leadership, educational technology, sociology 500-509, liberal studies in technology, manufacturing and HR/OD.*

### Research Applications.....5 hours

- CTWE678 Research in Business and Technology Education (3 hrs)
- EDPS687 Qualitative/Interpretive Research (2 hrs)

Capstone Experience.....	5 hours
<i>One course from the following:</i>	
CTWE690/691/692 Thesis (1/2/3 hrs)	
CTWE697/698/699 Independent Study (1/2/3 hrs)	
Independent Study or culminating applied action research project written under supervision of a graduate adviser.	
Program Total.....	30 hours

## MASTER OF SCIENCE in Hotel and Restaurant Management (HRM)

The graduate curriculum in this program is designed to provide a broad philosophy of the fields in the hospitality industry, with in-depth concentration in the areas of hotel and restaurant management.

### Objectives

The objective of the program is to provide the conceptual understanding and analytical and research skills needed for advanced study or professional practice. Each concentration offers an opportunity for the student and the adviser to create a program that reflects individual career and study goals.

Required Courses.....	8 hours
TS507 Research Methods in Technology Studies	
HRM609 Advanced Topics in Food-Service Management (3 hrs)	
HRM610 Advanced Topics in Hospitality Management (3 hrs)	

Supporting Courses.....	10-16 hours
<i>Ten to 16 hours from the following:</i>	
HRM519 Human Resource Management in Hospitality and Nutrition Service (3 hrs)	
HRM521 Quality Service Management (3 hrs)	
HRM560 Service Strategies for Hospitality Industry (3 hrs)	
HRM587 Cooperative Education in Hospitality Management (3 hrs)	
HRM590/591/592 Special Topics (1/2/3 hrs)	
HRM597/598/599 Independent Study (1/2/3 hrs)	
HRM607 Colloquium (2 hrs)	
HRM626 Productivity Management in Hospitality and Food-Service Facilities (3 hrs)	
HRM630 International Hospitality Management (3 hrs)	
HRM640 Contemporary Issues in Hospitality Strategies (3 hrs)	
HRM655 Financial Strategies for Hospitality Operations (3 hrs)	
HRM679/680/681 Special Topics (1/2/3 hrs)	
HRM683 Workshop (3 hrs)	
HRM686/687/688/689 Practicum (1/2/3/4 hrs)	
HRM697/698/699 Independent Study (1/2/3 hrs)	

Culminating Experience.....	6 hours
<i>Select from either option I, II or III:</i>	
Option I	
HRM690/691/692 Thesis I, II, III (1/2/3 hrs)	
Option II	
HRM600/695/650 Research Project I, II, III (2/3/1 hrs)	
Option III	
HRM685 and three additional HRM credits (3/3 hrs)	

Cognate Courses (courses taken outside the department).....	2-8 hours
Required Cognate Course	
EDPS621 Statistical Application of Educational Research (2 hrs)	

### Supporting Courses

*Additional courses selected in consultation with the graduate adviser.*

### Deficiencies

*Courses determined in consultation with program adviser and completed prior to placement on planned program. Not counted in semester hours for master's degree but are additional hours required for deficient academic courses.*

Program Total.....	30 hours
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## MASTER OF SCIENCE in Technology STUDIES (INDT)

This Masters of Science in Technology Studies degree program prepares students for managerial, administrative or consulting positions with technology-based organizations addressing the social, political, moral and economic affects of technology. Students may tailor their programs of study to meet specific educational and employment objectives.

In particular, M.S. students will acquire knowledge of and facility with:

1. Central concepts and issues related to the study of technology and society;
2. Significant technical developments and their effects on individuals, societies, the environment and the workplace;
3. Technological systems and their effects on the quality of life;
4. The integration of information from various sources and disciplines to solve sociotechnical problems; and
5. Major tools and methodologies for assessing technology's impact.

The M.S. program in technology promotes flexibility — enabling students to design more than one-half of the program to suit specific educational employment objectives. Working students can pursue a degree, either full time or part time, with all core courses offered in the evening. Many concentrations offer business or industrial placement as an option for the capstone experience. An additional feature of the program is the opportunity students have to meet practitioners in business and industry through lectures, seminars and conferences with outside experts.

### Admission Requirements

#### Applicants must:

1. Have a bachelor's degree from an accredited institution;
2. Have a minimum GPA of 2.75 (or 3.0 in their final 60 hours of undergraduate study);
3. Submit two letters of recommendation to be included with the application for graduate school submitted to EMU's Office of Admissions; and
4. In the case of international students, meet the Office of Graduate Studies and Research minimum scores for the TOEFL and TWE, or MELAB. See the Admissions web site for minimum scores.

#### Note:

*In addition, a program planning interview with an adviser is required upon admission.*

### Conditional or Nondegree Admission Status

Conditional admission may be granted to students who meet the degree admission requirements of the Office of Graduate Studies and Research, but have undergraduate curricular deficiencies or do not meet other departmental admission requirements.

Nondegree admission (status I: academic deficiencies) may be granted to promising students who do not meet undergraduate GPA requirements. Students may not repeat courses to attain the required GPA.

Students who meet the probationary requirements of conditional or nondegree admission will be granted regular admission after completing 10 hours of course work (identified with the adviser) with a B+ average.

### Program Requirements

A total of 30 to 32 hours required for the M.L.S.:

1. Twelve credit hours of the core curriculum
2. A minimum of 14 credit hours of complementary concentration
3. Four to six hours of capstone experience

### Course Requirements

The M.S. in technology requires the completion of at least 30 hours of coursework to be distributed among required core courses, complementary concentration courses and capstone experience courses.

Core courses.....	12 hours
TS505 Introduction to Technology and Society (3 hrs)	
TS506 Patterns of Change in Technology Culture (3 hrs)	
TS507 Research Methods in Technology Studies (3 hrs)	
TS508 Contemporary Trends in Technology and Society (3 hrs)	

**Concentration Courses..... 15 hours**

Select one concentration from the following:

**Technology Management..... 15 hours**

- TM510 Principles of Managing Technological Enterprises (3 hrs)
- TM555 Technology and Organization (3 hrs)
- TM560 Technology and Labor Relations (3 hrs)
- TM565 Technology and Training (3 hrs)
- TM615 Implementing and Planning Technological Change (3 hrs)

**Information Security/Assurance..... 15 hours**

- CTWE694 Professional Seminar in Information Assurance (2 hrs)
- IA522 Physical Security Requirements for Information Systems (2 hrs)
- IA532 Audit Controls in Information Security (2 hrs)
- IA542 Information System Security for Managers (3 hrs)
- IA543 Systems Operating Environment for Information Security Systems Administrators (2 hrs)
- IA544 Administrative Information Security Procedures (2 hrs)
- IA546 Vulnerability, Risk and Analysis (2 hrs)

**Interdisciplinary Studies ..... 15 hours**

- Examples include:
- Technology and Culture Communications
  - Computer Science
  - Information Systems
  - Management and Marketing
  - Public Administration
  - Women's Studies

**Public Safety and Emergency Management..... 15 hours**

- SSC529 Foreign and Domestic Terrorism (3 hrs)
- SSC530 Administration of Police Agencies (2 hrs)
- SSC535 Planning Skills for Police Agencies (2 hrs)
- SSC540 Police Personnel Administration (2 hrs)
- SSC545 Technical Skills for Effective Police Management (2 hrs)
- SSC550 Issues and Skills for Senior Command and Staff Offices (2 hrs)

**Capstone Experience Courses..... 4-6 hours**

Select from either option I or option II

- Option I - Capstone Project**
  - TS691 Proposal Development (1 hr)
  - TS693 Capstone (3 hrs)
- Option II - Thesis**
  - TS691 Proposal Development (1 hr)
  - TS695 Thesis (5 hrs)

**Program Total..... 30 hours**

## GRADUATE CERTIFICATE in Hotel and Restaurant Management (HRM)

**Department Courses ..... 24-27 hours**

**Required Courses..... 6 hours**

- HRM609 Advanced Topics in Food Systems Management (3 hrs)
- HRM610 Advanced Topics in Hospitality Management (3 hrs)

**Supporting Courses ..... 12-15 hours Minimum**

- HRM519 Human Resource Management in Hospitality and Nutrition Services (3 hrs)
- HRM560 Service Strategies for Hospitality Industry (3 hrs)
- HRM587 Cooperative Education (600 hours paid work required) (3 hrs)
- HRM590/591/592 Special Topics (1/2/3 hrs)
- HRM597/598/599 Independent Study (1/2/3 hrs)
- HRM607 Colloquium (2 hrs)

HRM630 International Hospitality Management (3 hrs)

HRM640 Strategic Management in the Hospitality Industry (3 hrs)

HRM655 Managing Financial Systems in the Hospitality Industry (3 hrs)

HRM679/680/681 Special Topics (1/2/3 hrs)

HRM683 Workshop (3 hrs)

HRM686/687/688/689 Practicum (1/2/3/4 hrs)

HRM697/698/699 Independent Study (1/2/3 hrs)

**Culminating Experience (thesis or research project).....6 hours**

†HRM650/600/695 (1/2/3)

\*HRM685 Hospitality Operations Management Project (3 hrs)

†HRM690/691/692 (1/2/3)

**Cognate Courses ..... 3-6 hours**

**Required Course**

INDT680 Technology Assessment (3 hrs)

**Supporting Courses**

See adviser for suggested additional courses

**Deficiencies**

Courses determined in consultation with program adviser and completed prior to placement in planned program. Not counted in semester hours for master's degree but are additional credits required for deficient academic courses.

**Program Total..... 30 hours**

*Note:*

*\*Additional 3 hrs of HRM supporting course required*

*†Adviser permission required*

## GRADUATE CERTIFICATE in Information Security/Assurance Certificate (ISEC)

The information security graduate certificate provides professionals with instruction necessary to participate in a team-based information security or protection program in larger organizations and to initiate and manage programs in smaller organizations. The program is appropriate for professionals with special needs (as for example, those in legal fields, law enforcement, computer training and education, marketing or other fields concerned with information security-related issues and or products and services). The program can also, with appropriate preparatory experiences, serve a general educational role for individuals who want to become better decision-makers and more knowledgeable participants/discussants in legislative and ethical issues.

**Objectives**

1. Demonstrate and apply knowledge of federal, state and international law to information security cases and contemporary events. The primary areas of competence include, but are not limited to: computer crime, intellectual property, privacy and confidentiality, and cryptography.
2. Analyze and take informed positions on ethical issues that relate to information collection, processing, storage and transmission.
3. Evaluate and write policies, procedures and plans that provide the foundation for a sound information security program.
4. Assess risks to the security of information based on threats and vulnerabilities; establish security requirements for organizations to reduce risks.
5. Prepare a comprehensive information security program plan for organizations and prepare related documents necessary to implement and maintain a comprehensive program.
6. Pose a significant information security problem and prepare a proposal for its study using a generally accepted methodology for the study.
7. It is also the goal of the program to provide instruction that aids individuals who are preparing for the computer information system security professional (CISSP) examination.

**Admission Requirements**

Applicants must:

1. Obtain a baccalaureate from an accredited institution;
2. Have an undergraduate GPA of 2.75 or higher;
3. Have a goal statement as part of the admission application that is consistent with program objectives;
4. Submit a minimum of two letters of recommendation focusing on evidence of experience relevant to information security; and
5. Submit a goal statement demonstrating how the graduate certificate program will help the student's professional goals.

*Note:*

*Qualifying students may apply 13 hours to the master of liberal studies or master of science program in interdisciplinary technology.*

**Certificate Requirements**

This certificate requires 17-18 hours of course work as follows:

- IA694 Professional Seminar in Information Assurance (2 hrs)
- IA522 Physical Security Requirements for Information Systems (2 hrs)
- IA532 Audit Controls in Information Security (2 hrs)
- IA542 Information System Security for Managers (3 hrs)
- IA543 Systems Operating Environment for Information Security System Administrators (2 hrs)
- IA544 Administrative Information Security Procedures (2 hrs)
- IA546 Vulnerability, Risk and Analysis (2 hrs)
- Restricted elective to be determined in consultation with the adviser (2-3 hrs)

**Certificate Total ..... 17-18 hours**

*Note:*

*In order to obtain the graduate certificate, an overall GPA of 3.0 is required.*

**Undergraduate Courses for Graduate Credit**

The following courses may be elected for graduate credit; course descriptions may be found in the undergraduate catalog. A maximum of nine hours of approved 400-level course work may be permitted in the earning of any graduate degree.

If you intend to enroll in any of the following undergraduate courses for graduate credit, you must submit a request form from the Graduate School to receive permission before enrolling in the course; otherwise, you will receive undergraduate credit.

- AVT422 Senior Seminar in Aviation Management (3 hrs)
- CMT404 Communication Workshop (3 hrs)
- CMT409 Emerging Technologies in Storage and Retrieval (3 hrs)
- CMT423 Organizational Behavior for Public Safety Managers (3 hrs)
- CMT425 Communication Technology and Social Change (3 hrs)
- CMT436 Electronic Publishing Technology (3 hrs)
- CMT477/478/479 Special Topics (1/2/3 hrs)
- PC400 Polymers and Coatings Technology (3 hrs)
- PC401 Polymers and Coatings Technology I Laboratory (3 hrs)
- PC402 Polymers and Coatings Technology II (3 hrs)
- PC403 Polymers and Coatings Technology II Laboratory (3 hrs)
- PC405 Coating Processes I (3 hrs)
- PC416 Water-Based Coatings (3 hrs)
- PC460 Advanced Coatings Topics (3 hrs)
- PS434 Incident Analysis Hazardous Materials (3 hrs)
- SSC433 Suspicious Fire/Arson Investigation (3 hrs)
- SSC435 Incident Command (3 hrs)
- STS420 Woman and Technology (3 hrs)
- STS495 Technology, Values and the Future (3 hrs)
- TM415 Senior Seminar in Technology Management (3 hrs)

**Department of Military Science and Leadership (MSL)**

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Department Head: Cliff Buttram  
Address: 18 Roosevelt Hall  
Phone: 734.487.1020  
Web site: cot.emich.edu/ms

Although military science and leadership does not offer a graduate degree program, the Department of Military Science and Leadership provides eligible graduate students with training that permits entry into the active Army, Army National Guard or Army Reserve as commissioned officers.

An applied approach to leadership is used in military science and leadership with students by placing them in leadership positions and helping them learn through application. The intent is to create the necessary skills to lead and motivate soldiers and the ability to operate in demanding environments.

Graduate students can also earn a two-year graduate scholarship. The scholarship provides up to \$17,000 per year for tuition and mandatory fees, the student is provided a book allowance of \$900 per year and a tax free stipend up to \$5,000 per year. Students incur no obligation to the Army by applying for this scholarship. Leadership development courses offered by military science and leadership are taken on campus while attending graduate school. Upon receiving a graduate degree and completing the required courses in military science and leadership, the graduate is commissioned a second lieutenant. Contact the department of military science and leadership for eligibility requirements.

The Department of Military Science and Leadership is responsible for the conduct and support of the campus Veterans Service Office. Tasked with ensuring EMU student veterans are academically and financially prepared, the Veterans Service Office is manned and serviced by full- and part-time work-study students and VA personnel



## Definitions of Terms

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### Prerequisite (Prereq)

A requirement, usually completion of a course, which should be met before a student can register for a course.

### Corequisite (Coreq)

A requirement, usually enrollment in a course, which should be undertaken at the same time as the course being described (if the corequisite has not been completed previously).

### Concurrent Prerequisite (Concurrent Prereq)

See above definition for corequisite.

## Course Descriptions

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### African American Studies Courses (AAS)

#### AAS501 Foundational Issues in African American Studies 3 hrs

This course provides an advanced examination of theoretical and conceptual issues that form the epistemological foundation of African American studies. It investigates key studies, scholars and theories in the field. Readings and discussions pay close attention to the relationship between theory and empirical research and their applications to contemporary social issues.

#### AAS503 Public Policy and African Americans 3 hrs

This course examines the implications of major and evolving national public policies and policy alternatives for economically vulnerable and/or historically disadvantaged segments of the population, particularly African Americans. Such policies include those related to social welfare, education, campus climate, employment, mass communication, housing, affirmative action and drug and crime control.

#### AAS504 Politics in the African American Experience 3 hrs

This course is designed to provide the student with an advanced and critical knowledge of black political behavior in the United States in its evolution from protest to contemporary, institutional politics.

#### AAS505 The African Political Economy 3 hrs

This course serves as an advanced and critical survey of Africa's contemporary political economy. In examining post-colonial developments, the course focuses on regional and national strategies for social transformation.

#### AAS541 Law, Race and Community 3 hrs

This course examines the legal history of African Americans and the related search for a concept of community within the United States. The course ranges from European movement into the Western Hemisphere in the 1400s to the challenges of race and structural inequalities of the 21st century.

#### AAS542 Race and Crime and the African American Experience 3 hrs

This course will provide a comparative analysis of the experience of African Americans and other groups with the criminal justice system in the United States. Students will critically examine historical patterns, theories of race and crime and the effects of race and class on social attitudes and criminal justice practices.

#### AAS543/PLSC543 Civil Rights and the African American Experience 3 hrs

This course will explore the impact of race as a dominant and dynamic force that has shaped the interpretation of the Constitution and subsequent Civil Rights Acts. Students will critically examine how black communities organized for change and how the Civil Rights movement contributed to American political reform.

#### AAS590/591/592 Special Topics 1/2/3 hrs

Special topics important to the in-depth and advanced study of the African American experience. Students may develop a course of study that can lead to a certificate program or master's degree in African American studies. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing, senior standing with permission*

#### AAS597/598/599 Independent Study 1/2/3 hrs

Advanced study on an individual basis in areas not covered, or not covered in-depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*

#### AAS602 Researching Black Communities 3 hrs

Through the application of qualitative and ethnographic techniques, students will study groups, institutions and other social phenomena that affect African American communities and culture. Social research will be linked to intellectual and theoretical traditions in the field of African American studies.

#### AAS639 Continuous Enrollment 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

## Accounting Courses (ACC)

#### ACC501 Accounting Principles 3 hrs

Emphasizes analysis of the required financial statements for financial reporting purposes, including discussions of alternative accounting principles generally acceptable in their preparation. Significant emphasis also placed on the impact that business transactions have on a company's financial position. Additional topics include profit-planning techniques, such as cost-volume-profit analysis and budgeting.

#### ACC510 Enterprise Systems 3 hrs

Provides the fundamentals of re-engineering and using and analyzing enterprise systems to produce efficient and effective management information and appropriate analysis and interpretation for strategic management decision-making, with emphasis on accounting applications.

#### ACC511 Accounting for E-Commerce 3 hrs

This course explores the e-commerce environment including valuing stock of e-commerce firms, understanding the role of accountants in assessing risk and providing assurance over the authentication of e-commerce transactions, as well as tax and privacy issues.

*Prereq: ACC501*

#### ACC540 Corporate Financial Reporting 3 hrs

An examination of the generally accepted accounting principles used in corporate financial reporting with particular emphasis on advanced topics such as equity, long-term assets and liabilities, revenue recognition, prior period adjustments and cash flows. Also included is the role of the SEC in financial reporting of publicly traded companies.

*Prereq: ACC340*

#### ACC541 Advanced Financial Accounting 3 hrs

Specialized topics in accounting with major emphasis on conceptual aspects and reporting of consolidated financial statements; international accounting challenges and foreign currency reporting issues.

*Prereq: ACC540 or equivalent and department permission*

#### ACC544 Federal Income Taxation 3 hrs

This course is an introductory study of the tax rules governing individuals. It provides a basic knowledge of the tax formula, property transactions and business and personal deductions that facilitates optimum decision-making in both personal and business contexts. This course also provides a foundation for the study of tax planning, research and compliance.

*Prereq: ACC501 or (ACC240 and ACC241)*

#### ACC546 Public and Nonprofit Sector Accounting 3 hrs

Accounting issues in governmental and nonprofit entities, including financial reporting, managerial accounting, information systems, auditing and regulatory and taxation issues. Also included is the SEC's role in financial reporting.

*Prereq: ACC340 or equivalent or department permission*

**ACC548 Information Systems Audit and Control** 3 hrs  
This course covers the processing of audit in a computerized accounting information systems environment, and the evaluation of controls and risks in determining audit decisions.  
*Prereq: ACC605 or ACC356*

**ACC560 Fraud Examination** 3 hrs  
This course initially provides a basis in internal audit principles, and then concentrates on the study of fraud examination. Specifics of the course focus on the theories of fraud, the "fraud tree," fraud awareness, fraud schemes especially those related to financial frauds and fraud deterrence practices. ACC560 is appropriate for students who have already taken ACC540 Internal Auditing or as a separate course for those who have not taken ACC450.  
*Prereq: ACC501 or department permission*

**ACC567 Professional Auditing** 3 hrs  
A study of auditing concepts, objectives and procedures, and of the literature as it relates to current audit problems.  
*Prereq: ACC340 and ACC356*

**ACC584 Tax Research Methods, Practice and Problems** 3 hrs  
Introduction of tax research methods including identification of tax issues, efficient use of tax resources and effective communication of the research process.  
*Prereq: ACC501*

**ACC585 Business Tax Planning** 3 hrs  
Conceptual coverage of the tax system, taxable and tax-reporting business entities, and principles of taxation for the purpose of identifying the tax planning opportunities in business decisions.  
*Prereq: ACC501*

**ACC586 Cooperative Education in Accounting** 1 hr  
Accounting employment at a business or public organization imparting a practical experience in accounting. Position may be part-time, volunteer, or less than a full semester in duration. *Does not count toward M.S.A. or MBA requirements. Admittance by application only. Offered on a credit/no credit basis.*  
*Prereq: department permission*

**ACC589 Accounting Internship** 3 hrs  
Directed, full-time accounting work experience in a business or public organization. *Does not count toward M.S.A. or MBA requirements. Offered on a credit/no credit basis. Admittance by application only.*  
*Prereq: department permission*

**ACC590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**ACC597/598/599 Independent Study** 1/2/3 hrs  
Directed study or problems in accounting not otherwise treated in department courses.  
*Prereq: department permission*

**ACC605 Strategic Information and Control Systems** 3 hrs  
Builds on the foundation laid in ACC501 to continue the study and use of accounting information for strategic management, planning, control and managerial decision-making. The objective is for students to recognize the value and limitations of management accounting systems and how accounting information can be used to improve operations.  
*Prereq: ACC501 (or ACC240 and ACC241) and admission to the MBA program.*

**ACC639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**ACC642 Strategic Cost Management** 3 hrs  
The role of cost management in strategic quality management. Cost accounting systems for continuous improvement; conceptual design, accounting models, performance measurement and investment performance. Topics also include advanced managerial accounting issues, such as activity based costing, profit and investment centers, project planning and control.  
*Prereq: ACC605*

**ACC646 Financial Management of Nonprofit Organizations** 3 hrs  
Financial management issues in public and nonprofit organizations, including accountability for performance, financial reporting, budgeting and costs, information systems, governance issues, decision-making techniques, relations with governmental and private funding sources. *Not available to Accounting Majors*

**ACC656 Accounting, Information Technology and Research** 3 hrs  
A capstone course for the accounting information systems track designed to develop expertise in the implementation of an accounting information system.  
*Prereq: IS645 or IS380; and ACC356*

**ACC672 Investment and Tax Financial Planning** 3 hrs  
This course focuses on the study of tax policy and the economic environment as it relates to strategic tax planning for investments, compensation, business and personal taxation. Basic tax rules that impact compensation planning from the point of view of the employer and the employee are covered along with the tax rules that are relevant for investment planning. An introduction to the rules governing trusts, estates and gifts is also part of the course.  
*Prereq: ACC501*

**ACC675 International Accounting and Taxation** 3 hrs  
Introduction to accounting in an international environment. Includes the study of environmental factors, performance evaluation, financial reporting, international taxation and specific accounting and auditing problems.  
*Prereq: ACC501*

**ACC679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**ACC696 Accounting Theory, Research and Policy** 3 hrs  
A capstone course emphasizing and developing an understanding of the many interrelated applications of accounting in organizations and in the broader setting of financial markets.  
*Prereq: ACC540 and department permission*

**ACC697/698/699 Independent Study** 1/2/3 hrs  
Directed study or problems in accounting not otherwise treated in department courses.  
*Prereq: department permission*

## Anthropology Courses (ANTH)

**ANTH502/SOCL502 Racial and Cultural Minorities** 3 hrs  
Racial and cultural minorities in the modern world, with particular reference to African Americans and to European and Asian immigrants in the United States; racial myths, doctrines and movements; conflict and accommodation of majority and minority peoples; proposed solutions of ethnic problems. *Not open to students with credit in ANTH214/SOCL214.*

**ANTH509/SOCL509 Personality and Social Systems** 2 hrs  
The cross-cultural study of personality and sociocultural systems. Attention is paid to modal personality types as these relate to group structure, socialization and social structure. Individual differences are not studied. *Not open to students with credit in ANTH309/SOCL309.*

**ANTH522/SOCL522/WGST522 Globalization: Race/Ethnicity, Class and Gender** 3 hrs  
This course provides critical perspectives on the globalization process with race/ethnicity, class and gender as the central themes. Topics may include: theoretical issues pertaining to the study of globalization; production and reproduction in the global economy; paid and unpaid labor and its relationship to globalization; development experience in East Asia and Russia; alternatives to corporate globalization; the reclaiming of the "commons;" global environmental issues raised by the consideration of race/ ethnicity, class and gender.

**ANTH639 Continuous Enrollment** 1 hr  
 Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

## Art Courses (ART)

**ART500 Photography** 2 hrs  
 Advanced studio course in photography. Based on background and need of students. *Designed for graduate students not majoring in photography.*  
*Prereq: department permission*

**ART504 Aesthetic Education** 2 hrs  
 This course provides an opportunity to explore and research the four components of discipline-based art education. Emphasis will be placed on aesthetics, its connections with art education and its relationship to general education.

**ART505 Curriculum Development (Art Education)** 2 hrs  
 Fundamentals of curriculum development and an interdisciplinary approach for developing and implementing the four components of discipline-based art education into school art programs.

**ART506 ARTAG (Art for the Talented and Gifted)** 2 hrs  
 A workshop course involving interaction of students as teachers with elementary and junior high students from area schools. Focus will be on a unit of study in art using discipline-based art education.  
*May be repeated for credit.*

**ART507 Studio Connections in Art Education** 2 hrs  
 A course designed to help students strengthen their skills in developing units of study for both two-dimensional and three-dimensional art areas using the components of discipline-based art education.  
*May be repeated for credit.*

**ART508 Research in Art Education** 2 hrs  
 A course designed for individual research. The purpose is to further studies in art education and to share this information with peers. *May be repeated for credit.*

**ART509 Graphic Design** 2 hrs  
 Advanced graduate studio course in graphic design. Based on background and need of students. Intended for graduate students not concentrating in graphic design. *Art majors only. May be repeated for credit.*  
*Prereq: department permission*

**ART510 Ceramics** 2 hrs  
 Studio course in ceramics. *Art majors only. May be repeated for credit.*

**ART520 Drawing** 2 hrs  
 Advanced studio course in drawing. *Art majors only. May be repeated for credit.*

**ART530 Seminar in 20th Century Art** 3 hrs  
 Readings, reports and group discussions on 20th century art. Topics may vary. *Art majors only.*

**ART540 Jewelry** 2 hrs  
 Advanced studio course in jewelry. *Art majors only. May be repeated for credit.*

**ART550 Printmaking** 2 hrs  
 Advanced studio course in graphics. *Art majors only. May be repeated for credit.*

**ART555 Textiles** 2 hrs  
 Advanced studio course in textiles. *Art majors only. May be repeated for credit.*

**ART560 Watercolor** 2 hrs  
 Advanced studio course in watercolor. *Art majors only. May be repeated for credit.*

**ART570 Sculpture** 2 hrs  
 Advanced studio course in sculpture. *Art majors only. May be repeated for credit.*

**ART580 Painting** 2 hrs  
 Advanced studio course in oil painting. *Art majors only. May be repeated for credit.*

**ART590/591/592 Special Topics** 1/2/3 hrs  
 A graduate-level course in a specific area of art, to be determined by the field of specialization of the instructor and the interest of the student. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**ART595/596 Workshop in Art** 2/3 hrs  
 A workshop in studio art/art education/art history focusing on personal observation of the visual arts of a particular area. *May be repeated for credit.*  
*Prereq: department permission*

**ART597/598/599 Independent Study** 1/2/3 hrs  
 Advanced study on an individual basis in areas not covered, or not covered in depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*

**ART600 Photography I** 1 hr  
 Advanced studio course in photography. Based on background and need of students. *May be repeated for credit.*

**ART601 Photography II** 2 hrs  
 Advanced studio course in photography. Based on background and need of students. This course allows the student a more intense photographic experience than ART600. *May be repeated for credit.*  
*Prereq: department permission*

**ART602 Photography III** 3 hrs  
 Advanced studio course in photography. Based on background and need of students. This course allows the student a more intense photographic experience than ART601. *May be repeated for credit.*  
*Prereq: department permission*

**ART603 Photography IV** 4 hrs  
 Advanced studio course in photography. Based on background and need of students. This course allows the student a more intense photographic experience than ART602. *May be repeated for credit.*  
*Prereq: department permission*

**ART605 Advanced Design Studies** 1 hr  
 In this class, students are expected to conduct intensive research in design history, theory and criticism. Readings focus on the evaluation of design and on cultural factors that impact design. Reading and writing is stressed. *May be repeated for credit. MA students in major only.*  
*Prereq: department permission*

**ART606 Advanced Studio in Graphic Design I** 2 hrs  
 In this class, students are expected to conduct research, produce project proposals and generate studio projects. There may be occasional assigned projects. This class encourages innovative conceptualization and visual experimentation in studio work. *May be repeated for credit. MA students in major only.*  
*Prereq: department permission*

**ART607 Advanced Studio in Graphic Design II** 3 hrs  
 In this class, students are expected to conduct more independent project proposals and studio projects than in ART606. There may be occasional assigned projects. This class encourages innovative conceptualization and visual experimentation in studio projects. *May be repeated for credit. MA students in major only.*  
*Prereq: department permission*

**ART608 Intensive Studio in Graphic Design I** 4 hrs  
 In this studio class, students are expected to conduct more independent research and generate more independent studio projects than in ART607. Detailed project proposals are required. This class encourages innovative conceptualization and visual experimentation in studio projects. *May be repeated for credit. MA students in major only.*  
*Prereq: department permission*

**ART609 Intensive Studio in Graphic Design II** 4 hrs  
 In this studio class, students are expected to conduct more independent research and generate more complex, independent studio projects than in ART608. Detailed project proposals are required. This class encourages innovative conceptualization and visual experimentation in studio projects. *May be repeated for credit. MA students in major only.*  
*Prereq: ART608 and department permission*

**ART610/611/612 Ceramics** 1/2/3 hrs  
 Advanced studio courses in ceramics. Based on background and need of the student. *Graduate majors only. May be repeated for credit.*

**ART620/621/622 Drawing** 1/2/3 hrs  
 Advanced studio courses in drawing. Based on background and need of the student. *Graduate majors only. May be repeated for credit.*



**ART630 Graduate Studio** 9 hrs  
The first of the four graduate studio courses leading to the M.F.A. degree. Course is conducted on a one-to-one basis. Instructor is selected for the student upon his/her acceptance into the program by the department's graduate committee. *M.F.A. candidates only. May be repeated for credit.*  
*Prereq: department permission*

**ART631 Graduate Studio** 9 hrs  
The second of the four graduate studio courses leading to the M.F.A. degree. Instructor is selected for the student upon his/her acceptance into the program by the department's graduate committee. *M.F.A. candidates only. May be repeated for credit.*  
*Prereq: department permission*

**ART639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**ART640/641/642 Jewelry** 1/2/3 hrs  
Advanced studio courses in jewelry. Based on background and need of the student. *Graduate majors only. May be repeated for credit.*

**ART650/651/652 Printmaking** 1/2/3 hrs  
Advanced studio courses in graphics. Based on background and need of the student. *Graduate majors only. May be repeated for credit.*

**ART655/656/657 Textiles** 1/2/3 hrs  
Advanced studio courses in textiles. Based on background and need of the student. *Graduate majors only. May be repeated for credit.*

**ART660/661/662 Watercolor** 1/2/3 hrs  
Advanced studio courses in watercolor. Based on background and need of the student. *Graduate majors only. May be repeated for credit.*

**ART665/666/667/668 Painting** 1/2/3/4 hrs  
Advanced studio courses in oil painting. Based on background and need of the student. *Graduate majors only. May be repeated for credit.*

**ART670/671/672 Sculpture** 1/2/3 hrs  
Advanced studio courses in sculpture. Based on background and need of the student. *Graduate majors only. May be repeated for credit.*

**ART679/680/681 Special Topics** 1/2/3 hrs  
A graduate-level course in a specific area of art, to be determined by the field of specialization of the instructor and the interest of the student. *May be repeated for credit. Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**ART690/691/692 Thesis** 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

**ART694 Seminar in Art Education** 2 hrs  
Art education seminar involving research to enhance the class lectures and discussion concerning the subject of art's relationship to art education. *May be repeated for credit.*

**ART695/696 Seminar in Contemporary Ideas** 3 hrs each  
A two-semester seminar sequence for all master of fine arts degree candidates dealing with in-depth questions and problems in contemporary art. Discussions will be supplemented with slides, films and the presentation of papers. *May be repeated for credit.*  
*Prereq: department permission*

**ART697/698/699 Independent Study** 1/2/3 hrs  
Advanced study on an individual basis in areas not covered, or not covered in-depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*

**ART732 Graduate Studio** 9 hrs  
The third of the four graduate studio courses leading to the M.F.A. degree. Instructor is selected for the student upon his/her acceptance into the program by the department's graduate committee. *M.F.A. candidates only. May be repeated for credit.*  
*Prereq: department permission*

**ART733 Graduate Thesis and Exhibition** 8 hrs  
A culmination of the three sequential graduate studio courses. The ideas developed in these courses result in a body of work that comprises the graduate exhibition. A written thesis is optional. An oral defense of the ideas presented in the exhibition is required. *The University reserves the right to retain work from the graduate exhibition to be added to the EMU collection. A set of 35mm slides of all the works in the exhibition will be taken by the M.F.A. candidate and will become part of the Art Department's files. M.F.A. candidates only.*  
*Prereq: department permission*

**ART734 Oral Defense of M.F.A. Exhibition** 2 hrs  
A course conducted by the adviser in each area of concentration. Individual conferences, reading assignments and slides increase understanding of the art context of the candidate's work. *M.F.A. candidates only. This course is offered on a credit/no credit basis.*  
*Prereq: department permission*

## Astronomy Courses (ASTR)

**ASTR503 Astronomy I** 2 hrs  
A nonmathematical descriptive course in astronomy to acquaint the teacher with the general field of astronomy. Many of the topics considered can be used in the elementary classroom. A study of the sun and its family of planets, as well as the stars and nebulae in the universe beyond the solar system. Naked-eye observations of the constellations and telescopic observations of the moon, planets, double stars and clusters. *Not open to students who have credit in ASTR203 or ASTR205.*

**ASTR504 Astronomy II** 2 hrs  
A nonmathematical descriptive course in astronomy to increase the teacher's acquaintance with the general field of astronomy and the work of the astronomer. Many of the topics covered can be used in the elementary and junior high school classroom; the stellar system; a review of the solar system; and the motions of the Earth. Naked-eye and telescopic observations constitute the laboratory phase of the course.  
*Prereq: ASTR503 or ASTR203 and ASTR205, or equivalent*

**ASTR590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

**ASTR597/598/599 Independent Study/Research** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**ASTR639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

## Athletic Courses (ATHL)

**ATHL590/591/592 Special Topics** 1/2/3 hrs  
An exploration and study of topics not covered in other departmental offerings. Students may elect this course more than once, provided different topics are studied.  
*Prereq: department permission*

**ATHL597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem under the direction of a University faculty member.  
*Prereq: department permission*

**ATHL639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*



**ATHL679/680/681 Special Topics** 1/2/3 hrs  
An exploration and study of topics not covered in other departmental offerings. Students may elect this course more than once, provided different topics are studied.  
*Prereq: department permission*

**ATHL697/698/699 Independent Study** 1/2/3 hrs  
Advanced study on an individual basis in areas not covered, or not covered in depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*

## Apparel, Textiles and Merchandising Courses (ATM)

**ATM504 History of Textiles** 2 hrs  
Study of textiles from ancient times to the 20th century; fibers, fabric construction, dyes, finishes and design of textiles from various world regions; emphasis on the development of American textiles.

**ATM587 Cooperative Education** 3 hrs  
Provides practical experience in the student's concentration for four to six months of full-time employment with an individual employer. *May not be used on 30-hour program plan for the master's degree. Offered on a credit/no credit basis.*  
*Prereq: department permission*

**ATM590/591/592 Special Topics** 1/2/3 hrs  
An experimental course designed to investigate specific topics of concern in the specialization areas of study. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**ATM597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

**ATM600 Research I** 2 hrs  
Application of the research process through development of a research project proposal for the culminating experience of the student's graduate program of study. Focus will be on writing chapters 1-3 of the research project report.  
*Prereq: DTC500 and EDPS621*

**ATM607 Colloquium** 2 hrs  
A study of selected topics in textiles, design and merchandising that addresses specific issues and taught in seminar classes. Emphasis is given to the current issues in the business and also presentations of the technical reports.

**ATM625 The Fashion Field** 2 hrs  
The nature of fashion, the psychology of fashion, general definitions and background, fashion movements, the fashion centers, fashion trends and the major fashion designers.

**ATM634 Consumer Problems in Clothing and Textiles** 2 hrs  
Investigation of the sociological, psychological and economic factors involved in the selection and use of textiles and clothing.  
*Prereq: department permission*

**ATM635 History of Costume** 2 hrs  
The costume from ancient times to the present day; major characteristics; social, economic and aesthetic influences; recurring styles; influence on present fashion.  
*Prereq: a course in history*

**ATM639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (Master's or Specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**ATM644 Recent Developments in Textiles** 2 hrs  
The nature of textile fibers; economic, chemical and physical problems related to their manufacture and use; technological advances to overcome these problems. Smart fabrics and nanotechnology are taught.

**ATM645 Clothing Design and Construction** 2 hrs  
Principles of flat pattern design, with application to a variety of styles and fabrics. Special problems in fitting, adaptations of design and processes of construction.  
*Prereq: department permission*

**ATM650 Research III** 1 hr  
Presentation of culminating experience with emphasis on oral and written methods and skill development. Focus is on research project oral presentation and preparation of a poster presentation and a manuscript.  
*Prereq: ATM695*

**ATM667 Fabric Design for the Home** 2 hrs  
Advanced work in experimental design with fabrics, with emphasis on use in the home.  
*Prereq: department permission*

**ATM675 Textile Analysis** 2 hrs  
The chemical and physical analysis of fibers, yarns, fabrics and finishes; equipment and techniques used; interpretation of data; presentation of findings to the consumer; textile standards; current textile literature.  
*Prereq: ATM644 or department permission*

**ATM679/680/681 Special Topics** 1/2/3 hrs  
An experimental course designed to investigate specific topics of concern in the specialization areas of study. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**ATM683 Workshop** 2 hrs  
This is a fast track intensive learning of special topics in textile and fashion in a workshop environment conducted by faculty. It is intended to enhance knowledge in current developments, techniques and business in ATM.  
*Prereq: department permission*

**ATM686/687/688/689 Practicum** 1/2/3/4 hrs  
Supervised work experience in field placement/internship site determined by student and adviser.  
*Prereq: department permission*

**ATM690 Thesis III** 1 hr  
Presentation of thesis research with emphasis on oral and written methods and skill development. Focus is on thesis defense and preparation of a poster presentation and manuscript.  
*Prereq: ATM692 and department permission*

**ATM691 Thesis I** 2 hrs  
Application of the research process through development of a thesis project proposal for the culminating experience of the student's graduate program of study. Focus will be on writing chapters 1-3 of the thesis.  
*Prereq: DTC500 and EDPS621*

**ATM692 Thesis II** 3 hrs  
Execution of a research project and preparation of thesis as the culminating experience for the student's graduate program of study. Focus will be on revising chapters 1-3 and writing chapters 4-5 of the thesis.  
*Prereq: ATM691 and department permission*

**ATM695 Research II** 3 hrs  
Execution of a research project and preparation of a written report as the culminating experience for the student's graduate program of study. Focus will be on revising chapters 1-3 and writing chapters 4-5 of the research project report.  
*Prereq: ATM600*

**ATM697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

## Aviation Technology Courses (AVT)

**AVT507 Risk, Safety and the Air Transport Industry** 3 hrs  
This course will provide an analysis of the current state of, and possible future developments in, air transportation safety, with emphasis on the affects of risk analysis, risk management, system safety, human factors research and the development of new technologies, together with the role of management in the development of an effective safety posture.

**AVT519 Issues and Trends in Aviation** 3 hrs  
This course will present and analyze current and expected future world aviation issues and trends in areas including technology, regulations, policy, training, airspace, manufacturing and safety.

**AVT620 Aviation Performance Technology** 3 hrs  
This course will present assessment and evaluation methods used to determine the safety status of aviation organizations. These methods are drawn from the field of performance technology.

**AVT587 Co-operative Education** 3 hrs

**AVT590/591/592/593 Special Topics** 1/2/3/4 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**AVT597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**AVT679/680/681 Special Topics** 1/2/3 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**AVT690/691/692 Thesis** 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

**AVT697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Bilingual-Bicultural Education Courses (BILN)

**BILN590/591/592 Special Topics** 1/2/3 hrs  
In-depth study of special areas in bilingual education of interest to practitioners and researchers. Subject matter will change from semester to semester. *May be repeated for credit. Not more than six hours of special topics may be used on a degree program.*

**BILN597/598/599 Independent Study** 1/2/3 hrs  
Intensive study of a problem under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*  
*Prereq: department permission*

**BILN622 Teaching Hispanic Culture and Language** 3 hrs  
The techniques and materials for teaching the language and culture of Hispanic groups within the bilingual classroom. *Not open to students on academic probation.*  
*Prereq: a minimum of 24 hours of field experience in a bilingual classroom required*

**BILN639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**BILN679/680/681 Special Topics** 1/2/3 hrs  
In-depth study of special areas in bilingual education of interest to practitioners and researchers. Subject matter will change from semester to semester. *May be repeated for credit. Not more than six hours of special topics may be used on a degree program.*

**BILN697/698/699 Independent Study** 1/2/3 hrs  
Intensive study of a problem under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*  
*Prereq: department permission*

## Biology Courses (BIOL)

**BIOL508 Evolution: Fact and Theory** 2 hrs  
Evidence bearing on the origin and evolution of life and the processes involved are critically examined in this lecture and discussion course. Original term paper on an aspect of recent advances in evolutionary theory required.  
*Prereq: department permission*

**BIOL509 Statistics for Biologists** 3 hrs  
A course in how and why biologists use statistics. This course emphasizes quantitative thinking about biological problems and introduces statistical tools as necessary to address these problems. As in real research, computers are used for most calculations, freeing humans to concentrate on the interpretation and communication of results.  
*Prereq: admission to master of science in biology*

**BIOL511 Biological Aspects of Aging** 2 hrs  
A survey of aging changes at the cellular, tissue and organismal level in plants and animals from protozoa to human. The major theories of aging will be considered. A course in chemistry is recommended. *Not open to students with credit in BIOL239.*  
*Prereq: one college level course in biology, botany, microbiology or zoology at the 100- or 200-level*

**BIOL515 Scanning Electron Microscopy** 3 hrs  
A lecture-laboratory course that provides the basic theory and practice of scanning electron microscopy. Lectures are coordinated with individualized instruction on laboratory equipment. Students design and conduct an original research project that is presented in both written and oral forms at the end of the semester. *Counts as a technique course.*  
*Prereq: department permission*

**BIOL522 Limnology** 3 hrs  
A lecture, laboratory and field course dealing with physicochemical and biological interrelationships in standing waters.  
*Prereq: BIOL310 and BIOL311*

**BIOL526 Immunobiology** 3 hrs  
Cellular and molecular responses to immunogens; primary and peripheral immune organs; T-cells and B-cells in cell-mediated and humoral immunity, immune regulation and mechanisms; hypersensitivity; immunity against microbial infectious agents; antigen/antibody reactions *in vitro* used in research and diagnostics. *CHEM451 is highly recommended.*  
*Prereq: admission to master of science in biology*

**BIOL527 Immunobiological Methods** 1 hr  
An individualized laboratory course on antibody production with available antigens; immunodiffusion and immunoelectrophoretic analysis of antigens and their components with available sera; immunobiological research projects of student's choice. *Must be taken concurrently with BIOL526. CHEM452 is highly recommended. Counts as a technique course.*  
*Prereq: BIOL526 (if taken concurrently, students must register for BIOL526 first)*

**BIOL530 Understanding Our Environment** 3 hrs  
Inquiry-based outdoor investigations, field trips to unique Michigan ecosystems and survey of instructional and technological resources will help educators use outdoor and indoor science and environmental education activities with young people and adults. Emphasis will be placed on how course materials and resources align with national and state standards. *Note: this course will not count towards the biology major, minor or the master's degree in biology. This course is intended for in-service teachers.*  
*Prereq: senior standing*

**BIOL531 Field Studies for Life Science Educators** 4 hrs  
This lecture, laboratory and field course examines diversity, habitat and classification of common plants and animals found in Michigan. Emphasis will be placed on endangered and nuisance species in relation to human impact and conservation. Best practices for K-12 classroom instruction will be covered including inquiry and constructivist learning. *Note: this course will not count towards the biology major, minor or the master's degree in biology. This course is intended for in-service teachers.*  
*Prereq: senior standing*

**BIOL535 Wetland Ecosystems** 3 hrs  
Advanced field ecology course in the theory and methods of study of wetland ecosystems.  
*Prereq: BIOL310 and BIOL311*

**BIOL536 Terrestrial Ecosystems** 3 hrs  
Advanced field ecology course in the theory and methods of study of the structure and dynamics of terrestrial ecosystems.  
*Prereq: BIOL310 and BIOL311*

**BIOL540 Cell Biology** 3 hrs  
A lecture course covering the structure and function of the nuclear and cytoplasmic components of the cell.  
*Prereq: admission to master of science in biology*

**BIOL542 Molecular Genetics** 3 hrs  
A follow-up to introductory genetics that concentrates on the molecular aspects of the subject.  
*Prereq: admission to master of science in biology*

**BIOL543 Developmental Biology** 3 hrs  
A course on the molecular aspects of early development, cytodifferentiation, cell communication, morphogenesis, pattern formation and developmental genetics.  
*Prereq: admission to master of science in biology*

**BIOL544 Tissue Culture Techniques and Methods** 2 hrs  
A course on the techniques and methodologies employed in plant and animal cell culture. An introduction to theory and practice which facilitates students' ability to develop and use *in vitro* systems.  
*Counts as a technique course.*  
*Prereq: department permission*

**BIOL545 Recombinant DNA Techniques** 3 hrs  
A laboratory course that introduces students to basic bacterial molecular biology, gene cloning, DNA sequencing and DNA sequence analysis. *Counts as a technique course.*

**BIOL551 Bioinformatics I** 3 hrs  
Bioinformatics is an emerging field that comprises the intersection of biology, mathematics and computer science to address biological and medical research problems. This course is an introduction to bioinformatics, which includes a survey of existing public databases and strategies for applying bioinformatics techniques to a variety of biological research problems. *Completion of an introductory biology course is assumed. Counts as a technique course.*

**BIOL552 Bioinformatics II** 3 hrs  
This advanced course in bioinformatics will cover the range of bioinformatics research using a problem-based approach. The class will consist of a combined lecture-computer laboratory format to provide hands-on experience in applying bioinformatics to a variety of research problems, including genomic analysis, DNA microarray analysis, phylogenetics, three-dimensional structure prediction and proteomics. *Counts as a technique course.*  
*Prereq: BIOL551 and department permission*

**BIOL587 Cooperative Education in Biology** 3 hrs  
Four to six months of full-time employment at an industrial firm or laboratory specially chosen for imparting a practical educational experience in biology or technology. The program consists of work experience alternating with full-time attendance at the University. *Admittance to program by application only. Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**BIOL589 Proposal Development in Biology** 1 hr  
Students will develop a focused proposal for experimentation in biology that includes a review of the literature underlying the experimental proposal, a testable hypothesis and an experimental plan. Two one-hour recitation sections per week.

**BIOL590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**BIOL593 Seminar in Biology** 1 hr  
Presentation of special reports and group discussions of selected topics. *Offered on a credit/no credit basis.*  
*Prereq: admission to masters of science in biology*

**BIOL597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**BIOL679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**BIOL686/687/688 Practicum in Biology** 1/2/3 hrs  
Practical experience in a particular field study, with each student responsible for the experimental design and the collection, analysis and interpretation of field data for a specific area within a broader problem under group investigation.  
*Prereq: department permission*

**BIOL690/691/692 Thesis** 1/2/3 hrs  
Intensive research into a biological problem, under the guidance and supervision of a graduate faculty member in the Department of Biology, and the preparation of a thesis consistent in substance and form with the standards of the discipline. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**BIOL697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Botany Courses (BOTN)

**BOTN503 Plants and Nature** 2 hrs  
Plants in their natural environment; identification and classification of local flowering plants, use of hand-lens and plant manuals, and methods of collection and preservation. Major plant groups and their climatic and geographic significance. This course is intended for inservice teachers.

**BOTN530 Plant Products in Industry** 2 hrs  
The various ways in which plants and plant products are utilized in modern industry; plants and the source of technical raw materials; the dependence of man upon the plant kingdom. This course is intended for inservice teachers. *Not open to students who have credit in BOTN215.*

**BOTN550 Systematic Botany** 3 hrs  
A lecture, laboratory and field course addressing the principles of plant systematics and taxonomy and techniques of obtaining and analyzing data used in systematics. Major plant groups will be studied by collection, preservation and identification of specimens. *Not open to students who hold credit in BOTN455. Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

**BOTN551 Freshwater Algae** 3 hrs  
A survey of the freshwater algal divisions; their morphology, taxonomy, ecology and economic importance. Lectures will emphasize an evolutionary approach. Laboratory work will stress the identification of representative algal taxa. A class field study will be required. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

**BOTN552 Aquatic Plants** 3 hrs  
Analysis of vascular aquatic and wetland plants and habitats. Lectures stress physical and biological habitat features and plant adaptations. Laboratories stress identification of aquatic and wetland species. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

**BOTN554 Trees and Shrubs** 3 hrs  
A taxonomic field course on identification of native trees and shrubs in winter and spring condition. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology or BIOL205*

**BOTN590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*



**BOTN597/598/599**  
**Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a faculty member.  
*Prereq: department permission*

**BOTN639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**BOTN679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**BOTN697/698/699**  
**Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a faculty member.  
*Prereq: department permission*

## Computer-Aided Engineering Courses (CAE)

**CAE503 Advanced CNC and Robotics** 2 hrs  
Study of computer numerical control technology in machining and robotics. Conversion of part descriptions to numerical control programs for mill, lathe and three-axis machining centers. Robotics programming and CAD/CAM/CNC programming for producing the instruction codes necessary to manufacture parts with NC machine tools are emphasized. Verification of the computer assisted CNC and robotics programs will be accomplished in the laboratory.  
*Prereq: MFG361 or equivalent*

**CAE527 Engineering Software Development** 2 hrs  
This course introduces software tools and programming techniques used by engineers. It is intended for anyone involved in engineering design, analysis and software development. Engineering software developments related to real life applications are included.  
*Prereq: any programming language*

**CAE535 Computer-Aided Engineering** 2 hrs  
This course provides the necessary knowledge to use a computer as a tool for engineering calculation, analysis and design. Theoretical develop-

ment and procedure of finite element method are presented. CAE packages and other engineering software will be utilized.

**CAE537 Advanced Mechanics of Materials** 2 hrs  
This course covers advanced knowledge of mechanics of materials. The emphasis will be given to the practical treatments of stress, strain, deformation, thin shells, thick-walled vessels, flexural stresses, theory of failure and contract stresses that are important in engineering design.  
*Prereq: CADM325 or equivalent*

**CAE545 Engineering Simulation** 2 hrs  
This course introduces engineering software tools and techniques for computer modeling and simulation of mechanical components and systems. It is intended for anyone involved in engineering design, modeling, simulation and analysis. Supporting processes from concept to final product using CAD/CAE solutions are included.  
*Prereq: any CAD modeling experience*

**CAE565 Mechanical System Design** 2 hrs  
A study of mechanical system design. Emphasis on integrating strength of materials, failure theories, kinematics, mechanisms, component analysis and design, and product analysis to develop functional and safe mechanical systems.  
*Prereq: CAE325 or equivalent and CAE535*

**CAE567 Plastics, Materials and Processes** 2 hrs  
A study of industrial plastics materials and manufacturing processes. The course emphasizes physical testing techniques and the utilization of processing equipment to create materials for testing. Students will investigate amorphous and semicrystalline thermoplastics in injection molding, extrusion, thermoforming and blow molding processes.  
*Prereq: PHY230 or equivalent*

**CAE575 Advanced Engineering Dynamics** 2 hrs  
This course presents the foundations and applications of dynamics by emphasizing the importance of visual analysis of topics — especially through the use of free body diagrams. It also promotes a problem-solving approach to solving through its strategy, solution and discussion format in examples. It also includes design and computational examples.

**CAE585 Advanced Finite Element Analysis** 2 hrs  
The study of the application aspects of employing FEA as a significant aid in the design and analysis processes. Topics will center on the practical considerations associated with the use of FEA packages in heat transfer, stress and strain analysis, and vibration analysis.  
*Prereq: CADM435 or equivalent.*

**CAE590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**CAE597/598/599**  
**Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved written proposal is required. Both "independent study" and "research proposal format" guideline sheets are available from the department.  
*Prereq: department permission*

**CAE625 Plastics Mold Design and Manufacturing** 2 hrs  
A study of the principles of mold design for a variety of plastics mold processes. The course includes mold materials, stress and strength calculations, heat transfer predictions, machining, fabricating and testing in processing equipment.  
*Prereq: CAE567 or equivalent*

**CAE639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through Continuous Enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**CAE650 Computer-Aided Manufacturing** 2 hrs  
The use of the computer in planning manufacturing operations, solving manufacturing and related problems, and controlling manufacturing processes for batch and continuous production.

**CAE675 CAE Capstone** 2 hrs  
An integration of various aspects of product and project design, engineering analysis and manufacturing. Emphasis on mechanical design using failure theories, kinematics and mechanisms design, FEA analysis, dynamic analysis, manufacturing processes, as well as CNC programming and machining for development a project.  
*Prereq: CAE537, CAE565, CAE575, CAE585*

**CAE679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**CAE684 Workshop** 3 hrs  
Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CAE689 Industrial Internship** 2 hrs  
A field study of industrial theory and practice through internship experiences with cooperating industries. Designed for students desiring experiences beyond those obtained in their previous or present employment. *Offered on a credit/no-credit basis.*



**CAE690/691/692 Development Project/Thesis** 1/2/3 hrs  
A theory application project conducted under the supervision of an adviser and departmental graduate committee.  
*Prereq: department permission and 12 hours in one's graduate concentration*

**CAE693/694/695 Seminar** 1/2/3 hrs  
A research-oriented course for graduate majors.  
*Prereq: department permission*

**CAE697/698/699 Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved written proposal is required. Both "independent study" and "research proposal format" guideline sheets are available from the department.  
*Prereq: department permission*

## College of Arts and Sciences Courses (CASI)

**CASI639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through Continuous Enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**CASI650 Current Challenges in Bioinformatics Seminar** 3 hrs  
This course provides an opportunity for students to work in teams on real-life problems of bioinformatics. Students will apply their team-building skills to solve problems provided by biotechnology and pharmaceutical companies. This course is specifically designed for students enrolled in the professional master's in bioinformatics program.  
*Prereq: department permission*

**CASI680 Internship in Bioinformatics** 3 hrs  
This course provides an introduction to applied bioinformatics in a professional, for-profit environment. Students have an opportunity to apply their technical, communication and teambuilding skills in biotechnology and pharmaceutical companies of all sizes. This course is specifically designed for students enrolled in the Professional Master's in Bioinformatics Program.  
*Prereq: department permission*

## Chemistry Courses (CHEM)

**CHEM510 Computer Applications in Chemistry** 2 hrs  
A course in computer programming. The emphasis is on the application of computer-based numerical methods to the solution of complex chemical problems.  
*Prereq: senior or graduate standing in chemistry; no prior background in computer programming is necessary*

**CHEM515 Industrial and Environmental Chemistry** 3 hrs  
A three-part course covering selected aspects of industrial organic chemistry, industrial inorganic chemistry and environmental chemistry. Environmental problems most closely associated with the production aspects of industrial chemistry will be discussed.  
*Prereq: one year of organic chemistry; one course in inorganic chemistry; one course in physical chemistry*

**CHEM551 Macromolecular Biochemistry** 2 hrs  
This course consider the fundamental themes of nucleic acid biochemistry including DNA structure, folding, replication and repair mechanisms transcription; translation; gene regulation and techniques in recombinant DNA technology. Emphasis is placed on chemical mechanisms of these processes and targets for drug development. Text and literature articles are utilized.  
*Prereq: CHEM451 or instructor permission*

**CHEM554 Protein Structure and Function** 2 hrs  
The description of chemical and molecular biological approaches to investigating protein structure, and methods to analyze protein function. Rapid and steady-rate kinetics, recombinant DNA technology and expression systems, metabolic and protein assay development and relevant computer applications will be highlighted.  
*Prereq: CHEM451 or equivalent or instructor permission*

**CHEM555 Neurochemistry** 3 hrs  
Discussion of the biochemistry of the nervous system covering the synthesis, distribution, mechanism of function and degradation of compounds involved in neural function (including neurotransmitters, neurohormones, brain sphingolipids, steroids and prostaglandins). Mental diseases with a known biochemical basis and the rationale for drug therapy are described.  
*Prereq: CHEM452 or equivalent*

**CHEM561 Quantum Chemistry and Spectroscopy** 2 hrs  
A study of atomic and molecular structure and spectroscopy based on quantum chemistry.  
*Prereq: CHEM465 or equivalent*

**CHEM562 Statistical Mechanics and Chemical Kinetics** 2 hrs  
Introduction to the principles of statistical mechanics, the connection between the microscopic world and classical thermodynamics, and modern theories of chemical reaction rates.  
*Prereq: CHEM465 or equivalent*

**CHEM564 Physical-Chemical Characterization of Polymers** 2 hrs  
Physical methods of polymer characterization, including molecular weight determination, size fractionation, thermal analysis, degradation, depolymerization and reaction kinetics. Laboratory: six hours per week.  
*Prereq: CHEM463 and CHEM475, or equivalent*

**CHEM565 Nuclear Chemistry** 3 hrs  
The course will cover topics such as radioactive decay, decay systematics, nuclear models and nuclear reactions. Applications of radioactivity to chemical problems will be discussed. Techniques of nuclear chemistry, nuclear processes as chemical probes and other such topics will be covered. A discussion of the preparation and properties of transplutonium elements will be included.  
*Prereq: one year of college chemistry; one course in physical chemistry or modern physics*

**CHEM571 Advanced Organic Chemistry** 3 hrs  
A lecture course devoted to developing a deeper understanding of the structure of organic compounds and the mechanism of organic reactions. The structural aspects of bonding, stereochemistry and conformation will be extended beyond the introductory level prior to considering mechanistic studies on several fundamental reaction types.  
*Prereq: one year of organic chemistry*

**CHEM572 Spectrometric Organic Structure Determination** 4 hrs  
The use of infrared, Raman, ultraviolet, mass and nuclear magnetic resonance spectroscopy in organic structure determination will be discussed. Emphasizes problem-solving and practical applications.  
*Prereq: CHEM372 or equivalent*

**CHEM574 Advanced Organic Chemistry Topics** 2 hrs  
Two or three advanced topics are treated in depth. The topics selected will vary from offering to offering and could include such examples as: stereochemistry and conformational analysis, natural product chemistry, heterocyclic compounds, orbital symmetry rule and applications, and photochemistry.  
*Prereq: CHEM372 or equivalent*

**CHEM581 Advanced Analytical Chemistry** 3 hrs  
Practical applications of modern chemical analysis using instrumental methods, which may include optical, x-ray and nuclear spectroscopy, mass spectrometry and separations.  
*Prereq: CHEM463 and either CHEM361, CHEM461 or CHEM481*

**CHEM590/591/592 Special Topics** 1/2/3 hrs  
An in-depth study of a specialized area of chemistry. *Not offered on a regular basis. Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing*

**CHEM597/598/599 Independent Study** 1/2/3 hrs  
Advanced study on an individual basis in areas not covered, or not covered in depth, in formal course work.  
*Prereq: department permission*

**CHEM610 Information Retrieval in Chemistry** 1 hr  
A course designed primarily to provide M.S. candidates with a proficiency in locating chemical information by independent study. Exercises are relevant to research and involve both manual and computerized information retrieval.  
*Prereq: graduate standing*

**CHEM632 Structural Inorganic Chemistry** 3 hrs  
Physical and chemical methods for determining structures of inorganic substances and the relationship between structure and descriptive chemistry will be discussed.  
*Prereq: one year of physical chemistry and one course in advanced inorganic chemistry*

**CHEM639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. *Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CHEM655 Advanced Biochemistry Topics** 2 hrs  
Specialized areas of biochemistry are discussed in depth, with an emphasis on recent research developments.  
*Prereq: CHEM452 or equivalent*

**CHEM665 Physical Chemistry of Polymers** 2 hrs  
Thermodynamics and kinetics of step-growth and chain-growth polymerizations, the configuration and conformation of polymers, the properties of polymer solutions and phase equilibria, including crystallinity and molecular weight determination.  
*Prereq: CHEM465 and CHEM475, or equivalent*

**CHEM675 Advanced Organic Polymer Chemistry** 3 hrs  
The reactions used to form specialty polymers including polyaromatic heterocycles and metal-containing polymeric systems in semiconducting materials; the use of phosphazines and siloxanes and the development of new monomer systems; composites and polymer blends in multiphase systems; polymers and polymeric materials in electronics and medicine.  
*Prereq: CHEM361, CHEM372 and CHEM373, or equivalent*

**CHEM679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Does not count toward M.S. in chemistry. Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**CHEM693 Seminar in Chemistry** 1 hr  
Discussion of specific topics in chemistry by graduate students. Emphasis will be placed on the improvement of oral communication techniques for presentation of scientific material.  
*Prereq: department permission*

**CHEM697/698/699 Research in Chemistry** 1/2/3 hrs  
The student performs original research under faculty direction. Repeat enrollment is allowed. Thesis is submitted after completion of six to 10 hours of research in chemistry. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

## Clinical Research Administration Courses (CLRA)

**CLRA510 Introduction to Drug Development** 3 hrs  
Introduction to the pharmaceutical industry and the process of drug development. Drug development phases 1-4 are discussed. Regulatory requirements of the Food and Drug Administration are reviewed along with the content of the investigational new drug application (IND), the new drug application (NDA) and the marketing authorization application (international). The roles of investigator, coordinator, sponsor and monitor are discussed. Exposure to the skills necessary to function as a successful study monitor is given.

**CLRA520 Clinical Study Administration I** 3 hrs  
Provides an overview of the development, content and process of the clinical research study. Topics include protocols, case report forms, investigator brochures, informed consent, institutional review boards and Statement of Investigator Form 1572.  
*Prereq: CLRA510 or permission of the instructor*

**CLRA530 Clinical Study Administration II** 3 hrs  
Course builds on the content of CLRA520 and expands upon the processes involved in study management. Topics include source document verification, visit types, drug accountability, adverse events, laboratory and supplies.  
*Prereq: CLRA520 or permission of the instructor*

**CLRA540 Advanced Topics in Clinical Study Management** 3 hrs  
Capstone experience utilizes the background material presented in CLRA510/530 to integrate all of the components of a clinical research program and how they relate to the completed submission of a document to the U.S. Food and Drug Administration.  
*Prereq: CLRA530 or permission of the instructor*

**CLRA550 Preceptorship in Drug Development** 3 hrs  
The preceptorship is a three-month-long, full-time experience which occurs both in a clinical setting (one month) and a clinical research organization setting (two months). Students interact with clinical research associates, clinical research coordinators and clinical scientists in a workplace setting to develop and polish clinical research coordinating and monitoring skills.  
*Prereq: completion of CLRA510, CLRA520, CLRA530 and CLRA540, with 3.0 grade point average*

**CLRA561 Legal Issues in Drug Development** 2 hrs  
This course will prepare clinical research administrators and others who may be involved in the drug development process in the fundamentals of the patent process and the function of the governmental agencies which supervise the process. Other issues which relate to technology transfer and licensing will also be discussed.  
*Prereq: CLRA510*

**CLRA571 Grant and Contract Management for Research Project Administrators** 3 hrs  
This course will prepare future clinical research administrators and others involved in research administration, in the fundamentals of pre- and post-award management of research projects. Emphasis is given to understanding the terms and conditions of contracts and grant award documents, and to management issues involved in forming and managing sub-contractual relationships.

**CLRA581 Regulatory Affairs in Drug Development** 2 hrs  
This course will prepare future clinical research administrators and others involved in research administration, in the fundamentals of the government regulatory process and the function of the governmental agencies which supervise the process. Primary focus will be on regulatory requirements in the United States, but both international harmonization, devices and biologics will also be discussed.  
*Prereq: CLRA510*

**CLRA590/591/592 Special Topics** 1/2/3 hrs  
Advanced-level courses covering specific topics in associated health professions. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**CLRA597/598/599 Independent Study** 1/2/3 hrs  
Independent original endeavors under the guidance of an associated health professions faculty member.  
*Prereq: department permission*

**CLRA601 Graduate Seminar in Drug Development** 1 hr  
Presentation of special reports and group discussions of selected topics in clinical research.  
*Prereq: graduate status or permission of instructor for senior undergraduates.*

**CLRA639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through Continuous Enrollment. Enrollment enables access to library, health services and other resources. *Credit will not apply toward degree completion. Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CLRA690/691/692 Thesis** 1/2/3 hrs  
Intensive research into a problem under the guidance and supervision of a graduate faculty member of the clinical research administration program, and the preparation of a thesis consistent, in substance and form with the standards of the discipline. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CLRA695 Special Project in Clinical Research Administration** 3 hrs  
Conduct of an individualized special project under the guidance and supervision of the program coordinator. The student will prepare a research paper and present the results in a formal seminar to the faculty and students in the clinical research administration program. *Offered on a credit/no-credit basis.*  
*Prereq: CLRA530 or instructor permission*

## Clinical Laboratory Science Courses (CLSC)

**CLSC501 Fundamentals of Epidemiology** 3 hrs  
Lecture and discussion course of epidemiological measurements, applications, study design, disease risk assessment and interpretation. Epidemiology is the basic science of disease prevention and plays a major role in the development and evaluation of public policy. Risk factors for disease mechanisms involved in pathogenesis will be discussed.  
*Prereq: MATH105 or equivalent; MATH170 or SOCL250 or waiver*

**CLSC590/591/592 Special Topics** 1/2/3 hrs  
Advanced-level courses covering specific topics in clinical laboratory sciences. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: permission of instructor*

**CLSC597/598/599 Independent Study** 1/2/3 hrs  
Independent original endeavors involving library and/or laboratory work under the guidance of a clinical laboratory sciences program faculty member.  
*Prereq: permission of instructor*

**CLSC639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. *Credit will not apply toward degree completion. Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CLSC679/680/681 Special Topics** 1/2/3 hrs  
Advanced-level courses covering specific topics in clinical laboratory sciences. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: permission of instructor*

**CLSC697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Communication Technology Courses (CMT)

**CMT587 Co-operative Education** 3 hrs

**CMT590/591/592/593 Special Topics** 1/2/3/4 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**CMT597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**CMT679/680/681 Special Topics** 1/2/3 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**CMT690/691/692 Thesis** 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

**CMT697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Construction Management Courses (CNST)

**CNST501 Project Estimating** 2 hrs  
An investigation into the estimating and bidding practices used within the construction industry in order to prepare, analyze and submit an estimate of the costs for a project.  
*Prereq: CNST304 or equivalent*

**CNST502 Project Scheduling** 2 hrs  
An investigation into advanced scheduling techniques and the application of these within the construction industry.  
*Prereq: CNST361 and CNST304, or equivalents*

**CNST503 Construction Delays and Claims** 2 hrs  
An investigation into the risks, liabilities and responsibilities involved in today's construction industry. The areas of liability, contract interpretation, changes, changed conditions, delays, damages, documentation and dispute resolution are addressed.  
*Prereq: CNST406 or equivalent*

**CNST504 Project Management** 2 hrs  
An investigation of the typical problems associated with construction projects and applicable management practices for solving managerial problems.

**CNST590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**CNST597/598/599 Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved written proposal is required. Both "independent study" and "research proposal format" guideline sheets are available from the department.  
*Prereq: department permission*

**CNST616 Analysis of Commercial Structures** 3 hrs  
An investigation into the construction industry practices associated with the use of working drawings to analyze project requirements for bidding, planning, scheduling and controlling construction projects.  
*Prereq: CNST361 and CNST304, or equivalents*

**CNST624 Project Productivity and Cost Control** 3 hrs  
An investigation into the contemporary problems related to construction productivity, and methods to be employed to control construction costs.  
*Prereq: CNST403 or equivalent*



**CNST626 Construction Processes** 2 hrs  
An investigation of the accepted and standard practices associated with the construction process.

**CNST639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**CNST645 Occupational Safety and Health** 2 hrs  
An exploration of occupational safety and health from a human behavior perspective. Attention will be given to the development of safety management systems. Legislative safety and health policies will be analyzed to determine their effectiveness.

**CNST648 Principles of Construction Technology** 2 hrs  
A study of the production system of the construction industries, utility systems, housing construction and city and regional planning practices.

**CNST679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**CNST682/683/684/685 Workshop** 1/2/3/4 hrs  
Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CNST689 Industrial Internship** 2 hrs  
A field study of industrial theory and practice through internship experiences with cooperating industries. Designed for students desiring experiences beyond those obtained in their previous or present employment. *Offered on a credit/no-credit basis.*

**CNST690/691/692 Development Project/Thesis** 1/2/3 hrs  
A theory application project conducted under the supervision of an adviser and departmental graduate committee.  
*Prereq: department permission and 12 hours in one's graduate concentration*

**CNST693/694/695 Seminar** 1/2/3 hrs  
A research-oriented course for graduate majors.  
*Prereq: department permission*

**CNST697/698/699 Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved

written proposal is required. Both "independent study" and "research proposal format" guideline sheets are available from the department.  
*Prereq: department permission*

## College of Business Courses (COB)

**COB590/591/592 Special Topics** 1/2/3 hrs  
Course covers selected topics from the field of business. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**COB597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**COB639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**COB679/680/681 Special Topics** 1/2/3 hrs  
Course covers selected topics from the field of business. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**COB695 Seminar** 3 hrs  
A study of selected business issues and methods. Specific topics will vary from semester to semester.  
*Prereq: department permission*

**COB697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Computer Science Courses (COSC)

**COSC506 Methods of Teaching Computer Science in the Secondary School** 3 hrs  
This course encompasses information and materials needed to prepare students for the teaching of computer science in grades seven through 12. Topics include curricular development, course content, laboratory arrangement, pedagogical methods, security and maintenance of equipment, software selection

and evaluation and copyright considerations. In addition, the course presents approaches for dealing with diversity of student abilities and backgrounds, techniques and strategies for teaching problem-solving, algorithm development and program debugging. Time will be spent fitting previous teaching experiences and backgrounds into the computer science class and laboratory environments.  
*Prereq: COSC515 or both COSC311 and COSC221*

**COSC511 Design and Analysis of Algorithms** 3 hrs  
Complexity measures of algorithms; searching, sorting, string matching and graph algorithms; design and analysis of greedy algorithms, backtracking, divide and conquer approach, dynamic programming; NP-complete and NP-hard problems are studied.  
*Prereq: ADM or COSC314, COSC311 and MATH121*

**COSC513 Formal Methods in Software Development** 3 hrs  
Principles of logical reasoning and their application to the development of reliable software, propositional and predicate logic, mathematical induction, semantics of control and data structures are studied. Examples are drawn from various applications areas. Emphasis is on the use of formal methods as practical tools that aid in software development.  
*Prereq: ADM or COSC314, COSC311, and MATH121*

**COSC514 Fundamentals of Computer Science I** 4 hrs  
An accelerated course covering the content of COSC211 Programming Data Structures and COSC311 Data Structures. Includes structured programming, recursion, topics in data structures and an introduction to algorithm analysis. *No credit for COSC311 or its equivalent.*  
*Prereq: COSC111 or equivalent*

**COSC515 Fundamentals of Computer Science II** 4 hrs  
An accelerated treatment of topics from COSC221 Computer Organization I and COSC321 Computer Organization II. Topics include: machine language and arithmetic; assembly language programming; implementation of high-level run time structures; structure of assemblers, loaders and command interpreters. Logic design and computer architecture. *No credit for COSC221, COSC321 or their equivalent.*  
*Prereq: COSC514 or department permission*

**COSC522 Computer Communication Networks and Distributed Systems** 3 hrs  
A study of networks of interacting computers. Topics covered: principles of data communication; major national and international protocols; models for network design and analysis; local and long-haul networks; distributed processing, distributed databases and distributed operating systems. A laboratory project involving a network of microcomputer systems is included.  
*Prereq: ADM or COSC314, COSC311, and COSC321*



- COSC523 Advanced Computer Organization** 3 hrs  
Processor design, fixed and floating point arithmetic processing and nonarithmetic processing are studied. Topics covered: control design and microprogramming; memory organization and input-output; system organization. Case studies will be drawn from computer systems designed to make special types of processing more efficient: stack computers, pipelined processors and vector computer multiprocessing.  
*Prereq: ADM or both COSC311 and COSC321*
- COSC527 Wireless Networking Principles** 3 hrs  
This course involves the study of wireless communication technologies and standards. Communication issues such as frequency reuse, signal coding, error control coding and spread spectrum technology as well as technologies including cellular telephony, personal communications systems and wireless local area networks and international wireless standards will be discussed.  
*Prereq: MATH120 and COSC439 or COSC522*
- COSC541 Automata, Computability and Formal Languages** 3 hrs  
A survey of the principal mathematical models of computation and formal languages. Finite automata, regular languages and sets, the Chomsky hierarchy, context-free languages, computability and undecidable problems, computational complexity and NP-completeness are studied.  
*Prereq: ADM or COSC314 and COSC311*
- COSC544 Programming in LISP** 1 hr  
Introduction to the LISP language with emphasis on artificial intelligence applications. Pure LISP, built-in and user-defined functions, PROG feature, MAP-functionals and property lists.  
*Prereq: ADM or COSC311 or COSC514*
- COSC545 Programming in Prolog** 1 hr  
An introduction to one of the most widely used languages of artificial intelligence. Topics include Prolog's inference procedure, assertions of facts and rules, recursion, list structures, functors, the cut, numerical operations and principles of good Prolog style.  
*Prereq: ADM or COSC311 or COSC514*
- COSC552 Human-Computer Interaction** 3 hrs  
Methods for modeling, designing, implementing and evaluating dialogues between people and computer systems, taking into account modern interface technologies, human limitations and trade-offs between competing design objectives.  
*Prereq: ADP or COSC444 or COSC541*
- COSC556 Advanced Computer Graphics** 3 hrs  
Topics covered: mathematics for 3-D graphics; polygon clipping; polygon filling; modeling methods; 3-D transformations; parallel and perspective projections; hidden line and hidden surface removal algorithms; shading and color models.  
*Prereq: ADM or COSC311, MATH120, and MATH122*
- COSC561 Artificial Intelligence** 3 hrs  
This course introduces the student to basic concepts and techniques of artificial intelligence. Topics covered: strategies for choosing representations, notational systems and structures; search strategies; control issues; examples of current systems in natural language processing, pattern recognition, problem-solving, learning and information retrieval. *Students with no prior knowledge of LISP should take COSC544 concurrently.*  
*Prereq: ADP or COSC444 or COSC541*
- COSC562 Information Retrieval and Recommendation** 3 hrs  
Explores the fields of information retrieval and recommendation. Searching for and recommending relevant information to a user. Topics include set-theoretic, algebraic and probabilistic models common to both fields, evaluation of retrieval and recommendation techniques, queries, indexing and issues related to format (text, multimedia, etc.).  
*Prereq: COSC314, COSC311 and MATH370 or MATH360*
- COSC571 Database Management Systems Design** 3 hrs  
Topics covered: file and data organization techniques; the hierarchical, network and relational data models with examples; query facilities; data normalization; security and integrity; design and implementation of a simple DBMS system.  
*Prereq: ADP or COSC341, COSC321, and either COSC444 or COSC541*
- COSC576 Computational Tools in Bioinformatics** 3 hrs  
An introduction to tools for programming and data management commonly used in bioinformatics. Topics include Perl programming, bioinformatics programming libraries for Perl and Java, Web and data markup languages and database technology (database design and queries).  
*Prereq: COSC514 or COSC311*
- COSC581 Software Design and Development** 3 hrs  
Software engineering techniques for the organization, management and development of a large software project are studied, including specification, structured design, segmentation and documentation.  
*Prereq: ADP or COSC341 and either COSC444 or COSC541*
- COSC582 Object-Oriented Design** 3 hrs  
This course covers the analysis and design aspects of a software development process from an object-oriented perspective. The Unified Software Development Process along with the Unified Modeling Language (UML) will be used for modeling software systems. Requirements gathering and planning activities will be dealt with only from a modeling perspective.  
*Prereq: COSC481 or COSC581*
- COSC590/591/592 Special Topics** 1/2/3 hrs  
A graduate-level course in a specific area of computer science to be determined by the field of specialization of the instructor and the interest of the students. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: Six hours of graduate computer science courses and department permission*
- COSC597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or implementation of a project under the direction of a member of the computer science faculty.  
*Prereq: Six hours of graduate computer science courses and department permission*
- COSC612 Parallel Algorithms** 3 hrs  
A course in design and analysis of algorithms for parallel programming. Sorting, searching, matrix multiplication, graph theory and other fundamental areas of computation are considered for parallel program design.  
*Prereq: COSC511*
- COSC616 Algorithms in Bioinformatics** 3 hrs  
Coverage of fundamental algorithmic techniques used to solve problems in bioinformatics, relating to DNA sequences, microarrays and evolutionary computations. Also, covers intractability of biological problems, and techniques to deal with intractability.  
*Prereq: COSC511, COSC513, COSC541 or COSC576*
- COSC623 Advanced Operating Systems** 3 hrs  
Selected topics from areas such as concurrent processing, memory management, resource allocation and scheduling, multiprocessing and multiprogramming, protection, performance evaluation and modeling will be covered in depth.  
*Prereq: UGM or COSC314 and COSC423*
- COSC625 Real Time Processing** 3 hrs  
An introduction to the problems, concepts and techniques involved in computer systems that must interface with external devices; computer characteristics needed for real time use, operating system considerations, analog signal processing and conversion, and inter-computer communication. Students will be involved in several laboratory projects involving a mini- or microcomputer system.  
*Prereq: UGM or COSC423 and either COSC422 or COSC523*
- COSC631 eCommerce and Web Database Infrastructure** 3 hrs  
This course involves the study of the technical details necessary for building electronic commerce systems and web databases. Such technical details include the operating system, Web and database servers, client/server communications, security issues, audit trails, payment systems and modern Web application programming languages.  
*Prereq: COSC436 or COSC439 or COSC471 or COSC522 or COSC571*
- COSC639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**COSC645 Advanced Compiler Construction** 3 hrs  
An introduction to the major methods of compiler implementation. These include: lexical analysis, LL and LR parsing, semantic analysis and code generation, error detection and recovery, and code optimization. Compiler engineering techniques including portability, validation and the use of automated compiler-writing tools are also studied. Course project will involve implementation of a compiler.  
*Prereq: COSC445 and COSC541*

**COSC653 Software Requirements Engineering** 3 hrs  
This course teaches the student how to determine clients' software needs, formally specify operations and data, quantitatively assess risks involved in a software project, estimate resources necessary to create software, coordinate a requirements team, measure and evaluate requirements documents, and investigate current research issues in this field.  
*Prereq: COSC481 or COSC581*

**COSC661 Automated Reasoning** 3 hrs  
A theoretical and practical survey of different reasoning techniques, both classical and nonclassical, and methods for implementing them as computer programs. Topics will include resolution proofs, fuzzy logic, nonmonotonic reasoning, default reasoning and uncertainty measures. Applications will include expert systems.  
*Prereq: COSC561 or COSC461*

**COSC662 Seminar** 1 hr  
A graduate-level seminar in specialized concentration areas.  
*Prereq: eight hours of graduate computer science courses and department permission*

**COSC663 Fuzzy Logic and Design of Fuzzy Systems** 3 hrs  
An applied and theoretical treatment of fuzzy logic concepts. Discrete and continuous representations of fuzzy sets and fuzzy operations. Types of fuzzy reasoning, their computational and logic consistency, and stability in fuzzy systems. Design of fuzzy systems in a variety of case studies such as controllers, traffic simulations, pattern recognition.  
*Prereq: COSC511 or COSC513 or COSC541*

**COSC667 Machine Learning and Data Mining** 3 hrs  
Introduction to the theory and practice of automated data discovery and inference over large data sets. Students will implement various automated learning algorithms and learn the impact of inductive bias, overfitting and data representation on these algorithms. Applications covered include information retrieval, genetic sequencing and Web based mining.  
*Prereq: MATH120, MATH360 and COSC471 or COSC561 or department permission*

**COSC671 Advanced Topics in DBMS** 3 hrs  
Advanced topics in database principles. Higher normalizations, query optimization, triggers and active databases, transaction control, object-oriented database model, issues in distributed and parallel database, multidimensional indexing, inexact indexing.  
*Prereqs: COSC471 or COSC571*

**COSC679/680/681 Special Topics** 1/2/3 hrs  
A graduate level course in a specific area of computer science to be determined by the field of specialization of the instructor and the interest of the students.  
*Prereq: 12 hours of graduate computer science courses and department permission*

**COSC683 Software Engineering Practicum** 3 hrs  
Working in a software project team, students will develop a large software system, carrying the project through from requirements analysis to acceptance testing. Teams will analyze "live" problems, that is, projects selected for their functionality to the user(s) involved. This is a laboratory course with formal class meetings only for the distribution of projects.  
*Prereq: 18 hours of graduate computer science courses and department permission*

**COSC685 Software Quality Assurance** 3 hrs  
This course covers various techniques for assessing the quality of software. Topics include types of testing techniques, inspection and technical review, complexity measures and test planning, design and execution. An introduction to one or more software testing automation tools will also be covered.  
*Prereq: COSC481 or COSC581*

**COSC690/691/692 Thesis** 1/2/3 hrs  
Intensive research into a computer science problem and the preparation of a report consistent in substance and form with the standards of the discipline.  
*Prereq: 18 hours of graduate computer science courses and department permission*

**COSC697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or implementation of a project under the direction of a member of the computer science faculty.  
*Prereq: 12 hours of graduate computer science courses and department permission*

## College of Technology Courses (COT)

**COT586/587/588/589 Internship in Technology** 1/2/3/4 hrs

**COT590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

**COT597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**COT639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**COT671/672/673 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

**COT677/678/679 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a faculty member.  
*Prereq: department permission*

**COT686/687/688/689 Internship in Technology** 1/2/3/4 hrs  
*Prereq: department permission*

**COT700 Introduction to the Interdisciplinary Study of Technology** 3 hrs  
This course serves as an introduction to the interdisciplinary study of technology by acquainting students with science, technology and society (STS) studies, and with technology philosophies and theoretical paradigms such as social constructivism, scientific rationalism, technological determinism, appropriate technology, technology ethics and socio-technological systems theory. Students will apply these theoretical and analytical concepts to the study of technological systems. Offered only to Ph.D. in technology students.

**COT701 Technology Trends and Issues** 2 hrs  
This course exposes students to cutting-edge technological trends and issues in a variety of scientific and industrial fields through reading and guest lectures by campus experts. Students will have an opportunity to conduct in-depth examinations of selected topics presented, and may use this research as an opportunity to identify or refine potential dissertation topics by linking them to the most current research in a given field of study. Offered only to Ph.D. in technology students.  
*Concurrent prereq: COT700*

**COT702 Planning for Technological Change** 3 hrs  
In this course, the need for technology planning is conveyed, as it applies to organizations and society. At the organizational level, principles of strategic planning are reviewed, the business strategies of well-known companies are studied and a case is made for the needed linkage between strategic business planning and technology planning. In this course, students are introduced generally to the technology "life cycle" concept, and the importance of planning to effective technology utilization. Offered only to Ph.D. in technology students.  
*Concurrent prereq: COT700*

**COT704 Legal and Policy Aspects of New Technologies** 3 hrs  
 This course examines the legal and policy issues raised by new technologies, nationally and globally. These issues include, but are not limited to, information privacy, biotechnology, technology transfer, executive responsibility, intellectual property, software protection and national and international technology policy development processes. The course utilizes a seminar format, which includes case study analysis and examination of information on the World Wide Web. Offered only to Ph.D. in technology students.

**COT705 Technology Design, Development and Transfer** 3 hrs  
 This course examines the processes involved in designing and bringing new products to market, and the engineering, cultural, political and business factors that influence those processes. Special attention is paid to the concepts of human-centered and gendered design, the structure and functioning of product development teams and the philosophy of concurrent engineering. Also covered in this course is the role that governments and agencies play in supporting technology transfer from research laboratory to marketplace, and from country to country. Offered only to Ph.D. in technology students.  
*Prereq: COT700*

**COT710 Introductory Research Design and Applied Statistics in Technology** 3 hrs  
 An application of introductory research design and statistics in technology. Emphasis is on the relationship between descriptive research design and methods and associated statistics. Students begin the process of developing a research proposal, formulating research questions, selecting data gathering methods and interpreting appropriate statistical procedures. Offered only to Ph.D. in technology students.  
*Prereq: department permission*

**COT711 Advanced Research Design and Applied Statistics in Technology** 3 hrs  
 This course extends the subject matter considered in COT710. It is an application of experimental research design and parametric statistics to scholarly inquiry in technology. Emphasis is on the relationships between true and quasi-experimental research designs and methods and associated statistics. Students continue to refine their research proposals. Offered only to Ph.D. in technology students.  
*Prereq: COT710*

**COT712 Qualitative Methods and Research Design in Technology** 2 hrs  
 This course will describe how to use qualitative research methods and designs for conducting technology research. Students will acquire an understanding of the inherent differences between quantitative and qualitative research. Specific qualitative approaches for collecting, coding and analyzing data will be presented. Students will learn how to transpose qualitative data into quantitative data as well as learning how to utilize various computer programs within qualitative research. Offered only to Ph.D. in technology students.

**COT715 Implementing and Managing Technological Change** 3 hrs  
 This course covers the concepts of technology management as a field of study, the rationale for technology introduction, the value of partnership approaches to technology introduction and implementation, the role of organizational culture in contributing to technology success or failure and the importance of training and competency building. Students will study best-practice scenarios, apply the principles learned to case studies and critically analyze technological change practices at their own workplaces or an organization of their choosing. Offered only to Ph.D. in technology students.  
*Prereq: COT700*

**COT767 Continuous Enrollment** 1 hr  
 Graduate students who are completing dissertation research or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course offered on a credit/no-credit basis.*  
*Prereq: department permission*

**COT771/772/773 Special Topics** 1/2/3 hrs  
 An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

**COT777/778/779 Independent Study** 1/2/3 hrs  
 An intensive study of a problem or group of problems under the direction of a faculty member.

**COT780 Technology Impact Assessment** 3 hrs  
 Using a multidisciplinary approach, this course presents conceptual frameworks for assessing the impact of technology on society, institutions, organizations and individuals. It examines the mutual interaction of technological and human systems, and the social institutions engaged in technology impact analyses. Offered only to Ph.D. in technology students.  
*Prereq: COT700*

**COT786/787/788/789 Internship in Technology** 1/2/3/4 hrs

**COT871/872/873 Special Topics** 1/2/3 hrs  
 An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

**COT877/878/879 Independent Study** 1/2/3 hrs  
 An intensive study of a problem or group of problems under the direction of a faculty member.

**COT895 Dissertation Research and Design Seminar** 3 hrs  
 This seminar is an opportunity for students to identify and refine possible dissertation research topics by critically analyzing how the study of technology is approached in the research literature. By exploring the nature of inquiry in technology, students will be able to identify the conceptual framework for a dissertation, write a research problem statement and construct a preliminary research plan. Offered only to Ph.D. in technology students.  
*Prereq: COT700/710*

**COT896/897/898/899/900 Dissertation Research** 1/2/4/8/12 hrs  
 Completion of research problem, writing thesis and defense of dissertation. *Offered on a credit/no-credit basis.*  
*Prereq: candidacy status*

## Counseling Courses (COUN)

**COUN500 Professional Educator Development Program** 1/2/3 hrs  
 For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**COUN503 Dynamics of Life Development** 2 hrs  
 A study of life transitions and their impact on personal, social and vocational development. Theoretical concepts and recent research findings on adult development will be examined. Exploration of practical program applications for individual and group counseling. *This was previously course COUN631; If a student took it as COUN631 it does not need to be taken again.*

**COUN505 Counselor Development: Basic Skills** 3 hrs  
 This course is designed to train prospective counselors for competencies in beginning counseling skills and to assess individuals' potential for counseling. Clarification of expectations for entering the counseling profession, examining motives, selecting complementary learning experiences, getting the most out of training and tracing one's beginnings as a helper. *Open to majors, nonmajors and seniors with permission.*

**COUN508 Theories of Counseling** 3 hrs  
 The focus is the rationale, historical development and major constructs of theories that represent foundational approaches to counseling. The applicability of each theory for practice with diverse client populations is studied as well as the ethical and legal implications of practice. Students begin the development and conceptualization of a personal counseling theory.

**COUN515 Crisis Intervention** 2 hrs  
 Focus on crisis intervention from theoretical and practical perspectives. Emphasis on defining the nature of crisis; on intervention in specific crisis



reactions resulting from such events as rape, loss or illness; and on intervening with suicidal clients and other clients in crisis. Practice in intervention through role-playing.

*Prereq: COUN505 or instructor permission*

**COUN520 Assessment in Counseling 3 hrs**

This course is designed to provide a foundation for using assessment procedures in counseling. Emphasis will be given to developing skills in using basic measurement concepts and qualitative and quantitative assessment methods.

*Prereq: EDPS667 and EDPS677*

**COUN530 Career Development and Information Services 3 hrs**

This course includes an introduction to the psychology, sociology and economics of work and career-development theory. It also provides the skills needed for identification and organization of information services in counseling and student affairs practice. Students are also introduced to the method and practice of career counseling and student affairs practice.

*Prereq: COUN505*

**COUN540 Group Process I 3 hrs**

This course will introduce basic group counseling theories and processes. Students will learn to observe and critique the group process. Information will be presented on such topics as the types, rationale, development, leadership and ethics of groups.

*Prereq: COUN505, COUN508 and students must be program admitted*

**COUN550 Introduction to Student Affairs in Higher Education 3 hrs**

This course is designed to provide an introduction to the field of student affairs in higher education. The course provides several introductory elements: an historical overview of student affairs, professional ethics, theoretical approaches to student learning and an introduction to the various functions and activities associated with student affairs. The course is designed to examine student affairs in public and private institutions as well as community colleges.

**COUN551 Contemporary College Students 3 hrs**

This course focuses on an examination of the changing undergraduate lifestyle, attitudes, characteristics and demographics of today's college students. In the course the students will examine the effects of higher education, the student as learner and student development theory. Attention is given to both traditional and nontraditional college populations in two- and four-year institutions.

*Prereq: COUN550 or permission of instructor*

**COUN571 Cross-cultural Counseling 3 hrs**

Develop an understanding of the influence of culture on intra- and interpersonal behavior, as well as the interpersonal competence and instrumental skills needed to counsel people from multiple and culturally different backgrounds.

*Prereq: COUN505*

**COUN572 Counseling Parents 2 hrs**

Focus on the significant parent counseling programs and techniques in current use. Provision

of opportunities to utilize learned counseling and communication skills in assisting parents to develop effective parenting skills compatible with their cultural, ethnic, religious, interpersonal and social orientations.

*Prereq: COUN505 or permission of instructor*

**COUN573 Counseling Older Persons 2 hrs**

This course is designed to provide students with information and skills needed by counselors to work with older adults. The focus of this course is on a developmental counseling perspective emphasizing aging — an important aspect of lifespan development. Students will study the methods and strategies needed to assist older adults who face changes, concerns, crisis and adaptations associated with aging.

*Prereq: COUN505 or permission of instructor*

**COUN574 Couple and Family Counseling 2 hrs**

This course provides an overview of couple and family counseling. Participants will have an opportunity to learn couple and family counseling skills as well as focus on related principles, practices and processes. Information will be provided on contemporary approaches, ethical considerations and professional issues. Counseling practices for different populations and types of families will be explored. The course will have an experiential learning and discussion format.

*Prereq: COUN505 or permission of instructor*

**COUN575 Substance Abuse Counseling I 2 hrs**

The course introduces participants to basic knowledge, concepts and counseling methods utilized in the field of chemical dependency. The prospective counselor will acquire a basic foundation for working with clients who are affected by their own, or someone else's, chemical abuse.

*Prereq: COUN505*

**COUN576 Counseling Survivors of Trauma 2 hrs**

The purpose of this course is to provide students with the basic knowledge and skills to work with clients who have experienced traumatic events. The course will focus on both the assessment of trauma reactions as well as individual and group interventions with children and adults.

*Prereq: COUN505*

**COUN580 Counselor Development: Counseling Process 3 hrs**

This course is designed to integrate basic skills and to train prospective counselors for the implementation of counseling skills. A major portion of the course focuses on knowledge of the counseling process, stages and practices. Introductory study of contemporary counseling models is provided. Ethical considerations are covered. Counseling practices for specific issues and populations are introduced.

*Prereq: COUN505 and students must be program admitted*

**COUN590/591/592 Special Topics 1/2/3 hrs**

Special courses and seminars dealing with contemporary topics and issues in the counseling and student affairs practice field. Designed primarily for graduate students and practitioners in the

helping professions. Topics to be selected. (See current schedule.) *Not more than six hours of special topics may be used on a degree program.*

*Prereq: will be determined on the basis of special topics being offered*

**COUN595 Workshop 2 hrs**

Workshops dealing with selected areas within the counseling and student affairs practice field such as the self-concept, career education, psychological education and other relevant topics of interest.

*Prereq: open to counseling and student affairs practice majors and graduate students in related fields*

**COUN597/598/599 Independent Study 1/2/3 hrs**

In these classes students have an opportunity to explore topics of interest in an intensive and independent manner. Topics must be selected, and an independent study pursued, with the approval and supervision of a member of the faculty in counseling and student affairs practice. *Offered on a credit/no-credit basis.*

*Prereq: department permission*

**COUN612 The School Counselor 2 hrs**

This course emphasizes the role of the school counselor in the comprehensive developmental counseling program. The focus is on the historical evolution, skills and techniques for working effectively with a diverse population of students, K-12. This includes the development of skills for working with teachers, parents, administrators, referral agencies and other educational teams.

*Prereq: COUN505 and COUN503 or COUN631*

**COUN622 Diagnosis and Treatment Planning in Counseling 3 hrs**

This course provides students with a working knowledge of diagnostic classification systems, specifically the current version of the DSM. Additionally, the course introduces students to skills in selecting and implementing appropriate treatment strategies and in case presentation. Students have opportunities to apply knowledge and skills to client cases.

*Prereq: COUN505 and COUN510 or COUN580*

**COUN639 Continuous Enrollment 1 hr**

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**COUN640 Group Process II 2 hrs**

Advanced opportunity for students to develop further group skills and to expand their awareness of interactions in a group. Assessment of the student's own potential as a group counselor through small group participation.

*Prereq: COUN510 and COUN540*



**COUN650 Organization and Administration of School Counseling Services** 2 hrs  
A study of the philosophy and principles of counseling as implemented into practice. Examination of the organization and administration of the various counseling services and the counseling functions of various school staff members.  
*Prereq: COUN505*

**COUN651 Counseling with Children** 3 hrs  
An investigation of the specialized skills and theoretical frameworks involved in counseling with children. Special emphasis will be placed on the consideration of developmental levels and on the use of play therapy techniques. This course is applicable to counselors wishing to practice in community, private practice and elementary school settings.  
*Prereq: COUN631 or COUN503*

**COUN652 The Counselor as Consultant** 2 hrs  
Basic overview for counselors of the theories, process and practices in consultation. Methods of establishing collaborative relationships are described. Individual and group consulting approaches for counselors will be discussed and practiced.  
*Prereq: COUN505 or permission of instructor*

**COUN655 College Student Development Theory** 3 hrs  
This course teaches education professionals to apply college student development and learning theories in higher education environments. Students will learn how various theories can be intentionally applied to facilitate student development both inside and outside the classroom. Student development theory is unique to higher education environments. Further relevant psychological theories are offered in PSY640 and PSY646.  
*Prereq: graduate standing*

**COUN660 Community Resources in Counseling** 2 hrs  
Identification, analysis and development of the community resources needed by counselors who work in a variety of settings. Focus on skills in identifying, referring and receiving client referrals. Presentations by representative community agencies in class or on-site during class time.

**COUN671 Advanced Multicultural Counseling** 3 hrs  
This seminar style course is designed to assist helping professionals in enhancing the knowledge and skill components of multicultural counseling. The course is designed for students who have already obtained a personal awareness of the importance of counselor and client race, ethnicity, gender, socioeconomic class, religion/spirituality, disability and sexual orientation, and the sociopolitical effects of these issues on the counseling process. This course is heavily experiential as there is a fieldwork component where students will practice using cultural competency skills.  
*Prereq: COUN571*

**COUN679/680/681 Special Topics** 1/2/3 hrs  
Special courses and seminars dealing with contemporary topics and issues in the counseling and student affairs practice field. Designed primarily for graduate students and practitioners in the helping professions. Topics to be selected. (See current schedule.) *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: will be determined on the basis of special topics being offered*

**COUN683/684/685/686 Counseling Practicum I** 1/2/3/4 hrs  
The purpose of this practicum experience is to provide opportunities for students to work with diverse clients and client situations. It serves as an integrating component in master's degree programs, affording students a structured and supportive environment in which to apply counseling theories, techniques and skills learned in previous course work. Students also develop skills in observations, feedback, case preparation, interview analysis and reporting as well as become aware of a variety of professional resources and community referral agencies.  
*Prereq: department permission*

**COUN687 Counseling Practicum II** 3 hrs  
This advanced course focuses on the theory and practice of group counseling. Students are provided opportunities to facilitate counseling groups under the supervision of a faculty member. *Offered on a credit/no-credit basis.*  
*Prereq: COUN686 and department permission*

**COUN689 Field-Based Experience I** 2 hrs  
This course emphasizes on-the-job experiences under professional supervision that afford the student practical experiences in counseling and student affairs in settings such as colleges, universities, community colleges or other approved settings. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**COUN690 Field-Based Experience II** 2 hrs  
This course emphasizes job experiences under professional supervision that afford the student practical experiences in student affairs in such settings as colleges and universities, community colleges or other approved placement settings.  
*Prereq: department permission*

**COUN692 Seminar: Ethical, Legal and Professional Issues in College Counseling** 2 hrs  
This course provides opportunities for students to synthesize learning from previous coursework with application to college counseling. Current issues in the field, ethical and legal considerations, student development theories with an emphasis on diverse student groups and an action research project will be the focus of this course.  
*Prereq: COUN686 or department permission*

**COUN694 Seminar: Ethical, Legal and Professional Issues in Community Counseling** 2 hrs  
To work effectively in community settings, counselors must be aware of current issues and changes in the profession. This course provides opportuni-

ties to explore ethical and legal issues, professional considerations such as community counselor identity, relationships with other mental health professionals, professional credentialing and managed care and third-party reimbursement.  
*Prereq: COUN686 or department permission*

**COUN696 Seminar: Ethical, Legal and Professional Issues in School Counseling** 2 hrs  
This course provides opportunity to synthesize practical experiences in education and previous coursework with an emphasis on professional development as a school counselor. An integration of school counseling theories and models, legal, ethical and current issues, case studies and an action research project will be the focus of the course.  
*Prereq: COUN686 or department permission*

**COUN697/698/699 Independent Study** 1/2/3 hrs  
In these classes students have an opportunity to explore topics of interest in an intensive and independent manner. Topics must be selected, and an independent study pursued, with the approval and supervision of a member of the faculty in counseling and student affairs practice. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**COUN785/786/787/788/789 The Counseling Internship** 1/2/3/4/6 hrs  
An intensive field-based experience for candidates in the master's degree programs in college student personnel services, school counseling, community counseling and the specialist's degree in counseling. Counseling knowledge and advanced competencies are integrated in a setting under professional supervision. Placements are in a variety of community agency, school, college or educational settings. Application for the internship and approval for placement are required prior to registration. 600 hours in the setting are required for the counseling programs. *Offered on a credit/no-credit basis.*  
*Prereq: 10 hours of advanced studies course work and/or department permission*

## Criminology Courses (CRM)

**CRM506 Criminology** 3 hrs  
The study of the nature, measurement, types and causes of crime.

**CRM507 Criminal Justice in Contemporary Society** 2 hrs  
The course gives critical analysis of various components of criminal justice. Interrelationships to broader societal processes are stressed. Focus is directed on the police, courts and parts of the punitive/correctional apparatus.

**CRM513/SOCL513 Social Deviance** 3 hrs  
The development of deviant self-conceptions; social psychological processes of group alienation and individual estrangements. Deviant behavior patterns and the development of deviant careers; theories of deviance.

**CRM547 Advanced Studies in Criminology** 3 hrs  
An intensive analysis of selected problems in criminology and the application of criminology to policies and programs of crime prevention and control.

**CRM550/SOCL550 Domestic Violence and Sexual Assault** 3 hrs  
A comprehensive study of the physical, sexual and emotional abuse that disproportionately affects women. Topics include theories of violence and intervention strategies.

**CRM590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**CRM597/598/599 Independent Study** 1/2/3 hrs  
Intensive study of a criminological problem or theory, supervised by a member of the criminology faculty.  
*Prereq: department permission*

**CRM610 Theories of Criminal Behavior** 3 hrs  
Consideration of major theories of criminal and delinquent causation. Emphasis on sociological factors in criminal acts, and dynamics of criminal and delinquent behavior.  
*Prereq: SOCL677*

**CRM611 Sociology of Crime and Its Correction** 3 hrs  
Punishment, rehabilitation and contemporary correctional policies; the courts and criminal responsibility; the social structure of correctional organizations and institutions, and their effect on the correctional process.

**CRM620 Controversies in Policing** 3 hrs  
This course will expose students to a variety of controversial issues relating to the police. Specifically, the course will focus on community policing, police discretionary powers, police use of force, police corruption, racial profiling, the police role in crime rates, gender and policing, and "high profile" crimes.

**CRM639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CRM650 Media, Crime and Justice** 3 hrs  
An examination of the intersecting roles of media, crime and justice and how the three converge to influence policies of social control.

**CRM679/680/681 Special Topics** 1/2/3 hrs  
A brief, intensive exploration of specific aspects of crime and its relationship to social organization. *Not more than six hours of special topics may be used on a degree program.*

**CRM683 Workshop in Crime and the Community** 2 hrs  
A brief, intensive exploration of specific aspects of crime and its relationship to social organization.

**CRM690/691/692 Thesis** 1/2/3 hrs  
Completion of research and/or analytical problem, writing of thesis and committee approval of same. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CRM697/698/699 Independent Study** 1/2/3 hrs  
Intensive study of a criminological problem or theory, supervised by a member of the criminology faculty.  
*Prereq: department permission*

## Creative Writing Courses (CRTW)

**CRTW522 Writing Workshop** 3 hrs  
An advanced workshop seminar in creative writing, with sections as specified in the schedule. *May be repeated for credit.*  
*Prereq: graduate student in English or department permission*

**CRTW523 Writing Workshop: Poetry** 3 hrs  
An advanced workshop seminar in creative writing focusing on poetry. This course will give students the opportunity to discuss their own poetry, learn revision techniques, and engage creatively and analytically with contemporary poetry.  
*Prereq: department permission*

**CRTW524 Writing Workshop: Fiction** 3 hrs  
An advanced workshop seminar in creative writing focusing on fiction. This course will give students the opportunity to discuss their own fiction, learn revision techniques and engage creatively and analytically with contemporary fiction.  
*Prereq: department permission*

**CRTW525 Writing Workshop: Creative Nonfiction** 3 hrs  
An advanced workshop seminar in creative writing focusing on creative nonfiction. This course will give students the opportunity to discuss their own nonfiction, learn revision techniques, and engage creatively and analytically with contemporary creative nonfiction.  
*Prereq: department permission*

**CRTW526 Writing Workshop: Sound Poetry** 3 hrs  
An advanced workshop seminar in creative writing focusing on sound poetry. Students will study the acoustic aspects of language and music or

sound art as a means of creating poetry; the class is focused on student work and discussion.  
*Prereq: department permission*

**CRTW527 Writing Workshop: The Lyric Essay** 3 hrs  
An advanced workshop seminar in creative writing focusing on the lyric essay. This course will introduce students to a genre that blends lyric poetry with the traditional essay; each student will write at least one extended lyric essay and present it to the class for discussion.  
*Prereq: department permission*

**CRTW528 Writing Workshop: Interactive Narrative** 3 hrs  
An advanced workshop seminar in creative writing focusing on interactive narrative. Students will study existing work in hypermedia, video art, and installation as well as other narrative forms utilizing the screen such as video games and Web technologies; this class is focused on student work and class discussions.  
*Prereq: department permission*

**CRTW529 Writing Workshop: Mixed Media** 3 hrs  
An advanced workshop seminar in creative writing focusing on mixed media. This course includes projects and exhibits of mixed creative work, using student writing, found text and other mixed materials in alternative book forms, hybrid texts, alternative narrative structures and collaborative installations.  
*Prereq: department permission.*

**CRTW639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

## Communication and Theatre Arts Courses

**Courses Offered**  
The following list of courses is divided into two broad categories — general and specialization — within which courses are grouped by program (e.g., communication, theatre arts) rather than listed in consecutive numerical order. General courses are offered for the benefit of graduate students specializing in other departments who wish to take collateral or cognate work in the Department of Communication and Theatre Arts, as well as for credit toward the department's degrees. Specialization courses are specifically designed for students seeking credit toward degrees within the Department of Communication and Theatre Arts. Courses in either category, however, are open to any graduate students having the necessary prerequisites.

## Communication Courses (CTAC)

- CTAC504 Creativity and Communication** 2 hrs  
Develop an understanding of the role communication plays in the creative process; ranging from communication skills necessary to individually generate ideas, work collaboratively with others to develop ideas and persuade organizations to implement ideas.
- CTAC505 Assertiveness Skills for Professionals** 2 hrs  
Assertiveness skills training for business and education professionals. The focus of the course is on the theory and practice of assertive behaviors.
- CTAC506 Persuasion in the Modern World** 2 hrs  
Emphasis is placed on the uses and applications of persuasion in such areas as politics, business, religion and education.
- CTAC507 Negotiation Skills for Professionals** 2 hrs  
Practical applications of negotiation skills for counseling, education and business professions.
- CTAC508 Small Group Decision-Making** 2 hrs  
The theory and practice of discussion, and practice of communication in small-group decision-making.
- CTAC509 Communication for Leaders** 2 hrs  
Theory and applications of communication in leadership roles. Deals with interviews, staff meetings, dyadic communication, communication in organizations and communication barriers, with methods of evaluating and improving interpersonal, group and public communication.
- CTAC510 Listening Skills for Professionals** 2 hrs  
Practical applications of listening skills for counseling, education and business professions.
- CTAC511 Readings in Interracial/Interethnic Communication** 2 hrs  
The development of analytical skills and the study of theoretical perspectives that are applicable in effective interracial/interethnic communication transactions.
- CTAC512 Conflict Resolution Skills for Professionals** 2 hrs  
Practical applications of the communication skills utilized for conflict resolution processes and procedures for professionals.
- CTAC570 Teaching of College Speech** 1 hr  
Theory and practice of teaching speech at the college level. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*
- CTAC572 Studies in Organizational Communication** 3 hrs  
The study of organizations from a communication perspective, focusing on the theoretical views and analytical skills necessary for understanding the role communication plays in the organizing process.
- CTAC573 Studies in Communication and Negotiation** 3 hrs  
The theory and practice of negotiation for interpersonal, small-group and labor/management applications.
- CTAC575 Studies in Listening Behavior** 3 hrs  
A study of the practice of listening behavior for interpersonal, small-group and organizational applications.  
*Prereq: major in communication and theatre arts.*
- CTAC576 Public Address** 3 hrs  
Critical study of significant speeches of leading speakers with reference to dominant issues and influences on social and political life.
- CTAC577 Communication and Change** 3 hrs  
An exploration of interpersonal, small group, organizational, public and mass communication from the perspective of change theories.
- CTAC578 Community Communication** 3 hrs  
An exploration of such communication problems as communicator acceptability, social coordination and outcome achievement from the perspective of the community context.
- CTAC579 Studies in Intercultural Communication** 3 hrs  
The study of theoretical perspectives and the development of analytical skills necessary for effective intercultural communication transactions.
- CTAC581 Rhetorical Theory to 1900** 3 hrs  
A study of selected rhetorical theories from the classical age to 1900. The course is designed to facilitate understanding of the transition from classical to modern rhetorical theory.
- CTAC582 Modern Rhetorical Theory** 3 hrs  
A study of selected rhetorical theories from 1900 to the present with a view of discovering the methods and objectives of modern rhetoricians, and relating them to society and its problems.
- CTAC583 Communication and Conflict Resolution** 3 hrs  
A study of the theory and practice of communication strategies for conflict resolution for interpersonal, small-group and organizational applications.
- CTAC584 Studies in Small Group Communications** 3 hrs  
An examination of methods and research currently being conducted in discussion and small-group studies.
- CTAC586 Theories of Persuasion** 3 hrs  
A review of contemporary research and theory of persuasion.
- CTAC587 Communication Theory** 3 hrs  
A critical examination of fundamental processes and principles of communication behavior.
- CTAC590/591/592 Special Topics** 1/2/3 hrs  
Students will investigate a particular topic that is approved by the Department of Communication and Theatre Arts. *Not more than six hours of special topics may be used on a degree program.*
- CTAC597/598/599 Independent Study** 1/2/3 hrs  
Advanced study on an individual basis in areas not covered, or not covered in depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*
- CTAC600 Communication Inquiry** 3 hrs  
Communication inquiry explores the questions, methods and assumptions employed by scholars in communication. The course focuses on current literature, theoretical frames and basic approaches to research.
- CTAC606/607/608 Colloquium in Communication** 1/2/3 hrs  
Students will study a special topic area with resource persons from the community as well as members of the communication and theatre arts faculty. *Offered on a credit/no-credit basis.*
- CTAC639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*
- CTAC645 Theories of Interpersonal Communication** 3 hrs  
Study of the theoretical foundations of interpersonal communication and survey of related research.
- CTAC677 Research Techniques** 2 hrs  
An introduction to the nature and value of research; the research problem; basic research tools; philosophical foundations of historical, descriptive and experimental research; professional writing.
- CTAC679/680/681 Special Topics** 1/2/3 hrs  
Students will investigate a particular topic that is approved by the Department of Communication and Theatre Arts. *Not more than six hours of special topics may be used on a degree program.*
- CTAC682/683/684/685 Workshop in Communication** 1/2/3/4 hrs  
Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*
- CTAC686/687/688 Cooperative Education in Communication** 1/2/3 hrs  
One semester of supervised educational work in communication and theatre arts. An evaluation is



required at the end of each employment period.  
*Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTAC689 Internship in Communication and Theatre Arts 4 hrs**

A directed field experience in a department-approved agency or institution under the direction of certified personnel. Arrangements must be approved by adviser prior to registration. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTAC690/691/692 Degree Requirement 1/2/3 hrs**

A research-oriented study conducted under the supervision of a departmental faculty committee. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTAC693/694/695 Seminar in Communication and Theatre Arts 1/2/3 hrs**

A research-oriented course for graduate majors in communication and theatre arts.

**CTAC697/698/699 Independent Study 1/2/3 hrs**

An intensive study of one or more problems under the direction of a faculty member.  
*Prereq: department permission*

**Interpretation/Performance Studies Courses (CTAO)**

**CTAO536 Screenplay Writing I 3 hrs**

Introduces students to a process that leads to the successful completion of a screenplay to midpoint; includes film structure, character and dialogue, writing for visual impact, screenplay format.

**CTAO540 Personal Narrative/Oral History in Performance 3 hrs**

Explores nature and role of these texts in relationship to "other" and social-cultural-political perspectives. Focus on primary sources, including interviewing, transcribing, scripting, staging for solo-group performance and ethics.

**CTAO541 Performance, Text and Context 3 hrs**

Exploration and experience in locating new texts and performances within the parameters of specific contexts. Emphasis on implications of cultural, sociopolitical and critical perspectives.

**CTAO542 Adapting/Directing Narrative Theatre 3 hrs**

Analysis, adaptation and direction of narrative, particularly prose fiction, for group performance and theatre; exploration of group performance as dramatic enactment, interrogation, cultural and critical expression; experimentation in emergent forms.

**CTAO590/591/592 Special Topics 1/2/3 hrs**

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, pro-

vided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**CTAO597/598/599 Independent Study 1/2/3 hrs**

Advanced study on an individual basis in areas not covered, or not covered in depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*

**CTAO679/680/681 Special Topics 1/2/3 hrs**

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**CTAO682/683/684/685 Workshop 1/2/3/4 hrs**

Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*  
*Prereq: graduate student in communication and theatre arts, or a related field; department permission*

**CTAO695 Seminar in Interpretation 3 hrs**

A research-oriented course for graduate majors in communication and theatre arts. *May be repeated for credit.*

**CTAO697/698/699 Independent Study 1/2/3 hrs**

An intensive study of one or more problems under the direction of a faculty member.  
*Prereq: department permission*

**Electronic Media and Film Courses (CTAT)**

**CTAT537 Mass Communications 2 hrs**

A comparative study of the mass media in the United States; their development, function and import. Special emphasis will be placed on the process and effects of mass communication with detailed study of radio and television.

**CTAT590/591/592 Special Topics 1/2/3 hrs**

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**CTAT595 Workshop in Broadcasting and Film 4 hrs**

Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*

**CTAT597/598/599 Independent Study 1/2/3 hrs**

Advanced study on an individual basis in areas not covered, or not covered in depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*

**CTAT639 Continuous Enrollment 1 hr**

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTAT679/680/681 Special Topics 1/2/3 hrs**

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**CTAT686/687/688 Cooperative Education in Telecommunication and Film 1/2/3 hrs**

One semester of supervised educational work in communication and theatre arts. An evaluation is required at the end of each employment period. *Offered on a credit/no-credit basis.*  
*Prereq: approval by Cooperative Education Office and the department*

**CTAT689 Internship in Telecommunication and Film 4 hrs**

A directed field experience in a department-approved agency or institution under the direction of certified personnel. *Arrangements must be approved by adviser prior to registration.*  
*Prereq: department permission*

**CTAT697/698/699 Independent Study 1/2/3 hrs**

An intensive study of one or more problems under the direction of a faculty member.  
*Prereq: department permission*

**Specialization Courses**  
Courses for students wishing credit toward the M.A. in communication and theatre arts; also open to other students with the necessary prerequisites.

**Theatre Arts and Drama/Theatre for the Young Courses (CTAR)**

**CTAR501 Creative Drama and Role-Play 2 hrs**  
An introduction to understanding the creative process, dramatic play, gaming and involvement drama as developmental learning.

**CTAR502 Introduction to Theatre for the Young 2 hrs**  
An introductory consideration of the scope, purposes, forms and materials of theatre for the young.



- CTAR504 Oral Interpretation of Literature and Language with the Young 2 hrs  
Emphasis on the study of interpreting literature orally for and with the young, including developing competence and understanding in the adult and child in interpretive and improvised work emerging from literature and language.
- CTAR522 TIE: Theatre-in-Education 2 hrs  
A study of the origin, principles and forms of TIE: Theatre-in-Education. Students will have opportunities to plan and evaluate TIE sessions.
- CTAR523 Puppetry: Catalyst in Human Development 3 hrs  
Consideration of puppetry as a medium for learning and creative expression. Experience in constructing puppets for purposeful work with people. Examination of the applications of puppetry to many disciplines.
- CTAR524 Developmental Drama/Theatre for Persons with Disabilities 2 hrs  
Study of principles, theories and practices of developmental drama/theatre for persons with disabilities. Applications to educational, recreational and institutional settings will be stressed.
- CTAR525 Developmental Drama/Theatre in Recreational Settings 2 hrs  
An exploration of the theory and practice of developmental drama/theatre in various recreational settings, such as camps, parks, community centers, Girl Scouts, 4-H Clubs.
- CTAR528 Developmental Drama/Theatre in Religion 2 hrs  
Consideration of and experience in uses of developmental drama/theatre for various religious settings and purposes.
- CTAR529 Producing Theatre for Young Audiences 3 hrs  
Students will gain practical experience in play development, direction, performance and production for young audiences. A theatre production designed for touring will be performed at area schools and other community sites.  
*Prereq: department permission is required*
- CTAR557 Audition Techniques for the Actor 2 hrs  
Review of the literature and personalized preparation of materials and techniques equipping the actor to better confront tryouts and auditions for the commercial and noncommercial theatre.
- CTAR558 Directing Styles 2 hrs  
The theory and practice of directing selected periods of drama, with emphasis on Greek, Elizabethan, Restoration, modern and non-Western presentational forms.
- CTAR562 American Theatre History 2 hrs  
A tracing of the main currents in the history of the American theatre from its beginnings in the middle 1700s to the present day.  
*Prereq: CTAR450 and CTAR451, or equivalent*
- CTAR565 Studies in Drama/Theatre for the Young 2 hrs  
Studies in the history, theory and techniques of drama and theatre for/with the young.  
*Prereq: CTAR323 or CTAR501 or CTAR657, and either CTAR322 or CTAR658*
- CTAR568 Musical Theatre Performance Techniques 2 hrs  
The course is designed for knowledgeable actors who are beginning work with musical theatre literature. The emphasis is on workshop experience to develop techniques for performing songs.
- CTAR590/591/592 Special Topics 1/2/3 hrs  
Students will investigate a particular topic approved by the Department of Communication and Theatre Arts. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or qualified senior in communication and theatre arts*
- CTAR597/598/599 Independent Study 1/2/3 hrs  
Advanced study on an individual basis in areas not covered, or not covered in depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*
- CTAR606/607/608 Colloquium in Communication and Theatre Arts 1/2/3 hrs  
Students will study a special topic area with resource persons from the community as well as members of the communication and theatre arts faculty. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*
- CTAR627 The Playwright and the Young Audience 3 hrs  
A study of dramatic literature for the young, from developmental as well as artistic viewpoints, and in contexts of the main body of dramatic literature and children's literature, and the total educational experience of children and adolescents.
- CTAR639 Continuous Enrollment 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*
- CTAR651 Design I 2 hrs  
Intermediate consideration of the theoretical and mechanical factors governing the design of scenery for the stage.
- CTAR657 Improvisation 3 hrs  
A study of spontaneous dramatic play meant to develop deeper self-discipline and freedom and to extend resources for teaching, directing and acting.  
*Prereq: graduate standing in communication and theatre arts*
- CTAR658 Theatre for Children 3 hrs  
An extensive study of the nature and range of theatre experiences for children and adolescents.  
*Prereq: graduate standing in communication and theatre arts*
- CTAR660 Playwriting I 2 hrs  
Intermediate study of the approaches to, and the structural composition of, dramatic writing.
- CTAR661 Playwriting II 2 hrs  
A continuation of CTAR660.  
*Prereq: CTAR660*
- CTAR662 Lighting 2 hrs  
A continuation of CTAR362 Stage Lighting.  
*Prereq: CTAR362 or equivalent*
- CTAR663 Costume I 2 hrs  
Intermediate study of the approaches to, and the historical sources for, stage costuming.
- CTAR664 Costume II 2 hrs  
Problems of construction and design of period costumes for the stage, with emphasis on practical application culminating in a final design and construction project.
- CTAR671 Drama Theatre for the Young Internship 1 hr  
A directed field experience in a department-approved agency or institution under the direction of certified personnel. *Arrangements must be approved by adviser prior to registration.*  
*Prereq: department permission*
- CTAR672 Drama Theatre for the Young Internship 2 hrs  
A directed field experience in a department-approved agency or institution under the direction of certified personnel. *Arrangements must be approved by adviser prior to registration.*  
*Prereq: department permission*
- CTAR673 Drama Theatre for the Young Internship 3 hrs  
A directed field experience in a department-approved agency or institution under the direction of certified personnel. *Arrangements must be approved by adviser prior to registration.*  
*Prereq: department permission*
- CTAR674 Drama Theatre for the Young Internship 4 hrs  
A directed field experience in a department-approved agency or institution under the direction of certified personnel. *Arrangements must be approved by adviser prior to registration.*  
*Prereq: department permission*
- CTAR677 Research Techniques 2 hrs  
An introduction to the nature and value of research; the research problem; basic research tools; philosophical foundations of historical, descriptive and experimental research; professional writing.
- CTAR679/680/681 Special Topics 1/2/3 hrs  
Students will investigate a particular topic approved by the Department of Communication and Theatre Arts. *Not more than six hours of special topics may be used on a degree program.*

**CTAR682/683/684/685 Workshop in Communication and Theatre Arts** 1/2/3/4 hrs  
Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTAR686/687/688 Cooperative Education in Arts Management** 1/2/3 hrs  
One semester of supervised educational work in communication and theatre arts. An evaluation is required at the end of each employment period. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTAR690/691/692 Degree Requirement** 1/2/3 hrs  
A research-oriented study conducted under the supervision of a departmental faculty committee. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTAR693/694/695 Seminar in Communication and Theatre Arts** 1/2/3 hrs  
A research-oriented course for graduate majors in communication and theatre arts.  
*Prereq: department permission*

**CTAR697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of one or more problems under the direction of a faculty member.  
*Prereq: department permission*

## Career, Technical and Workforce Education Courses (CTWE)

**CTWE504 Career Exploration and Preparation** 2 hrs  
Practical applications of experience-based career education will be examined as related to secondary school industrial education. Field visitations and public school resource personnel will illustrate to the experienced teacher practical applications of the exploratory and preparatory concepts of career education. *Also open to departmental majors*

**CTWE520 Current Issues in Marketing Education** 2 hrs  
Major contemporary issues in marketing education will be identified, researched and discussed. Potential issues emanating from social, economic and political forces will be addressed. Position and reaction papers will be developed.

**CTWE524 Microcomputers in Business Education** 2 hrs  
Hands-on experience using software with applications for classroom management (such as grade records and test banks) and classroom instruction (such as simulation).  
*Prereq: graduate standing; senior standing (2.5 GPA) with permission of department and Graduate School*

**CTWE525 International Business Education** 2 hrs  
Study of global factors that influence business education curricula, and an analysis of comparative curricula of several countries. May involve experiences in foreign environment, including attendance at annual ISBE/SIEC conferences.

**CTWE526 Basic Business and Economic Education for Teachers** 3 hrs  
This course is designed to prepare teachers for the task of teaching economic education. Topics will include scarcity, choices and incentives, fiscal and monetary policy, competition, role of government, business models and foreign exchange rates.  
*Prereq: six hours of economics or department permission*

**CTWE530 Technology in the Workplace** 2 hrs  
The applications of technology in business, industrial and service institutions will be viewed through a series of field visitations. Implications for educational programs that prepare employees for those institutions will be defined.  
*Prereq: technology education major or graduate standing*

**CTWE551 Philosophy of Technology Education** 3 hrs  
Philosophical viewpoints concerning technology education and industrial-vocational education; historical development and philosophical justification of modern programs.

**CTWE560 Entrepreneurship Education** 2 hrs  
Provides orientation to the entrepreneurial process and development of a philosophical base for teaching. Curriculum and methods appropriate to the participants' school setting are identified. Plans for implementation are designed.

**CTWE568 Coordination of Cooperative Education Programs** 2 hrs  
Analyzes the duties and responsibilities of the cooperative education coordinator. Focus on human and public relations, related instruction and program development. Required for all potential coordinators, school administrators and vocational teacher education students.

**CTWE569 Foundations of Business Education** 3 hrs  
The historical, economic, sociological and psychological foundations of business education. The course focuses on basic business, vocational business and vocational marketing, and the forces, including legislation, that shape instruction and curriculum developments in these areas. In addition to the foundations, students will formulate a professional development plan and a statement of educational philosophy.

**CTWE587 Cooperative Education in Business Education** 3 hrs  
A cooperative education experience integrating classroom theory with a paid work experience in an area related to the student's field of study. Work sites must be approved by the coordinator

of Cooperative Education and the Business and Technology Education Department. Additional assignments may be required. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

**CTWE590/591/592 Special Topics** 1/2/3 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**CTWE594/595/596/597 Workshop** 1/2/3/4 hrs  
Students will be provided focused practical and theoretical study in a selected topic area in career, technical and workforce education.

**CTWE597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**CTWE607 Colloquium** 2 hrs  
A series of academic meetings led by a specialist on topics pertinent to graduate students concerning theory and/or practice in career, technical and workforce education.

**CTWE611 Curriculum Frameworks in Career, Technical and Workforce Education** 3 hrs  
This course emphasizes the social, political and economic factors influencing design and revision of curriculum in special programs such as Tech Prep and School-to-Work, as they impact technological literacy in the workplace, are addressed.

**CTWE614 Advanced Approaches to Marketing Education Curriculum and Instruction** 2 hrs  
Advances in (a) curriculum, (b) methods, (c) DECA, (d) school store and (e) co-op will be evaluated. Plans, procedures and products will be developed for implementation and utilization. Emphasis will be on areas of primary concern to enrollees.

**CTWE639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTWE651 Administration of Vocational-Technical Education** 2 hrs  
Focuses on the legislation, programs, planning and regulations that are unique to vocational education and to the administrative functions that are directly related. Recommended for school administrators and vocational teacher education students.

**CTWE661 Evaluation Standards and Strategies in Career, Technical and Workforce Education** 3 hrs

This course is concerned with standards and strategies of student and program evaluation as they relate to assessing technological literacy in career, technical and workforce education. The challenge inherent in evaluating special programs such as Tech Prep and School-to-Work will be addressed.

**CTWE665 Trends and Administration in Career, Technical and Workforce Education** 3 hrs

This course will focus on changes in career, technical and workforce education affecting business and technology education programs. Issues will include the areas of Legislation, recruitment, employment, curriculum, administration and funding.

**CTWE678 Research in Business and Technology Education** 3 hrs

A review of basic research techniques applied to business, marketing and technology education areas. Studies are analyzed in light of research processes and conclusions. Students become involved in the design and application of research methodology to projects appropriate to classrooms.

**CTWE679/680/681 Special Topics** 1/2/3 hrs

Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**CTWE682/683 Workshop** 1/2 hrs

Modern methods, procedures and materials for improving the effectiveness of the classroom teacher in the areas of shorthand, typewriting, bookkeeping and basic business.

**CTWE690/691/692 Thesis** 1/2/3 hrs

Intensive research into a problem in business or marketing education under the direct supervision of a graduate faculty member. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CTWE697/698/699 Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Curriculum Courses (CURR)

**CURR500 Professional Educator Development Program** 1/2/3 hrs

For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**CURR510 Developing Creativity in the Classroom** 2 hrs

Helps teachers plan activities that encourage creativity in students. Emphasizes the direct teaching of creative thinking skills, developing a supportive classroom atmosphere and enhancing the teacher's personal creativity.

**CURR512 Enriching the Elementary Classroom Program** 2 hrs

This course is designed to help teachers use a variety of techniques to develop materials and strategies for classroom enrichment. Reinforcement and extension activities using application projects, exploratory activities, interdisciplinary connections and independent learning strategies will be included.

**CURR552 The Pedagogy of Group Learning** 2 hrs

The course presents a variety of methods for using groups and social learning in classrooms. The methods include, among others, cooperative learning, group investigation, simulation and role-playing. Theory, practice, application, evaluation and critical analysis of the methods will be stressed.

**CURR560 School and Classroom Discipline** 2 hrs

This course will review case studies, general teacher practices and the theoretical base for classroom and school discipline management. Additionally, there will be a review and critique of emerging legal issues, information systems and programs that affect discipline.

**CURR572 Education of the Gifted Child** 2 hrs

The identification of gifted pupils; the use of test results, psychological services and cumulative records. Curricula stressing enrichment and acceleration and the use of community resources; of special value to classroom teachers.

**CURR590/591/592 Special Topics** 1/2/3 hrs

*Prereq: department permission*

**CURR597 Workshop** 4 hrs

Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CURR598/599 Independent Study** 2/3 hrs

An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**CURR607 Colloquium** 2 hrs

**CURR616 Issues in Elementary School Curriculum** 2 hrs

Issues involving curriculum-development determinants and approaches, and the concept of change. Emphasis is on the role of the teacher in curriculum development.

**CURR618 Middle Level Education: Theory and Practice** 3 hrs

This course provides the background in the philosophy and history of middle-level education, and examines curriculum and instruction particular to the unique developmental needs of pre-adolescents.

**CURR620 Issues in Middle Level Curriculum** 3 hrs

This course focuses on the curricular implications of issues which address responsive middle grades program components and curriculum. Emphasis is placed on developmental and cultural appropriateness, and collaboration with students, colleagues, the family and the community.

**CURR622 Effective Teaching in Middle Level Education** 3 hrs

Focuses on instructional aspects of programs and classrooms in middle schools that are appropriate for the developmental needs of pre-adolescents. Included are interdisciplinary curricula, scheduling, adviser/advisee programs, instructional methods and materials, teaming, affective outcomes and classroom management.

**CURR630 Issues in Secondary School Curriculum** 2 hrs

Students are encouraged to concentrate on curriculum problems in their schools involving issues of development, revision and change in the secondary school.

**CURR632 Individualizing Instruction in the Secondary School** 2 hrs

A course designed to help secondary teachers meet individual differences among their students by using a variety of resources, pupil involvement, thematic approaches and other teaching strategies.

**CURR639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**CURR650 Improving Instruction through Inquiry and Assessment** 2 hrs

Participants inquire into individual students' learning processes, perceptions and patterns of development in order to plan effective instruction. Emphasis is placed upon understanding students through the use of action research methodologies, developmental theories and analysis of student work samples.

**CURR654 Multicultural Teaching and Learning** 3 hrs

The purpose of this course is to further develop students' multicultural/multiperspective teaching skills and understandings, to analyze one's own cultural experiences (seated in the arenas of class, race and gender), to expand skills of inter-



cultural communication and to examine ways in which to create culturally sensitive teaching and learning environments.

**CURR655 Curriculum Foundations** 2 hrs  
Historical and theoretical authority for the curriculum; criteria for the choice of content; philosophical, psychological and sociological bases of curriculum.

**CURR656 Curriculum Design, Implementation and Evaluation** 2 hrs  
This course covers curriculum design and development from goal selection through implementation and evaluation. Students will be expected to produce curriculum examples that are consistent with the principles in the course.

**CURR657 The Open Classroom** 4 hrs  
The open classroom tied to a demonstration center, planning an integrated day based upon learning centers and pupil self-direction, the child-centered experience-based curriculum. Designed to help free teachers to become more innovative, open, creative and human in curriculum development.

**CURR660 Assisting Student Teachers and New Teachers** 2 hrs  
This course is designed for teachers who are employed as clinical faculty, student teaching supervisors, cooperating teachers and mentor teachers. It develops teachers' awareness of their own reflective decision-making through action research, discussions and simulations. The course also presents a framework for assessing student teachers' development. Finally, teachers practice and analyze coaching and problem-solving strategies for promoting reflective decision-making.

**CURR664 Multicultural Curriculum Development** 2 hrs  
The multicultural educator understands that we do not all perceive and/or experience reality in the same fashion. The multicultural education recognizes and accepts cultural differences, knows how to increase cultural knowledge and understanding, is skilled at searching for options in the communication process and is skilled in creating culturally sensitive environments. The purpose of this course is to further develop participants' multicultural skills and understandings.

**CURR665 Differentiation in the Classroom** 2 hrs  
The course is designed to teach skills necessary for differentiating curriculum to meet the needs of all students in the classroom. Strategies include the differentiation of content, process, product and assessment.

**CURR667 Teacher as Intellectual Inquirer** 2 hrs  
This course emphasizes classroom inquiry for practitioners. Teachers explore autobiography, multiple and personal voices, and narratives in context. Readings and projects connect teachers' own agenda with school change and environment.

**CURR673 Curriculum and Teaching Strategies for the Gifted and Talented** 2 hrs  
Study of curricular options and teaching models, and strategies appropriate for the differentiated learning needs of gifted/talented students.

**CURR675/ENGL675 Eastern Michigan Writing Project Summer Institute** 5 hrs  
For practicing K-12 teachers across disciplines. Participants investigate and experience current practices in literacy instruction. Based upon National Writing Project assumptions, participants read, write and reflect upon their teaching.  
*Prereq: department permission*

**CURR676 Education of the Gifted and Talented: Underrepresented Populations** 2 hrs  
Examines barriers that cause underrepresentation of student populations in gifted programs. Discusses identification and programming strategies for gifted students with disabilities, underachieving students and students from diverse cultural groups.

**CURR679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

**CURR682/683/684/685 Workshop in Curriculum** 1/2/3/4 hrs

**CURR686/687/688 Internship in Teacher Education** 1/2/3 hrs  
Provides a supervised opportunity for students to apply knowledge and skills gained through classroom activity in a "real world" working environment. Internship sites and supervisory arrangements must be approved by program adviser prior to registration.  
*Prereq: department permission*

**CURR690/691/692 Thesis/Curriculum Project** 1/2/3 hrs  
This course is designed to be the culmination of master degree programs in elementary, middle school or secondary curriculum. Students must have a thesis/project proposal approved by a faculty committee before registering.  
*Prereq: department permission*

**CURR694 Seminar: Elementary School Curriculum** 2 hrs  
Students in elementary-level education program plan and prepare proposals for the culminating thesis/project.

**CURR694 Seminar: Middle Level Curriculum** 2 hrs  
Students in middle-level education program plan and prepare proposals for the culminating thesis/project.

**CURR694 Seminar: Secondary Curriculum** 2 hrs  
Students in secondary-level education program plan and prepare proposals for the culminating thesis/project.

**CURR694 Seminar: Common Learnings** 2 hrs  
Students will review the major domains of knowledge they will encounter on the comprehensive examination through participating in individual and study-group research.

**CURR697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems. The completed study must give evidence of the student's ability to select a problem and set it up and pursue it to satisfactory completion. Must be done with approval of a full-time member of the faculty.

**CURR780 Special Topics** 2 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

## Decision Science Courses (DS)

**DS501 Introductory Probability and Statistics for Business** 3 hrs  
The development of fundamental probability concepts and statistical techniques emphasizing their applications to business decision making. Includes the study of probability distributions, sampling, point and interval estimation, and hypothesis testing.  
*Prereq: MATH118/119 or equivalent*

**DS590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**DS597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of one or more problems under the direction of a University faculty member.  
*Prereq: department permission*

**DS602 Business Research Methods** 3 hrs  
Statistics as a tool to assist in business decision making is emphasized. Computer software, data sets and written reports are utilized extensively. Techniques in the collection and analysis of data include: confidence intervals; hypothesis tests; linear regression, including dummy variables; analysis of variance; and survey design/analysis.



**DS605 Economics of Strategy** 3 hrs  
 This course develops an economic framework for analyzing strategic decisions of the firm, relying on microeconomic principles, industrial organization, game theory and behavioral economics. Topics include the analysis of firm boundaries; market and competitive analysis (strategic commitment, pricing, barriers to entry and exit) and strategic positioning for competitive advantage. *Admission to the MBA program is required.*  
*Prereq: ACC501, ECON500, FIN502, LAW503, MKTG510, POM503, MGMT505, MGMT600, DS602, MGMT604 and IS605*  
*Concurrent prereq: IS605*

**DS639 Continuous Enrollment** 1 hr  
 Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**DS679/680/681 Special Topics** 1/2/3 hrs  
 An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**DS697/698/699 Independent Study** 1/2/3 hrs  
 An intensive study of one or more problems under the direction of a University faculty member.  
*Prereq: department permission*

## Human Nutrition Courses (DTC)

**DTC500 Research Design and Methods** 2 hrs  
 Study of designs and methods utilized in understanding and conducting research.

**DTC509 Nutrition Support** 3 hrs  
 Advanced study in the science and practice of nutrition support; application of selection of candidates, delivery methods, equipment and formulas for enteral and parenteral nutrition; how to initiate, manage and assess outcomes of care; analysis of considerations that must be given in specific disease states.  
*Prereq: human physiology, biochemistry and nutrient metabolism, and six credit hours in undergraduate clinical nutrition*

**DTC518 Interdisciplinary Team Functions** 3 hrs  
 Exploration of the purpose, structure and functions of interdisciplinary health care teams. Application

of decision-making process; integration of professional values and ethics.  
*Prereq: four hours of graduate-level course work or department permission*

**DTC531 Nutrition Therapy I Experience** 2 hrs  
 Supervised practice experience in the clinical nutrition professional environment.

**DTC538 Outcomes Management** 3 hrs  
 Comprehensive examination of assessment/screening, planning, implementation, counseling and monitoring techniques used in the nutrition care management process; development of nutrition care plans for assigned case studies.  
*Prereq: six hours in undergraduate nutrition*

**DTC551 Food Systems Management I Experience** 2 hrs  
 Application of basic components of an operating quantity food service. Supervised practice experience.  
*Prereq: DTC251 Coreq: DTC350*

**DTC571 Nutrition Therapy II Experience** 4 hrs  
 Supervised clinical and ambulatory site-based practice experiences in the clinical nutrition professional environment.  
*Prereq: DTC330 and DTC531 Coreq: DTC370*

**DTC587 Cooperative Education in Dietetics** 3 hrs  
 Provides practical experience in the student's concentration for four to six months of full-time employment with an individual employer. *May not be used on 30-hour program plan for the master's degree. Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**DTC590/591/592 Special Topics** 1/2/3 hrs  
 An experimental course designed to investigate specific topics of concern in the specialization areas of study. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**DTC597/598/599 Independent Study** 1/2/3 hrs  
 An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

**DTC600 Research I** 2 hrs  
 Application of the research process through development of a research project proposal for the culminating experience of the student's graduate program of study. Focus will be on writing chapters 1-3 of the research project report.  
*Prereq: DTC500 and EDPS621*

**DTC607 Colloquium** 2 hrs  
 Academic seminars centered around the field of nutrition and involving lecturers from within and outside the program. Examine the current schedule book for specific offerings.

**DTC608 Advanced Topics in Foods** 3 hrs  
 Analysis of selected advanced topics in food science with application to current issues of practice.

**DTC618 Advanced Topics in Nutrition** 3 hrs  
 Analysis of selected advanced topics in human nutrition with application to current issues of practice.

**DTC628 Medical Nutrition Therapy** 3 hrs  
 Integration of principles of physiology and nutritional biochemistry in relation to the metabolism of essential nutrients at cellular and intact levels of the human body.

**DTC631 Nutrition Therapy III Experience** 4 hrs  
 Supervised practice experience in a variety of community settings with emphasis on nutrition education techniques and the operation of federal, state and local nutrition programs.

**DTC638 Cultural Nutrition and Nutritional Ecology** 3 hrs  
 Critical investigation of beliefs, cultural values and consequent behaviors with an emphasis on how they impact nutritional status. Examination of issues in the political, physical and social environments that impact the availability of food and nutrients in the United States' food supply.  
*Equivalents: DTC508 and DTC649*

**DTC639 Continuous Enrollment** 1 hr  
 Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**DTC648 Methods and Strategies for Community-Based Nutrition Services** 3 hrs  
 Analysis of advanced topics in community nutrition including identification of community problems, needs and resources; planning, implementation and evaluation of programs and communication skills in nutrition education. *Department permission is required for non-Human Nutrition majors.*  
*Prereq: DTC430 or equivalent*

**DTC650 Research III** 1 hr  
 Presentation of culminating experience with emphasis on oral and written methods and skill development. Focus is on research project oral presentation and preparation of a poster presentation and a manuscript.  
*Prereq: DTC695*

**DTC651 Food Systems Management II Experience** 4 hrs  
 Administrative functions of food service departments such as assessing, planning, decision-making, evaluating and training. Communication, stress control and behavior management. Supervised practice experience.

**DTC658 Nutrition and Aging** 3 hrs  
Application of the life course principles to the understanding of nutrition needs and factors affecting the health and well-being of the aging and aged. *Department permission is required for students not in the Human Nutrition or Gerontology programs.*

**DTC659 Development of the Entrepreneurial Dietitian** 3 hrs  
Advanced analysis of the process used by successful dietitians in the pursuit of an entrepreneurial career path. Focus will be on tools, techniques and resources necessary for both the experienced and entry-level practitioner. *Department permission is required for students not in the Human Nutrition program.*  
*Prereq: DTC459*

**DTC668 Proteins, Lipids and Carbohydrates** 3 hrs  
Investigation of the macronutrients and their properties, functions and appropriate contribution to energy and growth requirements in healthy and diseased people.

**DTC669 Vitamins and Minerals** 3 hrs  
Emphasis on interrelationships of minerals and vitamins in human metabolism.

**DTC671 Nutrition Therapy IV Experience** 4 hrs  
Supervised practice experience in the medical nutrition therapy professional environment. Focus is on complicated disease states and the management of enteral and parental nutrition regimens.

**DTC679/680/681 Special Topics** 1/2/3 hrs  
An experimental course designed to investigate specific topics of concern in the specialization area of study. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**DTC683 Workshop** 2 hrs  
Examine the current schedule book for specific workshop topics.  
*Prereq: department permission*

**DTC686/687/688/689 Practicum** 1/2/3/4 hrs  
Supervised work experience in field placement/internship site determined by student and adviser.  
*Prereq: department permission*

**DTC690 Thesis III** 1 hr  
Presentation of thesis research with emphasis on oral and written methods and skill development. Focus is on thesis defense and preparation of a poster presentation and manuscript.  
*Prereq: DTC692 and department permission*

**DTC691 Thesis I** 2 hrs  
Application of the research process through development of a thesis project proposal for the culminating experience of the student's graduate program of study. Focus will be on writing chapters 1-3 of the thesis.  
*Prereq: DTC500 and EDPS621*

**DTC692 Thesis II** 3 hrs  
Execution of a research project and preparation of thesis as the culminating experience for the student's graduate program of study. Focus will be

on revising chapters 1-3 and writing chapters 4-5 of the thesis.  
*Prereq: DTC691 and department permission*

**DTC695 Research II** 3 hrs  
Execution of a research project and preparation of a written report as the culminating experience for the student's graduate program of study. Focus will be on revising chapters 1-3 and writing chapters 4-5 of the research project report.  
*Prereq: DTC600*

**DTC697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

## Early Childhood Education Courses (ECE)

**ECE590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.  
*Prereq: department permission*

**ECE597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems. The completed study must give evidence of the student's ability to select a problem and set it up and pursue it to satisfactory completion. Must be done with approval of a full-time member of the faculty.

**ECE600 Trends and Issues in Early Childhood Education** 2 hrs  
Study of the historical base of early childhood education, exploration of current trends and issues related to the care and education of children from birth through age eight. Examination of research on issues affecting young children, their families and society.

**ECE601 Helping Young Children in Crisis Through Curricular Activities** 2 hrs  
Investigates how stress and crisis affect young children. Examines theory and research related to violence in home and community, maltreatment, death, divorce, parental substance abuse, inadequate health care and housing. Explores specific curriculum strategies to help children develop resiliency.

**ECE602 Implementing Appropriate Early Childhood Programs** 2 hrs  
Overview of program models and teaching strategies appropriate for children birth through age eight. Critical examination of developmentally appropriate practice, investigation of program goals guidance and management approaches, schedules, learning environments, use of technology and inclusions of diverse children.

**ECE603 Professional Development in Early Childhood Education** 2 hrs  
This course is designed for teachers, program directors and school principals in early childhood settings to learn about themselves as professional leaders and to develop communication skills and strategies that assist in staff development and the supervision of other adults.

**ECE604 Directing a Child Care Program** 2 hrs  
In-depth study of directing a child care program including determination of need, legal requirements, selection of equipment and personnel, budgeting, record keeping, working with families and community, and implementation of program goals.  
*Prereq: ECE602 or instructor's permission*

**ECE610 Family, School and Community Partnerships in Early Childhood Education** 2 hrs  
Examines the impact of partnerships among families, schools and communities on the education of young children. Course will focus on four broad themes: needs of families; parenting styles; diversity of families; and models of family, school and community involvement.

**ECE613 Curriculum Frameworks in Early Childhood** 2 hrs  
This course provides an in-depth examination of the curriculum frameworks and standards in early childhood education. Materials from national early childhood and subject area organizations will be analyzed. Appropriate curriculum for children from birth through eight years, including those with special needs and from diverse cultures, will be investigated.

**ECE615 Social Relationships and Competence in Early Childhood Settings** 2 hrs  
This course provides an in-depth examination of young children's social/emotional development, self-esteem and feelings of competence. Students will study theories, principles and strategies, as well as adult roles and special problems of children's behavior. Applications will be made to early childhood and elementary education.

**ECE618 Play and Human Development** 2 hrs  
The phenomena of children's play and its relationships to developmental processes will be examined. Definitions, perspectives, theories and their implications for classroom practice in early childhood and elementary education will be considered. Observations and analyses of live play episodes will be conducted by the students.

**ECE639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**ECE641 Developmental Assessment of the Young Child: Theory and Practice** 2 hrs  
Theory and procedures applicable to the evaluation and assessments of the young child and current issues.

**ECE679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.  
*Prereq: department permission*

**ECE693 Seminar: Early Childhood Education** 2 hrs  
Course includes a systematic analysis of issues and research areas in early childhood education. Serves as the capstone experience in the master's degree in early childhood education. Students pursue an in-depth investigation of a topic related to the field.  
*Prereq: 24 credit hours in early childhood education M.A. program and department permission*

**ECE697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems. The completed study must give evidence of the student's ability to select a problem and set it up and pursue it to satisfactory completion. Must be done with approval of a full-time member of the faculty.

## Economics Courses (ECON)

**ECON500 Foundations of Economics Analysis** 3 hrs  
A study of microeconomics, macroeconomics and international trade designed for graduate students who have not taken economics at the undergraduate level. Topics include supply and demand analysis, elasticity, profit maximization, market structure, market failure, unemployment, inflation, fiscal and monetary policy, and international economics.

**ECON501 Macroeconomic Theory and Policy** 3 hrs  
National income analysis, employment theory, monetary theory and practice, and their application to economic policy. *Not open to students who have had ECON301.*  
*Prereq: One 100-, 200-, 300- or 400-level course in economics and MATH104*

**ECON502 Microeconomic Theory and Policy** 3 hrs  
Analysis of the economic behavior of individuals and firms under various market conditions, the determination of relative prices, the allocation of resources and related problems. *Not open to students who have had ECON302.*  
*Prereq: any one 100-, 200-, 300- or 400-level course in economics and MATH104, or equivalent*

**ECON504 Consumer Economics** 2 hrs  
Current economics and consumer economics concepts and issues. Topics include basic economic concepts, the Michigan Standards and Benchmarks for Economics Instruction in public schools, consumer credit issues, understanding monetary and fiscal policies and international economics. The course is designed to serve individuals who are now teaching or expect to be teaching consumer economics units in K-12 settings. *Not open to economics majors.*

**ECON505 Collective Bargaining in Public and Private Sectors** 3 hrs  
Study of the institutions and practices of collective bargaining in both private industry and the public sector, starting with the origins of collective bargaining in blue collar professions and the public sector, and ranging from the local school district to the federal government. *Not open to economics majors.*  
*Prereq: ECON500*

**ECON508 International Trade** 3 hrs  
A study of the causes and economic effects of trade; commercial policies and their effects on trade; trade issues and conflicts; and international factor movements.  
*Prereq: ECON501 and ECON502*

**ECON509 International Monetary Economics** 3 hrs  
A study of the foreign exchange market, exchange rate systems, the balance of payments, macroeconomic aspects of international trade and the institutions and problems of the international monetary system.  
*Prereq: ECON501 and ECON502*

**ECON510 Applied Economic Statistics** 3 hrs  
Application of statistics and quantitative analysis to economic problems, using computer techniques.  
*Prereq: ECON310 or equivalent*

**ECON511 Mathematical Economics** 3 hrs  
Study of economic models, matrix algebra and linear economic models, linear programming and game theory, optimization problems and calculus of variations.  
*Prereq: MATH119 or MATH120, and ECON301 and ECON302, or equivalent*

**ECON515 Econometrics: Theory and Applications** 3 hrs  
Study of simultaneous-equation systems: structured, reduced and final-form models; the analysis of univariate and multivariate time-series models; the development of estimation and forecasting techniques, and dynamic simulation; and the use of models for policy issues.  
*Prereq: ECON415 or equivalent*

**ECON517 Economic Analysis of Law** 3 hrs  
Application of microeconomic theory to the analysis of laws and legal systems. Introduction to Game Theory within the context of property rights, contracts and dispute settlements. Some comparison of American laws with those of Europe and Japan.  
*Prereq: ECON301, ECON302 and ECON310, or equivalent*

**ECON520 Analytic Labor Economics** 3 hrs  
Application of microeconomic theory in analyzing labor market behavior. Topics covered include labor supply, labor demand, investment in human capital, worker mobility and a critique of the microeconomic approach to labor economics.  
*Prereq: ECON301 and ECON302, or equivalent*

**ECON527 Women and the Economy in Comparative Perspective** 3 hrs  
Theoretical analysis of women's labor market status. Study of labor force participation, economic restructuring, global division of labor and policy approaches. Emphasis on comparison of the United States with other industrialized countries.  
*Prereq: ECON301 and ECON302, or equivalent*

**ECON534 Regional and Urban Economics** 3 hrs  
Examination of problems of economic adjustment and development of regions, including inner city and metropolitan areas. Mass transit, public finance, housing, economic base studies, race distribution and poverty will be examined.  
*Prereq: any two courses of 100-, 200-, 300-, 400- or 500-level of economics*

**ECON536 Advanced Health Economics** 3 hrs  
An analytical approach to the study of medical care services. Emphasis is on the application of economic and statistical concepts and techniques in the analysis of health care issues and problems. Current health care policy issues and recent changes in medical markets are examined.  
*Prereq: ECON415 and ECON436, or equivalent*

**ECON540 Monetary Economics** 3 hrs  
The development of monetary and central banking theory; policy applications and limitations in the context of the relationships among money, prices, national income and the balance of payments.  
*Prereq: ECON301 or equivalent*

**ECON545 Economic Forecasting and Policy** 3 hrs  
Examines the use of macroeconomic theory and forecasting techniques in the formulation and evaluation of economic stabilization policies.  
*Prereq: ECON301 and ECON310, or equivalent*

**ECON550 Public Finance: Analysis and Policy** 3 hrs  
Detailed theoretical analysis of the problems of budgeting and budget techniques; methods to evaluate expenditures, efficiency and equality considerations in tax policy; problems of stabilization policy and growth policy; and evaluation of the affect and importance of national debt.  
*Prereq: ECON301 and ECON302, or equivalent*

**ECON551 State and Local Government Finance** 3 hrs  
Economic analysis of expenditures, revenues and debt management of state and local governments.  
*Prereq: ECON301 and ECON302, or equivalent*

**ECON560 Economics of Industrial Organization** 3 hrs  
The enterprise sector of a capitalist economy; incidence of competition and monopolistic techniques



in various industries and markets; market structure, conduct and performance; mergers and concentration and public policies.

*Prereq: ECON301 and ECON302, or equivalent*

**ECON561 Economics of Multinational Enterprise 3 hrs**

Economics of international competition and monopoly. Analysis includes studies of direct foreign investment, national economic antitrust policies and the multinational firm and its relation to trade and economic efficiency.

*Prereq: ECON301 and ECON302, or equivalent*

**ECON562 Government and Business 3 hrs**

The political and economic functions of government, business corporation and financial mergers, direct control of business, control versus governmental ownership of utilities, governmental controls of agriculture and natural resources, the responsibility of government in maintaining employment.

*Prereq: ECON301 and ECON302, or equivalent*

**ECON580 International Trade: Theory and Policy 3 hrs**

Study of the principle of comparative advantage, the determinants of the commodity composition of trade, international factor movements and commercial policies.

*Prereq: ECON301 and ECON302, or equivalent*

**ECON581 The International Monetary System 3 hrs**

Theoretical and empirical examination of international monetary issues including the balance of payments, fixed versus flexible exchange rates, stabilization policies in an open economy, disturbance transmission mechanisms and interdependence, institutions.

*Prereq: ECON301 and ECON302, and equivalent*

**ECON585 Economic Growth and Development 3 hrs**

Conditions, causes and consequences of growth and development; instruments of expansion and control, and important theories and models of growth. Economic growth in both the United States and underdeveloped countries.

*Prereq: ECON301 and ECON302, or equivalent*

**ECON586 Economic Planning 3 hrs**

This course examines economic planning techniques, including macroeconomic growth models, input-output analysis and linear programming. It investigates the implementation of economic planning in developed economies, with specific reference to indicative planning and industrial policy in France and Japan.

*Prereq: ECON301 and ECON302, or equivalent*

**ECON587 Case Studies in Economic Development 3 hrs**

Survey of economic development in selected countries or regions with emphasis on development policies, theoretical applications and economic structures of countries or regions surveyed.

*Prereq: ECON301 and ECON302, or equivalent*

**ECON590/591/592 Special Topics 1/2/3 hrs**

An advanced-level course in a specific area of economics. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: ECON301 and ECON302, or equivalent*

**ECON597/598/599 Independent Study 1/2/3 hrs**

An intensive study of a problem or group of problems under the direction of a member of the economics faculty.

*Prereq: department permission*

**ECON601 Macroeconomic Analysis 3 hrs**

Study of theoretical and empirical examination of macroeconomic theories of the determination of income, employment, the price level, interest rates and economic growth in a domestic and world economy. The course may include the Classical, Keynesian, Monetary, Rational Expectations and Real Business Cycle schools of thought.

*Prereq: ECON301 and ECON302, or equivalent.*

*Coreq: ECON415 and ECON511*

**ECON602 Microeconomic Analysis 3 hrs**

Economic analysis of the behavior of individuals and firms, price determination in competitive and monopolistic markets, general static equilibrium and the allocation of resources.

*Prereq: ECON302 and ECON511*

**ECON604 Research Seminar in Economics 3 hrs**

Examines selected issues of research methodology, procedures and techniques. Students conduct individual research projects, present their findings in a seminar format and submit a research paper.

*Prereq: ECON415 or equivalent*

**ECON605 Managerial Economics 3 hrs**

Application of economic analysis to decision making and business management, focusing on the areas of production and cost, as well as investment, pricing, demand estimation and economic forecasting.

*Prereq: ECON310 or equivalent, ECON501, and ECON502.*

**ECON606 Applied Economics 3 hrs**

Integrates economic theory and quantitative methods, providing tools to formulate, estimate and evaluate micro- and/or macroeconomic topics. These may include: estimating demand functions for given periods, Engel curves, production cost, consumption, investment and money demand functions.

*Prereq: ECON301, ECON302 and ECON415, or equivalent*

**ECON639 Continuous Enrollment 1 hr**

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**ECON679/680/681 Special Topics 1/2/3 hrs**

An experimental course for contemporary topics not provided in other departmental offerings. The content will change from semester to semester. *Not more than three hours of special topics may be used on a degree program.*

**ECON686/687/688 Cooperative Education 1/2/3 hrs**

Four to six months of part- or full-time employment in a position in business, finance, government or labor that uses economic analysis. (See the Career Services Center for the availability of such positions.) The student and a faculty sponsor from the Department of Economics agree on a co-op activity, subject to the approval of the director of graduate programs in economics. A written report at the end of the employment period documents the use of economic analysis in the co-op position.

*Offered on a credit/no-credit basis. The credit does not apply to the economics major. Maximum number of co-op experiences is two.*

*Prereq: department permission*

**ECON690/691/692 Thesis 1/2/3 hrs**

Completion of research problems and writing thesis.

*Prereq: approved thesis proposal*

**ECON695 Seminar 3 hrs**

A seminar in advanced economic theory or policy open only to degree students of the department.

*Prereq: 12 hours toward M.A. degree*

**ECON697/698/699 Independent Study 1/2/3 hrs**

An intensive study of a problem or group of problems under the direction of a member of the economics faculty.

*Prereq: department permission*

## Educational Leadership Courses (EDLD)

**EDLD500 Professional Educator Development Program 1/2/3 hrs**

For in-service professional and personal development. *May be repeated for credit. Credits not applicable to an advanced-degree program.*

**EDLD509 Educational Leadership in a Pluralistic Society 3 hrs**

Analysis of the educational administration issues presented in culturally pluralistic educational environments. Examination of sociopolitical context of schools, impact of dominant and subordinate groups and leadership challenges involved in striving for school success for all.

**EDLD510 Educational Organization 3 hrs**

An introduction to educational organizations and the structure of American schools; the authority and relationships of federal, state and local governments to education; and the role and function of education in society.



- EDLD513 Community Education and Community Relations** 3 hrs  
An exploration of the basic principles and philosophy of community education, its current status and relationship to education and interpretation of the educational institution to a diverse community. Emphasis on promoting public confidence in schools via two-way communication and community involvement in schools.
- EDLD514 Organization and Administration of K-12 Schools** 3 hrs  
Overview of the theories of leadership and organization that shaped the system of American education. Students critically compare the ideas, concepts, issues, broad knowledge and theories about managing, motivating staff, wielding power, leading people, handling conflict, making decisions, working within a bureaucracy and organizing educational institutions to improve learning.
- EDLD515 Instructional Leadership** 3 hrs  
Development of the knowledge, attitudes and skills necessary for administrators as they supervise effective, positive instructional programs; principles and procedures for addressing issues related to professional growth and continuous improvement.
- EDLD517 Leadership for School Improvement** 3 hrs  
An exploration of knowledge and skills to nurture and sustain school improvement processes. Building capacity and support among staff for initiatives, revising and refining school practice, monitoring progress toward established goals and making decisions regarding effectiveness.
- EDLD518 Multimedia Technology for School Administrators** 3 hrs  
An overview of multimedia applications for school administrators. Strategies for leadership, planning, decision making, integration and evaluation of multimedia in schools will be emphasized. Sessions will include lecture and hands-on practice.
- EDLD590/591/592 Special Topics** 1/2/3 hrs  
Experimental course(s) designed to investigate specific topics of concern in the specialization areas of study in educational leadership. *Not more than six hours of special topics may be used on a degree program.*
- EDLD597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem under the direction of a University faculty member.  
*Prereq: department permission*
- EDLD607 Colloquium** 2 hrs  
Course(s) designed to explore specific leadership topics utilizing distinguished scholars and lecturers.
- EDLD609 Team Building and Consensus Decision-Making of Educational Leadership** 3 hrs  
This course is designed as a skill-building class to help educational leaders increase their effectiveness in working with faculty, staff, school board members and/or community groups in collaborative decision-making.
- EDLD611 Introduction to Adult and Continuing Education** 3 hrs  
A general overview of the topic of adult and continuing education to students for introductory purposes and as a basis for further concentration and study in selected advanced areas of adult education. This course should be a prerequisite for advanced study and includes philosophy; history; identification of adult objectives; knowledge of adult learners; and contemporary status, trends and issues in adult and continuing education.
- EDLD612 Economics of Public Education** 3 hrs  
An examination of the basic economic, fiscal and legal theories of support for education, tax structures, state aid formulas, federal aid and school budgets.  
*Prereq: EDLD510*
- EDLD613 Introduction to Higher Education** 3 hrs  
An introduction to the study of higher education, including two- and four-year colleges and universities. The course is designed for persons interested in developing an understanding of the background, growth, purposes and practices of higher education in the United States.
- EDLD614 Law for Higher Education** 3 hrs  
An examination of the major legal aspects of the administration of institutions of higher learning.
- EDLD615 Collective Negotiations in Education** 3 hrs  
An analysis of issues that may be encountered by school administrators and teachers in collective negotiations in education.
- EDLD616 Educational Facilities Planning** 3 hrs  
Problems and procedures revealed through a plant-planning chronology that includes hiring the architect, the attorney's role, site acquisition, involving citizens, utilizing staff, the bond issue and designing and constructing the building. Emphasis will be placed on renovating, closing and alternative uses for existing buildings.
- EDLD617 Administering Human Resources in Education** 3 hrs  
Development of an understanding of the issues, problems and practices involved in the administration of personnel programs in education. An in-depth exploration of the basic principles of staff administration and high-level morale. For prospective and practicing administrators.  
*Prereq: six hours in educational leadership*
- EDLD620 The Principalship** 3 hrs  
The examination of the role of a school principal in: a) improving curriculum and instruction; b) the establishment of effective operations in a school; and c) establishing avenues for change by an awareness of innovations, materials, technologies and research that are relevant for the elementary, middle and high schools.  
*Prereq: six hours in educational leadership*
- EDLD622 Organization and Administration of Higher Education** 3 hrs  
An understanding of the structure and governance of higher education — two-year and four-year colleges as well as universities — including legal bases, external and internal constraints, functional patterns, administrative staff roles and responsibility, faculty organization and authority, and student participation in organizational structure.
- EDLD625 The Superintendency and District Level Leadership** 3 hrs  
In-depth studies in the practical knowledge and skills required to carry out effectively the responsibilities of district level administration including the role of the public school superintendent.  
*Prereq: six hours in educational leadership*
- EDLD630 Legal, Ethical and Professional Issues of Administration** 3 hrs  
Operation of laws; development of legal principles; federal and state relationships to education; authority relationships to education; authority and liability of school boards, administrators and teachers; negligence; discipline and control; professional ethics and related issues.  
*Prereq: EDLD510 and EDLD514, or permission of instructor*
- EDLD631 Human Relations Skills for Educational Leaders** 3 hrs  
An overview of the need for, and functions of, various human relations in the leadership of educational institutions. Development of an understanding and practice of specific interactive strategies necessary for such leadership.
- EDLD632 Community College Leadership** 3 hrs  
This course provides a historical overview of the development of American Community Colleges. The course focuses on the social forces leading to the community college movement, educational philosophies and multiple institutional missions. The roles and responsibilities of leaders in meeting the needs of diverse student populations will be emphasized. Particular attention will be paid to the organizational structures and processes that shape administrative decision making in educational leadership.
- EDLD633 History of American Higher Education** 3 hrs  
The study of higher education demands the understanding of historical context. The knowledge of history provides an understanding of the shape of present experience. The course will examine historical needs in higher education that have affected students, faculty, staff and trustees in terms of traditions, customs, values and practice.
- EDLD634 Higher Education Finance** 3 hrs  
This course will provide an overview of the economics and financing of postsecondary education in the United States. It will include an introduction to economics theory as applied to institutions of higher learning, financial trends in funding America's colleges and universities, federal investment in higher education, tuition and fee trends,

and state policy and budgeting processes. The course will briefly review the basic elements of fiscal management at the institutional level.  
*Prereq: EDLD613*

**EDLD635 Policy Analysis in Higher Education** 3 hrs  
This seminar concentrates on the vital role of public policy in shaping American higher education. The nexus between government and contemporary social and political issues affecting institutions of higher learning will be examined. The course is designed to assist students in gaining greater familiarity with identifying, analyzing and evaluating specific policies.

**EDLD636 Legal, Ethical and Policy Issues in Student Affairs** 2 hrs  
The purpose of this course is to provide an understanding of those legal, ethical and policy issues facing departments in student affairs. To assist in this understanding, an overview of legal and ethical and policy issues as they relate to major functional areas within student affairs.

**EDLD639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**EDLD660/EDPS660 Grantwriting** 2 hrs  
This course is designed to help students develop and improve their grantwriting and grantsmanship skills and knowledge. The course topics include, but are not limited to, developing a fundable idea, writing a quality proposal and locating sources of funding.

**EDLD679/680/681 Special Topics** 1/2/3 hrs  
Special experimental offerings of the educational leadership program. *Not more than six hours of special topics may be used on a degree program.*

**EDLD682/683/684/685 Workshop** 1/2/3/4 hrs  
Special topics of educational leadership designed to maximize student participation. Emphasis on the workshop method of teaching and learning. Topics to be selected. (See current schedule.)

**EDLD686/687/688/689 Master's Internship in Educational Leadership** 1/2/3/4 hrs  
Training in administration through actual supervised experience. Arrangements must be approved by adviser and director of the intern program prior to registration. *Enrollment limited. Offered on a credit/no-credit basis.*  
*Prereq: department permission Majors only*

**EDLD694/695/696 Seminar in Educational Leadership** 1/2/3 hrs  
Broad or special topics of educational leadership. Topics to be selected. (See current schedule.)

**EDLD697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem under the direction of a University faculty member. *Offered on a credit/no-credit basis.*  
*Prereq: approval of adviser, 10 hours in educational leadership and department permission*

**EDLD710 Leadership Theory** 3 hrs  
Theories and models of administration and leadership; general theories and research in leader behavior.  
*Prereq: admission to the specialist or doctoral program in educational leadership, or permission of instructor*

**EDLD712 Analysis of Research in Administration** 3 hrs  
Emphasis on contributions of research in the behavioral sciences to educational leadership. Critical readings of the research of psychologists, sociologists, political scientists and others that have special meaning in understanding such concepts as leadership, organization, power, authority, communication, innovation and decision making.  
*Prereq: six hours in educational leadership, EDPS621, EDPS677, EDLD640 and EDLD710*

**EDLD713 Field-Based Research** 4 hrs  
Development and completion of a field-based research study. *Offered on a credit/no-credit basis.*  
*Prereq: Ten hours in program, and department permission*

**EDLD714 Data-Driven Decision Management for Educational Leaders** 3 hrs  
The decision-making process in educational organizations will be explored from multiple perspectives. This course will focus primarily on understanding existing perspectives on data-driven decision management and applying these perspectives to practical situations in education. *This course will only be available to students in the doctor of education in educational leadership program or the specialist of arts in educational leadership program.*  
*Prereq: admission to specialist or doctoral program*

**EDLD740 Organizational Theory** 3 hrs  
Various theories, approaches and methods of organizing educational institutions. Concern with design, purposes, processes, problems and issues of organizational structuring and change. Examination of organizational environment and informational organization. *Open to specialist and doctoral students only.*

**EDLD767 Continuous Enrollment** 1 hr  
Graduate students who are completing dissertation research or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course offered on a credit/no-credit basis.  
*Prereq: department permission*

**EDLD779/780/781 Special Topics** 1/2/3 hrs  
Intensive study of a topic of current relevancy. *Not more than six hours of special topics may be used on a degree program.*

**EDLD786/787/788/789 Internship in Educational Administration** 1/2/3/4 hrs  
Provision of an opportunity for the graduate student at the specialist's level to develop administrative skills by working under the direction of an experienced administrator. Arrangements must be approved by adviser and director of the intern program prior to registration. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**EDLD790/791/792 Thesis** 1/2/3 hrs  
Intensive study of a problem or group of problems under the direction of a faculty member.  
*Prereq: approval of adviser and departmental requirements for thesis*

**EDLD794 Advanced Seminar in Educational Administration** 3 hrs  
Intensive study of selected problems in administration and supervision.  
*Prereq: admission to doctoral program in educational leadership*

**EDLD797/798/799 Independent Study** 1/2/3 hrs  
Intensive study of a problem under the direction of a faculty member. *Offered on a credit/no-credit basis.*  
*Prereq: approval of adviser, 10 hours in educational leadership and department permission*

**EDLD810 Ethics and Policy Analysis for Educational Leaders** 3 hrs  
Designed to equip students with analytical skills for confronting ethical issues in business, education, research, nursing and government. Mastery of the ethical process — a strategy for making good decisions. Critical thinking about ethical problems in professional settings. Analysis of selected educational and governmental policies from an ethical base using diverse views of professional moral duties as a screening device.  
*Prereq: admission to the doctoral program in educational leadership*

**EDLD820 The Politics of Educational Leadership** 3 hrs  
This course will examine the exercise of political power in education. It is designed for the educational leader who must deal with the impact of politics on managing and leading educational institutions.  
*Prereq: admission to the doctoral program in educational leadership*

**EDLD895 Dissertation Research Seminar** 2 hrs  
This seminar is designed for the doctoral student who has identified the topic for his or her dissertation research and will focus on the production and evaluation of proposals for the doctoral dissertation. *Offered on a credit/no-credit basis.*  
*Prereq: permission of student's academic adviser*

EDLD896/897/898/899/900

Dissertation Research 1/2/4/8/12 hrs

These courses are designed for the doctoral student who is working on his or her dissertation research. Enrollment in the various courses will reflect the student's effort on the dissertation in a given semester. Offered on a credit/no-credit basis.

Prereq: admission to candidate status and successful completion of EDLD895

## Educational Media and Technology Courses (EDMT)

EDMT500 Professional Educator Development Program 1/2/3 hrs

For in-service professional and personal development. May be repeated for credit. Not applicable to an advanced degree.

EDMT507 Introduction to Microcomputers 2 hrs

This introductory course will 1) build confidence and competence for educators with limited computer experience and 2) raise awareness of implications of computer technology in education. This course is not included as part of the program of study in the educational technology concentration. Offered on a credit/no-credit basis.

EDMT525 Image Processing for Educators 2 hrs

EDMT525 is designed to help educators learn to integrate image processing technology into a classroom learning environment. Image processing is a tool used by research scientists that has proven to be excellent in promoting learning through exploration and discovery, especially in the areas of mathematics, science and geography.

EDMT526 Microworlds: LOGO for Educators 2 hrs

Introduces students to the Logo computer language, its application in education, its underlying philosophy, and the "Logo debate" within the educational research community and its implications for the field of educational computing. Students will program individual projects in different Logo languages.

Prereq: competency in using a computer

EDMT528 Advanced Educational Applications of Computers 2 hours

A hands-on experience with educational application of computers. Students will learn how to use word processing software to prepare tests, handouts, letters and papers; spreadsheet programs to maintain student gradebooks and prepare budgets; authoring systems to prepare computer-assisted instructional materials; database managers to maintain student and school records; and information utilities as information and communication media.

Prereq: EDMT507 and EDMT522, or permission of the instructor

EDMT530 Production and Utilization of Instructional Materials 2 hrs

Introduces the student to advanced processes for the local production and utilization of instructional materials. Topics include computer graphics, presentation support, photography, video and desktop publishing.

EDMT590/591/592 Special Topics 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

Prereq: department permission

EDMT597/598/599 Independent Study 1/2/3 hrs

An intensive study of a problem or group of problems under the direction of a University faculty member.

Prereq: department permission

EDMT601 Technology and the Reflective Professional Educator 2 hrs

Students will articulate an appropriate role for instructional technology in their professional roles as educators while critically examining the various roles for use of technology in the schools.

Prereq: at least one course in educational psychology, or human growth and development, or psychology

EDMT602 Technology and Student-Centered Learning 3 hrs

Based on theoretical, philosophical and historical perspectives, students will plan for technology-enhanced student-centered learning in their classroom. Students will also participate in a field experience that enables them to compare methods and strategies of technology integration.

EDMT603 Technology Enhanced Learning Environments 3 hrs

This course addresses educators as managers of classroom environments in which children learn. Students use technology to support management of learning communities (classroom, school, global): assessment, record-keeping and communications. They examine configurations for technology, staff development models and change process.

EDMT618 Internet Resources for Educators 2 hrs

Students will learn how to use the Internet and associated tools. They will learn how to connect to EMU's computer network as well as how to access the Internet.

EDMT623 Instructional Design and Development of Multimedia Instructional Materials 3 hrs

Introduces concepts and research related to instructional design (needs assessment, learner analysis, task analysis, specification of instructional objectives, selection of instructional strategies and media, message design, formative and summative evaluation) and the design of computer-based multimedia instruction. Using rapid prototyping and an authoring environment, students implement their multimedia design.

Prereq: EDPS602 and EDPS603

EDMT625 Designing and Authoring Instructional Multimedia 2 hrs

EDMT625 will familiarize students with the concepts and research related to the design of computer-based multimedia instruction. Additionally, using rapid prototyping, students will implement their multimedia design.

Prereq: EDMT602

EDMT627 Advanced Technical Issues in Educational Technology 3 hrs

Helps educators consider the nature and implications of complex multisite technological innovations. The course also prepares students to give informed input into decisions impacting planning, purchasing and implementation of innovations.

Prereq: EDMT602, EDMT603

EDMT628 The Design and Use of Online Resources for Education 3 hrs

Students will examine the theory behind and use of telecommunications and video in education including Internet applications, online course management systems and other distance learning technologies. Students will design and evaluate online and distance learning projects, including informational web pages, multimedia online learning environments, and classroom management and assessment tools.

Prereq: EDMT602, EDMT603, or EDMT618

(Students in the EDMT master's program take EDMT602 or EDMT603 as a pre-requisite. Students outside of the master's program take EDMT618 as prerequisite.)

EDMT633 Instructional Message Design 2 hrs

Introduces psychological principles for selecting and manipulating symbols to design effective messages for print-, media- and computer-based instructional materials. Students apply analytical processes to evaluate and design instructional materials which fulfill stated objectives which being authentic to the subject matter, appropriate to the specific learners and practical in terms of human and material resources.

Prereq: EDPS602 or EDPS603; EDMT623 is recommended

EDMT638 Internet II: Creating Web Content for Schools 2 hrs

This course is designed for educators and others who already have some familiarity with the Internet and are interested in learning how to use the World Wide Web for creating and placing instructional and noninstructional materials on line. The focus is on the making of home pages and development and utilization of a web site in an educational setting.

Prereq: EDMT618 or equivalent

EDMT639 Continuous Enrollment 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.

Prereq: department permission



**EDMT653 Issues and Emerging Educational Technologies** 3 hrs  
Students will examine method, theory, research foundations and issues confronting the field of educational technology and the role and impact of emerging technologies in education. Through projects and research, students will synthesize the learning from their EDMT foundation coursework and critically analyze implications for schools and classrooms.  
*Prereq: a minimum of 12 credit hours of graduate work in educational technology*

**EDMT676 Using Computers for Data Analysis** 2 hrs  
Use of statistical packages available for micro- and mainframe computers to organize, code, create, edit, manage, store and process data. Compare statistical packages. Write research reports interpreting educational data results.  
*Prereq: EDMT601*

**EDMT679/680/681 Special Topics** 1/2/3 hrs  
Develops foundational knowledge of technical aspects of computers for classroom teachers and computer lab coordinators. Includes computer terminology, operating systems and compatibility, memory, control panels, networking, etc. for configurations of computers in school settings.

**EDMT686/687/688 Internship in Educational Technology** 1/2/3 hrs  
Provides a supervised opportunity for students to apply knowledge and skills gained through classroom activity in a "real world" working environment. Internship sites and supervisory arrangements must be approved by the program adviser prior to registration.  
*Prereq: department permission*

**EDMT690/691/692 Thesis** 1/2/3 hrs  
*Prereq: department permission*

**EDMT693/694/695/696 Seminar** 1/2/3/4 hrs

**EDMT697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of one or more problems, under the direction of a University faculty member.  
*Prereq: department permission*

## Educational Psychology Courses (EDPS)

**EDPS500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. May be repeated for credit. Not applicable to an advanced degree.

**EDPS501 Psychology of Adolescence** 2 hrs  
Study of the physical, cognitive, affective and social behavior and development of adolescents; their relation to family, peer group, school and society, with reference to youth here and abroad.

**EDPS502 Basic Concepts in Educational Psychology** 2 hrs  
Review and critical assessment of major issues in the areas of human growth and development, learning and technology, personality and mental health, and measurement and evaluation.

**EDPS504 Nature and Identification of the Gifted** 2 hrs  
The study of the nature of giftedness, the characteristics and needs of gifted students, and the issues involved in the identification and development of the gifted.

**EDPS509 Students' Emotional Wellness in Educational Environments** 3 hrs  
Deals theoretically and practically with concerns of teachers and parents regarding deterrents to students' psychological wellness. Focuses on ecological factors as stressors and strategies to lessen their effects on learners.

**EDPS512 Theories of Cognitive Intelligence** 2 hrs  
An examination of various Western theories of intelligence, their development and their cultural impact. An emphasis placed on application to the teaching and learning process.

**EDPS514 Multiple Intelligences and Learning Styles** 2 hrs  
An examination of the theory of multiple intelligences and learning styles with an emphasis on application to the teaching and learning process.

**EDPS535 Measurement and Evaluation of Adult Learners** 2 hrs  
Designed to assist teachers of adults to become familiar with the construction and uses of teacher-made and selected standardized tests suitable for placement, diagnosis, individualizing instruction and evaluating student achievement. Treats measurement issues unique to adult learners.  
*Prereq: department permission*

**EDPS550 Motivation to Learn** 2 hrs  
Explores a variety of motivational theories that influence academic achievement and success. The educator will develop strategies for increasing students' motivation to learn.

**EDPS590/591/592 Special Topics** 1/2/3 hrs  
The content will include current relevant topics and will vary from semester to semester. Special topics not included in the usual course offerings, but within the domain of educational psychology, will be considered. See appropriate schedule.

**EDPS597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**EDPS600 Human Development** 2 hrs  
The study of social, emotional, physical and mental growth processes and developmental stages from birth through adolescence and their implications for learning and teaching. Students are ex-

pected to pursue an in-depth analysis of research, theory and issues in the field commensurate with the experiential background which they bring to the course.

**EDPS602 Psychology of the Adult Learner** 2 hrs  
The course focuses on characteristics of the adult learner, adult learning styles, understanding learning theories, information processing, and principles of learning and motivation. Participants will discover their own strategies of learning, motivation and decision-making, and skills in creating rapport with adult learners. Emphasis will be on the application of learning-theory concepts and teaching skills to the participant's instructional setting.

**EDPS603 Principles of Classroom Learning** 2 hrs  
Major principles of learning are examined for their applications in a classroom setting. Recent contributions are studied and the value of learning theories for the teacher is discussed.

**EDPS605 Mental Health of Educators** 2 hrs  
This course focuses on the mental health and well-being of the teacher. It is designed to address issues of professional and personal development by challenging students to develop new knowledge and skills and to examine and test, through critical analysis and application, the relevance of course content in their own lives and in the lives of their students.

**EDPS606/607/608 Colloquium in Educational Psychology** 1/2/3 hrs  
Academic seminars centered upon a broad field of study involving several different lecturers from within and outside of the department. See appropriate schedule for announcement.

**EDPS611 Piaget for Educators** 2 hrs  
A systematic summary and analysis of Piagetian theory and research. Applications to the helping professions from infancy through adulthood will be made. Students will conduct interviews with children, adolescents and/or adults and make recommendations for intervention. Students will evaluate educational materials, teaching strategies and instructional methods from a Piagetian framework.

**EDPS614 Psychology of Creativity for Educators** 2 hrs  
A study of the various aspects of creativity; the person, the environment, the process, with emphasis on their implications for teaching. The course also will focus on teacher procedures and methods for facilitating students' creative behavior in the classroom.

**EDPS617/WGST617 Children in Poverty: Educational Implications** 2 hrs  
Course analyzes the critical poverty conditions of young children and families, and implications for educators. Emphasis is on social-psychological development, educational advocacy and interventions that promote understanding of ethnic, cultural and socioeconomic diversity.



**EDPS620 Self-Concept, Self-Esteem and Individual Difference** 2 hrs  
An examination of the construction of self-concept, self-esteem, self-efficacy and identity development with special attention to dimensions of diversity. This course assumes a basic understanding of human development.

**EDPS621 Statistical Applications in Educational Research** 2 hrs  
Emphasizes the role of statistics in hypothesis testing; statistical applications in visually presenting and summarizing data; computation of central tendency, variability, relationship and prediction indices; and interpretation of results.

**EDPS626 Principles and Issues in Educational Assessment** 3 hrs  
Principles of good classroom assessment are explored in depth. Students will learn the characteristics of high quality assessment that apply to both classroom and standardized assessments. Current assessment topics, including state and federal legislation and mandates, and ethical and legal issues are investigated.

**EDPS627 Designing Classroom Assessments** 3 hrs  
This course will address all types of classroom assessment. It will focus on development, selection and appropriate use of high quality assessment. The course will also address management of assessment and the relations among assessment, learning and motivation.

**EDPS628 Analyzing Student Learning** 3 hrs  
Participants will use assessment data to analyze and improve learning. Students will evaluate all types of assessment data, including both classroom-based and standardized assessments. They will make recommendations about learning based on a thorough analysis of the information.

**EDPS629 Assessment and Program/School Improvement** 3 hrs  
This course will focus on methods of 1) assessment, 2) program evaluation and 3) accreditation and how they can be used to evaluate the effectiveness of programs offered by schools and universities to improve student learning.

**EDPS631 Measurement and Evaluation** 2 hrs  
A study of the construction and use of teacher-made tests, rating scales, questionnaires, checklists and similar measures. Also includes the administration of standardized tests and utilization of the results.

**EDPS639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**EDPS640 School Violence: A Holistic Approach to Prevention and Intervention** 3 hrs  
An examination of the origins and manifestations of school violence, including families, poverty, media, gender, culture, sexual orientation, bullying, gangs, isolation and harassment with special attention to prevention and intervention strategies for victims, perpetrators and the school culture.

**EDPS651 Inferential Statistics** 2 hrs  
Inferential statistics, both parametric and non-parametric; theory of hypothesis testing.  
*Prereq: EDPS621 or equivalent*

**EDPS660/EDLD660 Grantwriting** 2 hrs  
This course is designed to help students develop and improve their grantwriting and grantsmanship skills and knowledge. The course topics include, but are not limited to, developing a fundable idea, writing a quality proposal and locating sources of funding.

**EDPS667 Principles of Educational Research** 3 hrs  
Basic concepts in understanding and evaluating contemporary educational research, addressing both quantitative and qualitative research methods. The focus is on critical understanding of, rather than production of, research.

**EDPS674 Survey Research and Data Analysis** 3 hrs  
The understanding and application of survey research concepts, designs and procedures; organization, coding and calculation of descriptive statistics and factor analysis; use of statistical packages; critical evaluation of survey research; interpretation of results.

**EDPS677 Methods in Quantitative Research** 3 hrs  
Course provides students with a general understanding of different paradigms, key concepts, and ethical issues in research. Major emphasis is on the design and interpretation of quantitative research studies, including problem and hypothesis formulation, research design, data collection, data analysis and interpretation. Focus is on critical appraisal of published research.

**EDPS679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**EDPS682/683/684/685 Workshop in Educational Psychology** 1/2/3/4 hrs  
Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**EDPS687 Qualitative/ Interpretive Research** 3 hrs  
Course provides graduate students with a general understanding of different research paradigms, key research concepts, and ethical issues in research. The

major emphasis of the course is on qualitative data-gathering methods, narrative inquiry and interpretive analysis; including ethnography, phenomenology, action research, feminist research, case studies, grounded theory and archival research.

**EDPS690/691/692 Thesis** 1/2/3 hrs  
Individual research conducted under the guidance of, and in consultation with, a thesis committee.  
*Prereq: department permission*

**EDPS694 Seminar in Educational Psychology** 2 hrs  
Students in educational psychology prepare final culminating project or proposal for thesis.  
*Prereq: near completion of educational psychology program*

**EDPS697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a faculty member. Must be done with approval of a full-time member of the departmental faculty.

## Student Teaching Courses (EDUC)

**EDUC500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**EDUC639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

## Engineering Management Courses (EM)

**EM505 Managing Engineering and Technology** 3 hrs  
An investigation of the functions and problems unique to managing engineering and technical operations. Topics include: engineering ethics and professionalism; managing research, design and other technical operations; technology impact; and the role of the technical professional.

**EM509 Engineering Project Management** 3 hrs  
A study of the planning and management activities associated with the implementation of a manufacturing or engineering project. Topics include: identification and sequencing of events, time and cost estimating, resource utilization and monitoring/evaluation of plans.

**EM511 Manufacturing Engineering Fundamentals** 3 hrs  
A structured review of manufacturing engineering fundamentals including materials, product design, production systems, manufacturing processes, automated systems, quality and manufacturing including preparation for the Certified Manufacturing Engineering Exam offered by Society of Manufacturing Engineers.

**EM519 Applied Engineering Project Management** 3 hrs  
This course includes advanced applications of software and theory for planning, implementation, management, and analysis of engineering projects. Students will use PMBOK as a guide to understanding the practical aspects of the engineering project life cycle, along with case study discussions and hands-on applications of project management tools and techniques.  
*Prereq: EM509 or equivalent*

**EM520 Engineering Value and Economic Analysis** 3 hrs  
The principles and practices of engineering value and economic analysis for the design of products and services, and the economic analysis, value chain analysis and stream value analysis of integrated engineering projects and enterprise business processes

**EM540 Engineering Resource Management** 3 hrs  
The study of practices and principle for integrating and managing engineering-related resources. Includes topics in human resource management, material and supply chain management, technology and intellectual property management, knowledge and information system management, facility and maintenance management and financial management.

**EM547 Management of Research, Development and Technology** 3 hrs  
This course integrates organizational processes and dynamics related to the management of research, development and technology that are essential for managers and technical professionals to know in order to function effectively in technology-oriented business environments. Topics include: applied R&D methods and management of R&D projects, personnel and technology.

**EM556 Lean Systems Team Management** 3 hrs  
A practical course in the human/organizational aspects of successful lean production implementation. Course will be largely based on research documenting the successful introduction of lean production into existing organizations.

**EM558/QUAL558 Lean Production** 3 hrs  
Study of lean practices across economic sectors. Class will focus on lean systems whose functions include elimination of waste, reducing costs, shortening cycle times, quality improvement, optimization of sociotechnical systems and the process of continuous improvement.

**EM570 Patents and Engineering Law** 3 hrs  
This course investigates legal issues in engineering such as patents, trademarks, product liability and contracts. Case studies, court decisions and research are an integral part of the course.

**EM580 Engineering and Enterprise Integration** 3 hrs  
The study of engineering and enterprise integration systems for engineers, managers and technologists, and a structured review for individuals planning to take the Certified Enterprise Integrator (CEI) and/or Certified Engineering Manager (CEM) examinations. Topics include certification test preparation and taking techniques; the engineering and enterprise integration system; customer focus; people, teamwork and organization; shared knowledge systems; business processes; resources and responsibilities; and external enterprise influences.  
*Prereq: department permission*

**EM590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**EM597/598/599 Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved written proposal is required. Both "Independent Study" and "Research Proposal Format" guideline sheets are available from the department.  
*Prereq: department permission*

**EM609 Professional Project Management** 3 hrs  
A structured review for project management professional who plan to take the Certified Associate in Project Management (CAPM) or Project Management Professional (PMP) certification examination, based on the *Project Management Institute's Body of Knowledge (PMBOK) Guide*.  
*Prereq: EM519 Applied Engineering Project Management or equivalent*

**EM620 Integrated Product and Process Design** 3 hrs  
This course will focus on the integration of three enterprise processes: product development, process planning and manufacturing systems. Emphasis will be placed on a) customer focus, b) concurrent/collaborative engineering and product/process design improvement approaches, and c) the insourcing/outourcing decision process. E-business as it relates to collaborative product design with suppliers will also be addressed.  
*Prereq: EM509 and EM649 or MKTG510 and POM503 or their equivalents*

**EM636 Analysis of Manufacturing Processes** 3 hrs  
An advanced course in the technical aspects of manufacturing cast, formed and machined products. Emphasis is on the determination of production parameters, such as shapes, forces and temperatures required to process various materials.

**EM639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**EM641 Materials of Industry** 2 hrs  
Selected industrial materials: sources, properties, characteristics, analysis and testing.

**EM649 Manufacturing Process Planning** 3 hrs  
The design of the manufacturing process as required by product design specifications. Selection of processes, tooling, work-holding, gauging, routing and material handling, as well as the development of human interface.

**EM659 Advanced Lean Systems** 3 hrs  
A class in advanced lean practices as applied in manufacturing. Focus will be on the practical aspects on implementing and maintaining production systems capable of continuous improvement. In-depth treatment will be given value stream analysis as defined by customers, lean logistics, lean cost accounting, total productive maintenance, zero defect quality practices and the integration of human resource practices within the production strategy.  
*Prereq: QUAL/EM558*

**EM670 Design for Manufacture and Assembly** 3 hrs  
This course investigates the management of product and process design activities. It is intended for anyone involved in product design, manufacturing engineering, process engineering or manufacturing management. The course investigates design for manufacturing and assembly, quality function deployment, value analysis, failure modes and effects analysis, error/mistake proofing, team dynamics and design for "X."  
*Prereq: EM511 or EM636*

**EM679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**EM684 Workshop** 3 hrs  
Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

**EM689 Industrial Internship** 2 hrs  
A field study of industrial theory and practice through internship experiences with cooperating industries. Designed for students desiring experiences beyond those obtained in their previous or present employment. *Offered on a credit/no-credit basis.*

**EM690/691/692 Development Project** 1/2/3 hrs  
A theory application project conducted under the supervision of an adviser and departmental graduate committee.  
*Prereq: Department permission and 12 hours in one's graduate concentration*

**EM690/691/692 Thesis** 1/2/3 hrs  
A research-oriented study conducted under the supervision of an adviser and departmental graduate committee, and under the guidelines described in the *EMU Thesis Manual*.  
*Prereq: department permission*

**EM693/694/695 Seminar** 1/2/3 hrs  
A research-oriented course for graduate majors.  
*Prereq: department permission*

**EM697/698/699 Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved written proposal is required. Both "Independent Study" and "Research Proposal Format" guideline sheets are available from the department.  
*Prereq: department permission*

## English Language and Literature Courses (ENGL)

Open only to students admitted to graduate programs in English language and literature. Others by department permission.

**ENGL501 Writing and Rhetorical Theory I** 3 hrs  
The reading, study and analysis of representative selections from rhetorical theorists from the Sophists through the Renaissance. Emphasis on how to evaluate, explore and apply theory to writing and its teaching.  
*Prereq: graduate student in English*

**ENGL502 Writing and Rhetorical Theory II** 3 hrs  
The reading, study and analysis of representative selections from rhetorical theorists since the Renaissance. Emphasis on how to evaluate, explore and apply theory to writing and its teaching.  
*Prereq: graduate student in English*

**ENGL503 Rhetorical Theory and the Teaching of Writing** 3 hrs  
A thematic course in which students read, study and analyze representative selections from classical, medieval, renaissance and modern theorists. Emphasis on applying rhetorical theories to writing and language instruction.

**ENGL505 Rhetoric of Science and Technology** 3 hrs  
Through reading, research and analysis, students will study theoretical positions, discourse conventions and stylistic features of writing done by professionals in scientific and technological fields.  
*Prereq: graduate student in English*

**ENGL514 Issues in Teaching Writing** 3 hrs  
A review of the research and theory in teaching writing, with focus on the dynamics of writing and learning, and their relationship to evaluation and assessment of writing.  
*Prereq: graduate student in English*

**ENGL515 Literacy and Written Literacy Instruction** 3 hrs  
Graduate seminar on acquisition of written literacy. Emphasis on current theoretical approaches to written literacy, and applications for teaching writing at secondary and postsecondary levels.  
*Prereq: graduate student in English*

**ENGL516 Computers and Writing: Theory and Practice** 3 hrs  
A review of current theory for constructing computerized composition and for applying computers in teaching writing at secondary and postsecondary levels.  
*Prereq: graduate student in English*

**ENGL517 Topics in the Teaching of Writing** 3 hrs  
An in-depth look at a specific topic in the teaching of writing. Topics vary from year to year, with offerings ranging from pedagogy topics to theory topics to specific theorists.  
*Prereq: ENGL514*

**ENGL518 Topics in English Education** 3 hrs  
An in-depth look at a specific topic in English education. Topics vary from year to year, with offerings ranging from pedagogy topics to theory topics to specific theorists.  
*Prereq: ENGL514*

**ENGL524 Advanced Technical Writing and Research** 3 hrs  
This course continues ENGL424 Technical Writing and is designed to prepare students to write professionally in business and industry. Students will research appropriate information and prepare oral and written reports, proposals, brochures and manuals.  
*Prereq: graduate student in English*

**ENGL525 Advanced Public Relations Writing** 3 hrs  
Theory and practice of writing for public relations. Emphasis on writing to resolve real-world problems from corporate and agency public relations.  
*Prereq: graduate student in English*

**ENGL526 Topics in Technical Communication** 3 hrs  
An in-depth look at a specific topic in technical communication. Topics vary from year to year, with offerings ranging from applied topics to specific theorists.  
*Prereq: ENGL524 or ENGL525*

**ENGL527 Topics in Professional Communication** 3 hrs  
An in-depth look at a specific topic in professional communication. Topics vary from year to year, with offerings ranging from applied topics to specific theorists.  
*Prereq: ENGL524 or ENGL525*

**ENGL585 Teaching Basic Writing at the College Level** 3 hrs  
Designed to prepare future teachers of basic writing at the community college and/or college level. Course introduces theoretical and pedagogical issues related to defining basic writing and "basic writers" and provides opportunity for developing teaching strategies for work with students in basic writing courses.

**ENGL590/591/592/593/594 Special Topics** 1/2/3/4/5 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate student in English*

**ENGL596 Teaching Composition on the College Level** 3 hrs  
A course in the methods of teaching English composition, with particular attention to beginning courses on the college and junior college level. *Required of all graduate assistants and open to other interested M.A. candidates.*  
*Prereq: graduate student in English.*

**ENGL597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or research area not covered in regular courses; under the direction of a faculty member.  
*Prereq: candidate for the M.A.; permission of the graduate committee. Graduate student in English or department permission*

**ENGL621 Research in Theory and Practice of Writing** 3 hrs  
A course designed to prepare students in methods of research on writing, pedagogy, professional writing and written discourse. Frequent projects, requiring research and writing.  
*Prereq: nine hours of ENGL courses in written communications; graduate student in English*

**ENGL639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous



enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**ENGL675/CURR675 Eastern Michigan Writing Project Summer Institute** 5 hrs

For practicing K-12 teachers across disciplines. Participants investigate and experience current practices in literacy instruction. Based upon National Writing Project assumptions, participants read, write and reflect upon their teaching.

*Prereq: graduate student in English or department permission*

**ENGL679/680/681 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: graduate student in English*

**ENGL692 Thesis** 3 hrs

Students will design and complete an extensive research study under the guidance of a thesis director and committee.

*Prereq: ENGL621 and department permission*

**ENGL693 Master's Writing Project** 3 hrs

Students will design and complete four documents, including a research article for a professional publication, under the guidance of a project director and a committee.

*Prereq: ENGL621 and department permission*

**ENGL694 Teacher Research/ Professional Writing Internship (3 hrs)**

Designed to provide a cohort group and ongoing support for teachers engaged in classroom-based research and for technical and professional writers engaged in workplace research. One option for the culminating experience for the master's degree in written communication.

*Prereq: ENGL621, department permission*

**ENGL697/698/699 Independent Study** 1/2/3 hrs

An intensive study of a problem or research area not covered in regular courses; under the direction of a faculty member.

*Prereq: candidate for the M.A.; permission of the graduate committee; graduate student in English or department permission*

## Elementary Science Courses (ESCI)

**ESCI505 Science in the Elementary School** 2 hrs

A survey of subject matter and process skills utilizing current science texts and courses of study; readings in current literature; the construction

and use of science materials; supply and equipment needs for elementary science. *Not open to students who hold credit in ESCI302 or BIOL303.*

*Prereq: department permission*

**ESCI590/591/592 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**ESCI594/595/596 Workshop: Elementary Science Teaching** 1/2/3 hrs

Workshops will be offered dealing with selected areas. Workshops emphasize student participation and are designed to offer practical experience and training, and theoretical study. Topics to be announced. (See current campus and Continuing Education bulletins.)

**ESCI597/598/599 Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems under the direction of a faculty member.

*Prereq: department permission*

**ESCI639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**ESCI679/680/681 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**ESCI693/694 Seminar in Science Education** 1/2 hrs

Presentation of special reports and group discussions on selected topics. *Offered on a credit/no-credit basis. Counts as a technique course.*

*Prereq: 20 hours in biology, botany, microbiology, zoology and/or elementary science at the 300-, 400-, 500- or 600-level.*

**ESCI697/698/699 Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems under the direction of a faculty member.

*Prereq: department permission*

## English for International Students Courses (ESLN)

**ESLN512 Academic Writing for International Graduate Students** 3 hrs

Students engage in extensive critical reading and analysis of discipline-specific topics and compose well-documented papers on the basis of their research using standard English conventions and documentation. Attention is given to grammatical accuracy and language usage in written assignments.

*Prereq: department permission*

*Coreq: ESLN410*

**ESLN515 Graduate ESL Seminar in Academic Communication** 3 hrs

This course is designed for non-native speakers of English to improve their oral communication skills for participation in graduate-level classes in their degree program. Students read authentic academic texts and develop skills and strategies for oral presentations and critical response. A major emphasis is on having students learn academic vocabulary and enhance reading skills.

*Prereq: department permission.*

**ESLN590/591/592 Special Topics** 1/2/3 hrs

An intensive study of a specific topic to be determined by the instructor's field of specialization and student interest. *Not more than six hours of special topics may be used on a degree program.*

**ESLN597/598/599 Independent Study** 1/2/3 hrs

Intensive study of a problem under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*

*Prereq: department permission*

**ESLN639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.

*Prereq: department permission*

**ESLN679/680/681 Special Topics** 1/2/3 hrs

An intensive study of a specific topic to be determined by the instructor's field of specialization and student interest. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

**ESLN697/698/699 Independent Study** 1/2/3 hrs

Intensive study of a language-related problem for students of English as a second language, under the direction of a member of the graduate faculty.

*Prereq: department permission*



## Earth System Science Courses (ESSC)

### ESSC520/GEOG520

**GIS Introduction for Educators** 3 hrs  
This course is intended as an introductory to geographic information system courses for educators with some computer experience, but no previous GIS experience. The course is designed to open up the world of GIS to the professional educators. The course will include readings and online discussions followed by hands-on exercises.  
*Prereq: a teaching certificate in science, or social science, or business application, or computer information technology or department approval*

### ESSC522/GEOG522

**Internet GIS for Educators** 3 hrs  
This course explores the availability of internet-based GIS tools and data sources and their applicability to the development of K–16 curriculum materials. Participants will investigate a variety of online mapping tools, as well as sources of spatial data that can be integrated into a GIS. Learners will develop an understanding of the purpose and need for accurate metadata when using Internet based data sources.  
*Prereq: a teaching certificate in science, social science, business application, computer information technology or department approval*

### ESSC524/GEOG524 GIS As an

**Instructional Tool in Classrooms** 3 hrs  
This course surveys current instructional applications of Geographic Information Systems. Participants will explore strategies for integrating GIS within a variety of K–16 instructional environments. In addition, learners will develop simple, introductory instructional materials intended to introduce students to GIS as a tool for data display, symbolization and analysis.  
*Prereq: GEOG/ESSC520 and GEOG/ESSC522*

### ESSC557 Field Investigations in Earth Science

6 hrs  
This six week summer session course, specifically designed for secondary teachers, emphasizes basic field data gathering techniques and data analysis. Exercises include investigations in Michigan and upper Midwest geology, meteorology and environmental science that can be directly utilized in the classroom. The class consists of classroom instruction, fieldwork in local areas and a few multi-day trips. *Admission to the graduate program in Earth Science Education is required.*

### ESSC562/ESSC324 Weather

3 hrs  
Introduction to the properties and processes that create weather, including an analysis of conditions aloft, the formation of storms, and methods and problems of weather forecasting. Lecture: two hours per week. Laboratory: two hours per week.  
*Prereq: ESSC212*

### ESSC565 New Approaches to Teaching Earth Science

3 hrs  
This course will explore advanced methods for teaching earth science. Various ways to incorporate writing

into the teaching of earth science will be discussed, including techniques for inserting writing into earth science without overtaxing the assessment process. Differentiation will be explored for both special education students and TAG students. Finally, advanced activities for use in the classroom will be examined.  
*Available to earth science education masters only. Admission to the graduate program in earth science education is required.*

### ESSC566 Advanced Plate

**Tectonics for Educators** 3 hrs  
This course, specifically designed for secondary teachers, is an in-depth examination of plate tectonics. We will examine continental drift, sea floor spreading, driving mechanisms, boundary interactions, origin of magma, earthquakes, consequences of plate dynamics and the tectonic history of the earth emphasizing the major orogenic events that shaped the planet.  
*Available to earth science education masters only. Admission to the graduate program in earth science education is required.*

### ESSC567 Paleoclimatology

3 hrs  
Causes and effects of natural climate change throughout Earth's history. Topics include analytical methods used to reconstruct past climates, tectonic effects, interplay between oceanic and atmospheric circulation, ice ages climates and glaciations, corals and El Niño. Emphasis is placed on events of the last 2.7 million years.  
*Available to earth science education masters only. Admission to the graduate program in earth science education is required.*

### ESSC569 Principles of Hydrology for Educators

3 hrs  
An examination of the physical aspects of water in the environment. The hydrologic cycle, water balances, drainage basin analysis and ground water characteristics are highlighted. Methods to teach these subjects at the secondary level are also introduced. *Available to Earth Science Education masters only.*

### ESSC590/591/592 Special Topics

1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

### ESSC597/598/599

**Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member.  
*Prereq: department permission*

### ESSC639 Continuous Enrollment

1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library,

health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.

*Prereq: department permission*

### ESSC665 Professional Paper

3 hrs  
The student is expected to investigate some area of earth science or earth science educational theory or practice, gather and analyze information, draw conclusions to add to the body of knowledge and write a paper of publishable quality completed in consultation with a faculty adviser. *Available to earth science education masters only.*  
*Prereq: ESSC470/565*

### ESSC667/GEOG667 School GIS Project

3 hrs  
School GIS projects emphasizing comprehensive mastery of GIS concepts and techniques in schools applications. Particular topics are chosen on requests in school administration, student services, student field research and student career development. These projects are selected and designed to enable participants to engage in using GIS for problem solving in our schools.  
*Prereq: GEOG/ESSC520 and GEOG/ESSC522*

### ESSC669/GEOG669 GIS Lesson Plan Development

3 hrs  
The course is focused on using State and National Benchmarks to plan, research and develop GIS lessons in a K–16 setting. In this course you will accomplish this by readings, lesson critiques and lesson development using Michigan Climb benchmarks.  
*Prereq: GEOG/ESSC524 and GEOG/ESSC667*

### ESSC679/680/681 Special Topics

1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

### ESSC697/698/699

**Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member.  
*Prereq: department permission*

## Finance Courses (FIN)

### FIN502 Financial Principles

3 hrs  
Provides beginning graduate students a solid foundation in the general principles of finance. Provides an appreciation of how businesses and households allocate scarce resources over time and when outcomes are uncertain. The primary focus is corporate finance; the course will also introduce financial markets and institutions, and investments.  
*Prereq: ACC501; ECON500 is recommended*

**FIN540 International Finance** 3 hrs  
The course covers international aspects of financial investment, capital budgeting, risk analysis, joint ventures and acquisitions, forecasting and protecting against exchange rate changes, capital structure problems of multinational corporations, methods of financing, banking and financial reporting.  
*Prereq: FIN502*

**FIN590/591/592 Special Topics** 1/2/3 hrs  
An in-depth study of a specialized area in finance. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**FIN597/598/599 Independent Study** 1/2/3 hrs  
Directed study of problems in finance not otherwise treated in department courses.  
*Prereq: department permission*

**FIN615 Financial Markets and Institutions** 3 hrs  
The course provides an analytical foundation for understanding the need for, and characteristics of, financial markets. The role of commercial banks and nonbank financial intermediaries is developed in the broader context of the saving-investment process in an economy.  
*Prereq: FIN502*

**FIN620 Financial Administration Policies** 3 hrs  
This course stresses the role of finance in strategic decision making with a view to enhance shareholders' value. Uses the case method of instruction. Topics covered include working capital management, capital budgeting, financing, investment banking, mergers and acquisition, and international finance. *Admission to the MBA program is required.*  
*Prereq: FIN502 or FIN350*

**FIN625 Securities Analysis** 3 hrs  
This course addresses the major issues of interest to investors and portfolio managers including the optimal allocation of wealth among assets, the valuation of risky assets and the measurement of investment performances of various financial instruments, such as common stocks, bonds, convertibles and options.  
*Prereq: FIN502*

**FIN639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**FIN660 Advanced Financial Management** 3 hrs  
This course develops conceptual foundations for making intelligent corporate financial analysis. Advanced concepts in modern corporate finance

are examined including issues arising from risky corporate debt, the theory of optimal capital structure, agency theory and economic effects of taxation. Special topics include raising external capital, dividend policy and share repurchases.  
*Prereq: FIN620*

**FIN670 Risk Management with Derivatives** 3 hrs  
This course introduces the basic concepts, principles, and practices of derivative securities with primary focus on options and futures contracts. The course will cover derivative markets, pricing of options and futures contracts, and financial risk management. Advanced hedging strategies and securities innovation including real options will be introduced.  
*Prereq: FIN502*

**FIN679/680/681 Special Topics** 1/2/3 hrs  
An in-depth study of a specialized area in finance. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: FIN620*

**FIN697/698/699 Independent Study** 1/2/3 hrs  
Directed study of problems in finance not otherwise treated in department courses.  
*Prereq: department permission*

## General Foreign Language and Bilingual-Bicultural Education Courses (FLAN)

**FLAN540 Cultural Issues in Language Teaching** 2 hrs  
This course addresses prospective language teachers' need to understand the effect of various cultural values on language learning and teaching to develop techniques that will enhance their students' learning.

**FLAN590/591/592 Special Topics** 1/2/3 hrs  
An intensive study of a specific topic to be determined by the instructor's field of specialization and student interest. Special topics courses may be repeated for credit. *Not more than six hours of special topics may be used on a degree program.*

**FLAN597/598/599 Independent Study** 1/2/3 hrs  
Intensive study of a problem under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*  
*Prereq: department permission*

**FLAN611 Theory and Methods of Modern Language Teaching** 3 hrs  
The history, theory and techniques of modern language teaching.  
*Prereq: major or minor in foreign language or department permission*

**FLAN612 Methods of Teaching Modern Languages in the Elementary Grades** 3 hrs  
This course addresses the history, philosophy, rationale, and curriculum, as well as developmentally-appropriate techniques, materials, and assessment for teaching foreign languages in the elementary grades.  
*Prereq: FLAN611*

**FLAN613 Using Technology in the Foreign Language Classroom** 3 hrs  
This course focuses on the review, development and integration of audio, computer-assisted and video-interactive technologies in the foreign language classroom.  
*Prereq: department permission*

**FLAN639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through Continuous Enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**FLAN679/680/681 Special Topics** 1/2/3 hrs  
An intensive study of specific areas of foreign language or literature, to be determined by the instructor's field of specialization and student interest. This course may be repeated for credit with departmental permission. *Not more than six hours of special topics may be used on a degree program.*

**FLAN688 Internship in Language and International Trade** 3 hrs  
Provides an opportunity for the graduate student to extend theoretical classroom learning through working experience in an appropriate setting. The Foreign Languages and Bilingual Studies Department, in cooperation with the College of Business, will arrange and supervise suitable assignments in firms conducting international business. A minimum of 10 hours per week in the field will be supplemented by regular meetings with the faculty supervisors. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**FLAN690/691/692 Thesis** 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**FLAN695 Seminar in Bilingual-Bicultural Education** 3 hrs  
Each semester, different topics are selected for intensive study by advanced students. The course consists of a review and discussion of contemporary issues in bilingual-bicultural education, following which, students select areas for research. Emphasis in seminar meetings on exchange of ideas and information developed through the research. *Taught in Spanish/English.*  
*Prereq: department permission*

FLAN697/698/699  
Independent Study 1/2/3 hrs  
Intensive study of a problem under the direction of a member of the graduate faculty.  
*Prereq: department permission*

## French Courses (FRNH)

FRNH545 Advanced French Phonetics 3 hrs  
Study of the sound system of the French language including both theory and practice. Major focus on the International Phonetic Alphabet as it applies to French. Lecture and practical exercises in class. *In French.*

FRNH550 French Civilization in Film 3 hrs  
The purpose of this course is to study a number of French films and distinguish between fiction and reality as portrayed in the film. Students will research the era and compare the events shown in the film with the societal or historical facts found in their research.  
*Prereq: FRNH443 or FRNH444*

FRNH590/591/592 Special Topics 1/2/3 hrs  
An intensive study of a specific area of French language or literature, to be determined by the instructor's field of specialization and student interest. This course may be repeated for credit with departmental permission. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

FRNH597/598/599  
Independent Study 1/2/3 hrs  
Intensive study of a problem under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*  
*Prereq: department permission*

FRNH610 Intensive French Abroad 6 hrs  
An intensive summer course offered in a French-speaking environment. Instruction emphasizes improvement of listening comprehension and speaking skill. Various levels of instruction suited to student needs. *May be repeated for credit.*

FRNH616 French (Four Skills) for Non-majors 3 hrs  
Introduction to and practice in four skills (listening, speaking, reading, writing) of French.

FRNH620 French Grammar and Syntax 3 hrs  
An advanced course in grammar and syntax. Intended to give a solid basis for oral and written expression, and for teaching of French.

FRNH621 Advanced Conversation in French 3 hrs  
A continuation of advanced conversation with emphasis on attaining fluency at all levels pertinent to professional and cultural needs. Discussions and oral reports on periodical literature. *May be repeated for credit.*

FRNH639 Continuous Enrollment 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

FRNH646 French Economy and Business Practices I 3 hrs  
Advanced course in business communications, translation techniques and French business practices. Study of French economy, energy, industry, commerce, agriculture and services; demographic and political trends. *In French.*  
*Prereq: FRNH620 and FRNH621, or department permission*

FRNH647 French Economy and Business Practices II 3 hrs  
Continuation of FRNH646. Study of French economy as it relates to the European Union, the United States, the East, the developing countries and the francophone countries. Upon completion of this course, students are eligible to take language proficiency examinations, leading to the CCIP diplomas. *In French.*  
*Prereq: FRNH646 or department permission*

FRNH679/680/681 Special Topics 1/2/3 hrs  
An intensive study of a specific area of French language or literature, to be determined by the instructor's field of specialization and student interest. *May be repeated for credit with permission.* *Not more than six hours of special topics may be used on a degree program.*

FRNH692 Research Paper 3 hrs  
An intensive research into a specific area of French language or literature to be determined by the instructor's field of specialization and student interest. *May be repeated for credit with permission.*  
*Prereq: department permission*

FRNH697/698/699  
Independent Study 1/2/3 hrs  
Intensive study of a problem under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*  
*Prereq: department permission*

## Geography and Geology Courses (GEOG)

GEOG513 South American Lands 2 hrs  
A regional study of the countries of South America; resources, people and national cultures are stressed.  
*Prereq: GEOG321 or equivalent*

GEOG518 Problems of Sub-Saharan Africa 2 hrs  
Individual research in selected problems in the geography of Sub-Saharan Africa.  
*Prereq: GEOG322 or equivalent*

GEOG520/ESSC520 GIS Introduction for Educators 3 hrs  
This course is intended as an introductory Geographic Information Systems course for educators with some computer experience, but no previous GIS experience. The course is designed to open up the world of GIS to the professional educators. The course will include readings and online discussions followed by hands-on exercises.  
*Prereq: a teaching certificate in science, social science, business application, computer information technology or department approval*

GEOG522/ESSC522 Internet GIS for Educators 3 hrs  
This course explores the availability of internet-based GIS tools and data sources and their applicability to the development of K-16 curriculum materials. Participants will investigate a variety of online mapping tools, as well as sources of spatial data that can be integrated into a GIS. Learners will develop an understanding of the purpose and need for accurate metadata when using Internet based data sources.  
*Prereq: a teaching certificate in science, or social science, or business application, or computer information technology or department approval*

GEOG524/ESSC524 GIS As an Instructional Tool in Classrooms 3 hrs  
This course surveys current instructional applications of geographic information systems. Participants will explore strategies for integrating GIS within a variety of K-16 instructional environments. In addition, learners will develop simple, introductory instructional materials intended to introduce students to GIS as a tool for data display, symbolization and analysis.  
*Prereq: GEOG/ESSC520 and GEOG/ESSC522*

GEOG531 American Cultural Landscapes 2 hrs  
The diversity of the human geography of the United States will be explored in terms of representative cultural landscapes of selected regions. Historic characteristics of urban and rural landscapes in America will be analyzed by means of readings, audio-visual presentations and discussions.

GEOG541 Material Cultures: A Disciplinary Overview 3 hrs  
Introduces and examines material culture from the perspective of six or seven academic disciplines that make use of objects in their analysis of culture. Major emphasis is given to American material culture.

GEOG546 Problems in Population Geography 2 hrs  
Readings, discussion and research of selected problems in population geography.  
*Prereq: GEOG361 or equivalent*



**GEOG548 American Vernacular Architecture** 2 hrs  
Vernacular structures are analyzed as aspects of material culture and cultural landscape contributing to regional personality within the United States. Attention is given to old world antecedents, colonial development and diffusion of regional forms from their colonial nodes. Focus will be on the materials and techniques used in construction.

**GEOG549 Cultural Landscape Interpretation** 2 hrs  
Principles of cultural landscape interpretation as well as the development of local interpretation keys are investigated. Analysis of cultural landscapes is carried out in lectures, field practice, discussion sessions and student reports.  
*Prereq: GEOG360 or equivalent*

**GEOG553 Urban and Regional Planning** 2 hrs  
Philosophy, history, legal aspects and techniques of the planning process. Case studies illustrate the impact of planning on economic, social and political activities.

**GEOG555 Comprehensive Planning** 2 hrs  
An integration of planning tools, data sources, forecasting and standards to produce a comprehensive plan that contains components on land use, transportation and capital improvements.

**GEOG556 Zoning** 2 hrs  
This course will prepare students to understand, interpret and critique a zoning ordinance, and to become familiar with planned unit development and site plan review.

**GEOG557 Community Development and Downtown Revitalization** 3 hrs  
Explores current approaches to community development in the context of downtown commercial revitalization. Particular emphasis is given to the use of historic preservation planning as a strategy for downtown revitalization. Components of a downtown preservation plan to be reviewed include history, urban design, architecture, economics, implementation and preservation law, and public policy.  
*Prereq: GEOG553 or GHPR530.*

**GEOG559 Urban Planning/ Preservation Studio** 3 hrs  
An interdisciplinary planning and preservation studio in which student teams analyze a revitalization need in a local community, collect data, develop a proposal and make a presentation at a public meeting.  
*Coreq: GEOG553 or GHPR530*

**GEOG563 Climate** 2 hrs  
Regional climates are assessed in terms of characteristic types and frequencies of weather, with emphasis on geographic and atmospheric causes of differences and variations. Data in a number of statistical and graphical forms are interpreted in evaluating and classifying climates. One hour lecture and two hours' laboratory per week.  
*Prereq: ESSC324 or GEOG562*

**GEOG567 Introduction to Coastal Environments** 2 hrs  
Description and analysis of the physical and biogeographical processes of the coastal ocean, Great Lakes and inland lakes. Distribution and origin of the coastal environments; natural and human modification of beach, river valley, estuary, marsh, delta and coral reef environments. Classroom demonstrations and field trips.  
*Prereq: department permission*

**GEOG570 Rural Planning and Preservation** 2 hrs  
This course informs students how to develop a rural plan and evaluate implementation alternatives.  
*Prereq: GEOG553 or GHPR530*

**GEOG571 Teaching of Social Studies** 2 hrs  
Subjects included: selecting, securing, organizing, presenting and evaluating materials. *Not open to students who hold credit in GEOG348.*

**GEOG575 Interpretation of Aerial Photography** 3 hrs  
Interpretation of black and white, color and color infrared photographs. Emphasis on photo interpretation, measurements and mapping. Class project and optional field trip. *Not open to students with credit in ESSC405.*  
*Prereq: GEOG579 or equivalent*

**GEOG577 Geographical Literature** 2 hrs  
An evaluation of journals, abstracts and government publications. Visits to local specialized resource centers to investigate maps and documents. Preparation of bibliographies and assessment of literature on selected topics in geography.

**GEOG579 Geographic Information Systems** 3 hrs  
Use of computers for storing, displaying and manipulating spatial information. Principles of geocoding, data capture and data analysis. Applications include land capability, facilities management and locational analysis for land planning, environmental assessment and historic preservation.

**GEOG580 Urban Environmental Management** 2 hrs  
Survey and evaluation of geologic, topographic, geomorphologic, hydrologic and atmospheric factors that potentially and actually have impact on urban development and environmental management.  
*Prereq: GEOG553*

**GEOG581 Advanced Environmental Assessment** 3 hrs  
Preparation and critique of environmental assessments and site plans. Emphasis on current environmental problems, regulations, data interpretation and impact mitigation. Optional field trips.  
*Prereq: GEOG553 and GEOG579*

**GEOG582 Remote Sensing of Earth Resources** 3 hrs  
Manual interpretation and microcomputer processing of various types of remote-sensing imagery. Application of this technology to land-use planning, environmental assessment, information systems and Third World development.  
*Prereq: GEOG575*

**GEOG583 Cartographic Design** 3 hrs  
Emphasis is on developing map-making skills, using a variety of instruments and techniques. Quality work is stressed to prepare for professional employment. *Not open to students with credit in ESSC401 or ESSC402 or equivalent.*

**GEOG584 Visual Programming for GIS Customization** 3 hrs  
The course is designed to teach programming and problem-solving practices which are applicable to window programming environments, but with specific emphasis on a Visual® programming language and its relevance to GIS software customization. The course will include lectures and discussions followed by hands-on exercises.  
*Prereq: GEOG579*

**GEOG585 Geographic Information Systems Applications** 3 hrs  
A lecture and computer-based applied course using geographic information systems to understand common geographic and geologic problems in local government and private industry. A significant part of the course consists of analyzing existing real-world applications that develop intermediate and advanced GIS skills in data collection, manipulation, analysis and presentation.  
*Prereq: GEOG579*

**GEOG587 Cooperative Education in Geography/Geology** 3 hrs  
A semester equivalent of full-time employment at a private firm, public agency or nonprofit institution that provides an applied experience for the graduate student. Participating students must be recommended to the Cooperative Education Office by a departmental faculty member. A written report is required at the end of the employment period. Credit on the geography and geology programs is subject to departmental approval. *Offered on a credit/no-credit basis.*  
*Prereq: graduate student status and enrollment in one of the department's graduate programs; admission by application only*

**GEOG590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics courses may be used on a degree program.*  
*Prereq: department permission*

**GEOG597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member.  
*Prereq: department permission*

**GEOG639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not



apply toward degree completion. Course is offered on a credit/no-credit basis.

*Prereq: department permission*

#### GEOG667/ESSC667

##### School GIS Project 3 hrs

School GIS projects emphasizing comprehensive mastery of GIS concepts and techniques in schools applications. Particular topics are chosen on requests in school administration, student services, student field research and student career development. These projects are selected and designed to enable participants to engage in using GIS for problem solving in our schools.

*Prereq: GEOG/ESSC520 and GEOG/ESSC522*

#### GEOG668 GIS Project 3 hrs

Study projects emphasizing the development and management techniques of comprehensive GIS programs in real-world applications. Projects chosen based on federal, state and local governments, especially in southeast Michigan and in private industry. These projects are designed to enable students to engage applied research, or problem-solving application, or both.

*Prereq: GEOG579 and GEOG585*

#### GEOG669/ESSC669

##### GIS Lesson Plan Development 3 hrs

The course is focused on using state and national benchmarks to plan, research and develop GIS lessons in a K-16 setting. In this course you will accomplish this by readings, lesson critiques and lesson development using Michigan Climb® benchmarks.

*Prereq: GEOG/ESSC524 and GEOG/ESSC667*

#### GEOG674 Professional

##### Publication/ Report 2 hrs

Successful completion of this course will necessitate that the student write a research paper of publishable quality as determined by the faculty and identify a professional journal appropriate for the paper. A major professional report prepared for a public agency or private consulting firm is an acceptable alternative.

*Prereq: GEOG687 and department permission*

#### GEOG677 Seminar in

##### Methods and Research 2 hrs

Basic research techniques applicable to geography. Location and identification of source materials, statement and analysis of problems, and preparation and presentation of results of research.

#### GEOG678 Advanced

##### Applications of GIS 3 hrs

Study and practice GIS development and customization techniques so that the students can create easy-to-use graphical user interface for nontech people to use, streamline GIS functions for complex GIS applications, couple geo-computational or domain-specific models within GIS systems and develop new GIS solutions and functions.

*Prereq: GEOG579 and GEOG584*

#### GEOG679/680/681 Special Topics 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. The

content will change from semester to semester. Information on content can be obtained at department office. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

#### GEOG683 Field Studies in Michigan 2 hrs

The geographic and geologic environment: on-campus sessions and field trips include both subject matter and methodological concerns. Write department for information on content. *Offered as a two-week workshop in the summer session.*

#### GEOG687/688/689 Internship in Geography/Geology 4/5/6 hrs

Supervised internship in some aspect of geography or geology that is of mutual interest to the student and the public or private agency that would “employ” the student. This experience is designed to integrate academic training with practical application. *This course may be taken only once.*

*Prereq: department permission*

#### GEOG690/691/692 Thesis 1/2/3 hrs

An intensive study of a problem or problems, under the direction of a faculty member.

*Prereq: department permission*

#### GEOG694/695 Seminar 2/3 hrs

Research, reports and group discussions, emphasizing the distinctive concerns and methodology of geography. The particular topic that is examined will vary from semester to semester. Information regarding the content of a particular seminar may be obtained at the department office. Students may elect this seminar several times, provided the topic studies are different. *Not more than six hours of seminar courses may be used on a degree program.*

*Prereq: GEOG553 or GHPR530*

#### GEOG697/698/699

##### Independent Study 1/2/3 hrs

An intensive study of a problem or group of problems, under the direction of a University faculty member.

*Prereq: department permission*

## German Courses (GERN)

#### GERN590/591/592 Special Topics 1/2/3 hrs

An intensive study of a specific area of German language or literature, to be determined by the instructor's field of specialization and student interest. This course may be repeated for credit with permission. *Not more than six hours of special topics may be used on a degree program.*

#### GERN593 Reading Knowledge of German 3 hrs

This course (taught in English) teaches students how to read, understand and translate a variety of authentic German texts, including scientific writings based on the majors of the participants. Students will learn basic German grammar and the most important principles of translation as well as how to use dictionaries.

#### GERN597/598/599

##### Independent Study 1/2/3 hrs

Intensive study of a problem, under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*

*Prereq: department permission*

#### GERN610 Intensive

##### German in Europe 6 hrs

An intensive summer course offered in Austria or Germany. Instruction emphasizes improvement of listening comprehension and speaking skill. Various levels of instruction suited to student needs. *May be repeated for credit.*

#### GERN620 Advanced German Syntax and Composition 3 hrs

An advanced course in grammar, syntax and composition. Intended to give a solid basis for oral and written expression.

#### GERN621 Advanced Conversation in German 3 hrs

A continuation of advanced conversation with emphasis on attaining fluency at all levels pertinent to professional needs.

#### GERN639 Continuous Enrollment 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

#### GERN646/647 German Business Practices 3 hrs each

The course teaches the correct usage of German economic and financial vocabulary, and trains the students in the reading, writing and translating of German business communications. German language periodicals and journals are used.

#### GERN679/680/681 Special Topics 1/2/3 hrs

An intensive study of a specific area of German language or literature, to be determined by the instructor's field of specialization and student interest. This course may be repeated for credit with permission. *Not more than six hours of special topics may be used on a degree program.*

#### GERN697/698/699

##### Independent Study 1/2/3 hrs

Intensive study of a problem, under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*

*Prereq: department permission*

## Gerontology Courses (GERT)

**GERT509 Older Adults and Chemical Dependency** 1 hour  
This course is a survey of the epidemiology, clinical presentation, public policy issues and current treatment models for geriatric chemical dependency. Emphasis will be placed on both clinical and policy issues related to access to treatment and the types of treatment available.

**GERT511 Elders and Their Families** 2 hrs  
Examines the nature and significance of family and family-like relationships in later life, including long-term marriage, widowhood, divorce, remarriage, adult-to-adult/parent-child relationships, grandparenthood, siblingship and friendship.

**GERT512 Applied Psychosocial Aspects of Aging** 3 hrs  
An interdisciplinary overview of the gerontological aspects including psychological, social/psychological, sociological and political and economic issues. Application will be made in such areas as leisure, education, housing and intergenerational issues.  
*Prereq: senior undergraduates or graduate standing*

**GERT513 Intergenerational Programs and Services** 2 hrs  
Learners will explore common connections between elders and youth, examine factors that support or hinder intergenerational relationships and develop an intergenerational program of service plan.

**GERT514 Caregiving and the Elderly** 2 hrs  
This course introduces issues affecting families who care for frail or dependent older relatives. Students learn practical interventions with families and examine policies that affect them.

**GERT515 Sexuality and Aging** 1 hr  
Examines factors affecting sexual expression, capacity and relationships in later life; considers special population needs/issues (e.g., disabled elders, homosexuality, sexuality and dementia, HIV/AIDS, women).

**GERT516 The Elderly and the Law** 1 hr  
This course discusses the legal issues and implications surrounding health care, long-term care, public entitlement programs, termination of life support, guardianship and alternatives, and intergenerational family issues.

**GERT517 Developing Funding Proposals for Aging Programs** 2 hrs  
This course is designed to provide the student with grantsmanship theory and an introduction to the basic skills needed to research and select appropriate aging funders, and develop grant proposals for funding aging programs.

**GERT518 Innovations in Alzheimer's Care** 2 hrs  
This graduate-level seminar will provide an overview of dementia and its impact on quality-of-life issues for families and individuals with Alzheimer's

disease and related conditions. Emphasis will be placed on exploring innovations in Alzheimer's care designed to accommodate dementia-related changes through the continuum of the disorder.

**GERT523 Designing Programs for People with Dementia** 2 hrs  
This seminar examines issues involved in designing meaningful programs that address the cognitive, physical and psychosocial needs of persons with dementia. A fieldwork assignment provides students the opportunity to design, implement and evaluate a small group program. Students may choose a site for this assignment.

**GERT524 Families and Dementia** 2 hrs  
This class looks at family caregiving of people with dementia by addressing primary concerns, needs, assessment issues and interventions appropriate to the early, middle and late stages of dementia, and the period after the family member's death.

**GERT528 Advanced Issues in Dementia Care** 2 hrs  
Seminar focuses in depth on assessment and treatment of Alzheimer's disease, dementia with Lewy bodies, picks, Creutzfeldt Jakob disease and related disorders. An interdisciplinary team will facilitate discussions on specialized care issues. Students will participate in an innovative service-learning project involving in-home respite.

**GERT530 Assessment of Individuals with Dementia** 2 hrs  
Course examines in depth the components of a comprehensive geriatric assessment and ways to structure the assessment so that an individualized action plan can be developed for people with dementia.

**GERT532 Aging Through the Eyes of the Old** 2 hrs  
Course is designed to provide students with an opportunity to learn what it is to experience being old by reading journals and books written by or about older people who use their writings to come to terms with old age. Also, the class will delve into a number of theories that are helpful for understanding the aging process and the readings. Film, music and storytelling will be part of the learning experience.

**GERT590/591/592 Special Topics** 1/2/3 hrs  
Content will change from semester to semester. An experimental course for subject matter not yet provided in other program offerings. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

**GERT597/598/599 Independent Study** 1/2/3 hrs  
This course will provide the opportunity for the selection and completion of an individual study under the direction of University faculty members.

**GERT639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous

enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.

*Prereq: department permission*

**GERT679/680/681 Special Topics** 1/2/3 hrs  
Content will change from semester to semester. An experimental course for subject matter not yet provided in other program offerings. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

**GERT688/689 Gerontology Practicum** 2/3 hrs  
Integration and synthesis of knowledge and skills gained from other gerontology courses and life experiences. Also, the humanities perspective in regard to gerontology and career opportunities, including visits to potential places of employment. Students who have not completed a field placement in a gerontology service setting will be required to complete a field placement.  
*Prereq: graduate standing and final semester of study*

**GERT697/698/699 Independent Study** 1/2/3 hrs  
This course will provide the opportunity for the selection and completion of an individual study under the direction of University faculty members.

## Historic Preservation Courses (GHPR)

**GHPR530 Introduction to Historic Preservation** 2 hrs  
Survey of the growth of historic preservation in the United States. Identification of preservation techniques, and federal, state and private preservation agencies and legislation; value and objectives of preservation.

**GHPR531 Preservation and Planning Law** 3 hrs  
This course is designed to introduce students to the legal and historical foundations of planning, zoning and preservation, and the laws that govern current planning and preservation practices. Utilizing lectures, discussions, and readings, this class will help prepare students for professional careers in planning, historic preservations, and cultural resource management.

**GHPR532 Introduction to Curatorship** 3 hrs  
The evolutionary role of the history museum curator in the 21st century will be covered, including fundamental duties, responsibilities, ethics and legal obligations in terms of collections development and stewardship. The role of the curator in the interpretation and exhibition of the collections artifacts will also be explored.

- GHPR533 Introduction to Historic Administration** 2 hrs  
A general introduction to the field of historical administration is presented with an emphasis on the establishment and workings of historical museums. Attention is paid to the ongoing functional needs of historical agencies, namely roles of key personnel, public relations and collection management.
- GHPR534 Community Interpretation and Appropriate Tourism** 3 hrs  
Traces the origin and development of the community interpretation process and outlines its emerging role in the creation of appropriate tourism programs. The empowerment of local hosts to interpret their area's heritage, visitor behavior, operational issues and the range of potential heritage interpretation experiences will be discussed.
- GHPR535 Heritage Interpretation Planning** 3 hrs  
Extensive practice in the systematic planning of heritage interpretation programs, including analysis of heritage resources; target guest groups; intended programs, goals and objectives; themes and subthemes; desired emotional/sensory experiences; factual concepts; chosen delivery methods; and evaluation scheme.
- GHPR537 Interpretive Programming for Organizations** 3 hrs  
A survey of the existent interpretive programming of selected corporations, institutions and agencies. Practice in the development and proposal of comprehensive interpretive programs for organizations.  
*Prereq: GHPR534*
- GHPR538 Historic Preservation and Tourism** 2 hrs  
An exploration of the correlation between historic preservation and the heritage interpretation that will investigate the cultural landscape and built environment as integral elements of heritage tourism.  
*Prereq: GHPR530 or GEOG557*
- GHPR539 American Decorative Arts** 3 hrs  
The most popular forms of American furniture used in the Colonies/USA from c. 1600 to the present will be covered. Emphasis will be on styles, room use, technological changes, and cultural and social patterns as they affected design, style and manufacture of American furniture.
- GHPR546 International Preservation: Historic Applications** 2 hrs  
Preservation's history is covered from its earliest international beginnings in the 16th century to the present. Preservation's past is examined as to how it shapes the future. Attention is given to how historic preservation has evolved in different countries and the present applications in each.
- GHPR547 Problems in Architectural Interpretation** 2 hrs  
The course deals with problems in dating historic structures. Analysis is based on style, construction methods and detailing. Students learn through slide lectures, field trips and term projects how to evaluate buildings for architectural significance.  
*Prereq: ART429 or equivalent*
- GHPR551 Principles of Building Technology** 2 hrs  
This course covers the basic principles and terminology of American construction from the 17th through the 20th century. Focus will be given to how ideas, inventions, and specific technologies changed known construction methods.
- GHPR552 Materials Conservation I** 2 hrs  
An introduction to the materials used in conservation/restoration projects, in both architecture and museums, presented through lectures and hands-on field experiments. Attention will be given to the history and preservation techniques of each material; and the composition, properties and uses of each material will be addressed through lectures and readings.
- GHPR557 Community Development and Downtown Revitalization** 3 hrs  
Explores current approaches to community development in the context of downtown commercial revitalization. Particular emphasis is given to the use of historic preservation planning as a strategy for downtown revitalization. Components of a downtown preservation plan to be reviewed include history, urban design, architecture, economics, implementation and preservation law, and public policy.  
*Prereq: GHPR530 or GEOG553*
- GHPR558 Adaptive Use of Historic Structures** 2 hrs  
A critical exploration of the issues raised by adaptively used older and historic structures/places through an assessment and discussion of real-life examples via current readings and site visitations.  
*Prereq: GHPR530 or GHPR557/GEOG557*
- GHPR559 Urban Planning/ Preservation Studio** 3 hrs  
An interdisciplinary planning and preservation studio in which student teams analyze a revitalization need in a local community, collect data, develop a proposal and make a presentation at a public meeting.  
*Coreq: GEOG553 or GHPR530*
- GHPR572 Funding Preservation Projects** 2 hrs  
Student is exposed to planning, implementation and follow-up documentation of various types of historic preservation grants. Course also includes discussions on endowments, wills, bequests and financial planning, and development for historical agencies.  
*Prereq: GHPR530 or GHPR533*
- GHPR587 Cooperative Education in Cultural Resource Management** 3 hrs  
A semester equivalent of full-time employment at a private firm, public agency or nonprofit institution selected to provide the student with a paid work experience in historic preservation. Participating students must be recommended to the Cooperative Education Office by a departmental faculty member. A written report is required at the end of the employment period. *Credit on the historic preservation program is subject to departmental approval. Offered on a credit/no-credit basis.*  
*Prereq: department permission*
- GHPR590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject material not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics courses may be used on a degree program.*  
*Prereq: department permission*
- GHPR597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or specifically focused subject matter pertaining to the field of cultural resource management, under the direction of a faculty member.  
*Prereq: department permission*
- GHPR620 Preservation Research Techniques** 2 hrs  
A research-intensive course designed to address preservation-oriented research problems, involving built environment and/or cultural landscape analyses as sources of applied research skills.  
*Prereq: GHPR530 and ART429 or equivalent*
- GHPR630 Documenting Historical Places** 2 hrs  
Lecture and practical experience in documenting the built environment. Techniques of architectural survey, researching the history and former occupants of a building, and preparation of a National Register nomination. Student projects and possible field trips.  
*Prereq: GHPR530 or ART429; and GHPR620*
- GHPR631 Preservation Administration and Planning** 2 hrs  
Study of cultural resource management objectives, strategies and techniques, including specific practice in the preparation of various types of National Register nominations, Department of the Interior tax certifications and a local historic district ordinance.  
*Prereq: GHPR530 or GHPR557/GEOG557 or GEOG553*
- GHPR632 Interpreting the Historic House** 3 hrs  
Issues in the interpretation of historic house museums will be key. Strategies for interpretation, including its story, mission, connection with the community, accessibility and special events, will be the focus.
- GHPR636/637 Historic Preservation Field Project** 3/6 hrs  
Specifically arranged supervised field experiences and application of theoretical viewpoints to field problems in historic preservation.  
*Prereq: department permission*
- GHPR638 Preserving Community Character** 2 hrs  
An exploration of the interrelated roles of historic preservation, environmental conservation, growth management and tourism as they relate to preserving the unique "community character" of places.



**GHPR639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**GHPR651 Principles of Preservation Technology** 2 hrs  
The course will focus on the specific principles related to the physical intervention and preservation of historic and older structures, utilizing actual case studies to illustrate these principles.

**GHPR652 Materials Conservation II** 2 hrs  
This course provides students with a thorough grounding in a number of sophisticated methods of material analyses, including computer-assisted optical stereology, particle induced x-ray emission and x-ray fluorescence. They have an opportunity to execute material analyses using these and other methods. The course format combines lecturers and fieldtrips for "hands-on" application.  
*Prereq: GHPR552*

**GHPR679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject material not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics courses may be used on a degree program.*  
*Prereq: department permission*

**GHPR687/688/689 Internship** 4/5/6 hrs  
Supervised internship in some aspect of historic preservation which is of mutual interest to the student and the public or private agency that would "employ" the student. This experience is designed to integrate academic training with practical application. *A maximum of two internships is allowed totaling no more than eight semester hours.*  
*Prereq: department permission*

**GHPR690/691/692 Historic Preservation Project** 1/2/3 hrs  
The student conceives his or her own idea for a preservation-related individual project. The student is responsible for the design or planning of the project and carrying it to completion. Required of all historic preservation majors; represents the student's culminating experience prior to graduation.  
*Prereq: department permission*

**GHPR694 Seminar in Neighborhood Preservation** 2 hrs  
The viability and desirability of neighborhood preservation is discussed and observed from the perspective of affected inhabitants and from the broader urban to national contexts.  
*Prereq: GHPR530 or GHPR559/GEOG559 or GEOG553*

**GHPR695/696 Seminar in Preservation Issues** 2/3 hrs  
This seminar will focus on research, group discussion, and site investigations that illustrate the distinct issues facing historic preservation. Both methodology and practical applications of specific approaches, which will vary with each offering, will be addressed. This seminar may be taken more than once, provided the topics are different; *no more than six hours of seminar credit may be applied to the degree program.*

**GHPR697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or specifically focused subject matter pertaining to the field of cultural resource management, under the direction of a faculty member.  
*Prereq: department permission*

## Urban and Regional Planning Courses (GPLN)

**GPLN590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject material not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics courses may be used on a degree program.*  
*Prereq: department permission*

**GPLN597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member.  
*Prereq: department permission*

**GPLN639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

## History Courses (HIST)

Graduate courses (open to candidates for the M.A. in history or social science, and to students from other disciplines, who wish to take cognate hours in history).

**HIST505 Historical Methods** 3 hrs  
This course encompasses training in research strategies appropriate to a variety of historical resources, as well as instruction in the skills necessary for com-

municating the results of such research. A workshop approach offers discrete units in library and archive investigation, demographic and cartographic techniques, and oral and local history, culminating in a research paper.

**HIST510 Studies in the History of Religion** 2 hrs  
Broad topics in one or more religious traditions, usually Hinduism, Buddhism, Judaism, Christianity and Islam. The current topic will be announced in the time schedule.  
*Prereq: one course in history, preferably history of religion*

**HIST511 Studies in Ancient History** 2 hrs  
Intensive study of selected topics in classical Greek and Roman history during the period 500 B.C.-600 A.D.

**HIST514 Studies in Renaissance and Reformation History** 3 hrs  
An examination of major Renaissance and Reformation issues and developments in their historical setting.

**HIST517 Historical Background of Modern Britain** 2 hrs  
The history of Great Britain from 1815 to the present, with primary emphasis on institutional development. Political, economic, social and imperial problems will be examined, and Great Britain's role in today's world will be assessed.

**HIST518 Studies in Recent German History** 2 hrs  
World War I, the Weimar Republic, the rise of national socialism and the national socialist state, World War II and contemporary Germany.  
*Prereq: HIST338 or equivalent*

**HIST520 French Revolution and Napoleon, 1774-1815** 3 hrs  
A study of the French Revolution and its Napoleonic aftermath. Emphasis is placed upon an understanding of the revolutionary movement, interpretation and significance for the future.

**HIST521 Studies in the History of Women in Europe** 3 hrs  
International struggle for suffrage, women in the French Revolution, women's work and theoretical issues in writing women's history.

**HIST522 Studies in 20th Century Europe** 3 hrs  
Topics in 20th century European history selected from the following examples: the World Wars, European communism, the fascist experience, the crisis of European democracies, the Cold War, political reconstruction and economic recovery, and postwar social and cultural change.

**HIST525/WGST525 Technology, Social Change and the Role of Women** 3 hrs  
This course will examine the nature and origins of technology, the influence of its historical development from classical to modern times on women in the United States and Europe, and problems stemming from current technological advance.



- HIST529 History of Detroit** 2 hrs  
History of Detroit from 1701 to the present, examining relations among economic, social and demographic characteristics in each major era. Use of primary sources and field visits to metropolitan Detroit sites will reinforce a major point of analysis, causes of change over time and the effects of those changes.
- HIST530 Urban Communities in U.S. History** 3 hrs  
A study of the economic, spatial, physical, social and political structure and development of urban communities in the United States from the pre-industrial era to the present.
- HIST531 Studies in Black History** 3 hrs  
Selected major developments in the history of black Americans from 1619 to the present.
- HIST532 Studies in Native American History** 3 hrs  
A critical study of the current scholarship in selected chronological topics in the history of native American peoples.
- HIST533 Studies and Techniques in Local History** 3 hrs  
Topics drawn primarily from the history of southeast Michigan and the surrounding areas will be used to illustrate the nature of local history, the sources that can be used in its study and the ways in which this study can provide insight into developments of greater scope.  
*Prereq: HIST505*
- HIST534 Social and Political History of Michigan** 3 hrs  
History of Michigan's development, dating from the French period, emphasizing settlement patterns, migration, immigration and ethnic groupings. Involves broad readings from sources placing Michigan within the context of U.S. development.  
*Prereq: one course in U.S. history or department permission*
- HIST535 Studies in the History of the Family in the United States** 2 hrs  
The study of a significant issue or problem in the history of the family in the United States. The topic will vary from semester to semester.
- HIST538 Studies in Colonial American History** 2 hrs  
Colonial American political, economic and social institutions; current scholarship and interpretation.  
*Prereq: HIST123 or equivalent*
- HIST541 The United States, 1825-1860: Ferment and Reform** 2 hrs  
An intensive study of the reform movements of the era. Special emphasis is given to women, utopianism, antislavery, immigration, education, temperance, religion and the asylum.
- HIST543 Nationalism and Modernization in the Middle East and North Africa** 3 hrs  
The development of nationalism and modernization in the Middle East and North Africa from World War I to the present; political and social changes occurring in this developing area.
- HIST547 19th Century Ideological Background of the Russian Revolution** 3 hrs  
Russian thought from the accession of Nicholas I (1825) until the Bolshevik Revolution. Major themes to be treated are the Slavophiles and Westernizers, socialism, anarchism, nihilism, populism, liberalism and conservatism.  
*Prereq: one course in modern European history*
- HIST550 20th Century Russia** 2 hrs  
Political, diplomatic, social and cultural developments in Russia from 1894 to the present.
- HIST555 Studies in Far Eastern History** 2 hrs  
Study of selected eras and topics in Far Eastern history. The topic selected will be announced in the time schedule.  
*Prereq: one course in Far Eastern history*
- HIST556 Studies in Chinese History** 3 hrs  
Topics in different eras and areas of Chinese history. The one selected will be announced in the time schedule: for example, the Han Dynasty 202 B.C.–220 C.E.
- HIST560 Studies in Latin American History** 2 hrs  
An intensive investigation of selected political, economic, social and cultural topics in Latin American history. The specific topics and chronological coverage are announced in the class schedule.  
*Prereq: one course in Latin American history*
- HIST583 Studies in the Civil War and Reconstruction** 3 hrs  
Major problems of interpretation in the period from 1850 to 1877.
- HIST584 Studies in the Gilded Age** 2 hrs  
The United States moving into a modern phase after the Civil War, leaving behind the old frontier and the blacksmith economy to enter an era characterized by factories, large cities, a race for colonies and sociopolitical unrest.
- HIST585 Studies in 20th Century U.S. History** 2 hrs  
Study of selected topics in the history of the United States from 1900 to the present. Topics may vary from semester to semester.  
*Prereq: one course in U.S. history*
- HIST586 United States in World Politics** 2 hrs  
American foreign policy in the 20th century, the nation's transition to great-power status and its adjustment to the demands of that role.
- HIST590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. *May be repeated for credit. Not more than six hours of special topics may be used on a degree program.*
- HIST597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member. A maximum of six hours may be applied toward a degree program. *A maximum of three hours may be taken in any one semester or session.*  
*Prereq: department permission*
- HIST639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*
- HIST679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. *May be repeated for credit. Not more than six hours of special topics may be used on a degree program.*
- HIST684 Workshop in Michigan History** 3 hrs  
Intensive program using area archives to develop materials for elementary and secondary classroom use. Emphasizes bibliographical development, museum sources and designing a topical framework for teaching Michigan history.  
*Prereq: one course in U.S. history*
- HIST687 Cooperative Education in History** 3 hrs  
Four to six months of full-time employment in a business or industry chosen to provide practical experience in the student's major field. The cooperative education program consists of one or two work experiences alternating with full-time attendance at the University. *Offered on a credit/no-credit basis.*
- HIST688 Historiography** 2 hrs  
A critical study of the writings, philosophy and influence of major historians.  
*Prereq: 15 hours of graduate credit in history*
- HIST689 Local History Internship** 3 hrs  
Supervised internship in local history, mutually agreeable to student, faculty adviser and internship agency. Content varies with students' needs and interests, and available placement opportunities. *May not be repeated for credit.*  
*Prereq: department permission*
- HIST690/691/692 Thesis** 1/2/3 hrs  
Intensive research into a historical problem and the preparation of a thesis consistent in substance and form with the standards of the historical profession. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

HIST697/698/699

Independent Study 1/2/3 hrs

An intensive study of a problem or group of problems, under the direction of a University faculty member. *Not more than six hours of independent study may be used on a degree program. A maximum of three hours may be taken in any one semester or session.*

*Prereq: department permission*

## Health Administration Courses (HLAD)

HLAD510 Medical

Care Organization 3 hrs

A theoretical approach to the medical care system that allows the consideration of the key problems and issues such as DRG-based prospective payment, alternative delivery systems, and cost-quality tradeoffs.

*Prereq: senior status with a minimum 2.8 GPA*

HLAD511 Health Law

3 hrs

Legal aspects of health law for the design, administration and regulation of health care services will be explored from the alternative perspectives of providers, reimbursement sources, government and professional accreditation. Contract, tort, advocacy, enforcement of regulations and other topics will be covered, as well as the controversial issues of the definition of life and death, informed consent, medical malpractice, liability and legal entitlement of health care services.

*Prereq: department permission for undergraduates*

HLAD512 Reimbursement for Health Care Services

3 hrs

This is a survey of the full range of public and private sector methods of reimbursing health care services. The course covers all aspects of private health insurance, Blue Cross and Blue Shield, Medicare, Medicaid, welfare health care reimbursement, government regulation of health insurance, national health insurance proposals and the problem of uninsured populations in the United States.

*Prereq: senior status with minimum 2.8 GPA*

HLAD520 Healthcare

Management Theory 3 hrs

This course will provide a survey and synthesis of behavioral science theories relevant to healthcare management. Various models will be discussed that will help managers find and achieve the delicate dynamic balance between business performance and the mission of patient care.

HLAD521 Healthcare Finance

3 hrs

The purpose of healthcare financial management is to provide finance procedures and techniques that assist healthcare managers in accomplishing the organization's purpose.

HLAD523 Medical Practice

Management Care 3 hrs

This course will provide an overview of the managed care industry from the perspective of the physician practice. Topics that will be explored will include contract analysis, reimbursement under capitation, marketing, risk-sharing and regulation.

HLAD524 Healthcare

Manager Strategies 3 hrs

This course will identify and explore the fundamental interpersonal competencies that are essential for the healthcare manager's success.

HLAD525 Quality Improvement in Health Care

3 hrs

This course will provide a survey and synthesis of quality management in health care. Quality management will be presented using an interdisciplinary perspective, taking into account a number of disciplines, including operations management, organizational behavior and health services research.

HLAD550 Internship

2 hrs

This course is designed as an elective course for students who have completed the four didactic course for the HLAD certificate and no significant practical experience in the content area of the certificate. Depending upon the background of the student between 240 and 300 contact hours will be required.

*Prereq: HLAD520/524 and two content-specific elective courses. Students will be permitted to enroll in prereq courses concurrently.*

HLAD590/591/592 Special Topics

1/2/3 hrs

Topics of state, local and national importance in health services management, administration and policy. Offered only in response to special circumstances in the field of health services and faculty availability. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

HLAD597/598/599

Independent Study 1/2/3 hrs

Supervised independent study, investigation, analysis or writing in collaboration with health administration faculty.

*Prereq: department permission*

HLAD639 Continuous Enrollment

1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.

*Prereq: department permission*

HLAD679/680/681 Special Topics

1/2/3 hrs

Topics of state, local and national importance in health services management, administration and policy. Offered only in response to special circumstances in the field of health services and faculty availability. *Not more than six hours of special topics may be used on a degree program.*

HLAD697/698/699

Independent Study 1/2/3 hrs

Scholarship, original research and collaborative research, with health administration program graduate faculty.

*Prereq: department permission*

## Health Education Courses (HLED)

HLED545 Sex Education

2 hrs

Designed to provide a period of concentrated study and discussion about sex education for teachers, nurses, school administrators, clergy and interested representatives of community agencies.

HLED546 Alcohol Use and Abuse

2 hrs

Designed to improve the quality of teaching in alcohol education and the quality of rehabilitative efforts by public and private agencies concerned with alcohol problems. Attempts to develop an understanding of the physiological, psychological and sociological factors related to the use of alcohol. Specifically, it is concerned with developing constructive attitudes toward the alcohol problem and dispelling prejudices, misunderstandings and myths, which obscure facts.

HLED550 Theoretical and Philosophical Foundations of Health Education

3 hrs

An overview of the history, philosophies, ethical considerations and theories underlying health education practice. Emphasis will be placed on current and future roles and functions of professional health educators in a variety of settings. Methods will include, discussion and classroom activities designed to enhance application of course content.

HLED555 Current Health Issues and Trends

3 hrs

An investigation of recent literature, research and practices in health education. Emphasis will be placed on applications to community, school and organizational settings. Methods will include lecture, discussion and classroom activities designed to enhance application of course content.

HLED558 Health Education Methods and Materials

3 hrs

An examination of the methods and materials utilized in delivery of health education. Emphasis will be placed on educational strategies for individuals and groups in a variety of settings. Methods will include lecture, discussion and classroom activities designed to enhance application of course content.

HLED560 School Health Education Programming and Curriculum

3 hrs

This course is designed to provide school health personnel with an opportunity to study and understand the function of the coordinated school health program, with special emphasis on the classroom teacher. Methods will include lecture, discussion and classroom activities designed to enhance application of course content.

*Prereq: HLED550 and HLED555*

HLED562 Health Education Program Planning

3 hrs

A study of the various models and processes used in the development of health education programs. Students will gain skills necessary to plan health

education programs for a wide variety of target populations and settings. Methods will include lecture, discussion and classroom activities designed to enhance application of course content.  
*Prereq: HLED550 and HLED555*

**HLED565 Women's Health** 3 hrs  
This class will provide an integrated, multidisciplinary approach to women's health. Methods include: lectures, discussion, cooperative group activity, self-awareness activities and use of the World Wide Web.

**HLED570 Measurement in Health Education** 3 hrs  
This course is designed to provide students with the knowledge and skills necessary to identify, develop and conduct protocols to assess individual and group needs for health education as well as program impact and outcomes. Methods will include lecture, discussion and classroom activities designed to enhance application of course content.

**HLED575 Implementation and Administration of Health Education Programs** 3 hrs  
An overview of the process of health education program implementation and administration. Students will gain knowledge and skills necessary to effectively and efficiently conduct health education programs. Methods will include lecture, discussion and classroom activities designed to enhance application of course content.  
*Prereq: HLED550, HLED570, HLED555 and either HLED562 or HLED560*

**HLED590/591/592 Special Topics** 1/2/3 hrs  
Experimental course(s) designed to investigate specific topics of concern in the specialization areas of study in health education. *Not more than six hours of special topics may be used on a degree program.*

**HLED595 Workshop in Health Education** 2 hrs  
A specialized workshop in the area of health education, with the central theme to be announced.

**HLED597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem under the direction of a University faculty member.  
*Prereq: department permission*

**HLED639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**HLED643 Problems in Community Health** 2 hrs  
Community health problems and the forces operative in their solution and the role of the educators in dealing with the health problems of their environment.  
*Prereq: HLED640*

**HLED645 Problems in Sex Education** 2 hrs  
A course designed to help school personnel improve and implement comprehensive sex education programs in the schools, K-12. The focus is on the improvement of skills and techniques in teaching and program development.

**HLED650 Administration of the School Health Program** 2 hrs  
For principles, supervisors, coordinators, athletic directors and other personnel involved with the administration and leadership in school health programs. Current administrative theory in the implementation and improvement of school health programs.

**HLED679/680/681 Special Topics** 1/2/3 hrs  
Experimental course(s) designed to investigate specific topics of concern in the specialization areas of study in health education. *Not more than six hours of special topics may be used on a degree program.*

**HLED690 Project in Health Education** 3 hrs  
A practical application of health education programming principles to a specific problem identified by the student and supervised by a faculty committee.  
*Prereq: HLED550, HLED555, HLED558, HLED570, HLED575, PHED505 and either HLED562 or HLED560. Department permission is required.*  
*Coreq: HLED692 or HLED695*

**HLED692 Thesis in Health Education** 3 hrs  
An intensive research project conducted by the student under the direction of a faculty committee.  
*Prereq: HLED550, HLED555, HLED558, HLED570, HLED575, PHED505, PHED677 and either HLED562 or HLED560. Department permission is required.*  
*Coreq: HLED690 or HLED695*

**HLED695 Seminar in Health Education** 3 hrs  
An intensive study into the opportunities and challenges encountered while planning, implementing and evaluating health education programs. Students will participate in problem solving activities requiring the synthesis and integration of theory, principles, research, knowledge and skills gained through previous academic preparation.  
*Prereq: HLED550, HLED555, HLED558, HLED570, HLED575, PHED505, PHED677 (for thesis students only) and either HLED562 or HLED560*  
*Coreq: HLED690 or HLED692*

**HLED697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Hotel and Restaurant Management Courses (HRM)

**HRM519 Human Resource Management in Hospitality and Nutrition Service** 3 hrs  
This course is designed to give the student a sound theoretical and practical perspective on the management of hospitality human resources. Major trends and current issues pertaining to planning, recruitment and selection, training and development, compensation, and labor relations will be examined to make optimal use of human resources.

**HRM521 Quality Service Management** 3 hrs  
This course is designed to explore, challenge and define the principles of guest service management in any hospitality organization. Topics include characteristics and attributes of service, analysis of service gaps and development of service strategies to address these gaps and develop service recovery procedures.

**HRM560 Service Strategies for Hospitality Industry** 3 hrs  
A review of current service strategies used to provide total guest satisfaction in customer contact areas, facilities provided and marketing/promotion of lodging properties and food-service operations.

**HRM587 Cooperative Education in Hospitality Management** 3 hrs  
Provides practical experience in the student's concentration for four to six months of full-time employment with an individual employer. May not be used on 30-hour program plan for the master's degree. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**HRM590/591/592 Special Topics** 1/2/3 hrs  
An experimental course designed to investigate specific topics of concern in the specialization areas of study. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**HRM597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

**HRM600 Research I** 2 hrs  
Application of the research process through development of a research project proposal for the culminating experience of the student's graduate program of study. Focus will be on writing chapters 1-3 of the research project report.  
*Prereq: DTC500 and EDPS621*

**HRM607 Colloquium** 2 hrs  
A colloquium exploring research on contemporary topics of relevance to the hospitality industry professional.



## Information Assurance Courses (IA)

### HRM609 Advanced Topics in Food-Service Management 3 hrs

This course is an in depth study of the major trends and current issues of concern to the food service management professional. Issues pertaining to the identification and analysis of events, trends and forces arising from the external environment will be explored. These include economic, technological, political and regulatory environments, and sociocultural trends.

*Prereq: a course in food service/meal management or department permission*

### HRM610 Advanced Topics in Hospitality Management 3 hrs

This course is an in-depth study of the major trends and current issues of concern to the hospitality management professional. Issues pertaining to the identification and analysis of events, trends and forces arising from the external environment will be explored. These include economic, technological, political and regulatory environments, and sociocultural trends.

*Prereq: two courses in hospitality/food-service management or department permission*

### HRM626 Productivity Management in Hospitality and Food-Service Facilities 3 hrs

Review of productivity as related to human resource management, work methods, supplies and equipment, technology innovations, work environments and worker wellness, while maintaining cost and quality standards.

### HRM630 International Hospitality Management 3 hrs

This course is focused on providing a better understanding and deeper appreciation of management and marketing applications within a globalized context. The course presents a systematic approach to preparing students for leadership roles in tomorrow's worldwide hospitality industry.

### HRM640 Contemporary Issues in Hospitality Strategy 3 hrs

The focus of this course is to develop an understanding of basic strategic management concepts as applied in the hospitality industry. Students will have the opportunity to apply concepts, tools and techniques that have been widely used by strategic planners effecting hotel, restaurant and tourism business in the 21st century.

### HRM650 Research III 1 hr

Presentation of culminating experience with emphasis on oral and written methods and skill development. Focus is on research project oral presentation and preparation of a poster presentation and a manuscript.

*Prereq: HRM695*

### HRM655 Financial Strategies for Hospitality Operations 3 hrs

A review of current cost control strategies used to manage food and beverage operations, human resources, facility maintenance/engineering, marketing of lodging properties and food-service operations.

### HRM679/680/681 Special Topics 1/2/3 hrs

An experimental course designed to investigate specific topics of concern in the specialization areas of study. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

### HRM683 Workshop 3 hrs

A workshop guided toward problems and practical concerns resulting from current trends of immediate concern to the hospitality professional.

*Prereq: department permission*

### HRM685 Hospitality Operations Management Project 3 hrs

This culminating class is an in-depth study of the application of knowledge and skills acquired through classroom study and industry work experience. The use of strategic vision and planning when addressing current operational problems in food service of lodging site involving human resources, financial impact, marketing, service quality and global application issues will be included.

*Prereq: admission hotel and restaurant master's program, department permission, HRM609, HRM610, TS507 and three 500- or 600-level HRM courses*

### HRM686/687/688/689 Practicum 1/2/3/4 hrs

Supervised work experience in field placement/internship site determined by student and adviser.

*Prereq: department permission*

### HRM690 Thesis III 1 hr

Presentation of thesis research with emphasis on oral and written methods and skill development. Focus is on thesis defense and preparation of a poster presentation and manuscript.

*Prereq: HRM692*

### HRM691 Thesis I 2 hrs

Application of the research process through development of a thesis project proposal for the culminating experience of the student's graduate program of study. Focus will be on writing chapters 1-3 of the thesis.

*Prereq: DTC500 and EDPS621*

### HRM692 Thesis II 3 hrs

Execution of a research project and preparation of thesis as the culminating experience for the student's graduate program of study. Focus will be on revising chapters 1-3 and writing chapters 4-5 of the thesis.

*Prereq: HRM691 and department permission*

### HRM695 Research II 3 hrs

Execution of a research project and preparation of a written report as the culminating experience for the student's graduate program of study. Focus will be on revising chapters 1-3 and writing chapters 4-5 of the research project report.

*Prereq: HRM600*

### HRM697/698/699 Independent Study 1/2/3 hrs

An intensive study of a selected professional problem, under the direction of a faculty adviser.

*Prereq: department permission*

### IA522 Physical Security Requirements for Information Systems 2 hrs

The physical safeguards and policies necessary to meet requirements for the protection of data in a fixed site. Contingency planning and business continuity resulting from terrorist acts, employee deviance, natural and technical disasters are explored. Students will conduct a site security analysis of a facility.

*Prereq: ISEC542 and ISEC543*

### IA532 Audit Controls in Information Security 2 hrs

A course for the information system security professional, emphasizing the audit and control of information systems. The course follows the curricula recommendations of the Information Systems Audit and Control Association (ISACA), Information Systems Audit and Control Foundation (ISACF) and uses Control Objectives for Information and Related Technology (COBIT).

*Prereq: ISEC542 and ISEC543*

### IA533 Cybercrime I 3 hrs

Intensive hands on investigation of computer related crime designed for the profession as an electronic crime investigator. Course prepares students to become effective cyber crime investigators. Students will identify, evaluate, classify and demonstrate proficiency in investigating computer related crimes. Students subject to background investigation prior to admittance.

*Prereq: department permission*

### IA542 Information System Security for Managers 3 hrs

Provides a broad overview of threats to security of information systems, responsibilities and tools for information security, emphasis needed in organizations to reach and maintain a state of acceptable security. Included topics include management's role in information security, foundations of information security, privacy, regulatory, legal and policy issues.

### IA543 Systems Operating Environment for Information Security Systems Administrators 2 hrs

Discusses specific information security technical defenses including operating system security, network security, infrastructure protection, approaches to protecting against viruses and rogue code, firewalls, identification and authentication, and encryption and public key infrastructure (PKI). Concepts such as quality assurance in an information security environment, anti-piracy techniques, security architecture development, Internet-facing system security and safeguards for eCommerce are also important parts of this course.

### IA544 Administrative Information Security Procedures 2 hrs

Development and evaluation of administrative policies and procedures required to administer an information system in a secure environment. Emphasis on writing information security poli-



cies that comply with federal information security guides and directives as applicable regulations, business continuity/disaster recovery and incident response plans, developing security awareness programs, and risk management.

**IA546 Vulnerability, Risk and Analysis** 2 hrs  
The identification of vulnerabilities and risks inherent in the operation and administration of information systems will be explored. Countermeasures will be discussed and documented in an effort to counter identified vulnerabilities.

**IA557 Cybercrime II** 3 hrs  
Applied course which focuses attention on the evaluation and synthesis of information in cyber crime investigations. Knowledge will be gained on Fraud Investigation, Malicious Logic, Encryption, Intrusion Detection, hacking and cracking and Internet Child Pornography. Students subject to background investigation prior to admittance.  
*Prereq: department permission*

**IA558 Computer Forensics I** 3 hrs  
This course addresses the comprehension and application of Computer Forensic Investigations. Students will evaluate and synthesize technical and legal issues in relation to digital evidence. Students will apply various skills and techniques, combined with numerous investigative software tools to analyze seized electronic media. Students subject to background investigation prior to admittance.  
*Prereq: IA533/IA557 and department permission*

**IA559 Computer Forensics II** 3 hrs  
Comprehension of network forensic investigations and application of investigative framework methodologies. Students will apply Linux for forensic analysis, and Access Data Forensic Tool Kit. Evaluation of Steganography tools and field acquisition of electronic media will be presented. Students subject to background investigation prior to admittance.  
*Prereq: IA558 and department permission*

**IA587 Co-operative Education** 3 hrs

**IA590/591/592/593 Special Topics** 1/2/3/4 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education and industry. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**IA597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**IA679/680/681 Special Topics** 1/2/3 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**IA690/691/692 Thesis** 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

**IA694 Professional Seminar in Information Security/Assurance** (2 hrs)  
This course provides culminating experience for students completing their master's degrees, as well as those completing their graduate certificates in information security/assurance. It will include discussion, research and experimental activities that encourage students to apply academic achievements to functional professional situations.

**IA697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Interior Design Courses (IDE)

**IDE501 Problems in Interior Design** 2 hrs  
Analyzing and solving the problems of interiors, with regard to social, psychological and economic concerns of families.  
*Prereq: department permission*

**IDE502 Facility Programming and Post-occupancy Evaluation** 2 hrs  
An examination of the techniques and concepts used in facility programming and post-occupancy evaluation; their interrelatedness and their application in facility management.

**IDE503 Physical Environments for Aging** 2 hrs  
The course will explore the interrelationship between the physical and psychosocial changes that occur with normal aging and the designed environment. Environmental assessments and recommendations to accommodate normal aging and the related physical impairments will be addressed.

**IDE504 Computer-Aided Design for Interiors** 2 hrs  
An examination of CAD applications in interior design research and practice. Emphasis on interactive programming, simulation, computer-aided planning (CAP) and computer-aided facility management.  
*Prereq: IDE312 or equivalent.*

**IDE508 Universal and Barrier-Free Design** 2 hrs  
The course will explore the creation, evolution and application of barrier-free construction codes and their relationship to the American National Standards Institute and other federal legislation. Design analysis of residential and nonresidential interior environments for individuals with specific disabilities will be emphasized.

**IDE515 Design and Management of Health Care Facilities** 2 hrs  
This course will explore issues and trends in health care facility design and management, an important specialization within the interior design field. Appropriate for students either majoring in interior design or those from other programs.  
*Prereq: department permission*

**IDE587 Cooperative Education in Interior Design** 3 hrs  
Provides practical experience in the student's concentration for four to six months of full-time employment with an individual employer. *May not be used on 30-hour program plan for the master's degree. Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**IDE590/591/592 Special Topics** 1/2/3 hrs  
An experimental course designed to investigate specific topics of concern in the specialization areas of study. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**IDE597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

**IDE600 Research I** 2 hrs  
Application of the research process through development of a research project proposal for the culminating experience of the student's graduate program of study. Focus will be on writing chapters 1-3 of the research project report.  
*Prereq: DTC500 and EDPS621*

**IDE601 Interior Design Research Methods** 2 hrs  
Advanced research methods course to investigate qualitative and quantitative methodologies used in interior design research.  
*Prereq: DTC500 or equivalent*

**IDE603 History of Furniture and Contemporary Trends** 2 hrs  
A study of furniture of various periods of history and the relationships to contemporary styles.

**IDE604 American Interiors** 2 hrs  
An investigation of the relationships between the various components of interior enhancement and indigenous arts and crafts, and the major developments in American domestic architecture, 1500-1900.

**IDE607 Colloquium** 2 hrs  
A colloquium exploring research on contemporary topics of relevance to the interior design professional.

**IDE639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library,

health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**IDE650 Research III** 1 hr  
Presentation of culminating experience with emphasis on oral and written methods and skill development. Focus is on research project oral presentation and preparation of a poster presentation and a manuscript.  
*Prereq: IDE695*

**IDE679/680/681 Special Topics** 2 hrs  
An experimental course designed to investigate specific topics of concern in the specialization areas of study. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**IDE683 Workshop** 2 hrs  
A workshop guided toward problems and practical concerns resulting from current trends of immediate concern to the hospitality professional.  
*Prereq: department permission*

**IDE686/687/688/689 Practicum** 1/2/3/4 hrs  
Supervised work experience in field placement/internship site determined by student and adviser.  
*Prereq: department permission*

**IDE690 Thesis III** 1 hr  
Presentation of thesis research with emphasis on oral and written methods and skill development. Focus is on thesis defense and preparation of a poster presentation and a manuscript.  
*Prereq: IDE692*

**IDE691 Thesis I** 2 hrs  
Application of the research process through development of a thesis project proposal for the culminating experience of the student's graduate program of study. Focus will be on writing chapters 1-3 of the thesis.  
*Prereq: DTC500 and EDPS621*

**IDE692 Thesis II** 3 hrs  
Execution of a research project and preparation of thesis as the culminating experience for the student's graduate program of study. Focus will be on revising chapters 1-3 and writing chapters 4-5 of the thesis.  
*Prereq: IDE691 and department permission*

**IDE695 Research II** 3 hrs  
Execution of a research project and preparation of a written report as the culminating experience for the student's graduate program of study. Focus will be on revising chapters 1-3 and writing chapters 4-5 of the research project report.  
*Prereq: IDE600*

**IDE697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

## College of Health and Human Services Courses (IHHS)

**IHHS592 Special Topics** 3 hrs  
An experimental course designed to investigate specific topics of concern in the specialization areas of study. *Not more than six hours of special topics may be used on a degree program.*

**IHHS639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

## Integrated Marketing Communication Courses (IMC)

**IMC601 IMC Principles, Strategies and Tactics** 3 hrs  
This course introduces the key principles of integrated marketing communications and its role in building brands. Students will learn the synergistic effect across communication channels and the perspectives of all relevant stake holds in such a way that brand value is maximized.  
*Prereq: admission to integrated marketing communications program.*

**IMC602 Brand Development** 3 hrs  
This course provides a comprehensive foundation on the subject of brands, brand development, brand equity and strategic brand management. It covers the design and implementation of IMC programs to build, measure and manage brand equity.  
*Prereq: IMC601 and admission to the integrated marketing communications program.*

**IMC603 IMC Brand Audience Behavior** 3 hrs  
This course introduces students to the concepts of audience behavior applicable to integrated marketing communications. It studies the fundamental factors influencing consumer cognitive, affective and behavioral response in the marketplace. It applies concepts, theories and principles from various social sciences to explore and explain audience behavior with a focus on implementing IMC strategies.  
*Prereq: IMC601 and admission to the integrated marketing communications program*

**IMC604 IMC Marketing Communications Research** 3 hrs  
This course examines the roles and applications of both secondary and primary research within an IMC plan. Qualitative and quantitative methods will be studied and applied including processes for structuring, conducting and analyzing focus groups, surveys, sampling, measurements and analytical procedures.  
*Prereq: IMC601, IMC602 and admission to the integrated marketing communications program.*

**IMC605 Creative Message Strategy** 3 hrs  
This course offers a comprehensive study of creative strategy and its role in the IMC process. Students will learn how to prepare a creative strategy statement and how to apply it consistently in the design and writing of communication messages.  
*Prereq: IMC601, IMC602, IMC603, IMC604 and admission to the integrated marketing communications program*

**IMC606 IMC Multichannel Media I** 3 hrs  
This course provides a foundation in traditional media metrics and analysis emphasizing an applied approach. It focuses on strategic media planning issues and media applications in IMC.  
*Prereq: IMC601, IMC602, IMC604 and admission to the Integrated Marketing Communications program.*

**IMC607 Multichannel Media II** 3 hrs  
This course focuses on media planning and strategies in IMC with an emphasis on digital, interactive, emerging and experimental media. The course will examine the relationship with legacy media and merging information platforms.  
*Prereq: IMC601, IMC602, IMC604, IMC606 and admission to the integrated marketing communications program*

**IMC608 IMC Direct Marketing** 3 hrs  
This course covers direct marketing from an integrated marketing communications perspective. The course examines the concepts, strategies and applications involved in direct marketing and how they are integrated in a cohesive manner with other communications vehicles to acquire customers, enhance loyalty and build brands.  
*Prereq: IMC601, IMC602, IMC603, IMC604 and admission to the integrated marketing communications program.*

**IMC609 IMC Public Relations** 3 hrs  
This course explores the role of public relations as a component of an IMC plan. Brochures, newsletters, press kits, web sites, event promotions, crisis management and other vehicles will be examined as tools of building brand equity within an IMC context.  
*Prereq: IMC601, IMC602 and admission to the integrated marketing communications program*

**IMC612 IMC Sales Promotion** 3 hrs  
This course studies the effect of sales promotion on both consumer and business-to-business campaigns. Sales Promotion will be evaluated as a tool to not only generate traffic, but to build brands. Students will learn the role of sales promotion as an IMC vehicle.  
*Prereq: IMC601, IMC602 and admission to the integrated marketing communications program.*

**IMC615 IMC Ethics, Regulations and Society** 3 hrs  
 This course studies current ethical issues in IMC and reviews key legal principles and compliance. The course also explores the social and economic role of IMC in the global environment.  
*Prereq: IMC601, IMC602 and admission to the integrated marketing communications program*

**IMC631 IMC Campaigns** 3 hrs  
 This course is the capstone course in the IMC graduate program. Students will coordinate skills and knowledge gained in prior courses and integrate them into a campaign aimed at maximizing brand image and brand equity for an organization.  
*Prereq: IMC601, IMC602, IMC603, IMC604, IMC605, IMC606, IMC607, IMC608, IMC609, IMC612, IMC615 and admission to the integrated marketing communications program*

## Information Systems Courses (IS)

**IS502 Business Information Systems** 3 hrs  
 Introduction to information systems. Topics include systems concepts, systems components, the role of information systems in information systems, computer hardware and software, networks, telecommunications, electronic business, cost/value and quality of information systems, ethical and global issues related to information systems and information systems security.

**IS510 Introduction to Object-Oriented Programming** 3 hrs  
 In this course, you gain a solid foundation in object-oriented and component-based development, positioning you to move seamlessly into the strategic application of these technologies — including tools, languages and methodologies — to meet your business needs.

**IS520 Hardware and Software** 3 hrs  
 This course provides an in-depth, non-engineering introduction to the inner workings of modern computer systems to introduce students to fundamental computer hardware, systems software (operating systems and browsers), scripting languages and data concepts.

**IS586 Cooperative Education in Information Systems** 1 hrs  
 Employment at a business or public organization imparting a practical experience in information systems. Position may be part-time, volunteer or less than a full semester in duration. *Does not count toward MSIS or MBA requirements. Admittance by application only. Offered on a credit/no credit basis.*  
*Prereq: department permission*

**IS589 Information Systems Internship** 3 hrs  
 Directed, full-time information systems work experience in a business or public organization. *Does not count toward MSIS or MBA requirements. Offered on a credit/no credit basis. Admittance by application only.*  
*Prereq: department permission*

**IS590/591/592 Special Topics** 1/2/3 hrs  
 An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**IS597/598/599 Independent Study** 1/2/3 hrs  
 An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**IS605 Managing Information Technology** 3 hrs  
 Information technology (IT) facilitates and enhances the other functional areas in modern organizations. This course covers IT management topics such as IT planning and strategies, IT for organizational decision-making, application systems and e-business systems, and global issues in IT management.  
*Prereq: admission to MBA program*

**IS606 Web Application Development** 3 hrs  
 This course provides students with a working knowledge of the underlying technology for building web sites and Web-based applications. The course provides students with hands-on skills required to develop web sites and Web-based business applications. Students will learn a variety of Web authoring tools and programming languages.  
*Prereq: IS510*

**IS610 Advanced Programming** 3 hrs  
 The object-oriented programming techniques of encapsulation, inheritance and polymorphism will be applied to the solution of business problems. Code reuse, incremental development and other methods will be stressed. The students will use high-level tools to develop programs with graphic user interfaces and will begin to study the problems of human/computer interaction.  
*Prereq: IS606*

**IS614 Systems Analysis and Design** 3 hrs  
 This course presents information systems development life cycle; analysis and design techniques including requirements gathering, object structure and behavior modeling, and user interface design. It utilizes enterprise architecture frameworks, service-oriented architecture, agile model-driven development. Students will work in teams on one major project. Students will use current diagramming methods and tools for the project development.  
*Prereq: IS502, IS510*

**IS616 Management Information Systems Resources** 3 hrs  
 The course is concerned with IT from the perspective of managers at all levels. It presents knowledge to managing an IT function within a larger organization. It considers strategic and operational issues, the significance of rapidly advancing technology, and human and organizational issues related to technology introduction and use. Strategic and policy issues are discussed.  
*Prereq: IS502, IS520*

**IS620 Data Communications and Networks** 3 hrs  
 This course discusses the technologies and applications of telecommunications and networking. Topics include telecommunication regulation and standards, network operating systems, infrastructure planning and operation of organizational telecommunication networks, security, as well as management and control of Internet servers and mobile systems.  
*Prereq: IS502, IS520*

**IS622 Information Systems Consulting** 3 hrs  
 Information systems consulting concepts, principles and methodologies are covered in this course. It also includes topics such as business process analyses, business process reengineering, IS project management, enterprise resources planning, IS economics, e-business strategies, information systems quality and its measurements, IS regulations, etc.  
*Prereq: IS614*

**IS624 Web Servers and System Software** 3 hrs  
 This course focuses on the activities needed to build, install and maintain a Web server in a chosen operating system environment. UNIX commands and shell programming are covered to prepare the student to produce dynamic web pages using server-side programming. Web server security issues are also discussed.  
*Prereq: IS520, IS606*

**IS625 Information Systems Project Management** 3 hrs  
 Information systems (IS) project management methodologies and the use of automated tools for project management. Project champions, working with user teams, training and documentation. Systems development life cycle (SDLC) and approaches to business process engineering. Project integration, scope, time, cost, quality control and risk management. Information Systems development process and product quality metrics.  
*Prereq: IS614*

**IS626 Business Database Applications** 3 hrs  
 Explores the elementary theories and applications of database design techniques and models including relational, hierarchical and network models. Provides in-depth experience with database management implementations on managerial decision-making.  
*Prereq: IS502 or equivalent*

**IS632 Global Dimensions of Information Technology** 3 hrs  
 Global issues of information technology development, strategies and policies are the focuses of this course. It also includes topics such as national and regional IT development strategies, trend of convergence or divergence of IT across countries, Internet technology and global IT management issues such as security, privacy, culture, risk management, outsourcing and legal constraints.  
*Prereq: IS502*



**IS639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**IS645 Database Management Systems** 3 hrs  
Study of the concepts, principles and techniques for managing data. Course covers techniques for the design and development of database systems including logical data modeling, physical data modeling, data retrieval and manipulation, concurrent processing, data distribution and database administration. The course provides students with hands-on skills on using the database package.  
*Prereq: IS614*

**IS650 Enterprise Resource Planning** 3 hrs  
This course facilitates students to understand how to use an enterprise resource planning (ERP) system in an organization. Students learn how to configure a large system to support an enterprise with multiple functions and divisions. Current trends and decision-making issues are addressed through a cross-functional view of ERP.  
*Prereq: IS502*

**IS655 Decision Support Systems** 3 hrs  
This course provides students with a working knowledge of the concepts, techniques and tools to build effective data warehousing and data mining systems. Students will learn how to leverage data warehousing and data mining to establish a competitive advantage and solve business problems faster by using online analytical processing systems. Beside learn how to develop and utilize the data warehouse, students will learn how to apply advanced analytical methods in order to gain new insights from the data.  
*Prereq: IS645*

**IS660 E-Business Application Development** 3 hrs  
This course describes the fundamental knowledge of e-business and e-commerce. This course discusses advanced issues and programming techniques for developing e-business applications. Topics include e-business models, strategies, security and integration methods. The course provides students with hands-on skills and programming tools required to build e-business applications.  
*Prereq: IS606*

**IS665 Data Warehousing and Data Mining** 3 hrs  
This course provides students with a working knowledge of the concepts, techniques and tools to build effective data warehousing and data mining systems. Students will learn how to leverage data warehousing and data mining to establish a competitive advantage and solve business problems faster by using online analytical processing systems.  
*Prereq: IS645*

**IS670 XML Technologies** 3 hrs  
Extensible markup language (XML) is a technology that enables data communication between non-compatible systems. It provides advanced capability for developing business-to-business Internet solutions. The course covers XML features and abilities and explains XML's strategic importance for developing Web-based applications. The course offers substantial hands-on experience in using and understanding the workings of XML.  
*Prereq: IS606*

**IS679/680/681 Special Topics** 1/2/3 hrs  
This course will be offered periodically to review selected contemporary topics in quantitative analysis, business computer systems and/or managerial and business economics. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: completion of MBA or M.S.I.S. core*

**IS690/691/692 Master's Thesis in Information Systems** 1/2/3 hrs  
Students will prepare a proposal for original research in information systems and complete the proposed work under the guidance of the thesis supervisor and committee approved by the department. The completed work is to be submitted as a written thesis and defended before the thesis committee.  
*Prereq: IS606, IS625, IS645, IS620*

**IS695 Seminar** 3 hrs  
This capstone course integrates management information systems (M.S.I.S.) with fundamental areas of business. The impact of M.S.I.S. in the organization is analyzed in terms of current design and implementation techniques and follow-up evaluation of business systems. The student writes an original research paper in the area of management information systems.  
*Prereq: all M.S.I.S. required and restricted elective courses must be completed prior to this course*

**IS696 Enterprise Information Systems Integration** 3 hrs  
This course introduces concepts, technologies, and methodologies used for enterprise information systems integration. Current models of enterprise architecture, integration patterns, enabling technologies for middleware, system management and integration standards will be reviewed. Students will also learn how to build components, as they are required for the integration of a system. Integration of packaged applications and legacy systems will be discussed as well. Students will gain hands-on experience on using a variety of integration tools. Students will be required to apply what they learn in the course in a real-life project  
*Prereq: IS606, IS620, IS625 and IS645*

**IS697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Japanese Courses (JPNE)

**JPNE544 Graduate Japanese Conversation** 3 hrs  
A continuation of advanced conversation with emphasis on attaining advanced communicative skills pertinent to professional and cultural needs.  
*Prereq: JPNE444 or department permission*

**JPNE546 Japanese for Business Practices I** 3 hrs  
These courses teach the correct usage of Japanese economic and financial vocabulary and train the students in reading, writing and translating Japanese business communications.  
*Prereq: JPNE444*

**JPNE547 Japanese for Business Practices II** 3 hrs  
This course teaches the correct usage of Japanese economic and financial vocabulary and trains the students in reading, writing and translating Japanese business communications. This course is a continuation of JPNE546.  
*Prereq: JPNE546*

**JPNE590/591/592/593 Special Topics** 1/2/3/4 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education and industry. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**JPNE594 Intensive Seminar in Japanese Studies** 3 hrs  
Different topics are selected each semester for intensive study by advanced students. The course consists of review and discussion of contemporary issues in Japanese language and culture, based on research projects and review of the pertinent literature carried out by the student. Emphasis in seminar meetings on exchange of ideas and information developed in the research.  
*Prereq: JPNE544 or department permission*

**JPNE597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**JPNE639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*



## Law Courses (LAW)

### LAW503 Legal Environment of Business

3 hrs

This course covers topics in business law, ethics and the law of enterprises. Material includes the substantive law of contracts and torts, agency and enterprise formation, including limited liability companies, corporations and securities laws. Business ethics are taught from a legal perspective.

### LAW511 Sports Law

3 hrs

An in-depth study and case analysis of the law and legal issues associated with sports, sporting events, physical education and the recreation industry. Topics include: international sports and recreation law, the National Collegiate Athletic Association, dispute resolution (mediation, negotiation, arbitration), negligence, property/premises law, torts and criminal law, risk management, contract law and drafting, constitutional law, equal employment opportunity law, anti-trust law, player agents, issues in women's sports.

### LAW525 E-Commerce Law

3 hrs

The Internet has created a new set of legal problems that pose immense challenges for business. This course covers a range of e-commerce legal issues including privacy issues, data protection, intellectual property, e-commerce contracts, cyber torts, e-commerce dispute resolution and online marketing.

### LAW535 Ethics and

#### Legal Compliance

3 hrs

An in-depth study of ethical and legal compliance in business. The course will examine various stakeholder (shareholders/employees/customers/client/patient/community) relationships and laws such as the Securities Exchange Act, Sarbanes-Oxley, Title VII, The Clean Air Act, The Clean Water Act, UCC, Digital Millennium Copyright Act of 1998, Whistleblower Protection Act, contracts, intellectual protection, torts, health regulations and malpractice.

### LAW540 Employment Law

3 hrs

The course will focus on the law applicable to employment. Subject topics and laws covered will include: employment at-will, wrongful discharge, equal employment opportunity (Title VIII of the Civil Rights Act, 42 U.S. 1981, ADEA, Equal Pay Act, Elliott-Larsen, Family Medical Leave Act, American Disabilities Act, Michigan Handicapper's Act, Executive Order 11246) health and safety (OSHA, workers' compensation), compensation (ERISA, FLSA), unemployment compensation, personnel records, lie-detector tests, whistle-blower's protection, labor law (National Labor Relations Act, as amended, etc.), the employment litigation process.

### LAW550 International Business Law

3 hrs

This course will focus on the international business law to enable business managers to analyze legal issues and manage risks relevant to the international business transactions. Topics covered will include prevalent legal systems, applicable business laws in specific geographic areas such as the European Union and a legal analysis of various types

of international business transaction such as sales contracts, licensing, direct and indirect foreign investment, etc. Topics included are laws relative to: 1) trade including imports, customs, tariff regulation, World Trade Organization and NAFTA; 2) advertising, patent, business formation, currency risk, anti-trust employment; 3) international ethics; 4) international contracts.

### LAW590/591/592 Special Topics

1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

### LAW595 Seminar in Business Law

3 hrs

A study of selected business law issues and topics that may vary from semester to semester.

### LAW597/598/599

#### Independent Study

1/2/3 hrs

Students select a problem or group of problems to be researched or studied in depth under the direction of a designated faculty member.

*Prereq: department permission*

### LAW603 Legal Environment

#### of Nonprofit Organizations

3 hrs

Study of the laws and regulations that govern board members and managers of nonprofit, nongovernmental entities; such as, federal tax laws, state regulations, fiduciary responsibilities, legal liability, ethical issues and conflict resolution.

### LAW639 Continuous Enrollment

1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.

*Prereq: department permission*

### LAW679/680/681 Special Topics

1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: LAW503*

### LAW697/698/699 Independent Study

1/2/3 hrs

Students select a problem or group of problems to be researched or studied in depth under the direction of a designated faculty member.

*Prereq: department permission*

## Legal Administration Courses (LEGL)

### LEGL500 Roles of the Legal Administrator

3 hrs

Examination of the organizational structure of the law office and courts. Emphasis on the role of a non-lawyer in achieving effective performance. Overview of systems and methods in legal settings and ethical guidelines.

### LEGL501 Technology in the Legal Enterprise

3 hrs

Examine technology's affect on the practice of law. Evaluate computer applications directed toward both legal administration and the delivery of legal services. Explore the technology linking the law office to the world.

### LEGL502 Designing Solutions for Problems in Legal Administration

3 hrs

Examination and solving of problems by the legal administrator. Topics include client files systems, cash and account management, payroll and tax reports, developing budgets, design of positions, motivation of support personnel and marketing of legal services.

### LEGL503 Judicial Administration

3 hrs

Seminar course to study responsibilities and problems of the judicial administrator. Court security will be addressed, as will the court reorganization in Michigan and new advances in technology.

### LEGL504 Internship

4 hrs

Placement for intern will be arranged in a law office or court system to gain practical hands-on experience. Intern will complete all phases of a project and present a capstone research paper.

*Prereq: LEGL500, LEGL501, LEGL502 and LEGL503*

### LEGL590/591/592 Special Topics

1/2/3 hrs

Provides for intensive study of selected topics drawn from current developments in the total field of legal administration. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: graduate standing or department permission*

### LEGL597/598/599

#### Independent Study

1/2/3 hrs

An exploration and study of topics not covered in other program offerings. Student may elect more than once, provided different topics are studied.

*Prereq: Department permission*

### LEGL639 Continuous Enrollment

1 hr

Graduate students who are completing research (Master's or Specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through Continuous Enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

LEGL679/680/681 Special Topics 1/2/3 hrs  
An exploration and study of topics not covered in other program offerings. Student may elect more than once, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

LEGL697/698/699  
Independent Study 1/2/3 hrs  
An intensive study of a problem or a group of problems under the direction of a University faculty member.  
*Prereq: Department permission*

## Linguistics Courses (LING)

LING501 Current Trends in Linguistics 3 hrs  
A study of current trends in linguistic research as they bear on any number of practical and educational problems: reading, writing, language and public policy, language and professions, etc.

LING502 History of Linguistics 3 hrs  
Grammatical analysis from Plato to Chomsky; the influence of various linguistic theories and analytical methods on the development of contemporary language models and the teaching of grammar.

LING506 Introduction to Old English 3 hrs  
An introduction to Old English language, and the reading of representative selections of prose and poetry in the original Old English.

LING510 Historical and Comparative Linguistics 3 hrs  
Introduction to comparative historical linguistics with special reference to the development of English from Germanic and Indo-European backgrounds.

LING519 Technology for Language Documentation 3 hrs  
Trains students in the technical aspects of collecting, archiving and processing language materials following best-practice guidelines. Topics to be covered include the collection of audiovisual language materials; materials processing for archiving, analysis and display; and materials annotation using existing tools. This class also serves as an introduction to basic scripting with Perl or Python.  
*Prereq: LING401 or department permission*

LING525 Syntactic Analysis 3 hrs  
Development of tools for advanced syntactic analysis in English and other languages. Traditional and current approaches to the study of syntax including government and binding theory, and phrase structure grammar.

LING531 Semantics: The Study of Meaning 3 hrs  
A brief study of the historical background of modern semantic analysis of English utterances. Traditional and generative approaches to semantic concepts will be examined.

LING532 Sociolinguistics 3 hrs  
An analysis of the diversity in language caused by social factors, and the correlative influence of these linguistic differences upon society and social status.

LING533 General Psycholinguistics 3 hrs  
An introduction to psycholinguistics, the mental representation of a grammar, perception of language units, aphasia and other language abnormalities, first and second language acquisition, bilingualism, language and thought. Not open to students in speech-language pathology program.

LING534 Phonological Analysis 3 hrs  
Advanced theories in current phonology are presented and argued for, and contrasted with previous theories. Students do weekly analyses and submit an original final paper suitable for presentation at a conference.

LING535 Discourse Analysis 3 hrs  
Study of discourse structure and conversational interaction from several analytical perspectives, e.g., interactional sociolinguistics, pragmatics and ethnolinguistics. Identification of the structural cues and interpretive conventions that make discourse meaningful within a speech community. Topics may include: cross-cultural communication, gender and discourse, personal narrative, speech acts and presupposition.  
*Prereq: one course in LING at the 500 level*

LING536 Typology and Universals of Language 3 hrs  
Seminar on description and explanation of structural patterns found recurrently across languages. Explores characteristics of the world's language families and areas. Special attention to processes of linguistic change.

LING538 Multilingual Text Processing 3 hrs  
An empirical and computational analysis of the requirements of computing in a global and multilingual environment. Covers the world's writing systems, from scripts such as Tibetan and Arabic to systems devised by and for linguists, such as the International Phonetic Alphabet; technologies, algorithms and programming interfaces commonly used for multilingual text processing, including the Unicode Standard; and multilingual aspects of voice- and video-based applications.  
*Prereq: LING519 or department permission*

LING590/591/592 Special Topics 3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

LING597/598/599  
Independent Study 1/2/3 hrs  
An intensive study of a problem or research area not covered in regular courses; under the direction of a University faculty member.  
*Prereq: department permission*

LING639 Continuous Enrollment 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

LING679/680/681 Special Topics 3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

LING692 Thesis 3 hrs  
Original research or critical study designed and completed by the student under the guidance of the thesis director and committee.  
*Prereq: department permission*

LING697/698/699  
Independent Study 1/2/3 hrs  
An intensive study of a problem or research area not covered in regular courses; under the direction of a University faculty member.  
*Prereq: department permission*

## Literature Courses (LITR)

Open only to students admitted to graduate programs in English language and literature. Others by department permission.

LITR510 Critical Practices in Literary Studies 3 hrs  
This course is designed to introduce graduate students in English literature to the range of resources available for doing advanced research in literary studies. Emphasis is placed on developing critical reading skills that enable students to construct arguments within the on-going discussions currently shaping literary studies. *This course is typically offered fall and winter semesters.*  
*Prereq: 15 credit hours in literature. Graduate student in English*

LITR511 Literary Criticism 3 hrs  
A study of various approaches to literary criticism, with application to specific works. *This course is typically offered fall and winter semesters.*  
*Prereq: 15 credit hours in literature. Graduate student in English*

LITR512 Middle English Literature 3 hrs  
A study of the genres of Middle English literature (chronicle, dialogue, exemplum, fable, romance, sermon, etc.). *This course is typically offered every third academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*

- LITR516 Major Genres in Children's Literature** 3 hrs  
An intensive study of the major genres of children's literature, with emphasis on important representative examples and related criticism.  
*Prereq: 15 credit hours in literature*
- LITR517 Teaching of Children's Literature** 3 hrs  
A course concentrating on the value of literature for children, with discussion and demonstration of various techniques used in teaching it. Additional readings in selected genres will be required. *Offered for anyone planning to work with children, preschool through grade nine.*  
*Prereq: 15 credit hours in literature*
- LITR518 History of Children's Literature** 3 hrs  
An examination of books for children written before the 20th century. Emphasis will be placed on major authors and movements from 1744 to 1908 and on what these reveal about changing attitudes toward children and the corresponding changes in the literature written for them.  
*Prereq: 15 credit hours in literature*
- LITR519 History of Children's Literature: 20th Century** 3 hrs  
Major writers and movements from World War I to the present, with emphasis upon what these reveal about changing attitudes toward children and young people and the literature written for them.  
*Prereq: 15 credit hours in literature*
- LITR520 Old English Poetry** 3 hrs  
A study of Old English prosodic conventions, with a close reading of representative poems from various types and schools of Old English poetry. Readings are in Old English. *This course is typically offered every third academic year.*  
*Prereq: 15 hours in literature and LING506, or instructor permission. Graduate student in English*
- LITR523 Realism and Naturalism in American Literature** 3 hrs  
Realism and naturalism as theory and as practice in the late 19th and early 20th centuries in novels, drama or poetry. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR526 Studies in African American Literature to 1945** 3 hrs  
Specialized study of African American literature to 1945. Parallels will be drawn between the trends in the African American literature studied and American literature as a whole. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR527 Studies in African American Literature Since 1945** 3 hrs  
Specialized study of African American literature since 1945. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR530 Studies in Chaucer** 3 hrs  
Intensive reading of Chaucer's major works and supplementary reading in Chaucerean criticism. *This course is typically offered once per academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR540 Elizabethan and Jacobean Drama** 3 hrs  
Representative plays of Marlowe, Jonson, Webster and other playwrights contemporary with Shakespeare. *This course is typically offered every third academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR541 Studies in Shakespeare** 3 hrs  
Intensive reading of representative plays of Shakespeare, and of relevant critical, historical and textual scholarship.  
*Prereq: 15 credit hours in literature, including one course in Shakespeare. Graduate student in English*
- LITR545 Studies in Renaissance Literature** 3 hrs  
A specialized study of major nondramatic poetry and prose of the English Renaissance (exclusive of the works of John Milton). Specific major authors to be studied may include Shakespeare, More, Sidney, Spenser, Marlowe, Bacon, Jonson, Donne and Herbert. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR561 Studies in 18th Century Literature** 3 hrs  
A specialized study of poetry and prose of a selected number of major authors of the Restoration and 18th century. Specific authors to be studied may include Dryden, Swift, Pope, Thompson, Collins, Gray, Johnson, Goldsmith and Boswell. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR563 Studies in 18th Century Fiction** 3 hrs  
A specialized study of major authors, genres and themes of 18th century fiction. The fiction studied will include works by such authors as Defoe, Swift, Fielding, Richardson, Sterne, Goldsmith, Walpole and Smollett. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR565 Studies in 19th Century British Fiction** 3 hrs  
Specialized study of selected English novelists of the 19th century. Novelists studied may include Austen, Scott, Disraeli, the Brontës, Gaskell, Thackeray, Dickens, Eliot, Trollope, Meredith, Hardy and others. *This course is typically offered once per academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR566 Studies in 20th Century British Fiction** 3 hrs  
Specialized study of the work of representative major 20th century British novelists such as Conrad, Lawrence, Woolf, Forster, Huxley, Durrell, Greene, Fowles and Lessing. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR567 Studies in 20th Century Irish Literature** 3 hrs  
Specialized study in prose, poetry and drama of 20th century Irish literature, with attention to such major figures as Yeats, Shaw, Joyce, Synge, O'Casey, O'Faolin, Beckett and Kavanagh. *This course is typically offered every third academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR568 Studies in 19th Century American Poetry** 3 hrs  
Specialized study of the work of two or three major 19th century American poets, such as Whitman, Dickinson, Poe, Longfellow, Melville, Emerson, Bryant, Lowell and Lanier. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR569 The American Renaissance: 1830-1860** 3 hrs  
Specialized study of the work of three or four of the following writers: Cooper, Poe, Emerson, Thoreau, Hawthorne, Melville. *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR570 Studies in Romantic Literature** 3 hrs  
An intensive study of the poetry and nonfictional prose of at least two of the poets and essayists from the Romantic period (e.g., Blake, Wordsworth, Coleridge, Keats, Byron, Shelley, Hazlitt, DeQuincey, Lamb).  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR575 Studies in Victorian Literature** 3 hrs  
An intensive study of the poetry and nonfictional prose of at least two of the major writers from the Victorian period (e.g., Carlyle, Tennyson, the Brownings, Arnold, the Rossettis, Swinburne, Newman, Mill, Ruskin, Pater). *This course is typically offered every other academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*
- LITR576 Studies in 20th Century American Fiction** 3 hrs  
Specialized study of two or three 20th century American novelists, such as Hemingway, Fitzgerald, Faulkner, Nabokov and Bellow. *This course is typically offered once per academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*



**LITR577 Studies in 20th Century American Poetry** 3 hrs  
Specialized study of the work of two or three major 20th century poets, such as Pound, Eliot, Stevens, Williams, Roethke, Robinson, Frost, e.e. cummings, Hart Crane and Robert Lowell.  
*Prereq: 15 credit hours in literature. Graduate student in English*

**LITR580 Studies in Contemporary Literary Trends** 3 hrs  
Specialized study of the nature of contemporary literary developments, with some attention to other cultural parallels, past and present. The particular focus of the course (poetry, fiction, drama or criticism) in a given semester will be announced in the class schedule bulletin. *This course is typically offered once per academic year.*  
*Prereq: 15 credit hours in literature. Graduate student in English*

**LITR581 Critical Approaches to Mythology** 3 hrs  
An investigation of myths from many cultures, demonstrating individual responses to universal questions of human existence. Students will respond critically to the various theories of myth through their reading and analysis of myths as literature.  
*Prereq: 15 credit hours in literature*

**LITR582 Wisdom of the People: Ballads, Legends and Tales** 3 hrs  
Reading and analysis of printed tales, legends and ballads using the tools of folklore scholarship. Students also collect and analyze oral materials.  
*Prereq: 15 credit hours in literature*

**LITR583 Literature for Early Childhood** 3 hrs  
Prose and poetry for preschool and early elementary children, with emphasis on recent research in illustration and literature and its application in selecting, evaluating and using books with the young.  
*Prereq: 15 credit hours in literature*

**LITR584 Literature for Adolescents** 3 hrs  
An examination of literature for adolescents, emphasizing criteria for selection and evaluation, along with consideration of audience, genre and censorship. Students will be expected to read and respond critically to historical and contemporary literature written for adolescents.  
*Prereq: 15 credit hours in literature*

**LITR590/591/592 Special Topics** 1/2/3 hrs  
Topics will be announced from time to time. The following are examples of topics offered in recent years: Caribbean literature, short story, literature of the civil rights movement, postmodern theory. *Not more than six hours of special topics courses may be applied toward the degree.*  
*Prereq: 15 credit hours in literature; further prerequisites may be required for some topics. Graduate student in English*

**LITR597/598/599 Independent Study** 1/2/3 hrs  
Advanced study on an individual basis in areas not covered, or not covered in depth, in formal course work. *May be repeated for credit.*  
*Prereq: department permission*

**LITR639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

**LITR679/680/681 Special Topics** 1/2/3 hrs  
An exploration and study of topics not covered in other program offerings. Student may elect more than once, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**LITR697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member. *Not to be elected until a student has been accepted as a candidate for the master's degree in literature.*  
*Prereq: 15 credit hours in literature and permission of the graduate committee; graduate student in English or department permission*

## Mathematics Courses (MATH)

**MATH500 Modern Mathematics Content, K-6** 2 hrs  
The modern mathematics required for teaching this subject in the elementary grades (K-6); set theory, logic, numeration systems, the real number system and geometry. *Not applicable to M.A. in mathematics program.*

**MATH501 New Topics in Modern Mathematics, K-8** 2 hrs  
New topics in modern mathematics programs, the materials of various study groups and practical problems in teaching mathematics in grades K-8. *Not applicable to M.A. in mathematics program.*

**MATH504 Mathematics and Statistics for MBAs** 3 hrs  
An elementary course emphasizing an understanding of differential calculus and its use in optimization, and an understanding of basic probability and statistics. *Open to MBA students only. Not applicable to M.A. in mathematics program.*

**MATH506 Introduction to Mathematical Logic** 2 hrs  
Propositional and first-order predicate calculus and rules of deduction; application in mathematical systems and proofs. *Experience in writing proofs is assumed.*

**MATH507 Theory of Numbers** 3 hrs  
Divisibility theory of integers, primes, theory of congruencies, Fermat's Theorem, Wilson's Theorem, number theoretic functions, multiplicity, Mobius inversion formula, Euler's phi function, quadratic reciprocity. *Completion of a course in abstract algebra is assumed.*

**MATH508 Foundations of Mathematics** 2 hrs  
An introduction of axiomatic method, axiomatic set theory, transfinite arithmetic and logical paradoxes; and their influence on modern conceptions of mathematics. *Experience in writing proofs is assumed.*

**MATH511 Linear Algebra** 3 hrs  
Theory of a single linear transformation, canonical forms, inner product spaces. *Completion of introductory courses in abstract algebra and linear algebra is assumed.*

**MATH515 Discrete Mathematics with Applications** 3 hrs  
Elementary combinatorics, recurrence relations and generating functions, graphs, trees, network flows, Boolean algebras and applications. *Experience with proofs is assumed. Knowledge of linear algebra or an undergraduate discrete mathematics course is recommended.*

**MATH518 Theory of Groups** 3 hrs  
Groups, subgroups and quotient groups, finitely generated abelian groups, Sylow theorems, further topics. *Completion of a course in abstract algebra is assumed.*

**MATH522 Fourier Analysis** 3 hrs  
An introduction to Fourier series and their application to the solution of boundary value problems in the partial differential equations of physics and engineering. *Completion of courses in real analysis and differential equations is assumed.*

**MATH524 Complex Analysis** 3 hrs  
Complex numbers, analytic functions, elementary complex functions and mappings, Cauchy's Theorem and Cauchy's integral formula, maximum modulus principle, power series and calculus of residues and further topics. *Completion of a course in real analysis is assumed.*

**MATH526 Real Analysis** 3 hrs  
A rigorous development of calculus: differentiation and integration including detailed proofs of the mean value theorems, Taylor's Theorem and the Fundamental Theorem of Calculus, culminating in a brief introduction to an advanced topic such as Fourier series or Lebesgue integration. *Completion of an introductory course in real analysis is assumed.*



- MATH535 Chaotic Dynamical Systems** 3 hrs  
Theoretical and numerical aspects of systems of differential equations specific to finding qualitative information about sensitivity to initial conditions and long-term behavior of solutions related to chaos. *Completion of a course in real analysis or linear algebra is assumed.*
- MATH536 Numerical Analysis** 3 hrs  
Introduction to numerical computation, numerical linear algebra, solution of nonlinear equations, interpolation and approximation, numerical integration and differentiation and numerical solution of ordinary differential equations. *Knowledge of calculus, linear algebra and computer programming is assumed.*
- MATH545 Fractal Geometry** 3 hrs  
Metric space topology and its application to fractal geometry. Fractal geometry studies how to reproduce graphics through function iteration and how to reduce noise in given graphical information. *Completion of a course in real analysis is assumed.*
- MATH546 Graph Theory** 2 hrs  
A study of undirected and directed graphs and their structural properties including connectivity and traversibility; associated matrices, groups and relations, and applications to networks. *Experience in writing proofs is assumed.*
- MATH548 Introduction to Differential Geometry** 3 hrs  
Fundamental concepts of the theory of curves and surfaces in three-dimensional space; applications. Not open to students with credit in MATH448 Differential Geometry With An Introduction to General Relativity. *Completion of courses in linear algebra and multivariable calculus is assumed.*
- MATH550 General Topology** 3 hrs  
General theory of topological spaces, metric spaces, continuity, product and quotient spaces, separation axioms, compactness and connectedness. *Completion of a course in real analysis is assumed.*
- MATH560 Introduction to Optimization Theory** 3 hrs  
An introduction to various aspects of optimization theory, including linear and nonlinear programming, primal dual methods, calculus of variations, optimal control theory, sensitivity analysis and numerical methods. *Completion of courses in linear algebra and multivariable calculus is assumed.*
- MATH566 Modeling in Bioinformatics** 3 hrs  
Coverage of modeling process in restriction mapping, map assembly, DNA arrays and genome rearrangements. Also covers hidden Markov models and data mining models. *Completion of a course in calculus and a course in statistics as well as some knowledge of computer programming is assumed.*
- MATH570 Statistical Concepts and Methods for Bioinformatics** 3 hrs  
Statistical techniques for analyzing biological data: probability and statistical estimation theory; sampling theory; stochastic models for biological processes; multiple linear regression; logistic regression; applied multivariate analysis including discriminant functions, factor analysis, principal components, cluster analysis. Applications and computer-based data analysis are stressed. *Knowledge of calculus and statistics is assumed.*
- MATH571 Mathematical Statistics I: Probability Theory** 3 hrs  
Set theory, Borel sets, Sigma field of events, probability measures on a sigma field, axioms, finite and countable spaces, random variables and distributions, functions of random vectors, derived distributions, generating and characteristic functions, limit theorems, modes of convergence, law of large numbers. *Completion of courses in real analysis and calculus-based probability and statistics is assumed.*
- MATH572 Design and Analysis of Experiments** 3 hrs  
Principles of experimental design and analysis: randomized blocks and Latin Squares, nested or hierarchical designs, experimental and sampling errors, fixed and random effects models, components of variance, expected mean squares, factorial and fractional designs. *Not open to students who have credit in MATH462. Completion of courses in linear algebra and calculus-based probability and statistics is assumed.*
- MATH573 Statistical Data Analysis** 2 hrs  
Data analysis using statistical packages such as SAS and MINITAB. Analysis of variance; multivariate regression; stepwise regression; analysis of categorical data, including nonparametric tests, goodness-of-fit tests and tests for normality. Emphasis is on application and understanding of the basic assumptions in testing data. *Completion of a calculus-based probability and statistics course is assumed.*
- MATH574 Applied Statistics** 3 hrs  
An empirical approach to statistics: generate samples and model distributions; tests of fit to specified distributions; tests of assumptions of randomness (trend); independence (association); biostatistics; product and system reliability. *Not open to students with credit in MATH474. Completion of a calculus-based probability and statistics course is assumed.*
- MATH575 Linear Regression Analysis** 3 hrs  
Modeling a response as a sample or multiple regression model, validity of assumptions, using models for estimation and prediction, multicollinearity, auto-correlation of error terms, residual analysis, influence diagnostics, stepwise regression. *Not open to students who have credit in MATH461. Completion of courses in linear algebra and calculus-based probability and statistics is assumed.*
- MATH576 Applied Survey Sampling** 3 hrs  
Theory and applications of sampling; selection of samples; sampling designs; estimation of means and variances; ratio; regression and difference methods; simple, systematic, cluster and stratified random sampling; probability-proportional-to-size sampling. *Not open to students who have credit in MATH460. Completion of a calculus-based probability and statistics course is assumed.*
- MATH577 Applied Multivariate Statistics** 3 hrs  
Techniques for analyzing multidimensional data, including multivariate analysis of variance, principle component, discriminant analysis and canonical correlation. *Completion of courses in linear algebra and calculus-based probability and statistics is assumed.*
- MATH578 Nonparametric Statistics** 3 hrs  
Selected distribution-free tests; Wilcoxon signed rank; Mann-Whitney tests; Kolmogorov-Smirnov, Chi-square and rank correlation tests; Kruskal-Wallis; Friedman correlation and regression. *Completion of a calculus-based probability and statistics course is assumed.*
- MATH580 Mathematical Connections** 2 hrs  
The National Council of Teachers of Mathematics recommends an increased use of real-world applications in the secondary school mathematics curriculum. This course provides secondary mathematics teachers with real-world connections to topics found in grades 7-12 such as arithmetic, algebra, geometry, trigonometry, probability and statistics, and calculus.
- MATH581 Modern Mathematics Methods, K-6** 2 hrs  
Elective techniques in presenting materials, planning class activities and creating good learning situations; current problems in a modern mathematics curriculum for grades K-6. *Not applicable to M.A. in mathematics program.*
- MATH582 Technology for Mathematics Educators** 2 hrs  
An in-depth look at how technology can be used to enhance the curriculum in the K-12 mathematics classroom. *No microcomputer experience assumed. Intended for educators.*
- MATH583 Problem Solving** 2 hrs  
Problem-solving skills and strategies will be presented. The course will emphasize what it means to think mathematically and to investigate literature relevant to understanding mathematical thinking and problem solving.
- MATH584 Middle School Mathematics, Methods and Content** 3 hrs  
Middle school mathematical content, and contemporary ways of using materials and strategies to present the content. Topics include algebra, geometry, probability and statistics, number theory, logic and other general mathematics notions.
- MATH586 Multicultural Perspectives in Mathematics for Teachers** 2 hrs  
Multicultural mathematics topics for teachers, designed to increase teachers' knowledge of the formal and informal mathematics developed by diverse people around the world, both now and in the past. Introduces materials and activities that relate mathematics to culture, ethnicity and gender.

**MATH587 Enriching Instruction in High School Mathematics** 2 hrs  
New teaching aids and supplementary reading materials; subject matter usually not developed in standard texts (e.g., linear programming, principles of computers and advanced geometric constructions); topics for accelerated high school classes.

**MATH588 High School Mathematics, Methods and Content** 3 hrs  
Presents information and materials to broaden and deepen a secondary teacher's background in teaching mathematics. Topics include general mathematics, algebra, geometry, trigonometry and senior mathematics. Applications, strategies of presentation and teaching aids are discussed.

**MATH589 Geometry for Secondary Teachers** 2 hrs  
Presents information and materials to broaden and deepen a secondary teacher's background in teaching geometry. Foundations of geometry, modern geometry, non-Euclidean geometries and a little topology are studied.

**MATH590/591/592 Special Topics** 1/2/3 hrs  
A graduate-level course in a specific area of mathematics, to be determined by the field of specialization of the instructor and the interest of the students. *Not more than six hours of special topics may be used on a degree program.*

**MATH595 Workshop in Mathematics** 2 hrs  
Students will be provided practical and theoretical study in a selected topic area. *Usually not applicable to M.A. in mathematics program.*  
*Prereq: department permission*

**MATH597/598/599 Independent Study** 1/2/3 hrs  
A report on an approved subject in the field of mathematics, the history of mathematics or the teaching of mathematics, under the guidance of a faculty member of the Mathematics Department.  
*Prereq: department permission*

**MATH601 Teaching Junior College Mathematics** 2 hrs  
Current problems in a junior college mathematics program. The role of algebra and trigonometry, elementary functions, analytic geometry, the calculus and linear algebra; content and techniques of instruction; CUPM recommendations for a college program.  
*Prereq: department permission*

**MATH639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**MATH671 Mathematical Statistics II: Statistical Inference** 3 hrs  
Distributions, exact sampling distributions, properties of estimators, MLE, BLUE, Bayes and Min-Max estimation, Rao-Blackwell Theorem, completeness, minimal sufficiency, optimal tests, Neyman-Pearson Lemma, likelihood ratio tests, chi-square tests. *Completion of a course in linear algebra is assumed.*  
*Prereq: MATH571*

**MATH679/680/681 Special Topics** 1/2/3 hrs  
A graduate-level course in a specific area of mathematics, to be determined by the field of specialization of the instructor and the interest of the students. *Completion of a minimum of 10 graduate hours in mathematics, and a graduate GPA in mathematics of 3.3 or above strongly recommended. Not more than six hours of special topics may be used on a degree program.*

**MATH687 Cooperative Education in Mathematics** 3 hrs  
Practical experience in an industrial setting, consisting of a supervised placement involving extensive use of mathematics. The student will be required to submit a plan outlining the academic benefits; and a summary of the experience upon conclusion. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**MATH690/691/692 Research Study** 1/2/3 hrs  
Research in areas of mathematics or mathematics education under guided direction. Thesis or final paper dependent upon program option is required at the conclusion of the research work.  
*Prereq: department permission*

**MATH697/698/699 Independent Study** 1/2/3 hrs  
A report on an approved subject in the field of mathematics, the history of mathematics or the teaching of mathematics, under the guidance of a faculty member of the Mathematics Department.  
*Prereq: completion of a minimum of 10 graduate hours in mathematics, and a graduate GPA in mathematics of 3.3 or above, and department permission.*

## Manufacturing Courses (MFG)

**MFG591 Special Topics** 2 hrs  
An exploration and study of topics not covered in other program offerings. Student may elect more than once, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**MFG639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not

apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

## Management Courses (MGMT)

**MGMT501 Management: Concepts, Principles and Practice** 3 hrs  
The basic managerial functions are studied primarily from the perspective of the process design, but the behavioral, management science and other disciplinary schools of thought are also carefully examined. *Open only to graduate students who have not had a basic management course. Not available to College of Business graduates.*

**MGMT505 Organizational Theory and Behavior and Business Communication** 3 hrs  
This course provides a survey of relevant social science research and literature to provide the student with basic knowledge of organizational behavior and communication theory and concepts, as well as the application of these. Cases and exercises are used to relate theory to applications, and practice assignments are given.

**MGMT509 Strategic Human Resource Management** 3 hrs  
Current activities and theory relevant to human resource management function are described, including impact of changes related to government intervention and other environmental impacts.

**MGMT513 Business Communications Seminar** 1 hr  
Business communication seminar focuses on strategies for professionals who must inform and influence others in the workplace through oral and written business communication. The course will prepare students to write progress reports, executive summaries and brief business reports as well as to deliver technical briefings and project presentations.

**MGMT530 E-Commerce Essentials** 3 hrs  
This course provides an overview of e-business. It explores managerial issues related to economics, marketing and logistics of business transactions in the networked economy. Topics include information technology, value creation and delivery, supply-chain management, electronic financial markets, digital storefronts, digital payments and the ethical/legal issues involving electronic commerce that are highlighted in case studies.

**MGMT550 International Management: A Cultural Perspective** 3 hrs  
This course will examine management practices within the international business environment, both from individual national perspectives and from the global perspective of the multinational corporation.

**MGMT567 Business Communication:**

**Specialized Organizational Report Writing 3 hrs**

Course to train students (already admitted to a graduate degree program) to write reports suited to organizational needs and environments. Provides professional and managerial focus on designing reports for business, industry, education, health care and government. Develops skills in design, editing and analysis of reports.

**MGMT570 New Venture Creation 3 hrs**

This course develops students' abilities to formulate a business plan for new ventures. Using a specific idea, students examine opportunity, market options, entry modes, financial projections and overall strategy for a new venture. The emphasis is on developing the ability of students to start a new profit or non-profit venture.

**MGMT576 Corporate Social Policy 3 hrs**

A study of interaction between business organizations and their economic, political, social and legal environments. Ethical issues relevant to corporate decision-making will be the focus of the analysis of social policy.

**MGMT590/591/592 Special Topics 1/2/3 hrs**

Selected topic(s) from the field of management. *Not more than six hours of special topics may be used on a degree program.*

**MGMT597/598/599**

**Independent Study 1/2/3 hrs**

An intensive study of a problem or group of problems under the direction of a University faculty member.

*Prereq: department permission*

**MGMT600 Management Skills 3 hrs**

Provides a practical approach to self-management and the management of others using such tools as self-assessment, career planning, interviewing, teamwork and project management. Also develops competencies in leadership, written and oral business communication and problem solving. May include role plays, exercises, oral and written presentations, and personal and team projects.

**MGMT602 Theory and Techniques of Organizational Development 3 hrs**

This class examines the theoretical basis of the field of organizational development. Change interventions at the individual, group and organizational level are covered along with consultation skills.

**MGMT603 Corporate Entrepreneurship: Innovation and Technology Commercialization 3 hrs**

Students will develop an awareness of the range, scope and complexity of issues involved in creating and growing entrepreneurial activities inside established firms. They will gain insight into the effective commercial exploitation of technological and organizational innovation in such a context.

**MGMT604 Strategic Communication and Ethical Decision-Making 3 hrs**

This course focuses on the management strategies and skills called for in the corporate communication function including a thorough analysis of the ethical aspects that arise and their implications for message content and strategy.

**MGMT610 Diagnostic Techniques and Research Methods 3 hrs**

The study and application of diagnostic and quantitative methods for problem diagnosis, implementation and evaluation of the organizational development process and human resource management practices.

**MGMT611 HR and Technology 3 hrs**

Focusing on the interface of Human Resource Management functions with technology, this course highlights the latest theories, practices and emerging issues in e-HR. Students apply electronic human resource techniques for using Web-based, online and traditional HR sources.

**MGMT613 Leadership in Business Organizations: Theory and Practice 3 hrs**

Leadership in business organizations: theory and practice will provide students with knowledge of the theories of leadership in business organizations as well as practice in leadership and management. The course will use several diagnostic techniques to help students understand their own leadership strengths as well as areas to be developed.

**MGMT614 Growth Strategies for Entrepreneurial Ventures 3 hrs**

This course focuses on the opportunities and challenges of managing growing ventures. The course provides students with frameworks and expertise that are essential for developing and executing functional decisions in entrepreneurial firms. Students will propose specific functional decisions and project financial performance of the venture based on those decisions.

**MGMT615 Organization Design and Strategy 3 hrs**

To provide in-depth understanding of organizations' ability to survive, grow and adapt in relation to internal and environmental pressures. Analytical and problem skills are practiced also in such areas as structure, conflict, strategy and use of power.

**MGMT616 Negotiation and Influence Applications for Business 3 hrs**

This course focuses on the management applications called for in negotiation and influence situations in business. It will emphasize the development of effective negotiation and influence skills for the managerial and executive levels. Role-plays and experimental exercises will be used for skill development.

**MGMT618 Staffing Organizations 3 hrs**

This course will train students to staff organizations. Students will obtain skills in human resource planning, recruitment, job analysis, selection techniques and evaluation (validation).

**MGMT620 Compensation Management 3 hrs**

Study of the concepts and practices of compensation administration with emphasis on current theories of compensation and motivation.

**MGMT621 Benefits Administration 3 hrs**

This course provides students with an understanding of the concepts and practices of benefits administrations. Comprehensive discussion of all major employer-provided benefits programs including pensions, life insurance, medical insurance, and government mandated benefits are discussed. Emphasis is made on regulatory developments and the strategic role of benefits.

**MGMT625 Management in Unionized Settings 3 hrs**

Presents the background necessary to examine top management strategic decision-making regarding unions as well as day-to-day union worker-management interaction and introduces methods and skills necessary for change in management-union relationships.

**MGMT628 Human Resource Development 3 hrs**

Course is designed to educate students in training-needs analysis and program design, implementation of training programs, training evaluation procedures, human resource cost-effectiveness plans and job design techniques.

**MGMT636 Current Topics in Entrepreneurship 3 hrs**

This course focuses on issues and topics of interest to entrepreneurs. Topics will vary from semester to semester but may include: family business, corporate entrepreneurship and franchising.

**MGMT638 Building Continuous Improvement Teams 3 hrs**

Develops an understanding of the continuous improvement philosophy and the organizational systems required to support a team-oriented approach to designing, developing and implementing continuous improvement teams. The course provides knowledge and critical skills necessary for building continuous improvement teams.

**MGMT639 Continuous Enrollment 1 hr**

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**MGMT648 Communication and Organizational Development 3 hrs**

The development of communication understanding and skills as required in organizational management and interaction by internal and external change agents.



**MGMT650 Leadership of the Strategic Quality Management Firm** 1/2/3 hrs  
This course introduces the students to the strategic concepts for leading a strategic quality management firm. Cross-functional considerations between development, marketing, operations, human resources, financial controls and international functions are covered.

**MGMT656 E-Business Strategy** 3 hrs  
Develops understanding of how the Internet and associated technologies create opportunities for new and existing businesses. Students will analyze how e-business initiatives are shaping competitive dynamics in different industries and how electronic technology affects strategic options for individual firms.

**MGMT660 Field Studies in Entrepreneurship** 3 hrs  
This course will provide hands-on experience in the challenges of building an entrepreneurial venture. Possible projects include feasibility studies, assessing value chain, technology transfer or merger and acquisition. Students will develop a variety of skills including decision making under uncertainty and delivering projects under strict cost, time and quality guidelines.

**MGMT679/680/681 Special Topics** 1/2/3 hrs  
Selected topic(s) from the field of management. *Not more than six hours of special topics may be used on a degree program.*

**MGMT688 Practicum in Human Resource Management/Organizational Development** 3 hrs  
The opportunity to participate in a human resource management and/or organizational development project in an active organization under the close guidance of a practicing consultant. *Students who have credit in MGMT690/691/692 may not take this course. This course is restricted to MSHROD students only.*  
*Prereq: MGMT505, MGMT509, MGMT602, MGMT610, MGMT628 and at least two elective technique courses*

**MGMT690/691/692 Thesis in Organizational Development** 1/2/3 hrs  
Students will develop and defend an original research proposal in the area of human resource management and/or organizational development, collect and analyze data, and prepare and defend a written report of their findings. *Students who have credit in MGMT688 may not take this course.*  
*Prereq: department permission*

**MGMT695 Seminar: Management** 3 hrs  
A study of selected management issues and problems. Specific topics vary from semester to semester.

**MGMT696 Strategic Management** 3 hrs  
Focuses on the responsibilities of managing an organization from the perspective of the general manager. Integrates multiple business functions as part of formulating and implementing strategies that enable firms to strive for a competitive advantage and sustainable firm performance with ethical practices. Emphasizes application of

strategic concepts to different business situations. *Students should schedule this course no earlier than their last two semesters in the MBA program.*  
*Prereq: DS602, MKTG610, ACC605, MGMT600 and MGMT604.*

**MGMT697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.

## Microbiology Courses (MICR)

**MICR520 General Virology** 3 hrs  
A lecture course presenting the molecular nature and replicative strategies of virus families infecting vertebrates. Aspects of virus-induced transformation (tumorigenesis), cell pathology and immune-responses will also be covered.  
*Prereq: admission to master of science program*

**MICR541 Microbial Genetics** 4 hrs  
A lecture and laboratory course on the hereditary mechanisms employed by microbes, both prokaryote and eukaryote. Methods of genetic manipulation of microbes for human benefit will be considered. *Counts as a technique course.*  
*Prereq: department permission*

**MICR587 Cooperative Education in Microbiology** 3 hrs  
Four or six months of full-time employment at an industrial firm or laboratory specially chosen for imparting a practical educational experience in microbiology or technology. The program consists of work experience alternating with full-time attendance at the University. *Admittance to program by application only. Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**MICR590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**MICR597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a faculty member.  
*Prereq: department permission*

**MICR639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**MICR679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**MICR697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Marketing Courses (MKTG)

**MKTG510 Marketing Management** 3 hrs  
This course introduces students to the basic concepts, practices and analytical techniques of marketing. As such, it is designed to be comprehensive in scope, contemporary in outlook and managerial in orientation. It may include computerized-decision simulation and teamwork.

**MKTG520 International Business** 3 hrs  
Analysis of the global economic, political, cultural and geographic environments and their impact on market entry. Strategies of multinational firms and survey of changes in marketing, finance, human resources and production policies resulting from international environmental differences.  
*Prereq: MKTG510*

**MKTG525 Global Marketing** 3 hrs  
Global marketing issues are examined with emphasis on the design and implementation of strategies for global markets. Students gain knowledge and skills in cross-cultural issues as well as in global market segmentation and positioning, global marketing research, and global marketing mix. Case analyses and projects are utilized to this end.  
*Prereq: MKTG510*

**MKTG530 E-Commerce Essentials** 3 hrs  
This course provides an overview of e-business. It explores managerial issues related to economics, marketing and logistics of business transactions in the networked economy. Topics include information technology, value creation and delivery, supply-chain management, electronic financial markets, digital storefronts, digital payments and the ethical/legal issues involving electronic commerce that are highlighted in case studies.

**MKTG590/591/592 Special Topics** 1/2/3 hrs  
The courses involve daily visitations to various types of domestic and/or foreign business enterprises where discussions are held in seminars concerning marketing and other business affairs. Subsequent seminar sessions are held by the instructor at a classroom arranged prior to the trip. *Not more than six hours of special topics may be used on a degree program.*



**MKTG597/598/599**  
**Independent Study** 1/2/3 hrs  
An intensive study of a problem, under the direction of graduate faculty members.

**MKTG610 Marketing Policies and Problems** 3 hrs  
This course involves analysis and resolution of a variety of realistic marketing problems. Students utilize marketing tools and theory along with financial analysis in order to evaluate and select viable solutions. *Admission to the MBA program is required.*  
*Prereq: MKTG510*

**MKTG620 Customer Satisfaction** 3 hrs  
Defining and measuring customer satisfaction as a means to improve customer retention. Among the topics covered are the development of the concept of customer satisfaction as a way of doing business, measuring satisfaction, defining expectations and benchmarking.  
*Prereq: MKTG510*

**MKTG630 Sales Operation Management** 3 hrs  
An intensive investigation of the sales function and its relationship to the total marketing program. Topics considered include setting sales objectives, formulation of sales strategy, development of sales organization, relationships with distributors and dealers, public policy as it relates to the sales function, analytical tools for forecasting sales, qualitative and quantitative measures of sales performance, control of sales operations and integration of sales and other marketing functions. Reviews of the literature in the sales field and cases stressed.  
*Prereq: MKTG510*

**MKTG635 Internet Marketing** 3 hrs  
Focuses on the marketing issues and practices relevant to computer-mediated environments such as the World Wide Web and other emerging electronic media. Students will develop an understanding of online consumers in shaping and influencing marketing strategy and will analyze marketing issues facing firms that want to compete on the Internet.  
*Prereq: MKTG510*

**MKTG639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**MKTG640 Integrated Marketing Communications** 3 hrs  
An integrative decision-oriented course emphasizing the strategic functions of an effective program of corporate promotions employing advertising, interactive marketing, direct marketing, sales promotions, public relations, experimental marketing and other relevant aspects of integrated marketing communications  
*Prereq: MKTG510*

**MKTG645 Database Marketing** 3 hrs  
This course teaches how databases are properly created and effectively used in marketing. It offers an in-depth, practical coverage of the strategic and tactical decisions involved in marketing database development, maintenance, warehousing and mining. It emphasizes how organizations can establish and maximize their relationships with customers using databases.  
*Prereq: MKTG510*

**MKTG650 Channels of Distribution and Logistics** 3 hrs  
Identification and analysis of problems involved in the development and operation of channels of distribution. Issues of trade structure and methods of cooperation among channel members are discussed from legal and managerial points of view. Specific analytical tools are developed for the individual firms in analyzing spatial arrangements of markets, plant and warehouse location, inventory systems and selections of carrier alternatives. Lecture, discussion and cases.  
*Prereq: MKTG510*

**MKTG655 Strategic Brand Management** 3 hrs  
This course addresses important branding processes and decisions faced by organizations. It blends theories and practices of product and brand management to promote active learning. Particular emphasis is on understanding the psychological principles and buying behaviors to improve managerial decision-making with respect to positioning, product features, pricing and distribution.  
*Prereq: MKTG510 and admission to College of Business*

**MKTG665 Seminar in Consumer Behavior** 3 hrs  
A seminar designed to study theories and models of consumer behavior, with an emphasis on applications of theory to the development of marketing strategies.  
*Prereq: MKTG510*

**MKTG670 Advanced Methods in Marketing Research** 3 hrs  
This course outlines the application of research methods to aid in marketing decision making. Included are approaches to problem definition, secondary data review, questionnaire development, data collection, data analysis and managerial interpretation, and the reporting of research findings. This course will also provide a detailed look at a computer-based statistical package (e.g., SPSS).  
*Prereq: MKTG510*

**MKTG675 Market Planning and Forecasting** 3 hrs  
Development of student skills and techniques for strategic marketing planning and forecasting. Concepts relating to the mission, opportunity analysis, objectives, goals and programs will be explored. Individual planning and forecasting projects and exercises will be emphasized.  
*Prereq: MKTG510*

**MKTG679/680/681 Special Topics** 1/2/3 hrs  
Selected topic(s) from the field of marketing. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: MKTG510*

**MKTG695 Seminar** 3 hrs  
The purpose of this seminar is to develop both an understanding of, and a point of view toward, some of the major problems of marketing that are dealt with briefly or not at all in required course work. Topics vary from year to year in accordance with the needs and interests of the students.  
*Prereq: MKTG510*

**MKTG697/698/699**  
**Independent Study** 1/2/3 hrs  
An intensive study of a problem, under the direction of graduate faculty members.  
*Prereq: MKTG510 and department permission*

## Liberal Studies Courses (MLS)

**MLS500 Introduction to Interdisciplinary Technology** 3 hrs  
An interdisciplinary overview of basic concepts and approaches to the study of technology and culture. Included are introductions to the philosophy of technology, history of technology, future studies and contemporary issues in technology.  
*Prereq: graduate standing*

**MLS501 History of Technology** 4 hrs  
An overview of major technical developments that have affected the course of human history. Emphasis is placed on the interrelationships of the technical to the sociocultural milieu.  
*Prereq: graduate standing*

**MLS587 Cooperative Education in Interdisciplinary Technology** 3 hrs  
Co-op is an educational strategy that integrates classroom theory with a semester of paid work experience in an area related to the student's field of study. Work sites must be approved by the coordinator of Cooperative Education and the Department of Interdisciplinary Technology. Additional assignments may be required. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**MLS590/591/592/593**  
**Special Topics** 1/2/3/4 hrs  
Content will change from semester to semester. An experimental course for subject matter not yet provided in other program offerings. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

**MLS597/598/599**  
**Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual project under the direction of a University faculty member. An approved written proposal is required.  
*Prereq: department permission*

**MLS601 Multidisciplinary Seminar in Technology** 2 hrs  
A multidisciplinary seminar, which explores different philosophic and discipline-based perspectives of technology around a special topic. Usual format is a lecture series with outside speakers held at a conference center. *May be repeated for credit if course content is different.*

**MLS602 Contemporary Issues in Technology** 2 hrs  
An in-depth examination of a particular issue (or set of related issues), usually of topical interest, related to technology and society. This course generally will take place in business and industry settings. *May be repeated for credit if course content is different.*  
*Prereq: MLS500 or department permission.*

**MLS679/681 Special Topics** 1/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**MLS690/691/692 Thesis** 1/2/3 hrs  
A research based study conducted under the supervision of a University graduate faculty member and an approved graduate committee under the guidelines of the EMU Graduate Thesis Manual.  
*Prereq: department permission*

**MLS697/698/699 Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual project under the direction of a University faculty member. An approved written proposal is required.  
*Prereq: department permission*

## Music Courses (MUSC)

*Note: For some courses, pre- and corequisites apply to graduate students only. Undergraduate students wishing to enroll in 500-level courses should contact the Department of Music and Dance office for more information.*

**MUSC500 Introduction to Graduate Studies** (2 hrs)  
An introductory course in scholarly research and writing that includes library orientation for the music researcher, basic types of music research, evaluation of basic source materials for music research, style for writing and documentation of scholarly research and organization of a bibliography.  
*Prereq: Graduate students only.*

**MUSC504 America's Music** 2 hrs  
A study of diversified styles of music made and continuously used by the people of the United States in terms of our historical cultural traditions.  
*Prereq or Coreq: MUSC500*

**MUSC505 World Music** 2 hrs  
A study of the history, style and social basis of music from various cultures around the world. This course includes comparisons between art music and popular music in Western and non-Western traditions.  
*Prereq or Coreq: MUSC500*

**MUSC509 Graduate Theory Review** 2 hrs  
Music theory review with an emphasis on the perception, writing and analysis of basic musical materials from all stylistic periods. *Hours do not count towards degree requirements. May be repeated.*  
*Prereq: Music Theory Placement Exam*

**MUSC511 Survey of Harmonic Techniques** 2 hrs  
A study of compositional and harmonic techniques and practices of major composers of the 18th, 19th 20th and 21st centuries.  
*Prereq: Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC511. Students who fail to achieve an acceptable score must take MUSC509, and receive a "B" or better in the course, prior to enrolling in MUSC511.*

**MUSC512 Counterpoint** 2 hrs  
This course presents principles and practices of modal and tonal counterpoint, with an introduction to twentieth-century counterpoint. The analysis of representative works and contrapuntal writing in two and three parts.  
*Prereq: students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC512. Students who fail to achieve an acceptable score must take MUSC509, and receive a "B" or better in the course, prior to enrolling in MUSC512.*

**MUSC513 Form and Analysis** 2 hrs  
A study of structural principles and techniques through analysis of representative works of the 18th, 19th, 20th and 21st centuries.  
*Prereq: Students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC512. Students who fail to achieve an acceptable score must take MUSC509, and receive a "B" or better in the course, prior to enrolling in MUSC512.*

**MUSC515 Common Practice Improvisation** 2 hrs  
A performance-based class in which students invent music based on 18th-century harmonic practices. Studies include thoroughbass, voice leading, figuration and cadences.  
*Pre or Coreq: MUSC511, MUSC512, MUSC513, MUSC516, or department permission*

**MUSC516 Schenkerian Analysis** 2 hrs  
An intensive study of the analytical methods and theories of Heinrich Schenker. Students will acquire skill in interpreting and creating "Schenkerian" analyses.  
*Prereq: students must achieve an acceptable score on the Music Theory Graduate Placement Exam prior to enrolling in MUSC516. Students who fail to achieve an acceptable score must take MUSC509, and receive a "B" or better in the course, prior to enrolling in MUSC516.*

**MUSC517 Introduction to Music Composition** 2 hrs  
An introduction to the creative process in music through analysis of traditional and new music; original composition in small forms, illustrating various techniques and media. *May be repeated for credit.*  
*Prereq: department permission*

**MUSC518 Music Composition I** 3 hrs  
In this course students will examine the creative process in music through analysis of traditional and new music and create original composition in small forms, illustrating various techniques and media. *May be repeated for credit.*  
*Prereq: department permission*

**MUSC546 Collegium Musicum** 1 hr  
A performance oriented course made up of various ensembles of soloists—instrumental, vocal and mixed—with a focus on historically informed performance. *May be repeated for credit.*

**MUSC550 Ensemble** 1 hr  
Participation in any regular departmental ensemble. *Open to qualified students upon satisfactory audition.*  
*May be repeated for credit.*

**MUSC551 Vocal and Instrumental Collaboration** 2 hrs  
This course provides keyboard students with experience in collaborating with singers and instrumentalists, through the acquisition of basic skills and repertoire. *May be repeated for credit.*

**MUSC554 Chamber Music** 1 hr  
Study in rehearsing and performing in nonconducted chamber ensembles, e.g. trios, quartets, quintet, etc., coached weekly by an instructor. The difficulty of music studied must be appropriate for the graduate level. *May be repeated for credit with permission of adviser.*

**MUSC559 Studies in Literature** 1 hr  
Topics to be selected from the following: instrumental repertoire (for a specific principal instrument), chamber ensemble repertoire, or similar topics. Topics to be offered will be announced in the schedule of classes. *May be repeated for credit with permission of adviser.*  
*Prereq or Coreq: MUSC500*

**MUSC561 Studies in Literature** 2 hrs  
Topics to be selected from the following: instrumental repertoire (for a specific principle instrument), vocal repertoire (including solo song and opera), chamber ensemble repertoire or similar topics. Topics to be offered will be announced in the schedule of classes. *May be repeated for credit with permission of adviser.*  
*Prereq or Coreq: MUSC500*

**MUSC565 Ensemble Pedagogy and Literature** 2 hrs  
Study of music pedagogy and literature appropriate to secondary school instruction. Topics to be selected from the following: band, choir, or orchestra. Topics to be offered will be announced in the schedule of classes. *May be repeated for credit with permission of adviser.*

- MUSC572 Psychology of Music Teaching and Learning** 2 hrs  
An examination of psychological principles and theories applied to the teaching of and responses to music (classroom and studio).
- MUSC576 Score Study and Rehearsal Strategies for Music Educators** 2 hrs  
An in-depth analysis of representative band, orchestral and choral scores for the purpose of teaching and rehearsing.
- MUSC590/591/592 Special Topics** 1/2/3 hrs  
An intensive study of subject matter not provided in other departmental offerings. Topic must be approved by the graduate adviser. *May be repeated for credit.*  
*Prereq: department and adviser approval*
- MUSC595 Workshop in Music** 2 hrs  
Topic to be announced in the schedule of classes. The content will change from semester to semester. *May be repeated for credit.*
- MUSC597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a Department faculty member. *May be repeated for credit.*  
*Prereq: department permission*
- MUSC617 Music Composition II** 3 hrs  
Original composition based upon techniques of the 20th and 21st centuries; composition of works of moderate length. *May be repeated for credit.*  
*Prereq: MUSC518 or equivalent*
- MUSC618 Music Composition III** 3 hrs  
Original composition in larger forms, with the intent of performance. *May be repeated for credit.*  
*Prereq: MUSC617*
- MUSC631 Renaissance Music** 2 hrs  
A study of selected works representing the forms, styles and idioms of the 15th and 16th centuries.  
*Prereq: MUSC500*
- MUSC632 Baroque Music** 2 hrs  
A study of selected works representing some of the styles and idioms of the 17th century, and of the early and mid-18th century (Bach, Handel).  
*Prereq or Coreq: MUSC500*
- MUSC633 Music in the Classical Era** 2 hrs  
The development of musical style and form in the Classical era, principally in the works of Haydn, Mozart and Beethoven.  
*Prereq or Coreq: MUSC500*
- MUSC634 Music in the Romantic Era** 2 hrs  
A study of the development of musical style and form in the Romantic era. Intensive study of selected compositions.  
*Prereq: or Coreq: MUSC500*
- MUSC635 Music Since 1900** 2 hrs  
A study of major works, composers and aesthetic systems since 1900. Selected works to be announced each time the course is offered.  
*Prereq or Coreq: MUSC500*
- MUSC639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*
- MUSC642 Foundations of Music Education** 2 hrs  
The study of the development of music education in the United States and the influence of philosophy upon development.
- MUSC646 Music Curriculum and Assessment** 2 hrs  
An in-depth study of all aspects of the K-12 music curriculum, including national and state standards, assessment issues, and administrative concerns such as staffing, scheduling, facilities and equipment.
- MUSC660 Pedagogy of Music Performance** 1 hr  
An introduction to methodologies for teaching musicianship and performance skills. The course will also present practical advice for establishing, organizing and operating a music-teaching studio.  
*Coreq: MUSC661 (instrumentalists) or MUSC662 (vocalists)*
- MUSC661 Principal Instrument in Pedagogy** 1 hr  
A study of pedagogical approaches to a specific principal instrument; it includes a survey of appropriate techniques, practices and materials.  
*Coreq: MUSC660*
- MUSC662 Vocal Pedagogy** 2 hrs  
Explores the science and art of training the vocal mechanism through the study of specific problems and their solution.  
*Coreq: MUSC660*
- MUSC665 Elementary Piano Pedagogy** 2 hrs  
In this course students will become familiar with childhood musical development and music learning theory; observe, develop and practice methodologies for teaching piano to young children; and prepare to answer the questions on the comprehensive exam in piano pedagogy that relate to childhood and beginning piano.
- MUSC666 Intermediate to Advanced Piano Pedagogy** 2 hrs  
In this course, students will gain knowledge of intermediate to advanced levels of piano music through teaching, analysis and performance; understanding of studio business practices through practical applications and class discussions; and knowledge of historical developments in piano pedagogy and their importance in developing a teaching philosophy.
- MUSC667 Group Piano Pedagogy and Technology** 2 hrs  
In this course, students will develop group piano teaching techniques through the observation and practice teaching of adult students; knowledge of texts and materials for use in college class piano curriculums; and competency in using piano lab equipment including sequencers, MIDI disks and computer programs.
- MUSC678 Advanced Conducting for Music Educators** 2 hrs  
An in-depth study of interpretative factors and subtle baton techniques, and conducting styles for the advanced conductor.
- MUSC679/680/681 Special Topics** 1/2/3 hrs  
An intensive study, at an advanced level, of subject matter not provided in other departmental offerings. Topics must be approved by the graduate adviser. *May be repeated for credit.*
- MUSC687 Graduate Recital** 2 hrs  
Required in partial fulfillment of the Master of Music in Performance degree  
*Coreq: Applied Music*
- MUSC688 Ensemble Conducting Recital** 2 hrs  
A culminating one hour ensemble performance which synthesizes and reinforces the student's knowledge of the literature presented in concert. Students will demonstrate the conducting and rehearsal techniques required during the preparation stages and performance process.  
*Prereq: department permission.*
- MUSC691 Thesis** 2 hrs  
A substantial and original undertaking in scholarly research, designed to reflect, focus and deepen the student's individual interests and to provide a culminating experience in the Master of Music in Music Education degree.  
*Prereq or Coreq: MUSC500 and department permission*
- MUSC692 Final Project** 2 hrs  
A creative, analytical or pragmatic project of a substantial and original nature, designed to reflect the student's individual interests and to serve as a culminating experience in the Master of Music in Piano Pedagogy degree.  
*Prereq: or Coreq: MUSC500 and department permission*
- MUSC694 Seminar** 2 hrs  
Topics may include music pedagogy, performance, or research. May also serve as summary review for fulfillment of the Comprehensive Review requirement.  
*Prereq or Coreq: MUSC500*
- MUSC697/698/699 Independent Study** 1/2/3 hrs  
An intensive and advanced study of a problem or group of problems, under the direction of a Department faculty member. *May be repeated for credit.*  
*Prereq: department permission*



## Applied Music Courses (Axxx)

Axxx551/553/651/653/661/663 1 hr  
Individualized instrumental or vocal instruction for music graduate students. *May be repeated for credit.*  
*Prereq: audition*

Axxx552/554/652/654/662/664 2 hr  
Individualized instrumental or vocal instruction for music graduate students. Students enrolled in Applied Music are required to participate in a weekly one-hour studio class. *May be repeated for credit.*  
*Prereq: audition*

## Applied Music Courses (ACOL)

ACOL 552//554/ 652/654/662/664  
Applied Music 2 hrs  
Keyboard instruction for students in the Master of Music in Performance—Collaborative Keyboard concentration. Students will study keyboard repertoire, chamber music, and instrumental and vocal accompaniments through regular instruction in individual and group lesson settings. Students enrolled in Applied Music are required to participate in a weekly one-hour studio class. *May be repeated for credit.*  
*Prereq: audition*

## Applied Music Courses (APED)

APED552/554/652/654/662/664  
Applied Music 2 hrs  
Piano instruction for students in the Master of Music in Piano Pedagogy degree. Students will study piano repertoire, technique, and pedagogy through regular instruction in individual and group lesson settings. Students enrolled in Applied Music are required to participate in a weekly one-hour studio class. *May be repeated for credit.*  
*Prereq: audition*

## Network and Information Technology Administration Courses (NITA)

NITA587 Co-operative Education 3 hrs

NITA590/591/592/593  
Special Topics 1/2/3/4 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

NITA597/598/599  
Independent Study 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

NITA679/680/681 Special Topics 1/2/3 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

NITA690/691/692 Thesis 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

NITA697/698/699  
Independent Study 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Nursing Courses (NURS)

NURS500 Advanced Pathophysiology 3 hrs  
This course provides advanced knowledge of normal and pathophysiologic mechanisms of disease, providing the foundation for clinical assessment, decision-making and management in advanced practice nursing. The student will be able to relate this knowledge to interpreting changes in normal function indicative of illness and in assessing an individual's response to treatment.

NURS502 Advanced Health Assessment 3 hrs  
This course provides the advanced practice nurse with the theory and skill to perform a complete history and physical examination of the adult client and builds on skills the student has acquired in a basic health assessment and experience. The course focus is on refining and expanding advanced examination techniques and differential diagnosis of common health problems.

NURS506 Nursing Theory for Practice and Research 3 hrs  
This course focuses on interrelationships among theory, research and clinical practice within nursing's body of knowledge. Students will analyze and evaluate conceptual models and theories for application to practice and research.

NURS590/591/592 Special Topics 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

NURS597/598/599  
Independent Study 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

NURS605 Health Status Trends and Health Care Delivery Systems 3 hrs  
Focuses on health care delivery systems as complex social systems. The student will explore national health status trends and their impact on local health care delivery. Students will assess, analyze and evaluate the physical, legal, ethical, political and technical dimensions of health care systems as environments for delivery of client services.

NURS607 Evolving Roles of Nurses in Health Care Delivery Systems 3 hrs  
This course focuses on professional development for advanced-practice roles. It includes advanced leadership and collaborative skills, strategic planning, financial management, total quality management, various models of nursing governance and competing power paradigms. Students use this knowledge in the development of strategies for clinical systems management. The course provides a forum to explore ways to facilitate client care within various organizational environments. *Graduate students only for NURS607.*

NURS609 Trends in Nursing Management 3 hrs  
This course focuses on management issues that influence the advanced-practice nurse in healthcare delivery systems. Students analyze systems theory, management roles and leadership concepts including delegation and supervision. They examine financial issues including budgeting and wages. Students examine combinations of leadership approaches and strategies to meet quality and cost outcomes.

NURS610 Research Design, Methods and Analysis 3 hrs  
This course focuses on types of design, methods, sources of knowledge and analyses useful to the consideration of selected nursing research problems, with a focus on using research-based knowledge in practice. This course builds on the foundations of research critique and utilization studied at the baccalaureate level. Students develop a beginning proficiency in critiquing nursing research studies. Students critique clinical, educational and systems research in nursing.  
*Prereq: NURS506*

NURS614 Seminar: Proposal Development 2 hrs  
This course focuses on the application of the research process in nursing. Students will develop a beginning research proposal to address a nursing research question. Students develop practical skills related to the coding of data, analysis of research data and use of a computer statistical analysis package.  
*Prereq: NURS610*

NURS620 Teaching in Health Care Systems: Instructional Strategies and Skills 3 hrs  
This course focuses on theories, strategies and research related to the teaching/learning process in health care systems. Issues and trends influencing effective teaching and learning are addressed.



**NURS622 Teaching in Health Care Systems: Curriculum/Program Development and Evaluation** 3 hrs  
Focuses on curriculum theory, design, implementation, evaluation and research specific to health care systems. Students participate in small-group experiences assessing curriculum issues in health care settings, and applying curriculum theory and instructional design.

**NURS624 Practicum in Teaching in Health Care Systems** 3 hrs  
This clinical practicum focuses on teaching in health care systems under the mentorship of a selected faculty member or preceptor. The student will apply knowledge synthesized from teaching/learning theory. *Three-hour practicum, 135 precepted contact hours.*  
*Prereq: NURS620 and NURS622*

**NURS639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**NURS650 Advanced Adult Health Nursing I** 3 hrs  
This course focuses on clinical decision making in advanced practice nursing as well as independent and interdependent nursing interventions applicable to clients with acute or chronic health problems. Students use assessment data along with clinical decision-making skills to arrive at nursing diagnoses and collaboratively define goals based on this data. Course combines theoretical content with student-selected and instructor-approved preceptor guided clinical practice. *Two-hour seminar, one-hour clinical (45 precepted clinical hours).*  
*Prereq: NURS500, NURS502, NURS506*

**NURS660 Advanced Adult Health Nursing II** 3 hrs  
This course focuses on selected knowledge derived from an eclectic approach in developing advanced nursing interventions related to health promotion and risk reduction. Theories and research from nursing, public health, education and psychology are investigated and applied to the development of strategies and interventions that promote health and wellness and prevent disease. *Two-hour seminar, one-hour clinical (45 precepted clinical hours).*  
*Prereq: NURS500, NURS502 and NURS506*

**NURS665 Practicum in Adult Health Nursing** 3 hrs  
This clinical practicum focuses on delivery of advanced nursing care to adults. Students will focus on systems, such as case management — “managing” care for groups of clients with similar health concerns in given health settings. The course emphasizes the synthesis of knowledge related to client care. The student selects her/his own setting based on individual goals and ob-

jectives, and works under the mentorship of a selected clinical preceptor. *Three-hour clinical, 135 precepted clinical hours.*  
*Prereq: NURS650 and NURS660*

**NURS675 Practicum in Systems Management** 3 hrs  
This clinical practicum focuses on management of clinical systems within health care organizations under the mentorship of a selected preceptor. The student will apply knowledge synthesized from organizational theory, nursing theory, nursing research, nursing systems, human resource management and financial management. Students select their own setting based on individual goals and objectives. *Three hour practicum, 135 precepted contact hours.*  
*Prereq: NURS607 and NURS609*

**NURS679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**NURS686 Practicum in QI in Health Care Systems** 3 hrs  
This clinical practicum is the capstone course for the QI certificate. Under mentorship of a preceptor in selected health care organizations and the direction of a faculty member, students apply knowledge and skills learned in previous courses. Students complete a realistic project in some aspect of QI at the selected health care organization. *Prereq: HLAD525, NURS605, and either MGMT638, QUAL552/597 or QUAL557/597*

**NURS688 Field Study** 2 hrs  
Development of a major research project completed under the direction of a research adviser.  
*Prereq: NURS614*

**NURS693 Thesis** 4 hrs  
Development of an original study that contributes to nursing knowledge. Completed under the guidance of a major professor and thesis committee.  
*Prereq: NURS614*

**NURS697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

**NURS779/780/781 Special Topics** 1/2/3 hrs  
An exploration and study of topics not covered in other program offerings. Student may elect more than once, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**NURS797/798/799 Independent Study** 1/2/3 hrs  
An intensive study of a selected professional problem, under the direction of a faculty adviser.  
*Prereq: department permission*

## Occupational Therapy Courses (OCTH)

**OCTH500 Philosophy of Occupational Therapy** 3 hrs  
Through readings and group experiences, the students will collectively develop an understanding of the philosophy of occupational therapy. This course includes observations in occupational therapy settings, analysis of experiences and examination of the documents of the profession to develop a view of occupational therapy practice today.  
*Prereq: admission to program*

**OCTH502 Theory and Analysis of Occupation** 3 hrs  
Students will use laboratory, discussions, lecture, readings, observations and interviews as methods of learning about the science of occupation. This course places emphasis on the individual's experience of occupation, and the exploration of its personal, social and cultural meanings.

**OCTH516 Level I Community Fieldwork II** 3 hrs  
Students will complete a part-time fieldwork experience in a community agency. Fieldwork experiences will be accompanied by a seminar.  
*Prereq: OCTH502 and ZOOL417*

**OCTH517 Level I Community Fieldwork III** 3 hrs  
Students will complete a part-time fieldwork experience in a community agency or in an occupational therapy setting. Students will also participate in a directed seminar.  
*Prereq: OCTH516, OCTH640 and ZOOL417.*  
*Coreq: OCTH619*

**OCTH519 Programming II** 6 hrs  
Students will have opportunities to learn methods of evaluating occupational performance issues present in selected conditions that affect individuals from adolescence to middle adulthood. The effect of environmental, cultural and social factors on occupational performance is emphasized. Students use critical thinking skills to develop intervention plans using theoretically sound techniques.  
*Prereq: OCTH419 and OCTH420; Coreq: OCTH516. Senior and master's students only*

**OCTH520 Advanced Theory of Practice** 3 hrs  
This course investigates occupation-centered, ecological models that focus on the transaction of the person, the environment, and the individual's occupational performance. A systematic analysis of each model is conducted and theoretical concepts are applied to the student's area of practice.  
*Prereq: admission to the M.S. program*

**OCTH530 Advanced Skills for Occupational Therapy Practice** 3 hrs  
This course affords post-professional occupational therapists an opportunity to update their knowledge of relevant professional documents, examine their own practice by developing the skill of self-

reflection, extend their clinical reasoning competence and apply the concept of evidence-based practice to their own practice of occupational therapy.

*Prereq: admission to the M.S. program*

**OCTH540 Research Methods I** 3 hrs  
This course introduces students to research methods used in occupational therapy. Students develop beginning skills in formulation of research questions, proposal development, approaches to design and implementation, and dissemination of results. Students choose research advisers and begin to participate in research with their adviser.  
*Prereq: MATH360, MATH370, MATH571, MATH574, SOCL250, EDPS621 or EDPS651; junior, senior and master's students only*

**OCTH550 Occupational Science and Occupational Therapy: A Partnership for Client Agency** 3 hrs  
This course provides an introduction to the discipline of occupational science and its contribution to the practice of occupational therapy. The development of the discipline is explored to the present time. An analysis and evaluation of theoretical and practice applications derived from the writings of occupational scientists is conducted.  
*Prereq: Admission to the MSOT program- Advanced Masters Program*

**OCTH588 Fieldwork Level II: Clinical Skills** 6 hrs  
Students will be assigned to a 12-week fieldwork experience designed to develop and refine clinical skills. This may be completed on a part-time or a full-time basis.  
*Prereq: completion of all academic work and faculty approval*

**OCTH589 Fieldwork Level II: Clinical Skills** 6 hrs  
Students will be assigned to a 12-week fieldwork experience designed to develop and refine clinical skills. This may be completed on a part-time or a full-time basis  
*Prereq: completion of all academic work and faculty approval*

**OCTH590/591/592/593 Special Topics** 1/2/3/4 hrs  
The content of these courses will vary from semester to semester. Topics in occupational therapy that are not offered in regular course offerings will be covered. *Not more than six hours of special topics may be used on a degree program.*

**OCTH597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or a group of problems, under the direction of a University faculty member.  
*Prereq: permission of graduate coordinator*

**OCTH600 Supervision and Professional Roles** 3 hrs  
This course covers the management of occupational therapy services in multiple environments. Students will learn grant-writing skills and complete a capstone project developing an OT program for use in a nontraditional setting.  
*Prereq: OCTH619 and OCTH517*

**OCTH619 Programming III** 6 hrs  
Students will have the opportunity to learn methods of evaluating occupational performance issues that affect individuals from middle to older adulthood. The effect of environmental, cultural and social factors on occupational performance is emphasized. Students use critical thinking skills to develop intervention plans using theoretically sound techniques.  
*Prereq: OCTH519, OCTH516.*  
*Coreq: OCTH517. Master's students only*

**OCTH639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**OCTH640 Methods of Occupational Therapy Research** 2 hrs  
In this course, students will examine the current status of research in occupational therapy, identify the research design concerns that are inherent in the profession and develop a thesis proposal.  
*Prereq: OCTH520, OCTH530 and the required series of research and statistics courses*

**OCTH679/680/681 Special Topics** 1/2/3 hrs  
The content of these courses will vary from semester to semester. Topics in occupational therapy that are not offered in regular course offerings will be covered.

**OCTH682 Neurobehavioral Foundations of Occupational Performance** 3 hrs  
This course will examine the neuroscience literature as it relates to human development and occupational performance. Selected topics may include the myths and realities of neural function, neuroplasticity, CNS embryology, perception, cognition, emotion, male/female differences in brain organization and behavior regulation.  
*Prereq: Admission to MSOT program*

**OCTH683 Social Policy and Legislation Impacting Occupational Therapy Practice** 3 hrs  
This course investigates health, education and human services provisions mandated by federal, state, and local legislation as they affect the well-being of consumers using occupational therapy services. An ecological perspective is used as the context for thinking about policy and legislation with the intent of broadening the student's ability to advocate and provide services.  
*Prereq: Admission to MSOT program*

**OCTH684 Advanced Assessment and Intervention Models for Occupational Therapists** 3 hrs  
In this course, students will increase their knowledge and expertise in best practices for evaluation and treatment in occupational therapy. Content will include critical review of assessment proce-

dures, models of service delivery and consideration of systems and settings in which Occupational Therapy practice occurs.  
*Prereq: Admission to MSOT program*

**OCTH686 Culminating Project I** 3 hrs  
Under the direction of their research adviser, students will carry out a research project and develop beginning proficiency in proposal development and research skills. The completion of the project will occur in OCTH687.  
*Prereq: OCTH540*

**OCTH687 Culminating Project II** 3 hrs  
Under the direction of their research adviser, students will complete research projects begun in OCTH686 and disseminate their findings. This is the culminating project in the research sequence of the master's of occupational therapy (MOT) degree.  
*Prereq: OCTH686*

**OCTH690/691/692 Thesis** 1/2/3 hrs  
Individual research conducted under the guidance of, and in consultation with, a thesis committee and the graduate coordinator.  
*Prereq: department permission*

**OCTH693/694/695/696 Seminar in Occupational Therapy** 1/2/3/4 hrs  
The focus of these courses will vary from semester to semester. These courses are designed to allow intensive analysis of specialized occupational therapy content.

**OCTH697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or a group of problems, under the direction of a University faculty member.  
*Prereq: permission of graduate coordinator*

## Polymers and Coatings Courses (PC)

**PC503 Advanced Polymers and Coatings Technology Laboratory** 3 hrs  
This course is designed to teach advanced and practical aspects of the science and technology of polymers and coatings. In this course a variety of advanced coatings, formulations and polymer synthesis will be carried out. Topics emulsion polymerization, automotive, powder, UV/EB will be covered.  
*Prereq: PC400, PC401*

**PC543 Advanced Polymer Synthesis for Coatings Technology** 2 hrs  
Theories of step-growth and chain-growth polymerization will be related to synthesis of acrylics, vinyls, polyesters, alkyds and epoxies by bulk, solution and emulsion polymerization.  
*Prereq: PC400 and PC401, or equivalents*

**PC544 Waterborne Coatings** 2 hrs  
A course to present the technology involved in preparing and utilizing water-based coatings. The strengths and limitations of water-based

materials versus other forms of coatings (solvent-based, powder and others) are presented. The requirements for polymers and other ingredients of water-based coatings formulations are taught. *Students may not receive credit for both this course and PC416.*

*Prereq: PC400*

**PC570 Coating Evaluation and Testing** 2 hrs

This course investigates the separation of coatings and polymers followed by subsequent identification of individual components and/or contamination by appropriate instrumental means. Hands-on training in instrumental methods include FTIR, FTIR/Microscopy, GC/MS, Pyrolysis/GC/MS, GPC, HPLC, and DSC with theoretical training in AA, ICP, and x-ray diffraction.

*Prereq: PC400, PC402*

**PC574 Crosslinking Technology for Coatings** 2 hrs

A course to present the physical and chemical principles of crosslinking of organic coatings. The physical properties of thermosetting coatings depend on the degree of crosslinking and the type of chemical linkages involved in crosslinking. The effects of these factors on today's commercial coatings are explained and examined.

*Prereq: PC400, PC402*

**PC590/591/592/593 Special Topics** 1/2/3/4 hrs

Content will change from semester to semester. An experimental course for subject matter not yet provided in other program offerings. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

**PC650 Powder Coatings** 2 hrs

This course will provide students with general knowledge in powder coating, a rapidly growing segment in the general coating and manufacturing industry. The students will become familiar with a wide variety of industrial and automotive powder coatings, their chemistry and physics, application and formulations.

*Prereq: PC400, PC401*

**PC652 Durability and Performance of Coatings** 3 hrs

This course is designed to teach and evaluate the impact of a variety of parameters influencing both the durability and performance of coatings and polymers. In this course, the chemistry and physics of coatings, degradation of types and mechanisms and the role of coating components and other formulation variables will be discussed.

*Prereq: PC400, PC402*

**PC690/691/692 Thesis** 1/2/3 hrs

A research based study conducted under the supervision of a University graduate faculty member and an approved graduate committee under the guidelines of the EMU Graduate Thesis Manual.

*Prereq: department permission*

**PC697/698/699**

**Independent Study** 1/2/3 hrs

Opportunities are provided for the selection and completion of an individual project under the direction of a University faculty member. An approved written proposal is required.

*Prereq: department permission*

**Physical Education Courses (PHED)**

**PHED505 Basic Statistics in Physical Education** 3 hrs

A required course for graduate candidates in the physical education program. A study of statistical techniques including descriptive and inferential parametric/nonparametric tests.

**PHED506 Test Construction** 2 hrs

Types of written tests and examinations; construction, selection and interpretation of results.

**PHED521 Legal Liability of Educators and Athletic Coaches** 2 hrs

A course designed to provide an opportunity for students to explore the provisions of state legislation, common law, governmental immunity and the legal defenses to the tort of negligence as they relate to the avoidance of being successfully named as a defendant in civil litigation alleging professional negligence.

**PHED542 Advanced Human Physiology** 3 hrs

An advanced examination of the functioning of the human organism covering topics not covered in detail in an introductory human physiology course or other departmental offerings. The emphasis is on the interaction of body systems and their application to the field of sports medicine.

*Prereq: SPMD201/202*

**PHED565 Problems in Intramural and Extramural Sports** 2 hrs

Organization and administration of intramural and extramural sports in junior and senior high schools; practical aspects of programming for groups and individuals.

**PHED566 Sport in American Society** 3 hrs

A critical study of sport in American Society. The course highlights the changing role of sport in American culture. Topics include the institution of sport, socialization into and out of sport, race and sport, gender and sport, current events and the future of the role of sport in society.

**PHED568 Physical Fitness** 2 hrs

Current theories and practices in the development of physical fitness in our society; evaluation of school programs.

**PHED570 Critical Analysis of Physical Education** 2 hrs

The expanding of physical education and the physical educator; and analysis of research in the foundation sciences and in philosophy.

**PHED572 Design and Implementation of Wellness Programs** 3 hrs

A required course for the master's degree program in physical education. Instruction covers the essential skills needed to design and implement adult wellness programs.

**PHED578 Motor Development and Learning** 2 hrs

A study of the development of motor skills in children as related to their age and growth patterns, with an investigation of major theories and research in learning as applied to motor skills.

**PHED579 Physical Education for the Mentally Impaired** 2 hrs

Physical education curriculum and programming for the mentally impaired. Content includes program goals, assessment, prescription, teaching and program evaluation. Emphasis will be placed on adapting materials and utilizing alternative teaching strategies to individualize instruction.

**PHED580 Comparative Physical Education** 2 hrs

The historical heritage of physical education from early Greek studies of aims, objectives and programs of ancient and modern cultures.

**PHED581 Physical Education for Students with Disabilities** 2 hrs

Physical education curriculum and programming for the student with a disability. Content includes program goals, assessment, prescription, teaching and program evaluation. Emphasis will be placed on adapting materials and utilizing alternative teaching styles to individualized instruction in both inclusion and self-contained teaching situations.

**PHED582 Skill Analysis** 2 hrs

A class designed to further analyze skills. A skill-analysis model will be developed based upon research from motor behavior and biomechanical theory.

*Prereq: kinesiology or instructor permission*

**PHED583 Teaching Effectiveness in Physical Education** 2 hrs

An examination of effective teaching by establishing realistic objectives, observation and analysis of instruction. A study of teaching strategies and current research related to teaching in physical education.

**PHED584 Physical Education Curriculum and Instructional Design** 2 hrs

A lecture and discussion course for the graduate student in physical education. This course will define curriculum, explore the basis for curriculum planning, establish an organizational plan for developing curriculum and evaluate an established physical education program.

**PHED587 Philosophy of Physical Education/Sport** 2 hrs

Philosophy and its relationship to physical education and sport, metaphysics, the mind/body problem, epistemology, axiology (ethics and aes-



thetics, and social, religious and political philosophy relative to sport and physical education.

*Prereq: major/minor*

PHED590/591/592  
Special Topics 1/2/3 hrs

Experimental course(s) designed to investigate specific topics of concern in the specialization areas of study in physical education. *Not more than six hours of special topics may be used on a degree program.*

PHED594/595 Workshop 1/2 hrs

A specialized workshop in the area of physical education, with the central theme to be announced.

PHED596 Biomechanics of the  
Musculo-Skeletal System 3 hrs

A required course for the biomechanics concentration in the master's degree program in physical education. Instruction will focus on biomaterials, joint motion, measurement techniques and approaches to modeling biomechanical systems.

*Prereq: PHED200, PHED300 and PHY221*

PHED597/598/599  
Independent Study 1/2/3 hrs

An intensive study of a problem under the direction of a University faculty member.

*Prereq: department permission*

PHED606/607/608 Colloquium 1/2/3 hrs

PHED639 Continuous Enrollment 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

PHED665 Sport and  
Exercise Psychology 3 hrs

An overview of the history, philosophies, theories and ethical considerations of sport and exercise psychology. The course will cover both the theoretical and applied nature of the field.

PHED677 Research, Theory and  
Design in Physical Activity 3 hrs

An examination of qualitative and quantitative research, the components of a research proposal, research methodologies (descriptive, analytical, experimental, philosophical and historical), reliability and internal and external validity, and descriptive and inferential statistics as related to movement sciences and the development of the first three chapters of a thesis proposal.

PHED679/680/681 Special Topics 1/2/3 hrs

Experimental course(s) designed to investigate specific topics of concern in the specialization areas of study in physical education. *Not more than six hours of special topics may be used on a degree program.*

PHED686/687/688/689 Internship 1/2/3/4 hrs

A directed field experience in a department-approved agency or institution under the direction of certified personnel. *Arrangements must be made by adviser prior to registration*

PHED690/691/692 Thesis 1/2/3 hrs

Completion of research and/or analytical problem, writing of thesis and committee approval of same.

*Prereq: department permission*

PHED694 Seminar-Physical Education 2 hrs

A specialized seminar in the area of physical education, with the central theme to be announced.

PHED697/698/699  
Independent Study 1/2/3 hrs

An intensive study of a problem under the direction of a University faculty member.

*Prereq: department permission*

## Philosophy Courses (PHIL)

PHIL590/591/592 Special Topics 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. *May be repeated for credit. Not more than six hours of special topics may be used on a degree program.*

PHIL597/598/599  
Independent Study 1/2/3 hrs

An intensive study of a problem or group of problems, under the direction of a University faculty member.

*Prereq: department permission*

PHIL639 Continuous Enrollment 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.

*Prereq: department permission*

PHIL697/698/699  
Independent Study 1/2/3 hrs

An intensive study of a problem or group of problems, under the direction of a University faculty member.

*Prereq: department permission*

## Physics Courses (PHY)

PHY511 Mechanics, Sound  
and Heat for Teachers 3 hrs

A study of motion, forces, heat and sound for teachers of general science who have had little or no previous experience with physics.

*Prereq: MATH105 and MATH107, or equivalent*

PHY512 Light, Electricity, and  
Magnetism for Teachers 3 hrs

A study of light, electricity and magnetism for teachers of general science who have little previous experience with physics.

*Prereq: PHY511; may be taken concurrently*

PHY514 Instrumentation for Teachers 3 hrs

This course introduces the fundamentals of electrical instruments and the care and use of those instruments commonly encountered in secondary school science and in general science courses.

PHY520 Teaching of Physical Science 2 hrs

Scientific attitudes for use with elementary pupils, the scientific method, a selected group of physical principles, simple experiments which may be used in elementary school.

PHY540 The History of Physics  
and Astronomy 2 hrs

A course designed to give students an understanding of the contributions made by selected scientists to the development of physics and astronomy, and the relationship of these ideas to the period in which the scientists lived.

*Prereq: three courses in physics and/or astronomy (one may be taken concurrently)*

PHY541 Modern Optics 3 hrs

A course dealing with those aspects of physical and quantum optics that are essential for the quantitative description of modern optical technology such as lasers and holography. Emphasis is on physical optics. Topics covered include application of Fourier Transform to diffraction holography, Fresnel reflection coefficients, propagation of light in crystals, coherence and partial coherence, and lasers.

*Prereq: PHY440 and MATH223 or equivalent*

PHY576 Solid State Physics 3 hrs

An introduction to the principles and phenomena associated with the solid state: crystal structure, lattice waves, free electron model, band theory, properties of solids, imperfections.

*Prereq: PHY350 and PHY475, or equivalent*

PHY587 Cooperative  
Education in Physics 3 hrs

The course involves a cooperative education experience for the equivalent of one semester, full time. A written report is required at the end of the employment. *Offered on a credit/no-credit basis. Credit on a graduate program is subject to departmental approval.*

*Prereq: department permission*

PHY590/591/592 Special Topics 1/2/3 hrs

An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*



PHY594/595/596 Workshop in Physics 1/2/3 hrs  
Laboratory and/or field experience guided toward problems and new curricula in physics and physical science.  
*Prereq: department permission*

PHY597/598/599 Independent Study/Research 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

PHY622 New Approaches to the Teaching of Science in the Junior High School I 2 hrs  
Emphasis will be placed on the philosophy, content, teaching strategies and implementation of newer science curriculum materials designed for use in the junior high or middle school. Needed subject matter background will be provided. Extensive hands-on experience with demonstration and laboratory equipment will be included.  
*Prereq: science teaching experience or three laboratory science courses*

PHY623 New Approaches to the Teaching of Science in the Junior High School II 2 hrs  
Emphasis will be placed on the philosophy, content, teaching strategies and implementation of newer science curriculum materials designed for use in the junior high or middle school. Needed subject matter background will be provided. Extensive hands-on experience with demonstration and laboratory equipment will be included.  
*Prereq: science teaching experience or three laboratory science courses*

PHY639 Continuous Enrollment 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

PHY650 New Approaches to Teaching Physics I 2 hrs  
Designed to increase the subject matter competency of those teaching or preparing to teach high school physics. Content, organization, problems and philosophy of the latest high school physics text materials.  
*Prereq: MATH120 and either PHY222 or PHY224 or PHY512*

PHY651 New Approaches to Teaching Physics II 2 hrs  
Designed to increase the subject matter competency of those teaching or preparing to teach high school physics. The content, organization, problems and philosophy of the latest high school physics text materials.  
*Prereq: MATH120 and either PHY222, or PHY224 or PHY512*

PHY662 Advanced Mechanics I 3 hrs  
This course considers exactly soluble problems in the mechanics of discrete and continuous media.  
*Prereq: department permission*

PHY671 Electromagnetic Theory 4 hrs  
Provides the student with a foundation in the classical theory of the Maxwell field equations and indicates the many current applications. Typical topics covered are: Maxwell's equations, conservation laws, plane waves, wave guides, resonant cavities, dipole radiation, diffraction, radiation by moving charges, Bremsstrahlung, Cerenkov radiation, multiple fields, plasma electrodynamics.  
*Prereq: PHY450 or equivalent*

PHY675 Quantum Mechanics 4 hrs  
The Schroedinger equation and its applications in three dimensions, angular momentum, electron spin, Heisenberg's matrix mechanics, Dirac notation, perturbation theories, variational methods, scattering theory.  
*Prereq: PHY475 or equivalent*

PHY679/680/681 Special Topics 1/2/3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

PHY682/683/684 Workshop in Physics 1/2/3 hrs  
Laboratory and/or field experience guided toward problems and new curricula in physics and physical science.  
*Prereq: department permission*

PHY687/688 Cooperative Education in Physics 2/3 hrs  
The course involves a cooperative education experience for the equivalent of one semester, full time. A written report is required at the end of the employment. *Offered on a credit/no-credit basis. Credit on a graduate program is subject to departmental approval.*  
*Prereq: department permission*

PHY690/691/692 Thesis/Final Project 1/2/3 hrs  
Intensive research in physics or physics education including the submission of a thesis or written report under the direction of a research adviser.  
*Prereq: department permission*

PHY693/694/695 Seminar in Physics 1/2/3 hrs  
Presentation of special reports and group discussion on selected topics in physics and physical science.

PHY697/698/699 Independent Study/Research 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Political Science Courses (PLSC)

PLSC510 Modern Public Administration 3 hrs  
An overview of the nature of public administration and its relation to politics and the tasks of the modern political system.  
*Prereq: department permission*

PLSC515 Public Personnel Administration 3 hrs  
This course examines contemporary administration practices in public sector personnel management, particularly as related to the local level of government. Areas of emphasis include the collective bargaining process, discipline practices, grievance handling and arbitration preparation, affirmative action requirements and recruitment, and validation of evaluation and promotion practices.  
*Prereq: department permission*

PLSC520 Land Use and Preservation Law 3 hrs  
A study of real property law in a political and legal context, with special emphasis on the private law devices of easement and covenants running with the land, and on the public device of zoning.

PLSC540 Public Budget Administration 3 hrs  
Part one of a two-semester sequence, this course examines varying approaches to public sector budgeting, the political context of budgeting decisions, and critical steps in preparing public budgets.  
*Prereq: department permission*

PLSC543/AAS543 Civil Rights and the African American Experience 3 hrs  
AAS543/PLSC543 Civil Rights and the African American Experience will explore the impact of race as a dominant and dynamic force that has shaped the interpretation of the Constitution and subsequent Civil Rights Acts. Students will critically examine how Black communities organized for change and how the civil rights movement contributed to American political reform.

PLSC550 Ethics and Government 2 hrs  
This course explores the moral and ethical dimensions of government action. It seeks to enhance the capacity of professionals to practice sound ethical judgement in the exercise of administrative and public leadership roles.

PLSC565 Studies in State and Local Government 2 hrs  
Studies in the governmental process at the state and local levels. Focuses on current issues and problems, including the changing aspects of federalism.

PLSC581 Contemporary Problems in American Government 2 hrs  
Executive-legislative relationships, judicial review, the making of foreign policy, national defense, public welfare, the electoral process and the role of the citizen in American government.

**PLSC587 Cooperative Education in Political Science** 3 hrs  
Four to six months full-time employment in the public sector. The program consists of one or two directed work experiences alternating with full-time University attendance. Application of credit toward political science programs is subject to departmental approval. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**PLSC590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. Information on content can be obtained at the department office. *Not more than six hours of special topics may be used as part of a degree program.*

**PLSC597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member.  
*Prereq: department permission*

**PLSC605 Leadership and Nonprofit Management** 3 hrs  
This course explores major issues in the nonprofit sector including operations, board selection and development, fundraising, strategic planning, marketing and governmental relations. The course emphasizes identification of critical management and leadership competencies through theory and practice.

**PLSC610 Public Organization Theory** 3 hrs  
An analysis of theories of organization in relation to government and public institutions.  
*Prereq: department permission*

**PLSC615 Public Budget Applications** 2 hrs  
Focuses on an assessment of budgetary alternatives, reforms and innovations in the public sector. A budgeting simulation provides interactive experience with public sector budgeting practices.  
*Prereq: PLSC540, and department permission to register*

**PLSC620 Administrative Law** 2 hrs  
The administrative/regulatory process in the legal context; the delegation doctrine, judicial review of the procedures and substance of administrative action.

**PLSC625 Local Government Management** 2 hrs  
Administration and political problems encountered in the management of local governments, focusing on case studies in city-manager style cities.

**PLSC630 Public Bureaucracies and Policy Formation** 3 hrs  
Focuses on the role of bureaucrats in public policy making. Examines both national and local policy making, and follows the process from agenda setting through evaluation.  
*Prereq: department permission*

**PLSC635 Public Policy Analysis Techniques and Applications** 2 hrs  
An advanced graduate-level course dealing with current policy analysis techniques and applications, decision-making, resource allocation and impact analysis.  
*Prereq: PLSC677 or other quantitative methods class recommended by the M.P.A. adviser*

**PLSC639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**PLSC640 Modern County Government** 2 hrs  
Examines the past, present and future of county government in the United States. Topics covered include the legal setting, organization and structure, intergovernmental relations, politics, finances and service capabilities of counties.

**PLSC645 Intergovernmental Relations** 2 hrs  
A study of recent trends in the American federal system. The course examines the major programs and organizational structures used to coordinate public policies at the federal, state and local levels of government. Emphasis will be placed on the concerns of local levels of government.

**PLSC650 Urban Poverty Policy** 2 hrs  
This course provides an overview of the historical development, extent and causes of urban poverty. The politics of urban poverty will be explicitly examined.

**PLSC655 Politics of Local Planning** 2 hrs  
An examination of the political and administrative aspects of governmental planning, primarily local land-use planning. The course focuses on the political nature of planning, political conflict in the planning process and the organizational and administrative context of local government planning.

**PLSC660 Public Health Care Policy** 2 hrs  
Focuses on the governmental role in health care delivery and regulation. Follows various programs through the policy process from agenda setting to evaluation. Topical issues include cost containment and managed care.

**PLSC665 Basic Arbitration Training for Professionals** 2 hrs  
A basic introduction to the major areas of public-sector labor arbitration, focusing on arbitrability, just-cause principles and evidence. Active participation in an arbitration simulation is required.

**PLSC677 Analytical Methods for Public Administration** 2 hrs  
Part one of a two-semester sequence, this course introduces analytical methods utilizing a case method approach applicable to public sector applications.  
*Prereq: department permission*

**PLSC678 Analytical Techniques for Public Administration** 3 hrs  
This course provides students with an introduction to analytical research techniques for quantitative data analysis utilized in public sector management. This course requires preparation of a research proposal.  
*Prereq: PLSC677 and department permission*

**PLSC679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**PLSC688 Practicum in Public Affairs** 3 hrs  
Extends classroom learning through administrative experience with public sector agencies. Includes written assignments and a seminar designed to help students relate their field experience to public administration concepts.  
*Prereq: department permission*

**PLSC695 Research Seminar in Public Administration** 2 hrs  
A capstone course in the public administration curriculum, acquainting students with the major research trends and problems in the discipline. Requires from the student a substantial research project, to be reviewed by three faculty members.  
*Prereq: graduate status, department permission and PLSC510, PLSC515, PLSC540, PLSC610, PLSC615, PLSC630, PLSC677 and PLSC678*

**PLSC697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member.  
*Prereq: department permission*

## Production/Operations Management Courses (POM)

**POM503 Production/Operations Management** 3 hrs  
The major design, operation and control problems of operations management in manufacturing and service organizations. Topics include productivity management, product or service design, process management, quality management including Six Sigma quality, supply chain management and RFID, capacity management, demand forecasting, operations scheduling, facilities location, lean operations, inventory management and just-in-time.

**POM574 Design of Production/Operations Systems** 3 hrs  
An in-depth qualitative, quantitative and computerized analysis of problems related to the design of manufacturing and nonmanufacturing systems. Topics include productivity, product and service design, process planning, job design and work

measurement, facilities location, layout of facilities and facilities maintenance.

*Prereq: POM503 or equivalent*

**POM575 Production and Inventory Control I** 3 hrs

This is a two-course sequence in production and inventory management. Topics include differences between production-to-stock, production-to-order and assemble- or finish-to-order, strategic planning, production planning, forecasting of production requirements, master production scheduling, inventory management for dependent and independent demand items, material requirements planning, capacity planning, logistics, Just-In-Time, total quality management, and production management. Discussion of how to prepare for APICS certification exams are also included. A term project for graduate students is required.

*Prereq: POM503 or equivalent*

**POM576 Production and Inventory Control II** 3 hrs

An in-depth quantitative and qualitative analysis of various production planning and control problems in manufacturing and service organizations. Topics include forecasting of demand, aggregate production planning and scheduling. The role of management science and computer models in solving these problems is also reflected in the course. A term project for graduate students is required.

*Prereq: POM503 or equivalent*

**POM577 Tools for Strategic Quality Management** 3 hrs

The course consists of lectures, discussions, cases and examples, and presentations by students of a research project related to management by fact of strategic quality management in the workplace.

**POM590/591/592 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

**POM597/598/599 Independent Study** 1/2/3 hrs

An intensive study of one or more problems under the direction of a University faculty member.

*Prereq: department permission*

**POM639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**POM679/680/681 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

**POM697/698/699 Independent Study** 1/2/3 hrs

An intensive study of one or more problems under the direction of a University faculty member.

*Prereq: department permission*

## Public Safety Courses (PS)

**PS523 School Safety — Emergency Planning/Incident Management** 3 hrs

Course provides analysis and strategies for educators in their response capabilities to school safety. Technical and natural disaster preparation, incident command system for educators, techniques for bomb searching, preparation for weapons of mass destruction and school shootings will be covered. Site security analysis will be applied.

**PS587 Co-operative Education** 3 hrs

**PS590/591/592/593 Special Topics** 1/2/3/4 hrs

Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: graduate standing or department permission*

**PS597/598/599 Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems under the direction of a University faculty member.

*Prereq: department permission*

**PS679/680/681 Special Topics** 1/2/3 hrs

Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: graduate standing or department permission*

**PS690/691/692 Thesis** 1/2/3 hrs

Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*

*Prereq: department permission*

**PS697/698/699 Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems under the direction of a University faculty member.

*Prereq: department permission*

## Physical Science Courses (PSCI)

**PSCI515 Modern Physics for Teachers I** 2 hrs

A study of relativity, the quantum properties of waves and the wave properties of particles, the Bohr atom, atomic spectra and wave machines.

*Prereq: PHY222, PHY224 or PHY512*

**PSCI516 Modern Physics for Teachers II** 2 hrs

A study of nuclear structure, radioactive decay, detection and measurement of nuclear radiation, nuclear reactions, fission, fusion and elementary particles.

*Prereq: PSCI515*

## Psychology Courses (PSY)

**PSY520 Coping with Problem Behavior** 2 hrs

The application of psychological principles of learning to school (and school-related) problem behaviors. Emphasis is on procedures that can be implemented with minimal cost by classroom teachers, principals and other school-related personnel.

*Prereq: One course in psychology*

**PSY528 The Psychology of Stress and Relaxation** 3 hrs

An overview of major stress theories, personal and professional application of relaxation and stress prevention techniques, and exploration of therapeutic and community efforts designed to deal with stress-related problems.

*Prereq: one course in psychology*

**PSY532 Psychology of Adolescence** 2 hrs

Physical, intellectual, emotional and social development from puberty to adulthood with emphasis on the significance for teachers and others interested in youth.

*Prereq: one course in psychology*

**PSY540 Psychology of Adjustment** 2 hrs

Issues, concepts, principles and theories in human adjustment.

*Prereq: one course in psychology*

**PSY542/WGST542 Women and Mental Health** 2 hrs

Focus on theory and research concerning women's responses to life stresses, women as clients in psychotherapy and the role of the female mental health professional.

*Prereq: one course in psychology*

**PSY543 Abnormal Psychology** 2 hrs

Behavior pathologies of children and adults, including symptom origins and methods of treatment. *Not open to students who hold credit in PSY360 Abnormal Psychology.*

*Prereq: one course in psychology*



**PSY550 Dynamics of Human Behavior** 2 hrs  
The determinants of behavior and personality, with emphasis on the physiological, psychological and cultural bases.  
*Prereq: one course in psychology*

**PSY551 Psychology of Death and Dying** 2 hrs  
Study of attitudes toward, theories about, and empirical data concerning human mortality and suicide and its relevance to life adjustment, aging, religion and other areas.  
*Prereq: PSY101 or PSY102 or equivalent*

**PSY552 Theories of Personality** 2 hrs  
Major theories of personality including Freud, Jung, Adler, Rank, Sullivan, Kelly and holistic and learning theorists.  
*Prereq: one course in psychology*

**PSY565 Industrial Psychology** 2 hrs  
Psychological principles, theories and methodology applied to behavior in industrial settings. *Not open to students who have credit in PSY351 Industrial Psychology.*  
*Prereq: one course in psychology*

**PSY570 Consumer Psychology** 2 hrs  
A survey of psychological principles, theories and methodology relating to consumer behavior.  
*Prereq: one course in psychology*

**PSY590/591/592 Special Topics** 1/2/3 hrs  
Course content will consist of new topics in psychology taught on an experimental basis, thus changing from one semester to the next. *Not more than six hours of special topics may be used on a degree program.*

**PSY595 Workshop in the Scientific Approach to Problem Solving** 2 hrs  
The scientific approach to the solving of problems; the application of psychological principles.  
*Prereq: one course in psychology*

**PSY597/598/599 Individual Reading** 1/2/3 hrs  
Supervised reading of psychological literature to provide in-depth understanding of a selected psychological problem.  
*Prereq: one course orienting student to the problem area, and department permission*

**PSY600 Psychological Statistics I** 3 hrs  
A study of statistical techniques including small-sample theory, analysis of variance and nonparametric statistics.  
*Prereq: department permission*

**PSY601 Psychological Statistics II** 3 hrs  
More complex analysis of variance models plus various correlational procedures.  
*Prereq: PSY600 and department permission*

**PSY605 Research Design** 3 hrs  
Research methods and analysis of data.  
*Prereq: department permission*

**PSY610 Clinical Neuropsychology** 3 hrs  
Study of methodology, research and clinical application of clinical neuropsychological principles.

Includes demonstration of neuropsychological assessment test instruments.  
*Prereq: graduate standing and department permission*

**PSY619 Behavioral Assessment** 3 hrs  
A behavioral approach to measuring and analyzing personality using standardized tests and behavioral observation techniques; multiple test administration, scoring and evaluation experience are included. *Concurrent registration in PSY641 is required.*  
*Prereq: department permission*

**PSY620 Learning** 3 hrs  
Research methods, experimental findings and theories of learning.  
*Prereq: department permission*

**PSY621 Prepracticum in Behavioral Medicine** 1 hr  
Students rehearse behavioral assessment and intervention skills applied to problems associated with medical treatment, illness prevention, and coping with secondary effects of medical conditions and treatment. *Concurrent registration in PSY630 is required.*  
*Prereq: department permission*

**PSY623 Experimental Analysis of Behavior** 3 hrs  
The principles and parameters of respondent and operant conditioning and their application. Lecture and laboratory. *Concurrent registration in PSY651 is required.*  
*Prereq: department permission*

**PSY625 Behavior Change Methods I: Applied Behavior Analysis** 3 hrs  
Introduce theory, research and practical information relating to issues, techniques and implementation of treatments based on applied behavior analysis for psychological problems. *Concurrent registration in PSY661 required.*  
*Prereq: PSY619, PSY620 and department permission*

**PSY626 Motivation and Emotion** 3 hrs  
A review of major findings, theories and recent research developments in the areas of motivation and emotion.  
*Prereq: department permission*

**PSY627 Behavior Change Methods II: Behavior Therapy** 3 hrs  
Introduces theory, research and practical information relating to issues, techniques and implementation of behavior therapy-based treatments for psychological problems. *Concurrent registration in PSY671 required.*  
*Prereq: PSY619, PSY620 and department permission*

**PSY628 Behavioral Interventions with Children and Families** 3 hrs  
Covers empirical, conceptual and practical issues related to the development and implementation of clinical behavioral treatment strategies as applied to behavior problems encountered in children and family systems. *Concurrent registration in PSY631 is required.*  
*Prereq: PSY619, PSY620 and department permission*

**PSY629 Physiological Psychology** 3 hrs  
An examination of physiological processes and their relationships to behavior.  
*Prereq: department permission*

**PSY630 Behavioral Medicine** 3 hrs  
Study of the application of behavioral science theory, principles and methods to understanding health and illness and to prevention, diagnosis, treatment, rehabilitation and health care delivery. *Concurrent registration in PSY621 is required.*  
*Prereq: department permission*

**PSY631 Prepracticum in Behavioral Interventions with Children and Families** 1 hr  
Development and implementation of clinical behavioral treatment strategies as applied to children and family systems will be conducted in a field setting. Two hours of field work are required each week. *Concurrent registration in PSY628 is required.*  
*Prereq: PSY619, PSY620 and department permission*

**PSY632 Sensation and Perception** 3 hrs  
A review of research and theory dealing with sensory experience and perception.  
*Prereq: department permission*

**PSY635 Cognitive Processes** 3 hrs  
A review of theoretical and empirical developments in the areas of thinking, problem-solving, concept formation, creativity and decision-making.  
*Prereq: department permission*

**PSY637 Social Psychology** 3 hrs  
The study of the processes underlying social interaction and behavior in social contexts.  
*Prereq: department permission*

**PSY639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**PSY640 Developmental Psychology** 3 hrs  
Biological, intellectual, social and emotional changes through the life span. Major concepts and problems related to developmental stages of life.  
*Prereq: department permission*

**PSY641 Prepracticum in Behavioral Assessment** 1 hr  
Methods for measuring and analyzing behavior will be carried out in applied setting. Two hours of fieldwork are required each week. *Concurrent registration in PSY619 is required.*  
*Prereq: department permission*

**PSY646 Personality: Theory and Research** 3 hrs  
Advanced study of concepts and empirical research in personality.  
*Prereq: department permission*



- PSY651 Prepracticum in Experimental Analysis of Behavior** 1 hr  
Research that involves the experimental analysis of behavior will be conducted two hours each week in laboratory or field setting. *Concurrent registration in PSY623 is required.*  
*Prereq: department permission*
- PSY661 Prepracticum in Applied Behavior Analysis** 1 hr  
Single casework using techniques of applied behavior analysis will be carried out under supervision with volunteers interested in changing unwanted behavior or establishing new functional behavior. *Concurrent registration in PSY625 is required.*  
*Prereq: PSY619, PSY620 and department permission*
- PSY670 Scientific and Professional Ethics** 3 hrs  
Guidelines and commonly shared ethical principles for psychologists are taught through case study, lecture and group discussion. The importance of following ethical guidelines along with consequences for noncompliance are stressed. *Prereq: students must be enrolled in the clinical behavioral graduate program in psychology*
- PSY671 Prepracticum in Behavior Therapy** 1 hr  
Casework will be conducted in a setting that will permit a system analysis and intervention such as a school, institution or family setting. The course requires two hours of fieldwork each week. *Concurrent registration in PSY627 is required.*  
*Prereq: PSY619, PSY620 and department permission*
- PSY679/680/681/682 Special Topics** 1/2/3/4 hrs  
Course content will consist of new topics in psychology taught on an experimental basis, thus changing from one semester to the next. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*
- PSY683/684 Field Practicum with Seminar** 2 hrs each  
Students will participate in an organized health care setting for at least 250 clock hours. The practicum is to be supervised by a licensed psychologist on a regular, continuous and scheduled basis. *Offered on a credit/no-credit basis.*  
*Prereq: PSY641, PSY651 and PSY661 or PSY671, and department permission*
- PSY685 Developing Master's Thesis** 2 hrs  
Guides students through the steps of generating a thesis question or hypothesis, literature review, methodological design, data collection, statistical analysis, discussion and conclusion of a master's thesis.  
*Prereq: department permission*
- PSY690/691/692 Thesis** 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*
- PSY697/698/699 Individual Reading** 1/2/3 hrs  
Supervised reading of psychological literature to provide in-depth understanding of a selected psychological problem.  
*Prereq: one course orienting student to the problem area, and department permission*
- PSY701 Organizational Systems Theory in Psychology** 3 hrs  
Examines social bases of behavior from a psychological systems perspective. Includes coverage of several systems theories — especially those relevant to clinical psychological practice and settings. A combination of theoretical and applied issues will be covered.  
*Prereq: PSY600*
- PSY703 Clinical Organizational Management** 3 hrs  
Teaches students to identify the goals specific to mental health agencies and psychological treatment settings. Student will learn to measure goals, analyze consistency of goals, implement strategies to integrate goals between levels and improve performance. Projects will allow students to apply various approaches.  
*Prereq: PSY637 or PSY701, and department permission*
- PSY705 Clinical Ecological Psychology** 3 hrs  
Advanced practical and theoretical understanding of the effects of environmental design on human behavior. Emphasizes the analysis and manipulation of settings as adjuncts to other clinical treatment modalities.  
*Prereq: department permission*
- PSY720 Child and Family Therapy** 3 hrs  
Overview of therapy methods used to treat disturbed children and families. Play, cognitive, behavioral, and family therapies will be covered. Students develop and implement an intervention program for children or conduct a therapy group for parents. *Concurrent registration in PSY791 is required.*  
*Prereq: PSY751 and department permission*
- PSY731 Prepracticum in Psychotherapy** 1 hr  
The prepracticum course is a lab course that is to be taken concurrently with the Psychotherapy course (PSY751). It will give students experience practicing short-term group therapy. Master's students will design and conduct a three-session psychoeducational group for students on campus.  
*Prereq: graduate standing in M.S. clinical program and department permission*
- PSY743 Psychopathology** 3 hrs  
A study of behavior disorders with emphasis upon current research methodologies, special problems and theoretical formulations, including controversial issues and social and ethical considerations.  
*Prereq: department permission*
- PSY750 Clinical Psychology** 3 hrs  
An overview of the field of clinical psychology, including the history of clinical psychology, professional practice, ethics, legal issues and current critical issues.  
*Prereq: department permission*
- PSY751 Psychotherapy** 3 hrs  
Principles of psychological interviewing, psychotherapy and psychotherapeutic techniques. *Concurrent registration in PSY731 is required.*  
*Prereq: graduate standing in M.S. clinical program or allied graduate programs (educational psychology, counseling, social work), and department permission*
- PSY762 The Wechsler Intelligence Tests** 4 hrs  
Training and supervised experience in the administration and interpretation of the WISC and WAIS tests, plus a review of the relevant clinical research literature.  
*Prereq: department permission*
- PSY763 Individual Testing II** 4 hrs  
Training and supervised experience in cognitive assessment with Binet scales and introduction to assessment instruments in related areas of infant development, visual-motor perception, auditory perception, academic achievement and adaptive behavior functioning; focus on school-age children.  
*Prereq: PSY762 and department permission*
- PSY767 Continuous Enrollment** 1 hr  
Graduate students who are completing dissertation research or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through Continuous Enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course offered on a credit/no-credit basis.*  
*Prereq: department permission*
- PSY770 Personality Evaluation I** 4 hrs  
An introduction to individual clinical tests in the study of personality diagnosis. Includes learning to administer, score and interpret the MMPI and 16 PF. Entails a knowledge of the clinical assessment research literature covering the reliability of each testing method.  
*Prereq: department permission*
- PSY771 Projective Techniques** 4 hrs  
Introduction to administration, scoring and interpretation of projective techniques with special emphasis upon the Rorschach and TAT.  
*Prereq: department permission*
- PSY777 Advanced History and Systems of Psychology** 3 hrs  
This course traces the historical development of modern psychological theories and the philosophy of science. It begins with pre-Socratic philosophy and ends with modern psychological systems.  
*Prereq: department permission*
- PSY779/780/781 Special Topics** 1/2/3 hrs  
An exploration and study of topics not covered in other program offerings. Student may elect more than once, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**PSY783 Practicum in Clinical Psychology I** 3 hrs  
Supervised psychological testing and interviewing in a clinical setting. *Offered on a credit/no-credit basis.*  
*Prereq: PSY750, PSY762 and department permission*

**PSY784 Practicum in Clinical Psychology II** 3 hrs  
Supervised psychological testing and counseling in a clinical setting, plus completion of a research project in that setting. *Offered on a credit/no-credit basis.*  
*Prereq: PSY683 and department permission*

**PSY791 Prepracticum in Child and Family Therapy** 1 hr  
This course gives students experience working with children and families in clinical psychological therapeutic situations. Students will develop a three-session parenting group and be responsible for one child therapy case at the psychology clinic. *Concurrent registration in PSY720 is required.*  
*Prereq: PSY751 and department permission*

**PSY797/798/799 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**PSY801 Program Evaluation in Clinical Psychology** 3 hrs  
Presents methods of clinical supervision and techniques for training clinicians in various assessment and treatment approaches. Course includes instruction on how governmental and social organizational policies and laws affect health care delivery, supervision and training. Course also includes instruction on skills necessary for teaching a college course.  
*Prereq: PSY600, PSY601, PSY605 and department permission*

**PSY807 Methods of Teaching, Clinical Supervision and Training in Psychology** 2 hrs  
Presents methods of clinical supervision and techniques for training clinicians in various assessment and treatment approaches. Course includes instruction on how governmental and social organizational policies and laws impact health care delivery, supervision and training. Course also includes instruction on skills necessary for teaching a college course. *Concurrent registration in PSY885 is required.*  
*Prereq: PSY684 or PSY684, PSY883 and department permission*

**PSY881 Doctoral Seminar I: Assessment and Diagnosis** 2 hrs  
Integrates topics from psychopathology, clinical assessment and behavioral assessment. Compares and contrasts general clinical and behavior assessment, including sign versus sample approaches, ideographic versus standardized assessments, accountability in diagnosis, validity of assessment measures, purposes of diagnosis and cross-cultural issues.  
*Prereq: department permission*  
*Coreq: PSY743 or PSY619*

**PSY882 Doctoral Seminar II: Assessment and Treatment** 2 hrs  
Extends coverage of topics addressed in other courses, including PSY881. The focus is on the analysis of assessment information in order to select, develop, implement and assess the effectiveness of treatments. Treatment selection focuses on matching diverse client characteristics to treatment models.  
*Prereq: PSY881 and department permission. Coreq: PSY743 or PSY625*

**PSY883 Doctoral Seminar III: Issues in Professional Behavior** 2 hrs  
Specific ethical, legal and other professional issues will be explored in depth. Covered topics include treatment efficacy, social validity, cross-cultural issues, cost effectiveness, accountability and the implications of taking functional versus structural approaches to treatment. *Concurrent registration in PSY670 is required or PSY750 as a prerequisite.*  
*Prereq: PSY882 and department permission*

**PSY884 Doctoral Seminar IV: Contrasting Theoretical Approaches to Treatment** 2 hrs  
Provides an in-depth extension of the assessment issues presented in PSY881 and 882. Initiates coverage of treatment issues involving meta-analysis and other outcome research models, empirical validation, individualized and treatment choice models, as well as significant cross-cultural issues.  
*Prereq: PSY883 and department permission Coreq: PSY770 or PSY771 or PSY628*

**PSY885 Doctoral Seminar V: Models of Service Delivery, Training and Supervision** 2 hrs  
Extended coverage of conceptual issues raised in courses in teaching, supervision and training, especially PSY807. Topics include, comparing health care and educational models in clinical psychology, controversies in managed mental health care, policy making in mental health, training, licensing and accreditation issues. *Concurrent registration in PSY703 or PSY807 is required.*  
*Prereq: PSY884 and department permission*

**PSY886 Doctoral Seminar VI: Applying the Core Curriculum to Clinical Issues** 2 hrs  
Prepares students for licensing exam issues by examining how various areas of psychology covered separately in the core curriculum inform clinical treatment. Covers topics such as developmental psychopathology, psychopharmacology, neurological structures and pathology, and perceptual changes. The impact of these areas on mental health treatment delivery is examined.  
*Prereq: PSY885 and department permission*

**PSY887 Doctoral Seminar VII: Internship and Professional Issues** 2 hrs  
Exposes students to information about applying for and obtaining internships and employment in clinical psychology. Skills covered will include constructing vitas, writing letters of application, preparing for interviews and developing professional contacts. Discussion will include personal,

clinical and intraprofessional issues in the life of the clinical intern and new professional.  
*Prereq: PSY886 and department permission*

**PSY888 Doctoral Seminar VIII: Assessment and Treatment of Diverse Clinical Populations** 2 hrs  
Appropriate assessment and treatment approaches to psychological work with various clinical populations will be discussed. Students will learn to consider the implications of ethnicity, race, gender, sexual orientation, religious group membership and other related factors in developing and applying clinical treatments.  
*Prereq: PSY887 and department permission*

**PSY890/891/892 Special Topics** 1/2/3 hrs  
An exploration and study of topics not covered in other program offerings. Student may elect more than once, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**PSY895 Developing the Doctoral Dissertation Proposal** 2 hrs  
Guides students through the steps required to develop and complete the doctoral dissertation: question or hypothesis formulation, research and literature review, methodological design, data collection and analysis, discussion and conclusion.  
*Prereq: complete first three years of required and elective courses in doctoral program and department permission*

**PSY896/897/898/899 Dissertation** 1/2/4/8 hrs  
Completion of research problem, writing thesis and defense of dissertation. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

## Quality Courses (QUAL)

**QUAL546 Total Quality Management** 2 hrs  
An introductory course in the theory and practice of total quality management (TQM). The three core values of TQM include customer orientation, high levels of employee involvement across the enterprise and a focus on continually improving processes. Particular emphasis will be placed on the requirements for successful implementation of TQM in a wide range of organizations.

**QUAL548 Tools for Continuous Improvement** 2 hrs  
Statistical process control and quantitative methods used in quality improvement. Topics include: overview of Quality principles; organization and presentation of quality-related data; summary descriptive measures; discrete and normal distributions in SPC; process capability; gage capability. Software will be used to illustrate course topics.

**QUAL549 Problem Solving for Quality Improvement** 2 hrs  
This course describes the theories and strategies of quality problem solving. It demonstrates how to use one's cognitive abilities to successfully resolve any

concern and thus becomes more productive. Individuals learn how to discover root causes of problems, formulate a corrective action plan, implement a course of action and evaluate the solution.

**QUAL550 Advanced Statistical Process Control** 2 hrs

An advanced course in statistical process control. Topics will include special purpose control charts and procedures; analysis of runs, trends and cycles; process and gage capability; and underlying distribution analysis.

*Prereq: QUAL320 or equivalent*

**QUAL551 Design of Experiments** 2 hrs

A study of the design and analysis of experiments to improve product quality. Topics include fundamental concepts applying to the design, conduct and analysis of factorial, as well as reporting results and formulating recommendations for improvements.

**QUAL552 Quality Planning** 2 hrs

Procedures utilized to organize and implement the quality function, including planning, budgeting information and test procedures, customer complaints and quality function deployment.

**QUAL553 Geometric and Surface Texture Tolerancing** 2 hrs

A study of tolerancing systems to include geometric dimensioning and tolerancing, and surface texture specifications. The primary objective of this course is to demonstrate the application of these systems to discrete parts.

**QUAL554 Reliability, Maintainability and Product Safety** 2 hrs

A study of the long-term performance of products concerned with failure and the ability to bring the products back into use; and product safety improvement and responsibility of manufacturers. Extensive use will be made of commercially available statistical software to analyze all course topics.

**QUAL555 Quality Auditing** 2 hrs

Determination of the existence and effectiveness of quality systems. Topics include: purpose, objectives, preparation and types of audits; and gathering and dissemination of quality audit information.

**QUAL556 Human Aspects of Continuous Improvement** 2 hrs

Employment of the human resource to initiate and maintain continuous improvement in organizations. Theory and examples of best practices including teamwork are emphasized.

**QUAL557 Measuring Customer Satisfaction** 2 hrs

This course includes information on how to determine customer expectations, how to measure and monitor customer satisfaction, and how to create quantitative indices to interpret customer data. Included in the course are various tools for gathering customer data including focus groups, questionnaires, interviews and on-site visits.

**QUAL558/EM558 Lean Production** 3 hrs

Study of lean practices across economic sectors. Class will focus on lean systems whose functions include

elimination of waste, reducing costs, shortening cycle times, quality improvement, optimization of socio-technical systems and the process of continuous improvement.

**QUAL559 Cost of Quality** 2 hrs

Cost of Quality is a tool for facilitating quality program and quality improvement activities. It represents the reduced cost in the absence of substandard service, product failures and manufacturing defects. This course covers prevention costs, appraisal costs and internal and external costs.

**QUAL590/591/592 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

**QUAL597/598/599 Independent Study** 1/2/3 hrs

Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved written proposal is required. Both "Independent Study" and "Research Proposal Format" guideline sheets are available from the department.

*Prereq: department permission*

**QUAL639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**QUAL647 Research Methods** 2 hrs

This course prepares students for conducting development projects and theses, and for objectively investigating problems in industry. It is a study of basic and applied research processes employing qualitative and quantitative methods. Students will critique research articles and progress toward developing a research proposal.

**QUAL651 Advanced Design of Experiments** 2 hrs

Advanced design and analysis of experiments to improve product or process quality. There is a strong emphasis on computer methods, modeling techniques and various response optimization methods. Extensive use will be made of commercially available statistical software to analyze all course topics.

*Prereq: QUAL551*

**QUAL652 Experimental Data Analysis** 2 hrs

This course includes modeling of large field (happstance) data sets using: logistic regression; time series analysis; model validation; contingency

tables; canonical correlation; discriminant analysis; collinear data analysis; cluster analysis; and nonlinear regression.

*Prereq: QUAL651*

**QUAL655 Technical Six Sigma** 2 hrs

Course content will focus on the application and use of practical problem solving tools and data interpretation to reduce manufacturing costs, variation, defects and cycle time, and to improve yield and quality through waste elimination. Knowledge of basic statistics, statistical process control and design of experiments is recommended. *Restricted to students in the MS Quality Management program.*

**QUAL679/680/681 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

**QUAL684 Workshop** 3 hrs

Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*

*Prereq: department permission*

**QUAL689 Industrial Internship** 2 hrs

A field study of industrial theory and practice through internship experiences with cooperating industries. Designed for students desiring experiences beyond those obtained in their previous or present employment. *Offered on a credit/no-credit basis.*

**QUAL690/691/692 Development Project/Thesis** 1/2/3 hrs

Development project: a theory application project conducted under the supervision of an adviser and departmental graduate committee.

*Prereq: Must be degree admit. Must have completed 12 semester hours in core with minimum 3.0 GPA and completed QUAL647 with a grade of B or better. Must not be on academic probation.*

**QUAL697/698/699 Independent Study** 1/2/3 hrs

Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved written proposal is required. Both "Independent Study" and "Research Proposal Format" guideline sheets are available from the department.

*Prereq: department permission*

## Reading Courses (RDNG)

**RDNG500 Professional Educator Development Program** 1/2/3 hrs

For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*



**RDNG506 Storytelling** 3 hrs  
Applying techniques storytellers use to research, prepare, learn and master a story, participants will tell a variety of different types of stories, using an array of presentation formats. Students will also prepare a collection of storytelling/language arts activities appropriate for various grade levels.

**RDNG514 Literature for Young Adults** 2 hrs  
Young-adult literature (grades 7-12) will be surveyed. Students will consider teaching approaches that integrate young-adult literature into the secondary curriculum, and processes for choosing appropriate literature. Current theory and research regarding the psychological, sociological and legal issues pertaining to the use of young-adult literature will be discussed.

**RDNG518 Developmental Reading — Elementary** 2 hrs  
Objectives, approaches, materials and techniques for reading in the elementary school classroom. Factors influencing development, fundamental skills, and assessing and providing for individual strengths and needs. Not open to reading majors.

**RDNG530 Developmental Reading — Secondary** 2 hrs  
Curricular objectives and their implementation through recommended activities, methods and materials; functional programs for disabled readers.

**RDNG531 Word Study for the Reading Teacher** 3 hrs  
Using language theory as a basis, students will explore the various aspects of word study: phonemic awareness, phonics, vocabulary, dictionary skills and spelling. Using literature and other texts, they will develop techniques/strategies for teaching word study in grades K-12.

**RDNG550 Biographies, Trade Books, and Writing Across the K-12 Science and Mathematics Curriculum** 3 hrs  
The course promotes interest and achievement in the content areas by including trade books and biographies into K-12 science and mathematics instruction. The course promotes the benefits of writing in nontraditional forms.

**RDNG554 Reading Problems of Learners with Special Needs** 2 hrs  
Methods, materials and assessment techniques found effective in teaching reading to learners with special needs; culturally different, mainstreamed, reluctant and gifted learners.

**RDNG580 Reading-Writing Connection: K-6** 2 hrs  
This course is designed to provide teachers opportunities to expand their knowledge of reading instruction to a more integrated approach which interfaces reading, writing and subject areas.

**RDNG583 Promoting Literacy with Computer Technology** 2 hrs  
Teachers explore research on the use of computers to develop student literacy, investigate curricular implications for integrating com-

puters with literacy instruction and examine management and evaluation procedures in the computer environment.

**RDNG586 A Writer's Camp in Action: A Community of Leaders** 3 hrs  
This course provides teachers an opportunity to explore research on the reading/writing process, to investigate ways to promote growth in students' language and to experience a writers' workshop while working with elementary students in a writers' camp. The writers' camp is incorporated into the course.

**RDNG588 Fostering Literacy: A Holistic Approach** 2 hrs  
This course is designed to explore theoretical foundations of holistic language instruction, to investigate curricula implications for holistic literacy instruction, and to evaluate formal/informal assessment procedures in holistic literacy programs.

**RDNG590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.  
*Prereq: department permission*

**RDNG593 Microcomputer Applications in Reading Instruction** 2 hrs  
Participants will evaluate software for reading/language arts, including programs for drill and practice, tutorials, simulations, diagnosis and prescription, word processing and management. Suggestions for developing units about computers in society will be included.

**RDNG597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**RDNG630 Literacy Instruction in a Multilingual Society** 3 hrs  
Exploring research and classroom based literature on second language reading and language instruction, students will develop knowledge about educational policies and instructional approaches which foster literacy (reading, writing, speaking, listening, viewing and visually representing) for English language learners.

**RDNG639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**RDNG655 The Integrated Literacy Curriculum** 3 hrs  
This course provides teachers an opportunity to learn how to integrate speaking, listening, reading, viewing and visual representing with content area instruction using children's and young adults' literature.

**RDNG656 Language Development, Literacy and the Young Child** 3 hrs  
A concentration on the developmental aspects of language learning and its relationship to emergent reading. Involves theoretical and research knowledge pertinent to child growth and development.

**RDNG657 Comprehension and the Content Areas** 3 hrs  
Through a survey of comprehension theories which impact literacy instruction, students will develop reading techniques and strategies that support student learning in the content areas.

**RDNG658 Reading and Writing and the Inquiry Process** 3 hrs  
This course provides teachers an opportunity to: (1) explore research on the relationship between the reading and writing processes and (2) determine ways to use the inquiry process with reading and writing across the content areas. Additionally, the course examines classroom management and evaluation procedures.

**RDNG664 The Nature of Common Reading Problems** 2 hrs  
Problems of underachievement: weaknesses and deficiencies in attitudes, comprehension, work recognition and facility and flexibility in silent and oral reading, physical, psychological, environmental and educational factors. *Not open to reading majors.*

**RDNG678 Literacy Assessment** 3 hrs  
This course will survey formal and informal procedures used to identify, evaluate and remediate reading disabilities and to plan instruction in a classroom or clinical setting. Students will examine current group and individual reading assessments and prepare case studies and recommendations for teachers and families.  
*Prereq: RDNG655, RDNG656, RDNG657 and RDNG658*

**RDNG679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

**RDNG682/683/684/685 Workshop in Reading** 1/2/3/4 hrs  
Please examine the current time schedule for specific workshop topics. Among those offered in the past: Providing for Individual Differences in Reading.

**RDNG686 Practicum: Designing Literacy Intervention Programs** 3 hrs  
This course provides models of intervention programs for struggling readers at the individual and school-wide level. Characteristics of successful intervention programs and grant guidelines will be



studied. A clinical practicum targeting struggling readers is included.

*Prereq: RDNG655, RDNG656, RDNG657, RDNG658 and RDNG678*

**RDNG687/688**

**Practicum in Reading** 2/3 hrs

Opportunities to work with community children demonstrating reading difficulties. Under supervision, students will engage in the diagnosis, analysis and treatment of various reading disabilities; maintaining a professional relationship with their clients, their clients' families and associated schools or agencies. Ongoing study of current procedures in the analysis of reading performance critical to systematic diagnosis and prescription.

*Prereq: RDNG678*

**RDNG690/691/692 Thesis** 1/2/3 hrs

*Prereq: department permission*

**RDNG693/696 Seminar in Reading** 1/4 hrs

A research-oriented course for graduate majors.

*Prereq: department permission*

**RDNG694 Seminar: Current Issues in Reading** 2 hrs

The seminar is a culminating course in the graduate reading concentration. Current trends in reading research, critical examination of selected research studies and investigations, self-evaluations of professional needs, and interests in reading are included.

*Prereq: RDNG678*

**RDNG695 Seminar: The Reading Professional** 3 hrs

This course is designed to be the culminating experience for students seeking a master's in reading. Students will examine the processes of staff development, grant writing, community outreach and action researcher from the perspective of the reading professional. They will develop a final project based on their needs and interests.

*Prereq: EDPS677 or EDPS687;*

*Prereq/Coreq: RDNG686*

**RDNG697/698/699**

**Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems. The completed study must give evidence of the student's ability to select a problem and set it up and pursue it to satisfactory completion. *Must be done with approval of a full-time member of the staff.*

## Recreation Courses (RECR)

**RECR590/591/592 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

*Prereq: department permission*

**RECR597/598/599**

**Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems under the direction of a University faculty member.

*Prereq: department permission*

**RECR639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**RECR679/680/681 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

**RECR694 Seminar** 2 hrs

**RECR697/698/699 Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems. The completed study must give evidence of the student's ability to select a problem and set it up and pursue it to satisfactory completion. *Must be done with approval of a full-time member of the staff.*

## Study Abroad Courses (SABR)

**SABR590/591/592 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

*Prereq: department permission*

**SABR690/691/692 Special Topics** 1/2/3 hrs

An experimental course for subject matter not provided in other departmental offerings. Subject matter will change from semester to semester. Students may elect this course more than once, provided different topics are covered.

*Prereq: department permission*

## Supply Chain Management Courses (SCM)

**SCM611 Supply Chain Management** 3 hrs

Study of the components of the entire supply chain. Emphasis on collaboration and planning related to major functional areas required

to organize the flow of products from inception through delivery to satisfy final customer needs. Information and communication technology as an enabler of supply chain management strategies is also discussed.

*Prereq: MKTG510 and POM503*

**SCM614 Information Technology for Supply Chain Management** 3 hrs

The purpose of this course is to discuss knowledge and skills in information technology for supply chain management. Major topics include electronic data interchange (EDI), enterprise resource planning (ERP), B2B e-commerce, network and telecommunication infrastructure for SCM, and data warehouse applications in SCM. Hands-on exercises in an ERP system may be included in this course.

**SCM618 Logistics in the Supply Chain** 3 hrs

Analysis of the operational challenges involved in developing and implementing a firm's logistics strategy. Emphasis will be placed on logistics as a value-adding process and the integration of logistics with other business processes. Use of analytical tools such as SAP for making decisions regarding site selection, production, inventory, and transportation.

*Prereq: MKTG510*

**SCM622 Customer Relationship Management** 3 hrs

This course provides the fundamental concepts in customer relationship management. Topics include understanding the total customer experience, CRM planning, e-customer service, best practices, call center management, data warehousing, ERP, Internet CRM integration, customer value and retention, interrelationship selling and partner relationship management.

*Prereq: MKTG510*

**SCM624 Operations Planning and Scheduling in Supply Chain** 3 hrs

This course focuses on the integration of operations planning and scheduling for multiple organizations in a supply chain. Topics include: production strategy (making-to-stock, assemble-to-order, etc.), demand management master scheduling, material and resource requirements planning, e-procurement, capacity management, inventory management and shop floor control. Hands-on computer exercises (using ERP) are included.

*Prereq: SCM611*

**SCM628 Purchasing/Outsourcing & Quality** 3 hrs

Provides students with an understanding of operational and strategic issues related to purchasing, outsourcing and quality in the supply chain. Emphasis is placed on how purchasing strategy enhances customer value through efficient acquisition of raw materials and supplies. Buyer-supplier relationships and quality control/improvement tools and techniques are discussed.

*Prereq: MKTG510 and POM503*

**SCM639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship

experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

## Sport Management Courses (SMGT)

**SMGT502 Introduction to Sport Management** 3 hrs  
This course is an introduction to the field of sport management/athletic administration. The course will survey topics such as staffing, facilities, equipment, and public relations. All students in the course will be required to plan and attend an athletic event.

**SMGT511 NCAA Compliance** 3 hrs  
This course introduces students to basic compliance principles and the NCAA rules that affect the management of a college athletic department. This course offers an understanding of the structure and function of a Division I compliance operation. The governing principles of institutional control and ethical conduct will be explored from a compliance perspective.

**SMGT560 Ethics in Sport Management** 3 hrs  
The purpose of this course is to provide students with an opportunity to reflect on and discuss ethical concerns in physical education and athletics. Topics will include ergogenic aids, competition vs. cooperation, commercialization, and youth sport.

**SMGT562 Facility Planning and Development** 3 hrs  
This course provides the students with an examination of the functions of planning, management, evaluation, maintenance, operations, and situational analysis as they relate to facility management in physical education, athletics, and recreation. Students will visit off-campus facilities.

**SMGT564 Planning and Promoting Events in Physical Education and Sport** 3 hrs  
Topics and issues involved in the planning and promotion of sporting events. Examples include (but are not limited to) high school and collegiate athletics.

**SMGT566 Financial Administration of Physical Education and Athletics** 3 hrs  
Principles and factors involved in the fiscal management of athletics/sports programs. Addresses budgeting, purchasing, operational procedures, and risk management.

**SMGT568 Human Resources for Physical Education and Sport** 3 hrs  
Study of administrative problems particular to physical education and sport. Topics include volunteers, leadership and job design as related to sport administration.

**SMGT590/591/592 Special Topics** 1/2/3 hrs  
Experimental course(s) designed to investigate specific topics of concern in the specialization areas of study in sports management. *Not more than six hours of special topics may be used on a degree program.*

**SMGT597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem under the direction of a University faculty member.  
*Prereq: department permission*

**SMGT639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SMGT679/680/681 Special Topics** 1/2/3 hrs  
Experimental course(s) designed to investigate specific topics of concern in the specialization areas of study in sports management. *Not more than six hours of special topics may be used on a degree program.*

**SMGT697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem under the direction of a University faculty member.  
*Prereq: department permission*

## Sociology Courses (SOCL)

Graduate students not majoring in sociology, but desiring a cognate in the department may elect courses SOCL500-509 for cognate credit, in consultation with their advisers.

**SOCL500 Man in Society** 2 hrs  
Basic concepts, theory and analysis of social structures, social process and social disorganization. *Not open to students with credit in SOCL105.*

**SOCL502/ANTH502 Racial and Cultural Minorities** 3 hrs  
Racial and cultural minorities in the modern world, with particular reference to African Americans and to European and Asian immigrants in the United States; racial myths, doctrines and movements; conflict and accommodation of majority and minority peoples; proposed solutions of ethnic problems. *Not open to students with credit in SOCL214/ANTH214.*

**SOCL503 The Family as an Institution** 3 hrs  
The course highlights changes in marriage, family composition, social relations and roles, as well as the mutual interdependence among these and other institutions of society. It begins with the traditional pre-industrial or pre-urban family, showing how and why the family began changing at a rapid rate, and exploring the problems

of transitional phases. The present family with its middle-class ideals is then examined closely. Finally, several trends in modern families are identified and some tentative predictions about future families and alternate family forms are made. *Not open to students with credit in SOCL450.*

**SOCL504 Demographic Analysis** 3 hrs  
The analysis of population dynamics, with special emphasis on applied research, using computer simulation. Focus on the social, political and economic implications of the relationships among human numbers, population composition and resources.

**SOCL508 Social Psychology** 2 hrs  
An introductory study of the order and regularity underlying processes of human interaction, motives and attitudes, social norms and roles, the socialization process, personality and group membership; the effect of group membership upon individual behavior. *Not open to students with credit in SOCL308/PSY309.*

**SOCL509/ANTH509 Personality and Social Systems** 2 hrs  
The cross-cultural study of personality and socio-cultural systems. Attention is paid to modal personality types as these relate to group structure, socialization and social structure. Individual differences are not studied. *Not open to students with credit in SOCL309/ANTH309.*

**SOCL513/CRM513 Social Deviance** 3 hrs  
The development of deviant self-conceptions; social psychological processes of group alienation and individual estrangement. Deviant behavior patterns and the development of deviant careers; theories of deviance.

**SOCL515/WGST515 Sociology of Women** 3 hrs  
The course examines the changing role of women in American institutions, especially in the world of work and in the family. Materials on minority and working-class women will be included.

**SOCL522/WGST522/ANTH522 Globalization: Race/Ethnicity, Class and Gender** 3 hrs  
This course provides critical perspectives on the globalization process with race/ethnicity, class, and gender as the central themes. Topics may include: theoretical issues pertaining to the study of globalization; production and reproduction in the global economy; paid and unpaid labor and its relationship to globalization; development experience in East Asia and Russia; alternatives to corporate globalization; the reclaiming of the "commons"; global environmental issues raised by the consideration of race/ethnicity, class, and gender.

**SOCL550/CRM550 Domestic Violence and Sexual Assault** 3 hrs  
A comprehensive study of the physical, sexual and emotional abuse that disproportionately affects women. Topics include theories of violence and intervention strategies.

**SOCL590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**SOCL597/598/599 Independent Study** 1/2/3 hrs  
Intensive study of a sociological problem or theory, supervised by a member of the sociology faculty.  
*Prereq: department permission*

**SOCL630 Advanced Social Statistics** 3 hrs  
This course will focus considerable attention on nonparametric statistics and will examine the problem of controlling for variables in a statistical sense. Certain classical techniques of multivariate analysis will be included.

**SOCL636 Qualitative Analysis** 3 hrs  
An examination of the methods and techniques of qualitative analysis in sociology. Research will be conducted by class members and reviewed in seminar presentations.

**SOCL639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SOCL640 Advanced Sociological Theory** 3 hrs  
An analysis of contemporary theoretical schools of thought in sociology.

**SOCL641 Theory Construction and Verification** 3 hrs  
Analysis of contemporary strategies in theory, construction and verification. Problems of validity and reliability will be emphasized.

**SOCL642 Social Stratification Theory and Research** 3 hrs  
A comprehensive study of the theories of social stratification, an examination of the problems encountered in attempts at empirical verification of these theories, and an exploration of current research relating to social stratification.

**SOCL643 Organizations and Networks** 3 hrs  
How organizations are created and changed as they struggle to achieve their goals. Theoretical readings and case studies on organizational and inter-organizational dynamics provide theoretical and practical knowledge for students.

**SOCL646 Research in Family Interaction** 3 hrs  
Review of research on family interaction, with particular emphasis on experimental observational studies; power structure role differentiation, communication patterns and coalition formation.

**SOCL647 Contemporary Community Structure** 3 hrs  
Theoretical perspectives in the analysis of urban communities, including urban change, the development of stratification patterns and power structures, and the role of various urban institutions.

**SOCL656 Human Ecology and Community Development** 3 hrs  
An analysis of the forms and development of the urban community; spatial and temporal patterns, organization of urban functions, rural-urban relationships and the current metropolitan trend in the United States.

**SOCL662 Supervised Field Experience** 2 hrs  
Supervised internship in a community agency such as a correctional institution, enforcement agency, human relations committee or city planning agency, or in a project for the rehabilitation of persons in culturally or economically deprived segments of the community. Students are ordinarily placed for two consecutive semesters.  
*Prereq: department permission*

**SOCL677 Advanced Methods in Sociological Research** 3 hrs  
Relationship of theory and research is stressed; consideration of the research process as a decision-making situation both on the general level of research design and the specific level of special techniques; the process and logic of data analysis.

**SOCL678 Methods in Social Program Evaluation** 3 hrs  
The course is designed to train students in strategies, techniques and issues in social program evaluation. It is concerned both with the design of program evaluations and with their implementation in various social settings.

**SOCL679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

**SOCL688 Cooperative Education** 3 hrs  
Practical experience in business, industrial or governmental settings that provide job skills.  
*Prereq: degree admission; department permission*

**SOCL690/691/692 Thesis** 1/2/3 hrs  
Completion of research and/or analytical problem, writing of thesis and committee approval of same. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SOCL694 Seminar in Sociology** 2 hrs  
The intensive exploration of theoretical and methodological issues in a selected area of sociology. The topic will be announced in the class schedule issued prior to registration.

**SOCL695 Program Evaluation Skills Development Seminar** 3 hrs  
This course offers experience applying the strategies and techniques of evaluation research to specific contexts. Students are apprenticed to University institutes to assist project directors in conducting specific researches.  
*Prereq: SOCL678*

**SOCL697/698/699 Independent Study** 1/2/3 hrs  
Intensive study of a sociological problem or theory, supervised by a member of the sociology faculty.  
*Prereq: department permission*

## Social Foundations Courses (SOFD)

**SOFD500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**SOFD530 Social Foundations of Education: An Introduction** 2 hrs  
This course illustrates the uses and applications of the different disciplines in social foundations (e.g., anthropology of education, sociology of education and comparative education) as frameworks for researching problems confronting schools as major social institutions.

**SOFD535 Multicultural and International Education** 2 hrs  
Designed to provide multicultural and international perspectives to the continuing debates on reform of education in a democratic society. Emphasis is placed on what multicultural education should be and its place in the curriculum.

**SOFD540/541/542 Field Studies in Education** 1/2/3 hrs  
On-site investigations of selected aspects of education and society. Field-based research may be done in the United States or other countries. Students may elect this course several times, provided different topics are covered. *Not more than four hours may be used on a degree program.*  
*Prereq: a graduate course in SOFD and consent of the instructor*

**SOFD550 Philosophy, Ethics and Teaching** 2 hrs  
Application of philosophical methods of analysis to specific ethical problems facing teachers in pre-school, elementary and secondary schools. Students will investigate various ethical frameworks and critically examine, by means of case studies, controversial educational issues.



**SOFD560 Anthropology of Education** 2 hrs  
Educational patterns and policies are examined from a cross-cultural perspective. Concepts and methods of cultural anthropology are used to analyze problems of quality and equity in education.

**SOFD570 Women and Pedagogy: Life Histories** 3 hrs  
An interpretive analysis of the life histories of major women teacher educators will assess how conceptions of their moral and political identity translated into their pedagogy and purpose for education. Included is a focus on life history as a research method.

**SOFD572 The History of American Schooling and Literacy** 3 hrs  
Drawing on a variety of sources from historical narrative and historiography, the course provides a context for interpreting the conflicting aims of literacy and education in the United States.

**SOFD573 Black Experience and American Education** 2 hrs  
The role of African Americans in the development of the United States. The course is designed to help teachers to understand the cultural, economic and political contributions of African Americans and to develop materials to be used in their courses at both elementary and secondary schools.

**SOFD580 Sociology of Education** 2 hrs  
This course introduces various sociological perspectives to analyze the relation of schooling to the social construction of race, class, gender and sexuality in a socially stratified society. Special attention is placed on teachers' responsibilities and skills as classroom practitioners, child advocates and community leaders in a culturally diverse democratic society.

**SOFD581/WGST581 Gender and Education** 3 hrs  
This course examines the social construction of masculinity and femininity and its impact on the lives of teachers and students in schools.

**SOFD590/591/592 Special Topics** 1/2/3 hrs  
A study of selected issues in social foundations of education. Topics may vary from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

**SOFD597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or theory, supervised by a faculty member in social foundations of education.  
*Prereq: graduate SOFD course and instructor permission*

**SOFD627 Trends and Challenges in International Education** 2 hrs  
The materials covered in the course are intended to provide an international perspective to the continuing debate on reforms in education and on the issue of what multicultural education should be and its place in the curriculum. The course

provides an overview of (a) comparisons of standardized achievements in education between the schools in the United States and selected industrial countries; and (b) the nature and implications of the involvement of the United States in education overseas programs through the foreign aid program and through an increasing number of U.S. teachers working in overseas schools.

**SOFD639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SOFD654 Multicultural Teaching and Learning** 3 hrs  
This course provides a critical framework in which to examine and develop skills and understandings necessary for teaching in a multicultural world.

**SOFD660/WGST660 Teaching for Social and Ecological Justice** 3 hrs  
An advanced course creating bridges between critical and social theories and pedagogical practices leading to democratic, socially and ecologically just communities. The theoretical foundations of multicultural education, critical and feminist pedagogies, eco-justice pedagogy, and service learning are examined. Some preparation in critical social theory required.  
*Prereq: a graduate-level course in SOFD or women's studies*

**SOFD661 EcoJustice and Education** 3 hrs  
This course examines the cultural roots of ecological degradation, and the impact of specific ideological and structural formations upon both human communities and the natural world. Specific attention is given to the ethical consequences of ecojustice perspectives for teacher education, curriculum reform and citizenship education.

**SOFD679/680/681 Special Topics** 1/2/3 hrs  
A study of selected issues in social foundations of education. Topics may vary from semester to semester. Students may elect this course several times, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

**SOFD682/683/684/685 Workshop in Social Foundations** 1/2/3/4 hrs  
Focuses on providing practical assistance for teachers and school administrators in developing a variety of teaching resources and methods on such themes as racism and education, human relations and multicultural education. Site-based decision-making, student-faculty planning and cooperative learning are illustrated and used extensively in workshops. May be elected more than once. *Not more than four hours may be used on a degree program.*

**SOFD687 Culminating Project** 3 hrs  
Significant applied project designed and completed by the student as an independent culminating experience under the direction of a chair and committee.  
*Prereq: 24 hours of completed coursework in program, department and adviser permission*

**SOFD690/691/692 Thesis** 1/2/3 hrs  
Significant research or critical study designed and completed by the student under the direction of a thesis director and thesis committee. *Not more than two hours of thesis credit may be used on a degree program.*  
*Prereq: department permission*

**SOFD694/696 Advanced Seminar** 2 hrs  
This seminar is required of all social foundations master's students to help identify appropriate topics for theses and culminating projects. Seminar discussion will focus on the development and evaluation of research proposals designed by students. *Offered on a credit/no-credit basis.*

**SOFD697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or theory, supervised by a faculty member in social foundations of education.  
*Prereq: department permission*

## Special Education Courses (SPGN)

**SPGN500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. May be repeated for credit. Not applicable to an advanced degree.

**SPGN510 Students with Disabilities in the General Education Classroom** 3 hrs  
A study of the nature and needs of students with disabilities being educated in the general education classroom. Review of philosophical and legal bases of inclusion and discussion of issues and concerns for students with disabilities who are educated in inclusive settings are emphasized.

**SPGN511 Instruction and Management of Students with Disabilities in the General Education Classroom** 3 hrs  
Learning, social/emotional and behavioral aspects of students with disabilities and students at-risk who are served in general education settings. Learning styles, teaching strategies and techniques, as well as curricular modifications and classroom management techniques are presented.  
*Prereq: SPGN510*

**SPGN515 Computer Applications in Special Education** 3 hrs  
Development of knowledge of hardware and software adaptation needs for special education populations and presentation of information about availability of each. Focuses on effective utilization of microcomputers with special populations.  
*Prereq: department permission*



**SPGN525 Behavior Management and the Development of Social Competence in Students with Special Needs** 2 hrs

An in-depth study of behavior management and social competence development in PreK–12 students with disabilities. Students will begin to develop their own philosophies and professional beliefs relative to behavior management and social competence based on reviews of theoretical perspectives, legal mandates, curriculum, instructional delivery and research-based effective practices. *Course available only to students enrolled in M.A. Learning Disabilities or Special Education programs.*  
*Prereq: SPGN510*

**SPGN585 Practicum: Severe Cognitive Impairment** 4 hrs

This course is designed to meet state requirements for teachers preparing to teach in programs for students with severe cognitive impairment. Completion of a 180-hour supervised assignment focusing on planning, teaching and evaluating instruction with students, individually or in group settings. *Offered on a credit/no-credit basis.*  
*Prereq: an endorsement in one area of special education*

**SPGN586 Practicum in Special Education** 4 hrs

Supervised practicum with students in local schools and institutions in the disability area of professional preparation. *Offered on a credit/no-credit basis.*  
*Prereq: teacher certification and endorsement in the same area of special education*

**SPGN590/591/592 Special Topics** 1/2/3 hrs  
Experimental courses designed to investigate current issues and specific topics of concern related to disabilities. *Not more than six hours of special topic may be used on a degree program.*

**SPGN597/598/599 Independent Study** 1/2/3 hrs

An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**SPGN605 Transitional Planning in Special Education** 2 hrs

This course addresses transitional planning for students with disabilities. Life planning, community-based education, work-study and transition from school to adult living and working.  
*Prereq: SPGN510*

**SPGN615 Social Psychology of Disability: Family, School, and Society** 3 hrs

Reciprocal interactions of families, people with disabilities and schools, knowledge of the social, community and educational needs of families, and how special educators can address them by understanding collaborative, culturally competent, family-centered roles, and through review of current research.  
*Prereq: department permission*

**SPGN619 Administration and Supervision of Special Education** 2 hrs

Organization or improvement of programs for students with disabilities; includes philosophical, legal

and practical aspects of organizing and administering special education programs in public schools.

*Prereq: an endorsement in special education or department permission*

**SPGN621 Law and Public Policy for Individuals with Disabilities** 3 hrs

An extensive study of state and federal legislation as it applies to persons with disabilities. Teacher responsibility and liability under law. The effect of case law and judicial decisions on future legislation.  
*Prereq: SPGN510 or equivalent and graduate standing*

**SPGN630 Integrated Curriculum and Educational Programming for Mathematics and Motor Development** 3 hrs

This course focuses on integrated curriculum (PreK–12) in special education across the areas of mathematics and motor development. Students will gain decision-making experiences in the selection of effective teaching/learning approaches, and explore the selection, uses an evaluation of a broad base of instructional methods and strategies addressing the needs of students with disabilities in a full continuum of special education settings.  
*Prereq: SPLI678 and endorsement in one area of special education or department permission*

**SPGN632 Models and Skills for Special and General Education Collaboration** 2 hrs

Theories focusing on areas including group-process skills, problem-solving skills and relevant consultation models to encourage collaboration between special and general factors. Development of skills supporting collaborative consultation as an interactive process and methods and strategies to enhance collaborative efforts between general and special educators in support of students with disabilities. *Prereq: an endorsement in one area of special education*

**SPGN636 Roles of Resource Teachers** 2 hrs

This course focuses on the development of a broad understanding of Least Restrictive Environment, mainstreaming and inclusive education practices for students with disabilities. The organization of programs, development of resource teacher instructional and communication skills, and alternative service delivery models and the needs of both general and special education are explored.

**SPGN639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPGN642 Curriculum Design and Construction in Special Education** 3 hrs

This course focuses on essential foundations of curriculum design and construction in special education. Theoretical and practical curricular models will be analyzed and discussed. Particular emphasis will be placed on curricular frameworks, which support the education of students with disabilities in self-contained, resource room and inclusive settings.

**SPGN643 Innovative Curriculum Strategies for Special Education Settings** 3 hrs

A study of exemplary curricula, and the elements necessary to design and create curriculum supportive of students with disabilities in inclusive, resource room and self-contained settings. Students will utilize curricular frameworks and strategies, designated as best practices, in the design, creation and evaluation of specific curricular appropriate to their professional area.  
*Prereq: SPGN642*

**SPGN652 Technology Infusion to Enhance Curriculum in Special Education** 3 hrs

This course focuses on the application of technologies (assistive and general) to support and enhance active learning for students with disabilities, PreK-12. Frameworks and strategies supporting the infusion of technology within classroom curriculum will be explored. Curriculum design, with technology utilized as a productive tool for teaching and individual student learning, will be emphasized.

**SPGN653 New Directions in Assistive Technology** 3 hrs

A study of new and emerging technologies which support the changing needs of students with disabilities, PreK-12. Specifically, assistive technology applications, home/school modifications, assistive technology components for IEP's and IFSP's, and state-of-the-art hardware and software will be addressed. *Course topics will change and students may elect this course three times for credit.*

**SPGN661 Advanced Assessment and Decision-Making** 3 hrs

Examination of database procedures for reviewing and making educational decisions regarding special education eligibility, program placement and goals. Laws, special education definitions, behavioral and cognitive theory, administration interpretation of assessment techniques and materials, writing of educational prescriptions and survey of service-delivery systems.

**SPGN679/680/681 Special Topics** 1/2/3 hrs

Experimental courses designed to investigate specific topics of concern in special education. *Not more than six hours of special topic may be used on a degree program.*  
*Prereq: department permission*

**SPGN687 Internship** 2 hrs

A supervised experience in an area of special education. Internship experiences are contracted with a department faculty member.  
*Prereq: department permission*

**SPGN689 Supervised Internship in Special Education** 6 hrs  
Supervised internship with pupils in local schools and institutions in the disability area of professional preparation. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPGN690/691/692 Master's Thesis** 1/2/3 hrs  
A research-based study conducted under the direction of a departmental faculty member and committee. *Course offered on a credit/no-credit basis*  
*Prereq: department permission*

**SPGN694 Seminar: Interdisciplinary Special Education** 3 hrs  
An intensive study of selected problems in special education. Students develop a research proposal for the capstone experience. *Offered on a credit/no-credit basis. Open only to majors in special education.*  
*Prereq: department permission*

**SPGN697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems, under the direction of a University faculty member. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPGN719 Advanced Seminar: Special Education Administration** 2 hrs  
A structured colloquium covering current special education administrative practices, issues, procedures and tasks specific to special education supervisors and directors.  
*Prereq: SPGN619*

**SPGN789 Specialist Internship in Special Education** 4 hrs  
Supervised field placement to ensure that students have actual experiences with all phases of special education's administrative responsibilities or curriculum specialist's responsibilities. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPGN790/791/792 Specialist's Thesis** 1/2/3 hrs  
A research-based study conducted under the direction of a departmental faculty member and committee.  
*Prereq: department permission*

### Cognitive Impairment Courses (SPCI)

**SPCI500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**SPCI557 Cognitive Impairment: Nature, Needs and Issues** 3 hrs  
Investigation of the nature and causes of mental retardation. Addresses preventative aspects as well as the inherent social, legal and moral issues; current practices and emerging trends in school and society. Not open to students who have credit in SPCI350.  
*Prereq: SPGN251 or SPGN510.*

**SPCI590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPCI597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**SPCI639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through Continuous Enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPCI679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPCI683 Workshop** 2 hrs  
Students will be provided practical and theoretical study in a selected topic area. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPCI694 Seminar: Cognitive Impairment** 2 hrs  
A review and discussion of contemporary problems and issues related to the field. Recent developments and practices are critically analyzed. Course includes resource speakers and assigned topics for individual students/groups. *Course offered on a credit/no-credit basis*  
*Prereq: eight graduate hours in special education*

**SPCI697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

### Emotional Impairment Courses (SPEI)

**SPEI500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**SPEI510 Theories of Emotional-Behavioral Impairments** 4 hrs  
Theories about the etiology of emotional-behavioral impairments is explored and applied to cases that involve children and adolescents. Emphasis is on the ability to analyze abnormal behaviors discussed in a variety of texts from different theoretical perspectives for the purpose of identifying appropriate intervention treatments. A field component is required.  
*Prereq: SPGN251 or 510*

**SPEI590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPEI597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**SPEI630 Introduction to Autism** 2 hrs  
This course introduces the student to the definition of the syndrome of autism and the various theories with regard to cause and treatment. The student also is given an overview of the unique problems encountered in intervention strategies and techniques.  
*Prereq: graduate standing and department permission*

**SPEI639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPEI679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPEI694 Seminar: Students with Emotional Impairment** 3 hrs  
Review and discussion of contemporary issues in the education of students with emotional impairment. Students develop a research proposal for the capstone experience. *Course offered on a credit/no-credit basis*  
*Prereq: department permission*

**SPEI697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

### Hearing Impairment Courses (SPHI)

**SPHI500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**SPHI590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPHI597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**SPHI639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPLI679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPHI689 Internship** 4 hrs  
A directed field experience in a department-approved agency or institution under the direction of certified personnel. *Arrangements must be approved by adviser prior to registration.*  
*Prereq: department permission*

**SPHI697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

### Learning-Disabled Courses (SPLI)

**SPLI500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**SPLI590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPLI597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**SPLI639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPLI672 Integrated Curriculum: Linguistics and Language Arts** 3 hrs  
This course focuses on the development of effective decision-making strategies in the selection of appropriate teaching/learning approaches in linguistics and language arts. Students will explore selection, uses and evaluation of a broad base of instructional methods and strategies addressing the needs of K-12 students with disabilities.  
*Prereq: SPLI678*

**SPLI673 Language: Acquisition, Disorders, Evaluation** 3 hrs  
This course presents information concerning normal language acquisition, descriptions of disorders of language development in students with disabilities, formal and informal assessment techniques used by speech/language pathologists, classroom evaluation techniques, guidelines for referral for appropriate services and intervention activities for the classroom.  
*Prereq: SPLI468 or equivalent*

**SPLI678 Assessment and Advanced Diagnostic Prescriptive Programming for Students with Learning Disabilities** 4 hrs  
This course will emphasize data based procedures and applications of human development, learning, behavioral, cognitive and dynamic theories to assessment in special education. Appropriate decision-making strategies relative to educational and instructional development are stressed. The administration and interpretation of assessment techniques is included. Application of this information to the law, best practices, theory and individual needs is reviewed.  
*Prereq: admission to the graduate program in Special Education, SPGN390, and department permission*

**SPLI679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPLI693 Learning Disabilities Practicum** 4 hrs  
This course involves an intensive study of children with learning and behavior problems. Evaluation, planning, diagnostic teaching, consultation and prescriptive writing are included.  
*Prereq: department permission*

**SPLI697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**SPLI712 Research Colloquium: Learning Disabilities** 2 hrs  
An examination of current research dealing with theoretical and therapeutic implications for children and adults with learning disabilities and their families. Individual investigation and presentation required.  
*Prereq: SP, or equivalent.*

### Physical Impairment or Other Health Impairment Courses (SPPI)

**SPPI500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**SPPI590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*



**SPPI597/598/599**  
**Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**SPPI639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPPI679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPPI697/698/699**  
**Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Speech and Language Impairment Courses (SPSI)

**SPSI500 Professional Educator Development Program** 1/2/3 hrs  
For in-service professional and personal development. *May be repeated for credit. Not applicable to an advanced degree.*

**SPSI508 Multicultural Issues in Intervention for Communication Disorders** 2 hrs  
Survey of language and cultural influences of major racial and/or ethnic groups, and resultant communication patterns. Differential diagnostic approaches to determine communication disorder or difference. Educational effects are also covered.

**SPSI516 Introduction to Graduate Study in Speech-Language Pathology** 3 hrs  
This course, customarily taken in the first or second semester of the graduate program, focuses on research methodologies in the area of human communication development and disorders. Students will learn to read professional literature critically and to apply the findings of research to clinical management of communication disorders. In addition, students will review standards for clinical certification in speech-language pathology and will initiate a portfolio of knowledge, skills and competencies to be attained during the course of graduate study.

**SPSI528 Clinical Practice in Speech-Language Pathology I** 2 hrs  
Supervised clinical practicum experience with children and adults in individual and group settings. Focus on assessing and treating a variety of communication disorders including accent reduction, phonological, articulation, and language disorders in children and adults.  
*Prereq: department permission*

**SPSI538 Clinical Practicum in Speech-Language Pathology II** 2 hrs  
Supervised clinical practicum experience with children and adults in individual and group settings. Focus on assessing and treating a variety of communication disorders including voice, fluency, neurogenic, oral-motor and language disorders.  
*Prereq: SPSI528 and department permission*

**SPSI555 Neuroanatomy and Physiology for the Speech-Language Pathologist** 2 hrs  
A lecture class concerned with development, maturation and function of the human central nervous system with emphasis on those neural structures and processes involved in the learning and usage of speech and language.

**SPSI568 Diagnostic Methods: Assessment of Speech and Language Disorders in Children** 3 hrs  
Diagnostic procedures and routines used in the evaluation of speech and language disorders in children. Emphasis on familiarization with available evaluative tools, interviewing procedures, case analysis, test interpretation and report writing.

**SPSI578 Diagnosis and Treatment of Audiometric Disorders** 3 hrs  
Advanced techniques of testing the auditory function; interpretation of audiograms, hearing aid evaluations and use of differential hearing assessment techniques for children and adults with hearing disorders.

**SPSI590/591/592 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPSI595 Workshop** 2 hrs  
Please check the current class schedule for specific offerings.  
*Prereq: department permission*

**SPSI597/598/599**  
**Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**SPSI607 Early Intervention for Speech and Language Impaired Children** 3 hrs  
Current theoretical and therapeutic approaches to early assessment and intervention with speech and language impaired infants, toddlers and preschoolers. Survey of state and national laws and service-delivery options.

**SPSI612 Motor Speech Disorders** 2 hrs  
Examines the nature, etiology and treatment of motor speech disorders resulting from neuropathologies. Related intellectual, perceptual, social and emotional problems will be considered, as well as the neuromuscular symptoms. Current speech pathology approaches will be emphasized within a total therapeutic program.  
*Prereq: SPSI555*

**SPSI614 Aphasia** 3 hrs  
Designed to provide a theoretical framework for understanding the symbolic language problems of aphasia, and current therapeutic approaches to the problem; aphasia resulting from cerebral insult after language has been established; and related physical and behavioral disturbances.  
*Prereq: SPSI555*

**SPSI618 Language Disorders in School-Age Children** 3 hrs  
The conceptual framework for thinking about language disorders in school-age children with special emphasis on language assessment and language interventions in school settings.

**SPSI620 Consulting and Interviewing in Speech Pathology** 2 hrs  
Instruction and experiences in preparing students to manage interviewing, consulting and educational activities for families of persons with speech and hearing disabilities, and/or clients with disabilities.

**SPSI622 Augmentative Communication** 3 hrs  
This course focuses on a historical perspective and philosophy of augmentative communication, with assessment and intervention considerations. Includes emphasis on aided, unaided, electronic and gestural communication techniques.

**SPSI624 Acquired Neurogenic Cognitive-Communication Disorders** 3 hrs  
This lecture/discussion course will focus on the cognitive and communicative changes resulting from neurogenic etiologies. Speech-language pathology assessments tools and intervention strategies for persons with brain damage resulting from conditions such as unilateral right hemisphere lesions, traumatic brain injuries, dementing illness and anoxic encephalopathy will be addressed.  
*Prereq: SPSI555*

**SPSI625 Dysphagia** 2 hrs  
This is an introductory course in swallowing disorders. The student will develop a basic understanding of the anatomy and physiology of deglutition, the various procedures used to evaluate swallowing problems and treatment approaches. Students will emerge from this experience prepared to profit from clinical experience in dysphagia during internships.



**SPSI639 Continuous Enrollment** 1 hr  
 Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**SPSI679/680/681 Special Topics** 1/2/3 hrs  
 An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPSI687 Clinical Internship in Speech-Language Pathology I** 4 hrs  
 Opportunity to practice speech and language assessment and intervention in a clinical setting. Experience with children and adults with multiple disabilities. *Offered on a credit/no-credit basis.*  
*Prereq: SPSI528, SPSI538 and department permission*

**SPSI688 Clinical Internship in Speech-Language Pathology II** 4 hrs  
 Opportunity to practice speech and language assessment and intervention in a clinical setting. Experience with children and adults with multiple disabilities. *Offered on a credit/no-credit basis.*  
*Prereq: SPSI528, SPSI538 and department permission*

**SPSI689 Public School Internship in Speech-Language Pathology** 4 hrs  
 Supervised practice in a public school setting. *Offered on a credit/no-credit basis.*  
*Prereq: SPSI528, SPSI538 and department permission*

**SPSI694 Professional Issues in Speech-Language Pathology** 2 hrs  
 Emphasis on current issues, state and national laws, professional ethics and organization and administration in speech-language pathology. Students will present materials for summative assessment of progress through graduate program. *Offered on a credit/no-credit basis.*

**SPSI697/698/699 Independent Study** 1/2/3 hrs  
 An intensive study of a problem or group of problems, under the direction of a University faculty member. *Offered on a credit/no-credit.*  
*Prereq: department permission*

## Exercise Science and Athletic Training Courses (SPMD)

**SPMD515 Diabetes and Obesity** 3 hrs  
 This course will provide students in clinical fields of study the knowledge and practical skills to understand the concepts of diabetes and obesity and the implications towards health status. In addition, the role of lifestyle modification will be examined in relation to managing both conditions and improving potential morbidity. *Course available only to students in the Physical Education, Sports Medicine, Exercise Physiology, Health, Orthotics and Prosthetics, Dietetics, Nursing, Social Work, Occupational Therapy, Psychology and Biology programs.*

**SPMD518 Sports Supplements** 3 hrs  
 Graduate students interested in nutritional products that are purported to enhance athletic performance, further their understanding of exercise physiology through this course. Examination of research articles, student presentations, writing assignments and traditional lectures will enable the students to critically evaluate such compounds.  
*Prereq: PHED300 or equivalent*

**SPMD580 Introduction to Orthotics and Prosthetics** 2 hrs  
 Course is specifically designed for students possessing a baccalaureate degree who wish to become certified orthotists or prosthetists. Seniors who wish to explore career opportunities in either discipline are encouraged to take the course for undergraduate credit. Scope of practice and common pathologies encountered as a clinician will be covered.

**SPMD581 Musculoskeletal Pathologies for Orthotics and Prosthetics** 3 hrs  
 Required course for students possessing a baccalaureate degree who wish to become certified orthotists or prosthetists and recommended for seniors who wish to explore career opportunities in either discipline. Pathologies commonly encountered in orthotic and prosthetic practice will be related to the development of appropriate orthotic and/or prosthetic management.

**SPMD582 Kinesiology-Biomechanical Basis of Orthotic & Prosthetic Management** 3 hrs  
 Introduction of biomechanical principles that act to restore normal or near-normal patient function including essential mechanical principles that help control movement of the spine and lower extremity with and without external devices. Required course for graduate certificate students wishing to obtain certification in orthotics or prosthetics.

**SPMD590/591/592 Special Topics** 1/2/3 hrs  
 An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**SPMD597/598/599 Independent Study** 1/2/3 hrs  
 An intensive study of a problem under the direction of a University faculty member.  
*Prereq: department permission*

**SPMD605 Clinical Gait Analysis — Measurement and Interpretation** 3 hrs  
 Methods of collecting and interpreting normal and pathological three-dimensional kinematic and kinetic gait data.  
*Prereq: SPMD582*

**SPMD610 Spinal and Upper Extremity Orthotics** 3 hrs  
 Provides the student with a detailed functional analysis of the cervical, thoracic and lumbar spine as well as the biomechanics and kinematics of the spine and upper extremity appendages. Scientific and practical basis of spinal and upper extremity orthotic care will be presented. Required course for graduate certificate in orthotics.  
*Prereq: SPMD582*

**SPMD615 Lower Extremity Prosthetics I** 3 hrs  
 Causes of lower extremity amputation and its prosthetic management are presented. Effects of amputation level, and biomechanical constraints that different prosthetic designs impose on patients is examined. Required course for the graduate certificate in prosthetics.  
*Prereq: SPMD582*

**SPMD620 Clinical Affiliation** 2 hrs  
 Students will be assigned to an affiliated clinical facility to observe and participate in either orthotic or prosthetic management of patients. This affiliation must have consent of the department director. No more than two students per discipline will be placed with any given instructor.  
*Prereq: department permission*

**SPMD630 Research Methods for Orthotics and Prosthetics** 3 hrs  
 Non-parametric statistical design and analysis techniques used in applied research for small sample sizes in orthotics and prosthetics is emphasized. Required course for graduate certificate students wishing to become certified in either discipline.  
*Prereq: SPMD582*

**SPMD636 Exercise Testing and Evaluation** 3 hrs  
 Principles of submaximal fitness assessment, maximal graded exercise testing and alternative forms of diagnostic exercise testing will be presented. Both lecture and laboratory formats will be used. Completion of the SPMD636/637 sequence will help prepare the student for the ACSM Exercise Specialist exam.

**SPMD637 Techniques of Exercise Prescription and Leadership** 3 hrs  
 The student will learn techniques of exercise prescription for both healthy and clinical populations. In addition techniques of exercise leadership and motivational skills will be presented. Lecture format and case study analysis will be employed.

Completion of the SPMD636/637 sequence will prepare the student for the ACSM Exercise Specialist exam.

*Prereq: SPMD636*

**SPMD639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**SPMD640 Lower Extremity Orthotics I** 3 hrs  
In-depth study of design, fabrication and application of foot and ankle orthoses. Theoretical and applied issues in optimizing orthotic treatment will be examined. Students will evaluate various designs of foot orthoses, shoes and ankle-foot orthoses, which include: metal, thermosetting and thermoforming designs. Required course for graduate certificate orthotics.

*Prereq: SPMD582*

**SPMD642 Advanced Exercise Physiology I** 3 hrs  
Biochemistry of energy metabolism; biophysical functional concepts related to interaction of nerve and muscle; and response to training. Theoretical concepts are supported by practical experience in the human performance laboratory.

*Prereq: PHED300 or equivalent*

**SPMD644 Advanced Exercise Physiology II** 3 hrs  
Cardiovascular and respiratory concepts related to exercise, training, health, disease and aging, supported by practical experience in the human performance laboratory.

*Prereq: PHED300 or equivalent*

**SPMD645 Lower Extremity Prosthetics II** 3 hrs  
Builds on SPMD615 and synthesizes the theoretical principles and clinical procedures of transfemoral prosthetics. Particular emphasis is placed on the biomechanics and kinematics of a proximal amputation. Patient evaluation, prescription criteria and appropriate component selection are central principles of this course. Required course for graduate certificate prosthetics.

*Prereq: SPMD582*

**SPMD650 Lower Extremity Orthotics II** 3 hrs  
Content includes the principles, components and techniques of lower extremity orthoses used at, and proximal to, the knee. Instruction includes knee orthoses (KO), hip orthoses (HO), knee-ankle-foot (KAFO) and hip-knee-ankle-foot (HKAFO) orthoses. Conventional polymer and rotary control orthoses will be presented.

*Prereq: SPMD582*

**SPMD651 Biomechanics of Human Motion** 3 hrs  
The course will examine the influence of various forces and locomotion on the human condition from a mechanical perspective. Emphases will be placed upon a critical review of relevant kinetic and kinematic literature, and the various data collection and analysis techniques associated with research in the realm of sport performance and injury prevention.

*Prereq: undergraduate biomechanics or permission of instructor*

**SPMD655 Upper Extremity Prosthetics** 3 hrs  
Combines upper extremity anatomy and biomechanics with kinematics to design upper extremity orthoses and prostheses. Clinical evaluation techniques will be coupled with the appropriate orthotic and prosthetic management. Students will evaluate case studies and integrate their knowledge to prescribe appropriate orthoses and prostheses for patients. Required graduate certificate prosthetics course.

*Prereq: SPMD582*

**SPMD660 Advanced Techniques and Procedures in Orthotics and Prosthetics** 2 hrs  
Advanced techniques for prosthetics and orthotic management of patients are presented. State of the art materials and methodologies are discussed along with an analysis of current research of orthotic and prosthetic procedures. Includes current and classical research on orthotic and prosthetic technology.

*Prereq: SPMD582*

**SPMD665 Administration of Orthotics and Prosthetic Facilities in the Public and Private Sectors** 2 hrs  
Administrative practice of a contemporary orthotic and/or prosthetic facility. Includes but not limited to policy development, insurance, managed care, personnel, management, billing, accounting and regulating agencies such as the American Board of Certification (ABC) and the Occupational Safety and Health Administration (OSHA).

*Prereq: SPMD582*

**SPMD679/680/681 Special Topics** 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

**SPMD688 Internship** 3 hrs  
This practical experience requires the completion on 225 hours at an approved worksite in one of the following areas: cardiac rehabilitation, hospital, corporate or community wellness, or strength and conditioning coaching. This is considered an elective for students to gain some practical experience in the field. Completion of SPMD688 may not be counted toward SPMD689. Students may not use current employment as completion of this requirement.

*Prereq: SPMD636/642/644 and department permission*

**SPMD689 Internship** 6 hrs  
One option for the culmination project for the Masters Degree in Exercise Physiology. This practical experience requires the completion of 450 hours at an approved worksite in one of the following areas: cardiac rehabilitation, hospital, corporate or community wellness, or strength and conditioning coaching. Students may not use current employment as completion of this requirement.

*Prereq: SPMD636/642/644 and department permission*

**SPMD697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.

*Prereq: department permission*

## Spanish Courses (SPNH)

**SPNH519 Spanish Phonology** 2 hrs  
A study of the articulatory basis of the sounds of Spanish. Drills on rhythm and intonation patterns, with practice and recordings in the laboratory.

**SPNH590/591/592 Special Topics** 1/2/3 hrs  
An intensive study of a specific area of Spanish language or literature, to be determined by the instructor's field of specialization and student interest. This course may be repeated for credit with permission. *Not more than six hours of special topics may be used on a degree program.*

**SPNH597/598/599 Independent Study** 1/2/3 hrs  
Intensive study of a problem, under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*

*Prereq: department permission*

**SPNH610 Intensive Summer Program in Spanish** 6 hrs  
Intensive summer course offered in Mexico. Small-group (four or five students) language instruction, with many different instructional levels available. Students advance according to individual progress. Students live with Mexican families. *May be repeated for credit.*

**SPNH620 Spanish Grammar and Syntax** 2 hrs  
The morphological and syntactical structure of Spanish.

*Prereq: SPNH443 or equivalent*

**SPNH621 Graduate Spanish Conversation** 2 hrs  
A continuation of advanced conversation with emphasis on matters of diction and style. *May be repeated for supplementary credit.*

*Prereq: SPNH444 or equivalent*

**SPNH639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain

affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**SPNH646/647 Spanish for Business Practices 3/3 hrs**

These courses teach the correct usage of Hispanic business and financial vocabulary, train the students in the reading, writing and translation of Spanish commercial documents, and familiarize students with relevant bibliographical resources. *Cannot be taken for credit by students who received credit for SPNH446/447 Business Spanish.*

**SPNH679/680/681 Special Topics 1/2/3 hrs**

An intensive study of a specific area of Spanish language or literature, to be determined by the instructor's field of specialization and student interest. This course may be repeated for credit with permission. *Not more than six hours of special topics may be used on a degree program.*

**SPNH682 U.S. Dialects of Spanish 3 hrs**

A study of the dialects of Spanish spoken in the United States, including their historical background and their modification through contact with English. *A minimum of 24 hours of field experience will be required.*

*Prereq: an introductory course in linguistics*

**SPNH692 Research Project 3 hrs**

Intensive study of a specific project in Hispanic language, literature and/or culture, under the direction of a member of the graduate staff. Final report normally in Spanish.

*Prereq: completion of 15 hours in the core curriculum and department permission*

**SPNH697/698/699**

**Independent Study 1/2/3 hrs**

Intensive study of a problem, under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*

*Prereq: department permission*

## School of Staff and Command Courses (SSC)

**SSC525 Managing a Police Agency 2 hrs**

This course addresses universal management functions. They are taught in the context of, and applied to, internal police administration, traffic and criminal operations. The course also seeks to improve the knowledge about the nature and importance of the total administrative function along with the principles and techniques for achieving effective management of people and operations.

**SSC529 Foreign and Domestic Terrorism for First Responders 3 hrs**

This is a technical course that provides for the preparation and response to a foreign or domestic

act of terrorism. Students will explore the technology of weapons of mass destruction, how to prepare their communities, respond to the incident, and mitigate the effects of a terrorist act.

**SSC530 Administration of Police Agencies 2 hrs**

This course examines the role of the police, which begins with the evolution of the police concept. How the role is seen today, and the communities' involvement in establishing that role are examined.

**SSC535 Planning Skills for Police Agencies 2 hrs**

This course strives to develop the conceptual skills necessary for effective staff work and command-level management. The need for planning in an organization along with the nature and need for change is presented, with the individual's role either as a change agent or a responder to change.

**SSC540 Police Personnel Administration 2 hrs**

This course is concerned with the issues of personnel management that are problematic. Job analysis, career development and labor discipline issues are covered in the context of personnel management.

**SSC545 Technical Skills for Effective Police Management 2 hrs**

An examination of the budgeting process including line-item budgets, zero-base budgeting, performance-based budgeting, etc. Also included is an examination of human resource allocation and its affect on budgeting. The use of computers is introduced at this level for ease in developing and maintaining budgets and human resources.

**SSC550 Issues and Skills for Senior Command and Staff Officers 2 hrs**

This course deals with problems facing the senior commander. An analysis of positions within an organization and how best to accomplish organizational objectives. Methods for assuming command, use of time, and how to select and manage subordinate commanders and staff.

**SSC587 Co-operative Education 3 hrs**

**SSC590/591/592/593 Special Topics 1/2/3/4 hrs**

Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: graduate standing or department permission*

**SSC597/598/599 Independent Study 1/2/3 hrs**

An intensive study of a problem or group of problems under the direction of a University faculty member.

*Prereq: department permission*

**SSC679/680/681 Special Topics 1/2/3 hrs**

Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: graduate standing or department permission*

**SSC690/691/692 Thesis 1/2/3 hrs**

Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*

*Prereq: department permission*

**SSC697/698/699 Independent Study 1/2/3 hrs**

An intensive study of a problem or group of problems under the direction of a University faculty member.

*Prereq: department permission*

## School of Technology Studies Courses (STS)

**STS501 History of Technology 4 hrs**

An overview of major technical developments that have affected the course of human history. Emphasis is placed on the interrelationships of the technical to the sociocultural milieu.

*Prereq: graduate standing*

**STS502 Microcomputer Applications in Administration 3 hrs**

This course is designed to teach students how to integrate the personal computer into the management of organizations. This includes research, data analysis, planning, project management and presentations. Students use the Internet as an integral part of the course to facilitate communication between themselves and the instructor. This course assumes a familiarity with Microsoft Word and Excel.

**STS521/WGST521 Women and Technology 3 hrs**

This course surveys gender issues surrounding technology development, transfer and use. We will examine the gender implications of technologies used in everyday life, particularly those that apply to work, health, reproduction, education, and communication. Historical and cross-cultural/global perspectives will be integrated into course themes.

**STS528/WGST528 Technology, Gender and Pop Culture 3 hrs**

The application of pop cultural theory and practice provides in-depth understanding about the impact of technology on cultural definitions of masculine and feminine identity. Critical examination of film, literature and material culture, reflects ideas about whether technologies are themselves gendered and how gendered perceptions and stereotypes promoted by technological ideologies reveal individual and community values.

**STS587 Cooperative Education in Interdisciplinary Technology 3 hrs**

Co-op is an educational strategy that integrates classroom theory with a semester of paid work experience in an area related to the student's field of study. Work sites must be approved by the coordinator of Cooperative Education and the Department of Interdisciplinary Technology. Additional assignments may be required. *Offered on a credit/no-credit basis.*

*Prereq: department permission*



STS590/591/592/593  
Special Topics 1/2/3/4 hrs  
Content will change from semester to semester. An experimental course for subject matter not yet provided in other program offerings. Students may elect this course more than once, provided different topics are covered. *Not more than six hours of special topics may be used on a degree program.*

STS597/598/599  
Independent Study 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual project under the direction of a University faculty member. An approved written proposal is required.  
*Prereq: department permission*

STS601 Multidisciplinary  
Seminar in Technology 2 hrs  
A multidisciplinary seminar, which explores different philosophic and discipline-based perspectives of technology around a special topic. Usual format is a lecture series with outside speakers held at a conference center. *May be repeated for credit if course content is different.*

STS602 Contemporary  
Issues in Technology 2 hrs  
An in-depth examination of a particular issue (or set of related issues), usually of topical interest, related to technology and society. This course generally will take place in business and industry settings. *May be repeated for credit if course content is different.*  
*Prereq: TS505 or department permission.*

STS639 Continuous Enrollment 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

STS679/681 Special Topics 1/3 hrs  
An experimental course for subject matter not provided in other school offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

STS680 Technology Assessment 3 hrs  
A survey of the field of technology assessment that includes theoretical bases, unique modes of inquiry, major assumptions, institutional activities, major problems and future trends.  
*Prereq: TS505 and TS506*

STS690/691/692 Thesis 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

STS697/698/699  
Independent Study 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual project under the direction of a University faculty member. An approved written proposal is required.  
*Prereq: department permission*

## Social Work Courses (SWRK)

SWRK502 Social Work  
Profession and Services 3 hrs  
Designed to provide students with an overview of social work, socialization to the profession and an understanding of social work ethics. Content includes history and analysis of the profession; its scope, methods, values and organization of services. It will focus on practice in a variety of settings with oppressed populations.  
*Prereq: admission to M.S.W. program*

SWRK506 Human Behavior  
and the Social Environment I:  
Individuals and Families 2 hrs  
This course provides a foundation of biopsychosocial knowledge related to individuals and families. It includes developmental stages, predictable life cycle changes, crises, theories of personality and family functioning, and factors promoting strengths and resilience.  
*Prereq: social work students only*

SWRK507 Human Behavior and the  
Social Environment II: Groups,  
Organizations and Communities 2 hrs  
This course provides foundation knowledge about the behavior and development of groups, organizations and communities. The impact of mesosystems and macrosystems upon individuals' and families' experiences is also explored.  
*Prereq: SWRK506*

SWRK510 Generalist Practice I 3 hrs  
The focus will be on relationship building and communication skills to engage and assess different sized systems (e.g., families, individuals, groups, organizations, communities). Emphasis will be on the helping process, information gathering, assessment and contracting. Written skills common to social work will also be emphasized.  
*Prereq: SWRK507*

SWRK520 Generalist Social  
Work Practice 3 hrs  
This course introduces the student to a generalist and ecological systems approach to practice in which the social worker is seen as a change agent, the client is seen as a client system and the two work together to effect change with a target system that may or may not be synonymous with the client system. The student will learn ways of assessing various sized systems, how to develop a plan of action and how to negotiate a contract for service. A variety of intervention strategies will be introduced. Termination, follow-up and evaluation complete

the phases of the sequential helping process covered in this course.  
*Prereq: SWRK510*

SWRK521 Policy Analysis and Change 3 hrs  
This course focuses on current social policy and its intended and unintended effects on client populations. Students will develop skills in both analysis and strategies for policy development and change.  
*Prereq: SWRK502*

SWRK526 People of Color: The  
Non-deficit Perspective 2 hrs  
Examines the social realities in which people of color function, and how these interact with developmental processes to establish the sense of identity. Provides students with a strengths perspective for explaining behavior and integrates this into an ethnic-sensitive approach for practice.  
*Prereq: SWRK507*

SWRK528 Practice with Women 2 hrs  
Focuses on women's unique experience in society and women's issues, including violence, sexual exploitation, mental illness, poverty, homelessness and chemical dependency.  
*Prereq: SWRK507*

SWRK530 Social Work  
Research Methodology 3 hrs  
This course is designed to provide students with an introduction to statistics and research methods. Students will be introduced to quantitative and qualitative methods in the human services, and the use of the computer in data analysis and management.  
*Prereq: SWRK506*

SWRK540 Policies and Issues  
in Services to Families 3 hrs  
The course will examine in depth the field of family and children's services through the process of identifying and analyzing issues crucial to the field, analyzing policies and legislation, and critically examining processes integral to the service delivery structure.  
*Prereq: SWRK610*

SWRK541 Specialized Services  
for Families with  
Children in Placement 3 hrs  
This course provides practice knowledge and skills in working with families where out-of-home placement has become necessary, and children are in foster care, group, residential or adoptive settings. Emphasis will be on preventing placement, and planning for permanence for children. The social worker's role in serving families where placement has occurred and children in placement will be the primary focus.

SWRK542 Family-Centered Practice 3 hrs  
Students will deepen their understanding of the family as a social psychological system that must meet the needs of both adults and children. In developing and implementing services to families and children, the prevention of placement, whenever possible, is seen as a primary goal. The course will enhance practice knowledge and skills in delivering preventive, supportive, therapeutic and supplementary services to families in need of help.



Particular attention will be given to working with vulnerable families in which children have been identified as neglected or abused.

*Prereq: SWRK592*

**SWRK543 Practice with Children and Youth** 2 hrs

This course enables students to engage, assess and intervene on behalf of maltreated children and youth. Special developmental issues and needs will be examined. Strategies and roles of practice with children in their own families, foster and adoptive homes, and residential settings will be addressed.

**SWRK546 Law and Family** 3 hrs

Social workers and lawyers frequently find themselves operating together around issues and problems involving individuals and families, as in cases of divorce, child abuse and neglect, child custody, delinquency and mental health. The student will examine both legal and social work perspectives in terms of clients' rights and needs, and professional goals. Particular attention will be paid to areas of possible conflict. Use of the court and legal authority in family affairs will be explored. Racism and sexism in relationship to the law and to the social work component of legal institutions will be considered.

**SWRK550 Working with Aging People** 3 hrs

This course is designed to provide social work students and students in related disciplines with the sensitivity, knowledge and skills necessary to enhance their understanding of the pleasures, problems and needs of aging people and to develop their effectiveness in providing services to, and working with, aging individuals, families, groups, agencies and communities. This course will focus on the role of the human service provider in relation to the direct provision of services. It will examine the political and psychosocial factors that effect the availability, provision and acceptance of such services.

**SWRK552 Policy Issues and Older People** 3 hrs

This course is designed to introduce students to basic policy concepts and to familiarize them with major aging policies, including the Older Americans Act, Social Security and Medicare. Also, the student will explore various key policy issues such as housing, health care, retirement and pensions. Programs and services that evolve out of aging policy initiatives will be considered.

*Prereq: SWRK610*

**SWRK553 Ethnicity and Gender Issues Among the Aged** 2 hrs

This course will examine research pertaining to gender and minority group differences in the aging process, and the implications for social work practice.

**SWRK555 Social Work with Groups** 2 hrs

This course provides and explores the practice principles associated with social work with groups. Students learn how to analyze group situations, intervene at both the group and individual levels and how to develop mutual aid and empowerment among the members of a social work group.

*Prereq: Admission to Masters in Social Work or permission of the instructor*

**SWRK560 Case Management** 3 hrs

The course is based on a six-stage model of case management which includes: engaging, assessing, planning, accessing resources, coordinating and disengaging. It is designed to provide an understanding of the theoretical basis of the model and to discuss a context for the main focus of the course, which is on methods that can have practical application to case management in a variety of fields. The course offers hands-on experiences in a variety of techniques.

**SWRK562 Practice with Lesbian, Gay, Bisexual and Transgender Persons** 3 hrs

This course exposes students to a wide array of life experiences of lesbian, gay, bi-attractional and transgender persons by listening to their own words-spoken, written, on film and through personal interviews. It develops a deeper contextual knowledge and understanding of life courses taken by sexual minorities.

*Prereq: Admission to Masters in Social Work or department permission*

**SWRK570 Supervising Staff and Volunteers** 3 hrs

Models of supervision and the roles of the social services supervisor will be examined. Attention will be given to the basic knowledge, skills and values required for effective supervision and mid-level management of social services agencies. The course will review supervisory and managerial activities, such as planning, program implementation, marketing, program evaluation, budgeting, leadership, conflict resolution and consultation. The role of the supervisor in utilizing supervision will also be examined.

**SWRK588/589 Field Professional Experience I, II** 4/4 hrs

The field placement agency in consultation with the Department of Social Work provides a generalist learning experience and supervision that are appropriate to the objectives of the graduate program and to the level of the student's knowledge and capacity. Students spend 16 hours per week in the field placement setting. A weekly seminar relating field learning to classroom content is an integral part of this course.

*Prereq: SWRK510*

**SWRK590/591/592 Special Topics** 1/2/3 hrs

Special topics integral to contemporary social work will be presented. The content and form of this course will vary, and will typically consider topics not given in usual course offerings. Since the topics change, students may take the course more than once. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

**SWRK591 Proseminar: Research and Diversity** 2 hrs

The advanced standing proseminar in research and diversity is designed to prepare advanced standing social work students with the art knowledge about social work research methods, people of color and women. The course emphasizes research methods and analytic approaches in the exploration of the-

ory and issues affecting service delivery to people of color and to women. From this critical review, students will develop and refine knowledge and skills necessary for non-deficit, strength based practice with people of color and women.

**SWRK592 Special Topics: Family and the Social Environment** 3 hrs

This course covers basic human behavior theory related to families and children in their social environment. It will examine the diverse forms and structures of families as well as issues facing families in contemporary society.

*Prereq: SWRK610 and M.S.W. concentration in families and children*

**SWRK597/598/599 Independent Study** 1/2/3 hrs

Intensive study in areas not provided in other courses, or advanced study in areas of special interest to the student, under the direction of a social work faculty member.

*Prereq: department permission*

**SWRK602 Community Building** 2 hrs

Community building strengthens ties between groups and organizations for collaborating on goals such as economic development or the development of social services. Social work community practices methods for professional and civic activity will be covered, such as articulating issues, analyzing action proposals, developing leadership, networking and coalition building.

**SWRK610 Empowerment: Social Justice and Social Change** 2 hrs

Focuses on the societal forces contributing to oppression, and the resulting impact on individuals, communities and society. Concepts of social justice and empowerment as they relate to gender, race, class, age, sexual orientation and mental and physical status will be organizing themes. Skills will be developed in the range of social change intervention.

*Prereq: SWRK589 or SWRK591*

**SWRK630 Action Research** 3 hrs

This covers procedures for conducting quantitative and qualitative research to social program evaluation and social practice. *Planning will take place for a research project that will be initiated and completed in SWRK692.*

*Prereq: SWRK610*

**SWRK639 Continuous Enrollment** 1 hr

Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*

*Prereq: department permission*

**SWRK643 Families in the Social Environment** 3 hrs

This is the advanced Human Behavior in the Social Environment course for MSW students in the Child and Family concentration. This course

explores the social work theories of families within the context of social, cultural and geographic communities examining the relationship between families and the broader society. *Available only to students in the Master of Social Work with a Child and Family concentration.*

*Prereq: SWRK610  
Coreq: SWRK540*

**SWRK650 Policy Issues in the Health Care Setting 3 hrs**

This course will cover historical developments in the formation of mental health and substance abuse policy in the United States. Current policy directives will be analyzed with a focus on their impact on society in general and specifically on the severely mentally ill, those with dual problems of mental illness and substance abuse, people of racial and ethnic minorities, children, the elderly and women.

*Prereq: SWRK610*

**SWRK652 Dynamics and Practice: Mental Illness Services 3 hrs**

This advanced knowledge and practice course is required in the chemical dependency and mental illness rehabilitation services concentration. A biopsychosocial model provides the framework for understanding the dynamics involved in mental illness and unusual disorders. Special attention will be given to gender, sexual orientation, race, culture and class.

*Department permission required.*

*Prereq: advanced program graduate students in social work, SWRK588/589, SWRK610*

**SWRK653 Dynamics and Practice: Chemical Dependency Services 3 hrs**

This advanced knowledge and practice course is required in the chemical dependency and mental illness rehabilitation services concentration. A biopsychosocial model provides the framework for understanding the dynamics involved in chemical dependency and abuse. Special attention will be given to gender, sexual orientation, race, culture and class. *Department permission required.*

*Prereq: advanced program graduate students in social work, SWRK588/589, SWRK610*

**SWRK656 Crisis Intervention 2 hrs**

This course will give the student an introduction to the history and theory of crisis intervention; characteristics of being in a crisis state or a condition that puts the person, group or community in a crisis or at risk for crisis; and detailed information on specific crisis situations. The class will view crises from ecological systems and strengths perspectives. Instructions for intervention methods will draw on individual strengths and environmental systems.

**SWRK658 Chemical Dependency and Addictions 3 hrs**

Critical examination of current approaches for treatment and prevention of drug and alcohol dependency in the context of culture and gender. The physiological, psychological and social impact of chemical dependency will be explored.

**SWRK662 Grant Writing and Resource Development 3 hrs**

Resource development strategies will be examined for implementing creative human services programs. Students will learn to assess resources within a community, plan and develop networks to address unmet needs, locate funding opportunities and complete a grant-writing and/or fund-raising project.

**SWRK665 Social Work Practice in Behavioral Health 2 hrs**

This course provides students with knowledge and skills to become competent practitioners in behavioral health social service delivery. Students learn how social workers provide behavioral health services to individuals, families and communities. Practice demonstrations are required, utilizing theoretical and science-based knowledge and skills to help behavioral health consumers via social work case management methods. *Available only to students in the School of Social Work or in the College of Health and Human Services or Social Sciences with the permission of the instructor and relevant school/department heads.*

*Prereq: department permission*

**SWRK679/680/681 Special Topics 1/2/3 hrs**

Special topics integral to contemporary social work will be presented. The content and form of this course will vary, and will typically consider topics not given in usual course offerings. Since the topics change, students may take the course more than once. *Not more than six hours of special topics may be used on a degree program.*

**SWRK680 Special Topics: Social Work Practice in Kinship Care 2 hrs**

This course examines the role of kinship care as part of the continuum of child welfare services. Students will come to understand diverse family structures and the importance of the kinship network, particularly for families of color. A major focus of the course will be on practice skills such as assessment, community resources and effective case management.

**SWRK681 Special Topics 3 hrs**

An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

*Prereq: department permission*

**SWRK681 Special Topics: American Indian World — Past, Present and Future 3 hrs**

The plight of American Indians will be examined through law and history. By assessing the Indian "world view," students will discover the chasms between European and Indian concepts. This course provides knowledge of America's least-known minority.

**SWRK681 Special Topics: Dynamics of Mental Illness and Chemical Dependency 3 hrs**

This course will cover basic human behavior theory related to both mental illness and chemical dependency. This will include biological, psychological and social factors in etiology. Diagnostic categories of psychopathology, and the major categories of drugs typically abused will be examined.

**SWRK681 Special Topics: Self-Help and Support Groups 3 hrs**

This course introduces students to theory, research and practice principles related to self-help and support groups. Healing, other group-level factors, member participation and practitioner roles will be addressed.

**SWRK681 Special Topics: Social Work Administration 3 hrs**

This course is an administrative practice course focusing on task groups and organizations. Practice methods in leadership and management grounded in group and organization theory will be emphasized. The course will address specific skills in forming and working with committees and boards of directors, organizational leadership, marketing, personnel and conflict resolution.

**SWRK688/689/690 Field Experience III, IV, V 4/4/2 hrs**

Students are required to complete three consecutive semesters (fall, winter, spring) of advanced field placement in agency-based practice within their areas of concentration, arranged by the School's Field Placement Office. SWRK688/689/690 requires 500 hours of field placement scheduled at 16 hours per week, participation in weekly seminar, and completion of related assignments. The focus is on advanced specialized practice that empowers oppressed populations.

*Prereq: department permission*

*Concurrent prereq: SWRK610 and SWRK542 or SWRK652 and SWRK653 or SWRK550.*

**SWRK692 Research Project 2 hrs**

Provides an opportunity for practitioners to gain research competencies that are both quantitative and qualitative. The completion of an action research project culminates the graduate experience.

*Prereq: SWRK630*

**SWRK694 Community Action Seminar 2 hrs**

This is a capstone course for integrating multidisciplinary courses with community building. Students design a community and apply social work methods of community practice to complete it. The seminar's networking and collaboration supports the diverse community building activities or participants.

*Prereq: SWRK602*

**SWRK697/698/699 Independent Study 1/2/3 hrs**

Intensive study in areas not provided in other courses, or advanced study in areas of special interest to the student, under the direction of a social work faculty member.

*Prereq: department permission*

## Technology Education Courses (TEDU)

**TEDU500 Crafts** 2 hrs  
Basic craft ideas of wood, metal, graphics, plastics, leather and ceramics are explored. Additional elective areas also are available. *Not open to departmental majors.*

**TEDU501 Crafts for Special Education** 2 hrs  
The development of craft activities to supplement the curriculum and provide therapeutic manipulative experiences and leisure activities in the special education classroom. Emphasis is given to the identification of industrial employment opportunities. *Not open to departmental majors.*

**TEDU502 Career Education for the Elementary Child** 2 hrs  
A study of the concepts and methods used to develop an awareness of the careers of society with elementary school children. Emphasis is on individual and group activities relevant to integrated curriculum studies. *Also open to departmental majors.*

**TEDU515 Energy Educators Workshop I** 1 hr  
This course provides students with the background necessary to understand current issues in domestic electric energy production. Students tour major power plants, nuclear facilities and renewable energy sources. Demonstrations on topics such as power line safety, ecology and geology of natural gas storage are provided by DTE Energy personnel. Lectures by EMU faculty provide historical and theoretical background.  
*Prereq: department permission*

**TEDU516 Energy Educators Workshop II** 2 hrs  
This course is meant to assist the in-serviced science or technology teacher to take the materials he or she has learned from TEDU515 Energy Educators Workshop I and integrate them into a unit of study for their science class.  
*Prereq: TEDU515 and department permission*

**TEDU520 Technology Education for Teachers** 3 hrs  
Concepts and activities related to technological literacy, including the use of tools, processes, systems, and impacts of technology. State and federal legislation, education regulations, and national standards discussed.

**TEDU523 Technological Systems** 2 hrs  
The description of technological systems utilized in physical, informational and bio-related domains of human activity. Opportunity to apply system software to manipulate technical devices found in technology education classrooms and laboratories.

**TEDU524 Computer Applications for Vocational-Technical Instruction** 2 hrs  
Description and illustration of computer hardware and software for vocational-technical education. Mainframe and microcomputer systems

will be reviewed. Opportunity to prepare and develop computer instructional materials for the microcomputer.

*Prereq: technology education majors or graduate standing*

**TEDU525 Robotics Applications in Technology Education** 2 hrs  
An overview of the history, principles of operation, manufacture and use of robots and robotic systems. Emphasis provided to the analysis of these topics for programs of study in technology and industrial-vocational education.

*Prereq: technology education majors or graduate standing*

**TEDU550 Development of Technology Education** 2 hrs  
The historical development of industrial education programs; the influence of industrial, technological and societal change; institutions, professional associations, movements and leaders in the field.

**TEDU587 Cooperative Education in Technology Education** 3 hrs  
A cooperative education experience integrating classroom theory with a paid work experience in an area related to the student's field of study. Work sites must be approved by the coordinator of cooperative education and the Business and Technology Education Department. Additional assignments may be required. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**TEDU650 Industrial Education in Colleges and Universities** 2 hrs  
The philosophy, history and development of industrial teacher education programs; current trends in selected institutions.

**TEDU652 Technical Programs in Community Colleges** 2 hrs  
Nature, scope and functions of vocational and technical programs in community colleges; recent developments.

**TEDU655 Supervision of Technology Education** 2 hrs  
Principles and problems involved in the improvement of instruction in technology education. Open to majors in technology education and to majors in administration.

**TEDU663 Instructional Media in Technology Education** 2 hrs  
Recent developments in instructional media and technology, the relationship of media to the psychology of learning, and implications for programs of technology education.

**TEDU664 Laboratory Planning** 2 hrs  
Analysis of space and equipment requirements of technology and industrial-vocational education laboratories. Consideration of specific functions, safety, efficiency, location and design as they relate to educational philosophy and objectives.

**TEDU679/680/681 Special Topics** 1/2/3 hrs  
Provides for intensive study of selected topics drawn from current developments in career, technical and workforce education.

**TEDU682/683/684/685 Workshop** 1/2/3/4 hrs  
Students will be provided focused practical and theoretical study in a selected topic area in career, technical and workforce education.

**TEDU686 Practicum in Technology Education** 2 hrs  
An examination and evaluation of a variety of instructional methods. Direct experiences are provided in developing and utilizing instructional materials.

**TEDU688 Internship in Technology Education** 2 hrs  
A supervised experience in education. Opportunities are provided for directing a variety of teaching-learning experiences contracted with a University faculty member. *Offered on a credit/no-credit basis.*

**TEDU690/691/692 Thesis** 1/2/3 hrs  
A research-based study conducted under the supervision of a University graduate faculty member and departmental graduate committee, under the guidelines described in the EMU Technology Education Thesis Manual. *Offered on a credit/no-credit basis.*  
*Prereq: department permission*

**TEDU697/698/699 Independent Study** 1/2/3 hrs  
Opportunities are provided for the selection and completion of an individual study under the direction of a University faculty member. An approved written proposal is required. Both "Independent Study" (technical study without the prerequisite of TEDU677) and "Research Proposal Format" guideline sheets are available from the department.  
*Prereq: department permission; topics must be approved by the department during the semester prior to the study*

## Therapeutic Recreation Courses (THRC)

**THRC510 Leisure and Aging** 3 hrs  
An elective course for Recreation majors, Gerontology minors, and the Graduate Gerontology Certificate program. Course will provide an overview of physical, psychological, and affective characteristics of older adults; implications of leisure and retirement; and recreation services provided in institutional and community settings.



## Technology Management Courses (TM)

**TM510 Principles of Managing Technological Enterprises** 3 hrs  
Characteristics of high-tech markets; motivating high-tech researchers and developers; manufacturing products with short life cycles, finance and planning in a high-tech environment; attracting and keeping the best human resources.  
*Prereq: TS505 or department permission*

**TM555 Technology and Organization** 3 hrs  
Development, analysis and theory of technological organizations, as well as practical problems confronting technological managers at a time of transition, as exemplified by leading U.S. and Japanese corporations.  
*Prereq: graduate standing in interdisciplinary technology or department permission*

**TM560 Technology and Labor Relations** 3 hrs  
This course examines the dynamics of technological change from a labor-management perspective, using historical and contemporary examples of both confrontational and collaborative approaches.

**TM565 Technology and Training** 3 hrs  
This course examines the role of training in our national policy, and identifies training practices in today's "high-performance" workplaces.

**TM615 Planning and Implementing Technological Change** 3 hrs  
The course addresses principles and theories of technological innovation, partnership approaches to technology planning and implementation and best-practice scenarios at each stage of the technology adoption life cycle. Students will apply the principles learned to the analysis of case studies and workforce practices.

**TM587 Co-operative Education** 3 hrs

**TM590/591/592/593 Special Topics** 1/2/3/4 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**TM597/598/599 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

**TM679/680/681 Special Topics** 1/2/3 hrs  
Provides for intensive study of selected topics drawn from current developments in the total field of business education. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: graduate standing or department permission*

**TM690/691/692 Thesis** 1/2/3 hrs  
Completion of research problem, writing thesis and defense of thesis. *Offered on a credit/no credit basis.*  
*Prereq: department permission*

**TM697/698/699 Independent Study** 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*

## Technology Studies Courses (TS)

**TS505 Introduction to Technology and Society** 3 hrs  
Introduction to issues and analytical frameworks pertaining to technology and society. Through interdisciplinary contemporary and classic readings, discussions (online and classroom) and research, the class will explore the intellectual, cultural and ethical issues concerning the relationship of technology to society; emphasis on examination of workplace technology, information technology, instructional technology, medical technology, medical technology and agriculture biotechnology with a focus on ethical dilemmas arising from ill-conceived technology design and use.  
*Prereq: graduate standing*

**TS506 Patterns of Change in Technology and Culture** 3 hrs  
An overview of significant patterns of change in the relationship between American technology and culture. An interdisciplinary review of the reception and diffusion of technological developments within a societal and cultural context. Includes examination of advancement, acceptance, or rejection of technology implicit throughout the history of American progress.

**TS507 Research Methods in Technology Studies** 3 hrs  
Introduction to empirical approaches to assessing technology including various methodological and statistical approaches for conducting research within society, the community and organizations. The Statistical Package for the Social Sciences will be introduced and used for basic descriptive and explanatory statistical calculations.  
*Prereq: TS505 and TS506*

**TS508 Contemporary Trends in Technology and Society** 3 hrs  
A current issues seminar on relevant issues of current interest and concern related to technology and society with a central focus on the interconnectedness of technology "machines" created by humans for humans. Included is an examination of the powerful ways these technologies are part of today's culture, work, creative expressions, leisure time, and newly developed traditions.  
*Prereq: TS505*

**TS691 Proposal Development** 1 hr  
Guides student through the steps of creating a proposal for either a capstone/research project or thesis; includes generating a thesis question or hypothesis, beginning a literature review, designing a methodology including how data or information would be collected, and what statistical analysis might be done. Draft of survey is used.

**TS693 Capstone Project** 3 hrs  
Provides opportunity for students to gain competencies in quantitative, qualitative or applied research by implementing project proposal completed in TS691 Proposal Development. Expansion of proposal sections with expanded literature review, details of methodology, findings and conclusions expected.  
*Prereq: department permission*  
*Coreq: TS691*

## TESOL Courses (TSLN)

**TSLN500 Observation and Analysis of ESL Programs** 1 hr  
Observations of ESL classes in varied contexts, and practice in using different types of observation instruments. Seminar topics focus on ESL classrooms, noting differences for ESL classrooms.

**TSLN501 Theoretical Foundations of Second-Language Pedagogy** 3 hrs  
Overview of the principal theories of language description, language learning and language use, with emphasis on those factors that affect second-language acquisition and learning.  
*Prereq: admission to TESOL MA program or department permission*

**TSLN502 A Pedagogical Grammar and Phonology of ESL** 3 hrs  
Examines the structure and sound systems of American English as it applies to the teaching and learning of English as a second language. Emphasizes practical aspects of usage.  
*Prereq: admission to TESOL MA program or department permission*

**TSLN503 Observation and Analysis of Multicultural Classrooms** 2 hrs  
This course provides teachers with observation and analysis skills for classroom-based research, and techniques for working with paraprofessionals with language minority students in the public schools.  
*Prereq: admission to the TESOL graduate certificate program or department permission*

**TSLN520 Foreign Language Testing and Evaluation** 2 hrs  
Examines the role of testing; surveys types of tests; discusses the criteria of a good test; analyzes tasks that variously require listening, speaking, reading, writing and communicative competence; and provides practice in evaluating and constructing test items.  
*Prereq: TSLN501 or TSLN525 and TSLN502*



**TSLN521 Content-Based Materials and Testing in the ESL Classroom** 2 hrs  
 This course provides guidelines for teachers who want to develop materials and tests appropriate for the integration of academic content with English language skills for English language learners.  
*Prereq: admission to the TESOL graduate certificate program or department permission*

**TSLN525 Second Language Acquisition for Classroom Teachers** 3 hrs  
 Examines the learning of English, simultaneous with or subsequent to one's first language in the K-12 setting in the United States. Linguistic, cognitive, affective, cultural, social and instructional factors will be addressed.  
*Prereq: admission to the TESOL graduate certificate program or department permission*

**TSLN530 TESOL Methods: Reading, Writing and Grammar** 2 hrs  
 Examines content and methodology in teaching TESOL reading, writing and grammar to diverse groups of students. Students are expected to investigate different techniques, analyze them and research one area.  
*Prereq: TSLN502 and TSLN501 or TSLN525*  
*Coreq: TSLN531*

**TSLN531 TESOL Materials: Reading, Writing and Grammar** 1 hr  
 This class will provide students with opportunities to review, evaluate and adapt materials for use in teaching reading, writing and grammar to ESOL learners. Students will gain facility in matching and adapting texts and materials to the needs of different kinds of ESOL learners.  
*Prereq: TSLN502 and TSLN501 or TSLN525*  
*Coreq: TSLN530*

**TSLN532 TESOL Methods: Listening, Speaking and Pronunciation** 2 hrs  
 Examines content and methodology in teaching TESOL listening, speaking and pronunciation to diverse groups of students. Students are expected to investigate different techniques, analyze them and research one area.  
*Prereq: TSLN502 and TSLN501 or TSLN525*  
*Coreq: TSLN533*

**TSLN533 TESOL Materials: Listening, Speaking and Pronunciation** 1 hr  
 This class will provide students with opportunities to review, evaluate, adapt and develop materials for use in teaching listening, speaking and pronunciation to ESOL learners. Students will gain facility in matching and adapting texts and materials to the needs of different kinds of TESOL learners.  
*Prereq: TSLN502 and TSLN501 or TSLN525*  
*Coreq: TSLN532*

**TSLN590/591/592 Special Topics** 1/2/3 hrs  
 An intensive study of a specific topic to be determined by the instructor's field of specialization and student interest. *Not more than six hours of special topics may be used on a degree program.*  
*Prereq: department permission*

**TSLN597/598/599 Independent Study** 1/2/3 hrs  
 Intensive study of an issue related to the teaching and learning of foreign/second language, under the direction of a member of the graduate faculty. *Not more than six hours of independent study may be used on a degree program.*  
*Prereq: department permission*

**TSLN679/680/681 Special Topics** 1/2/3 hrs  
 An intensive study of a specific topic to be determined by the instructor's field of specialization and student interest. *Not more than six hours of special topics may be used on a degree program.*

**TSLN688 TESOL Practicum** 3 hrs  
 Supervised practical experience in TESOL appropriate to the student's intended teaching setting. With the guidance of a trained ESL teacher, the practicum student will select appropriate materials and techniques to develop the necessary skills in the learners, and will then apply them in classroom situations.  
*Prereq: TSLN530 and TSLN532*

**TSLN694 Seminar** 2 hrs  
 Different topics are selected each semester for intensive study by advanced students. The course consists of review and discussion of contemporary issues in TESOL, based on research projects and review of the pertinent literature carried out by the student. Emphasis in seminar meetings on exchange of ideas and information developed in the research.  
*Prereq: TSLN500, TSLN502, TSLN501 or TSLN525, TSLN530, TSLN531, TSLN532 and TSLN533*

**TSLN697/698/699 Independent Study** 1/2/3 hrs  
 Intensive study of an issue related to the teaching and learning of foreign/second language, under the direction of a member of the graduate faculty.  
*Prereq: department permission*

## Division of Academic Affairs Courses (UNIV)

**UNIV590/591/592 Special Topics** 2 hrs  
 An exploration and study of topics not covered in other departmental offerings. Students may elect more than once, provided different topics are studied.

**UNIV639 Continuous Enrollment** 1 hr  
 Graduate students who are completing research (Master's or Specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through Continuous Enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

## Women's and Gender Studies Courses (WGST)

**WGST515/SOCL515 Sociology of Women** 3 hrs  
 The course examines the changing role of women in American institutions, especially in the work force and in the family. Materials on minority and working-class women will be included.

**WGST521/STS521 Women and Technology** 3 hrs  
 This course surveys gender issues surrounding technology development, transfer and use. We will examine the gender implications of technologies used in everyday life, particularly those that apply to work, health, reproduction, education, and communication. Historical and cross-cultural/global perspectives will be integrated into course themes.

**WGST522/SOCL522/ANTH522 Globalization: Race/Ethnicity, Class and Gender** 3 hrs  
 This course provides critical perspectives on the globalization process with race/ethnicity, class, and gender as the central themes. Topics may include: theoretical issues pertaining to the study of globalization; production and reproduction in the global economy; paid and unpaid labor and its relationship to globalization; development experience in East Asia and Russia; alternatives to corporate globalization; the reclaiming of the "commons"; global environmental issues raised by the consideration of race/ethnicity, class, and gender.

**WGST525/HIST525 Technology, Social Change and the Role of Women** 3 hrs  
 This course examines the nature, origins and development of technology and its impact on women in the United States and Europe. We will explore problems stemming from current technological advances.

**WGST526 Topics in Feminist Philosophy** 3 hrs  
 Applies philosophical and feminist perspectives on women to the study of special topics in philosophy. Topics may include: epistemology, science, ethics, law, history of philosophy, multi-cultural responses to philosophy of women and continental perspectives.  
*Prereq: WGST550*

**WGST528/STS528 Technology, Gender and Pop Culture** 3 hrs  
 The application of pop cultural theory and practice provides in-depth understanding about the impact of technology on cultural definitions of masculine and feminine identity. Critical examination of film, literature and material culture, reflects ideas about whether technologies are themselves gendered and how gendered perceptions and stereotypes promoted by technological ideologies reveal individual and community values.

**WGST530 Women in Film** 3 hrs  
This course examines relations between women and film. Various techniques for critical analysis are used to study how film represents gender, race, class, sexuality and culture. Possible topics include women as filmmakers, representations of women and women as spectators.

**WGST542/PSY542 Women and Mental Health** 2 hrs  
Focus on theory and research concerning women's responses to life stresses, women as clients in psychotherapy and the role of the female mental health professional.  
*Prereq: one course in psychology*

**WGST550 Feminist Thought** 3 hrs  
Feminist Thought provides a scholarly overview of the literature and methodology of feminist studies in such disciplines as history, psychology, literature, sociology, anthropology, economics, religion, health, law and politics.

**WGST560 Domestic Violence and Sexual Assault** 3 hrs  
A comprehensive study of the physical, sexual and emotional abuse that disproportionately affects women. Topics include theories of violence and intervention strategies.

**WGST575 Theories of Sexuality** 3 hrs  
An interdisciplinary seminar examining lesbian, gay and bisexual literature, experience and theories of sexuality in relation to the study of women and gender.

**WGST581/SOFD581 Gender and Education** 3 hrs  
This course examines the social construction of masculinity and femininity and its impact on the lives of teachers and students in schools.

**WGST590/591/592 Special Topics** 1/2/3 hrs  
Course content consists of new topics in women's and gender studies taught on an experimental basis, changing from one semester to the next.

**WGST597/598/599 Independent Study** 1/2/3 hrs  
Intensive study of a problem or theory relevant to women and gender studies, supervised on an individual basis by a member of the women's studies faculty.  
*Prereq: department permission*

**WGST608 Colloquium: Research on Women's Issues** 3 hrs  
A colloquium exploring research on women's issues.  
*Prereq: WGST550*

**WGST617/EDPS617 Children in Poverty: Educational Implications** 2 hrs  
Course analyzes the critical poverty conditions of young children and families, and implications for educators. Emphasis is on social-psychological development, educational advocacy and interventions that promote understanding of ethnic, cultural and socioeconomic diversity.

**WGST639 Continuous Enrollment** 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. *Course is offered on a credit/no-credit basis.*  
*Prereq: department permission*

**WGST660/SOFD660 Teaching for Social and Ecological Justice** 3 hrs  
An advanced course creating bridges between critical and social theories and pedagogical practices leading to democratic, socially and ecologically just communities. The theoretical foundations of multicultural education, critical and feminist pedagogies, eco-justice pedagogy and service learning are examined. Some preparation in critical social theory required.  
*Prereq: a graduate-level course in SOFD or women's studies*

**WGST679/680/681 Special Topics** 1/2/3 hrs  
Course content consists of new topics in women's and gender studies taught on an experimental basis, changing from one semester to the next.

**WGST686/687/688/689 Practicum** 1/2/3/4 hrs  
This course will provide supervised field placement in places suitable to a candidate's career goals, including women's centers, women's shelters, personnel and administrative units in large corporations, neighboring community colleges and governmental agencies. Paper required.  
*Prereq: department permission*

**WGST690/691/692 Thesis** 1/2/3 hrs  
A substantial and original undertaking in scholarly research designed to deepen and focus the student's interests. The preparation of the thesis will be consistent with the highest professional standards.  
*Prereq: department permission*

**WGST694/695/696 Final Project** 1/2/3 hrs  
An intensive, individualized research or creative project in women and gender studies, culminating in an appropriate final project.  
*Prereq: WGST550 and department permission*

**WGST697/698/699 Independent Study** 1/2/3 hrs  
Intensive study of a problem or theory relevant to women's and gender studies, supervised on an individual basis by a member of the women's and gender studies faculty.  
*Prereq: department permission*

## Zoology Courses (ZOOL)

**ZOOL501 Survey of the Animal Kingdom** 2 hrs  
A survey of the major animal groups from protozoans to mammals. Structure function; the basis

for classification and the evolutionary relationships of the several groups. This course is intended for inservice teachers. *Not open to students who hold credit in ZOOL140.*

**ZOOL502 Animal Behavior** 2 hrs  
This course examines the scientific study of animal behaviors. It covers how animals use behavior to meet the major challenges of life and how scientists test hypotheses and evaluate evidence regarding animal behavior. Secondarily, this course examines how scientists communicate with each other and the public.

**ZOOL536 Vertebrate Tissues: Structure and Function** 3 hrs  
Vertebrate tissue structure and function are examined in a lecture, discussion, laboratory course. An original term paper is required.  
*Prereq: admission to master's of science in biology*

**ZOOL570 Natural History of Invertebrates** 3 hrs  
A field course in the recognition, collection, identification and preservation of common invertebrates of Michigan, exclusive of the insects; natural history, ecology and economic importance. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

**ZOOL571 Natural History of Vertebrates** 3 hrs  
Vertebrates, their adaptations and natural history; the taxonomic classification, identification and distribution of local and other forms. Fieldwork, sometimes under adverse weather conditions and at night; accurate original data on local species. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

**ZOOL572 Ichthyology** 3 hrs  
A study of some aspects of the biology, classification, distribution, and evolution of fishes. Attention is given to the morphology, physiology, behavior, natural history and ecology of fishes through work in lecture, laboratory and in the field. Specific experience in the identification of the freshwater fishes of the Great Lakes region is provided in addition to a general survey of some marine fish families. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

**ZOOL574 Herpetology** 3 hrs  
Amphibian/reptilian biology; taxonomy, evolution, adaptations, anatomy, behavior, ecology, zoogeography. Field trips: some nocturnal, rainy and two Saturdays. Dissections: salamander, lizard. Study living/preserved representatives, extant families and American species. Field or library research project required. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

**ZOOL575 Ornithology** 3 hrs  
Field identification and census methods of summer and fall bird populations, behavior and ecology. A survey in the laboratory of major North American bird families. A student field project is required. *Counts as taxonomic field course.*  
*Prereq: admission to master of science in biology*

ZOOL585 Entomology 3 hrs  
A survey of the world of insects, their structure, function, behavior and ecology; identification and classification of local insects. A field project is required. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

ZOOL586 Mammalogy 3 hrs  
Some aspects of the biology of mammals; origin and evolution, anatomy, classification, adaptations and zoogeography. Natural history and ecology are studied in the field, including behavior and population dynamics. A collection of five or more museum study specimens of different species is required of each student. *Counts as a taxonomic field course.*  
*Prereq: admission to master of science in biology*

ZOOL590/591/592 Special Topics 1/2/3 hrs  
An experimental course for subject matter not provided in other departmental offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

ZOOL597/598/599  
Independent Study 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a faculty member.  
*Prereq: department permission*

ZOOL639 Continuous Enrollment 1 hr  
Graduate students who are completing research (master's or specialist), capstone or internship experiences and have completed all other graduate program course requirements may remain affiliated with the University through continuous enrollment. Enrollment enables access to library, health services and other resources. Credit will not apply toward degree completion. Course is offered on a credit/no-credit basis.  
*Prereq: department permission*

ZOOL679/680/681 Special Topics 1/2/3 hrs  
An experimental course for subject matter not provided in other department offerings. The content will change from semester to semester. Students may elect this course several times, provided different topics are studied. *Not more than six hours of special topics may be used on a degree program.*

ZOOL697/698/699  
Independent Study 1/2/3 hrs  
An intensive study of a problem or group of problems under the direction of a University faculty member.  
*Prereq: department permission*







# Indices

## Sections

Course Prefixes  
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## Disclaimer

Courses in this catalog have been authorized in accordance with University policies. Class schedule books must be consulted each semester for courses to be offered, since the frequency of offerings is determined by the department as program needs dictate. There is no assurance that a given course will be offered each year. The requirements stated in department summaries are intended to serve as guides to program planning and are subject to specific determination by, and consultation with, the departmental adviser.

## Course Prefixes

A department prefix or code is used to identify courses offered by Eastern Michigan University:

	PREFIX
Academic Affairs Division.....	UNIV
Integrated Marketing Communications.....	IMC
Study Abroad.....	SABR
<b>College of Arts and Sciences</b> .....	<b>CASI</b>
African American Studies.....	AAS
Art.....	ART
Biology.....	BIOL
Botany.....	BOTN
Elementary Science.....	ESCI
Microbiology.....	MICR
Zoology.....	ZOOL
Chemistry.....	CHEM
Communication and Theatre Arts	
Communication.....	CTAC
Interpretation/Performance Studies.....	CTAO
Telecommunications and Film.....	CTAT
Theatre and Educational Drama.....	CTAR
Computer Science.....	COSC
Economics.....	ECON
English Language and Literature	
Creative Writing.....	CRTW
English Language and Literature.....	ENGL
Linguistics.....	LING
Literature.....	LITR
Foreign Language and Bilingual Studies	
Bilingual-Bicultural Education.....	BILN
English for International Students.....	ESLN
General Foreign Language and Bilingual-Bicultural Education.....	FLAN
French.....	FRNH
German.....	GERN
Japanese.....	JPNE
Spanish.....	SPNH
Teaching English as a Second Language (TESOL).....	TSLN
Geography and Geology	
Earth System Science.....	ESSC
Geography and Geology.....	GEOG
Historic Preservation.....	GHPR
Urban and Regional Planning.....	GPLN
History and Philosophy	
History.....	HIST
Philosophy.....	PHIL
Mathematics.....	MATH
Music and Dance	
Dance.....	DANC
Music.....	MUSC
<i>Applied Music has a prefix for each instrument. Refer to the class schedule book for the codes.</i>	
Physics and Astronomy	
Astronomy.....	ASTR
Physics.....	PHY
Physical Science.....	PSCI
Political Science.....	PLSC
Psychology.....	PSY
Sociology, Anthropology and Criminology	
Anthropology.....	ANTH
Criminology.....	CRM
Sociology.....	SOCL
Women's and Gender Studies.....	WGST
<b>College of Business</b> .....	<b>COB</b>
Accounting and Finance	
Accounting.....	ACC
Decision Science.....	DS
Finance.....	FIN

Computer Information Systems.....	IS
Production/Operations Management.....	POM
Management.....	MGMT
Marketing.....	MKTG
Law.....	LAW
Supply Chain Management.....	SCM
<b>College of Education</b>	
Leadership and Counseling	
Counseling.....	COUN
Educational Leadership.....	EDLD
Special Education	
General.....	SPGN
Cognitive Impairment.....	SPECI
Emotional Impairment.....	SPEI
Hearing Impairment.....	SPHI
Learning-Disabled.....	SPLI
Physical Impairment or other Health Impairment.....	SPPI
Speech and Language Impairment.....	SPSI
Student Teaching.....	EDUC
Teacher Education	
Curriculum.....	CURR
Early Childhood Education.....	ECE
Educational Media and Technology.....	EDMT
Educational Psychology.....	EDPS
Reading.....	RDNG
Social Foundations.....	SOFD
<b>College of Health and Human Services</b> .....	<b>IHHS</b>
Health Promotion and Human Performance	
Athletics.....	ATHL
Health Education.....	HLED
Physical Education.....	PHED
Recreation Courses.....	RECR
Sport Management.....	SMGT
Exercise Science and Athletic Training.....	SPMD
Health Sciences	
Clinical Laboratory Sciences.....	CLSC
Clinical Research Administration.....	CLRA
Health Administration.....	HLAD
Human Nutrition.....	DTC
Occupational Therapy.....	OCTH
Therapeutic Recreation Courses.....	THRC
Nursing.....	NURS
Social Work.....	SWRK
Gerontology.....	GERT
<b>College of Technology</b> .....	<b>COT</b>
Engineering Technology	
Computer-Aided Engineering.....	CAE
Construction Management.....	CNST
Engineering Management.....	EM
Interior Design.....	IDE
Manufacturing.....	MFG
Polymers and Coatings.....	PC
Quality.....	QUAL
Technology Studies	
Apparel, Textiles and Merchandising.....	ATM
Aviation Technology.....	AVT
Business Management Marketing and Technology.....	BMMT
Communication Technology.....	CMT
Career, Technical and Workforce Education.....	CTWE
Hotel and Restaurant Management.....	HRM
Information Assurance.....	IA
Industrial Distribution.....	ID
Information Security/Assurance.....	ISEC
Legal Administration.....	LEGL
Network and Information Technology Administration.....	NITA
Public Safety.....	PS
School of Staff and Command.....	SSC
School of Technology Studies.....	STS
Technology Education.....	TEDU
Technology Management.....	TM

## Policies Affecting You at EMU

In this section you will find the Student Code of Conduct, the EMU Alcohol and Other Drug Policy, the Tobacco Use Policy, the Student Involuntary Administrative Withdrawal Policy, the Grade Grievance Procedures, Class Attendance Policy, the EMU Policy on Sexual Harassment and the Residence Hall Eligibility Policy.

These policies will not only serve as an important reference during your University experience, but they will also help you as a student to make informed choices.

### Notification of Student Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

- 1) **The right to inspect and review the student's education records within 45 days of the day EMU receives a request for access.**

Students should submit to Eastern Michigan University's Office of Records and Registration written requests that identify the record(s) they wish to inspect. A University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

- 2) **The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.**

Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading.

If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

- 3) **The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.**

One exception which permits disclosure without consent is disclosure to school officials with legitimate education interests. A school official is a person employed by EMU in an administrative, supervisory, academic, research or support staff position (including law enforcement unit personnel and health staff); a person or company with whom EMU has contracted (such as an attorney, auditor or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll. The University may, without the student's permission, release certain information to parents or guardians of students under the age of 21 found responsible for violating any law, rule or University policy pertaining to drugs or alcohol.

EMU has designated the following items as directory information and these items may be included in publications or disclosed upon request without consent: the student's name; address; telephone listing; electronic-mail address; date and place of birth; major field of study; participation in recognized activities and sports; weight and height of members of athletic teams; dates of attendance; degrees and awards received (including, but not limited to, the Dean's List); and the most recent previous educational agency or institution attended by the student.

EMU reserves the right to make directory information public unless a student's written objection (specifying the category of information not to be made public without prior consent) is filed at the Office of Records and Registration within 14 days after each term begins.

Students who do not want to be included in the annual EMU Student Directory should either complete a directory exclusion card or request directory exclusion through the touch tone registration system (734.487.3309) by Sept. 15. Cards can be picked up from University Publications, Campus Life, Office of Records and Registration, Academic Advising Center, Office of Admissions or a residence hall information desk. They must be turned in by Sept. 15 to Public Information, 18 Welch Hall. Requesting directory exclusion will remove your name, address and phone number from the current and subsequent telephone directories.

- 4) **The right to file a complaint with the U.S. Department of Education concerning alleged failures by EMU to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:**

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Ave. SW  
Washington, D.C. 20202-4605

### Applicable Laws for Americans with Disabilities

#### 1973 Vocational Rehabilitation Act, Section 504

Colleges and universities nationwide have been protecting the rights of students with disabilities since the 1973 Vocational Rehabilitation Act, specifically Section 504, which states:

No otherwise qualified handicapped individual in the United States shall, solely by reason of handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

#### Americans with Disabilities Act (ADA)

Unlike Section 504 of the Rehabilitation Act, the ADA applies to employers, public services, public accommodations, communication providers and transportation providers regardless of whether they receive or benefit from federal funding.

The ADA defines a person with a disability to mean a person who: (1) has a physical or mental impairment that substantially limits one or more major life activities; (2) has a record of such an impairment; or (3) is regarded as having such an impairment.

The ADA provides coverage in five different areas:

Employment  
Public services/transportation  
Public accommodations/transportation  
Telecommunications  
Miscellaneous

### Residence Hall Eligibility Policy

#### Policy Statement

All first year unmarried students shall be required to live in University residence halls, contingent on space availability. Sophomore students may be required to live on campus as well, space permitting. Exceptions may be granted to students who are:

- a. commuting from the permanent home of their parents/guardian;
- b. 21 years of age or older; or
- c. veterans who have served on active duty.

All students living in University residence halls assume responsibility for their own hours.



### University Practice

Occupancy in a University residence hall is restricted to currently enrolled students at Eastern Michigan University. Occupants other than currently enrolled Eastern students are allowed on an exception basis. However, priority will be maintained for current Eastern students. Each resident is required to make application and sign a contract for the appropriate term. As such, the resident agrees to make the designated prepayment and agrees to the payment of fees as established for the term(s) of occupancy according to the current payment schedule. Additionally, the residents are responsible for compliance with all terms and conditions set forth in the contract and the *Residence Hall Handbook*.

### Responsibility for Implementation

Housing management staff is responsible for implementing this policy and for granting waivers in a fair and consistent manner within policy guidelines.

### Scope of Policy Coverage

This policy shall apply to first year and sophomore students.

## EMU Policy on Sexual Harassment

The University's Mission Statement and accompanying Institutional Values and Guiding Principles reflect our collective commitment to providing an environment that positively affects the lives of all individuals who are part of the EMU community. The University's Sexual Harassment Policy affirms our shared values and responsibility to respect all individuals, and prohibits any member of the University community from engaging in sexual harassment activities that demean or diminish an individual in any way. Such activity is prohibited by law and by this policy. The rights and responsibilities inherent in this policy apply to all employees, students, guests and outside contractors. One of the strengths of Eastern Michigan University is that we value and respect human dignity and the rights of all people. Each of us shares the responsibility for ensuring that sexual harassment will not be tolerated and that we strictly adhere to the tenets of this policy. Copies of the policy and procedures are posted on the Web sites of the Office of Diversity and Affirmative Action, the Office of Judicial Services, Human Resources and the Office of the Assistant Vice President for Academic Affairs.

### Policy on Sexual Harassment

It is the policy of Eastern Michigan University to provide an educational, employment and business environment free of unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communications constituting sexual harassment, as defined and otherwise prohibited by state and federal statutes.

### Prohibited Acts

No member of the University community shall engage in sexual harassment. Persons who engage in sexual harassment are subject to disciplinary action, up to and including dismissal for employees and/or suspension or dismissal for students. Sexual harassment is defined as unwelcome advances, requests for sexual favors or other behavior of a sexual nature when:

- Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment or status in a course, program or activity.
- Submission to, or rejection of, such conduct is used as a basis for a decision affecting an individual's employment or participation in a course, program or activity.
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work or performance in a course, program or activity, or of creating an intimidating, hostile or offensive environment in which one engages in employment, a course, a program or an activity.

### Confidentiality

To the extent permitted by law, the confidentiality of each party involved in a sexual harassment investigation, complaint or charge will be observed, provided it does not interfere with the University's ability to investigate the allegations or take corrective action.

### Examples of Sexual Harassment

- Physical assault
- Threats or insinuations which cause the victim to believe that sexual submission or rejection will affect his/her reputation, education, employment, advancement, or any conditions which concern the victim's standing at the University.
- Direct propositions of a sexual nature
- Subtle pressure for sexual activity, an element of which may be conduct such as unwelcome sexual leering
- Conduct (not legitimately related to the subject matter of the work, course, program, or activity in which one is involved) intending to or having the effect of discomforting and/or humiliating a reasonable person at whom the conduct is directed. This may include, but is not limited to, comments of a sexual nature of sexually explicit statements, questions, jokes or anecdotes, and unnecessary touching, patting, hugging or brushing against a person's body. Depending upon the circumstances, any of the above types of conduct may be sexual harassment and subject to disciplinary action, even if that conduct only occurs once.

### Consensual Sexual Relationships:

#### Professor and student:

The ideal professor demonstrates respect for students as individuals and serves as students' mentor, intellectual guide and model of honest academic conduct. The professor acts to ensure academic evaluations of students that reflect each student's true merit. He or she respects the confidential nature of the relationship between professor and student and avoids all forms of exploitation, harassment and discriminatory treatment of students.

Sexual relations (which includes contact of a sexual nature) or requests for sexual relations between students and faculty members with whom they also have a current instructional or evaluative relationship are fraught with the potential for exploitation and must be avoided, and are prohibited. The respect and trust accorded a professor by a student, as well as the power exercised by the professor in an instructional or evaluative role, make voluntary consent by the student suspect. In their relationships with students, members of the faculty are expected to be aware of their professional responsibilities and to avoid apparent or actual conflict of interest, favoritism or bias.

#### Seeking Assistance for Filing a Complaint

Students, faculty and staff who believe they are the victims of sexual harassment may seek information and assistance from the Office of Student Judicial Services (204 King Hall), Jennifer Schraze, director, 487.2157 — or the Diversity and Affirmative Action Office (11 Welch Hall), 487.1166. If the student, faculty member or staff member wishes to file a complaint, she/he may take the following action(s):

- If the alleged harasser is a staff or faculty member, the affected individual(s) may contact the Diversity and Affirmative Action Office (11 Welch Hall).
- If the alleged harasser is a student, the affected individual(s) may contact the Office of Student Judicial Services (204 King Hall).

#### Note:

*EMU has the obligation to investigate all complaints of sexual harassment.*

#### Seeking Assistance Outside of the University

Persons who believe they are the victims of sexual harassment may also seek assistance from: Equal Employment Opportunity Commission, or the Michigan Department of Civil Rights.

#### Awareness

Members of the University community are responsible for knowing and understanding the University's policy prohibiting sexual harassment. Students who do not understand the policy should contact the Office of Student Judicial Services at 487.2157. Faculty and staff who do not understand the policy should contact their department head or director. Department heads or directors who need assistance in understanding, interpreting or applying the policy should contact the Diversity and Affirmative Action Office at 487.1166. Persons who make false allegations subject themselves to the possibility of disciplinary action.

### If you are Accused of Sexual Harassment

You will have an opportunity to hear and respond to the charges brought against you. All situations are treated as confidential matters to the extent permitted by law. Judgments are not made nor action taken until the investigation is complete. Employees represented by collective bargaining agents may enlist assistance from their union as necessary.

## Grade Grievance Procedure for the EMU Community

The following is a summary of EMU's Grade Grievance Procedure.

### Procedure

The Grade Grievance Procedure provides each student with the opportunity to appeal formally a final grade in a course because he or she believes that the grade has been awarded capriciously or unfairly. Capricious or unfair grading may include but is not limited to the assignment of a course grade to a student: (1) on some basis other than relevant performance in the course; (2) by resorting to standards different from those which were applied to other students in that course; or (3) by an unreasonable and/or unannounced substantial departure from the instructor's previously articulated standards.

This procedure is not intended to handle disputes that may arise about the grading of individual exams or assignments during the semester. When such disputes arise, the student should contact the instructor immediately, rather than waiting until the end of the semester. Class action grievances by one student on behalf of several students or an entire class are not permitted.

### Timeline for the Grade Grievance Procedure

#### Step I

The student must contact the instructor within 10 working days after the start of the following semester: i.e., the semester following the one in which the disputed grade was given.

*If the grade dispute is not resolved in Step I to the student's satisfaction and he/she still believes that the grievance has merit based on the facts of the case, the student may proceed to Step II.*

#### Step II

A written grievance must be filed within 20 working days after the start of the next semester following the one in which the disputed grade was given.

Within 10 working days after the receipt of the written grievance, the department head must schedule a hearing before the Department/College Grievance Committee.

The Committee hearing shall be open unless the student or instructor requests a closed hearing. This request should be conveyed in writing to the department head prior to the hearing. After the hearing the committee will meet in executive session and will present its findings (in writing) to the department head within 10 working days.

The department head will forward the committee's written decision to the student and the instructor within five working days of this committee's decision/recommendation.

*If the grade dispute is not resolved in Step II to the student's satisfaction and he/she still believes that the grievance has merit based on the facts of the case, the student may proceed to Step III.*

#### Step III

Either the instructor or the student grievant may submit a written appeal of the prior decision at Step II by the Department/College Grade Grievance Committee within 10 working days of written receipt of that decision, if at least one of three conditions is met:

1. The office of the Provost determines that there is evidence that established procedures for Step II were violated; or
2. There was at least one dissenting vote at the Step II level; or
3. New evidence or new witnesses not previously considered or heard at Step II become available.

Within 20 working days of the receipt of the appeal, the University Grade Grievance Committee shall issue a written Step III decision to both the instructor and the student.

Students are encouraged to seek advice from the Student Government REACT office.

For more information on the Grade Grievance Policy see [www.emich.edu/public/aa/aapolicies/grade griev](http://www.emich.edu/public/aa/aapolicies/grade griev) or contact your department head.

## Class Attendance Policy Works for You

### Students:

Regular class attendance and active participation in classes are important elements in the learning process. Students are at the University primarily for the sake of their intellectual growth and development. Attendance and participation provide appropriate opportunities for the evaluation of the student's progress.

Each student is personally responsible for the satisfactory completion of the course work prescribed by his/her instructors. This means specifically that he/she is expected to attend classes regularly, and that he/she is responsible for the work assigned in class, the material covered in class and for participation in class activities (including discussion and listening) designed by the instructor as part of the learning experience. However, physical attendance shall not be the sole criterion for determining the student's course grade.

### Faculty:

Faculty members should notify their department heads when they are going to be absent from regularly scheduled classes. Written notification of circumstances causing prolonged absences should be sent to the dean of the college. Faculty members are expected to arrange, through their department head, for a qualified substitute when they are absent from class.

### Cancellation:

Classes may be cancelled by the Office of the President through the Office of the Provost. Off-campus classes are cancelled only by the dean of continuing education.

### Changes:

Faculty may not change the time or room of a class printed in the University class schedule unless the change is approved by the department head and the dean of the college.

### At the end of the semester:

Classes are taught through the last teaching day of the semester as indicated in the University calendar.

### Near Holidays:

Students are expected to attend all classes, and faculty members are not permitted to cancel classes or excuse students prior to any holiday.

## Student Involuntary Administrative Withdrawal

It is the policy of Eastern Michigan University to establish a Student Involuntary Administrative Withdrawal Policy for the purpose of maintaining a campus environment that is conducive to learning, protects the University's educational purposes, maintains reasonable order on campus, and protects the rights and safety of all members of the University community. The University may order the involuntary withdrawal of a student from the University or from University Housing in accordance with University as described in the full text of this policy.

### Standards for Withdrawal

In accordance with University policy, and applicable federal and state laws prohibiting discrimination based on disability, a student may be involuntarily withdrawn from the University and/or University Housing, either temporarily or permanently, if it is determined that a student suffers from a mental disorder as defined by the current American Psychiatric Association Diagnostic and Statistical Manual, and as a result of the disorder.

- Engages, or threatens to engage, in behavior which poses a danger of causing physical harm to self or to others, and/or

- Engages, or threatens to engage, in behavior which would cause significant property damage, which directly and substantially impedes the lawful activities of other members of the University, and/or
- Demonstrates an inability to satisfy personal needs (e.g. nourishment, shelter) such that there is a reasonable possibility that serious physical harm or death might occur within a short period of time, and/or
- Commits a violation of the University's Student Conduct Code and lacks the capacity to comprehend and participate in the University's disciplinary process, and/or
- Commits a violation of the University's Student Conduct Code and did not understand the nature of wrongfulness of the conduct at the time of the offense.

The full Student Involuntary Administrative Withdrawal Policy, including procedures, is available at the Student Judicial Services Web site: <http://www.emich.edu/sjs>. For more information, visit Student Judicial Services in the Student Center, or by phone at 734.487.2157.

## Student Conduct Code and University Disciplinary Process

### Section I: Purpose

In support of the overall goals of Eastern Michigan University, the purpose of the Student Conduct Code, administered by the Office of Student Judicial Services, is to maintain a campus environment that is conducive to learning, protects the University's educational purposes, maintains reasonable order on campus and protects the rights of all members of the University community. The Student Conduct Code and the accompanying student disciplinary processes are intended to foster ethical development, personal accountability and civility toward others.

The Code embraces several core philosophies: preservation of the rights of free speech and peaceable assembly; respect for freedom of inquiry and constructive criticism; a conviction that honesty and integrity are key values to the University community; and the belief that all members of the University should be part of a campus environment that respects differences of culture, gender, religion, race, age, lifestyle or ability.

### Section II: Responsibility for Implementation

The President, as chief executive officer of the University, has overall responsibility for implementation of the Student Conduct Code and the student disciplinary process and has delegated its overall management to the Vice President for Student Affairs and the Director of Student Judicial Services. The Student Judicial Services office is directly responsible for the daily administration of the University's student judicial system.

### Section III: Jurisdiction

The University will have jurisdiction over misconduct that occurs on University premises and/or at University-sponsored activities but may also address off-campus behavior if the University determines that the behavior, or the continued presence of the student, impairs, obstructs, interferes with or adversely affects the mission, processes or functions of the University.

A student committing a criminal offense, off-campus that is also a violation of the Student Conduct Code may be subject to University discipline.

The University may pursue disciplinary action against a student at the same time the student is facing criminal charges for the same offense, even if the criminal prosecution is pending, has been dismissed or the charges have been reduced.

## Section IV: Definitions

A. For purposes of the Student Conduct Code only, the following definitions apply:

1. *Faculty Member* means any person hired by the University to conduct classes.
2. *Institution or University* means Eastern Michigan University.
3. *Member of the University Community* includes any person who is a student, faculty member, University official or any other person employed by the University.
4. *Student* includes all persons enrolled for courses through or at EMU, both full-time and part-time, and those who attend educational institutions other than EMU but who reside in EMU residence halls. Persons who are not officially enrolled for a particular term but whose EMU record indicates a continuing relationship with the University are considered "students". Persons who have been accepted into EMU but have not yet enrolled for courses are considered "students".
5. *Student Group* means a number of students who are associated with each other and have not complied with University requirements for registration as an organization.
6. *Student in Good Standing* means a student who is in good academic standing and who is not presently under any University disciplinary sanctions.
7. *Student Organization* means a number of students who have complied with University requirements for registration and/or recognition.
8. *University Premises* includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University.
9. *University-Sponsored Activity* means any activity on or off campus, which is initiated, aided, authorized or supervised by the University.

## Section V: Violations

The following behavior is subject to disciplinary action under this Code. An individual, a group of individuals or a student organization may be charged with any of the violations. In cases where a violation is committed by an individual member of a student organization, the entire organization may be held responsible, in addition to the individual member, when those members not directly involved participate in the activity by encouraging, witnessing or condoning the act in any manner.

### A. Academic Dishonesty

Engaging in academic dishonesty in any form with respect to examinations, course assignments, research projects, grades, and/or academic records, including, but not limited to the following:

1. **Cheating** — using or attempting to use unauthorized materials, information or study aids in any academic assignment. Examples of cheating are: looking on someone else's paper; using any kind of "cheat" sheet or other enhancement during a test; allowing someone else to take an exam in your place; submitting the same work more than once for credit; using someone else's homework or lab assignments; collaborating with another student on any assignment or take-home test if told that collaboration was not allowed; assisting another student in committing an act of academic dishonesty by allowing another student to copy homework or an exam; taking an exam for someone else; or giving test information to students in other sections of the same class.
2. **Falsification** — intentional and unauthorized falsification or invention of any information or citation in an academic assignment. Examples of falsification are: making up data on an assignment; making



up a source to cite in a paper; altering then resubmitting returned academic work; giving false information to a faculty or staff member to increase one's grade; or attempting to change, actually changing, altering grades or any other unauthorized tampering with grades.

3. **Plagiarism** — deliberate and knowing use of someone else's work or ideas as one's own. Examples of plagiarism are: quoting a source verbatim, or paraphrasing text from a given source, without properly citing the source; turning in a research paper that was written by someone else; or in any other way passing off someone else's work as one's own; or failing to give credit for ideas or materials taken from someone else.

#### B. Alcohol Violations

1. Possession or consumption of alcoholic beverages by persons under the legal drinking age as defined by Michigan law.
2. Dispensing, selling or supplying alcoholic beverages to a person under the legal drinking age as defined by Michigan law.
3. Possession or consumption of alcoholic beverages in violation of federal, state and local laws.

#### Note:

1. *Transportation in sealed containers to and from an authorized area or place is permissible if the person in possession is of legal age to possess alcoholic beverages as allowed by Michigan law.*
2. *Use of alcohol and controlled substances by Greek Organizations is covered under Student Conduct Code Section XI: Special Provisions Governing the University Recognition and Conduct of Greek Letter Social Organizations. Those provisions should be used to address alcohol violations committed by a Greek organization.*

#### C. Computer Misuse

1. Unauthorized access, entry or use of a computer, computer system, network, software, password, account or data.
2. Unauthorized alteration or tampering with computer equipment, software, network or data.
3. Unauthorized copying or distribution of computer software or data.
4. Use of computing facilities or equipment to send obscene, harassing or abusive messages.
5. Use of computers to falsify records, tamper with records or commit any act of academic dishonesty.
6. Any other act in violation of law and/or University policies and guidelines regulating computer-related use.

#### D. Discrimination by Student Organizations

Selecting its membership upon the basis of restrictive clauses involving race, religion, color, national origin, gender, age, sexual orientation or disability unless any given student organization's membership restriction is shown to be specifically allowed by law.

#### E. Disruptive Conduct

1. Actions that impair, interfere with, or obstruct the normal operations of the University and/or interfere with the rights of other members of the University community or visitors. This includes intentional occupation of or blocking the entry or exit of University facilities, including but not limited to, buildings, classrooms, offices, hallways, entryways, conference rooms and campus grounds.
2. Actions that impair, interfere with, or obstruct the orderly conduct, processes and functions within any classroom or other instructional setting. This includes interfering with a faculty member's or instructor's role to carry out the normal academic or educational functions of his/her class.
3. Participating in, leading or inciting others to disrupt scheduled and/or normal campus activities, events and programs.
4. Intentional obstruction of the free flow of pedestrian or vehicular traffic on University premises or at University sponsored or supervised functions.
5. Disturbance of any member of the University community or visitor.
6. Solicitation on campus without prior approval from appropriate University officials. This includes, but is not limited to, the disbursement of any forms of promotional/informational material on University property or on items (e.g., motor vehicles) on University property, requests for donations or the selling or vending of any merchandise or services.

#### F. Drugs

1. Possession or use of narcotics, prescription drugs or other controlled substances in violation of local, state or federal drug or narcotic laws.
2. Distribution, delivery or sale of narcotics, prescription drugs or other controlled substances in violation of local, state or federal drug or narcotic laws.
3. Possession or use of drug paraphernalia.

#### G. Failure to Comply

1. Failure to comply with a lawful order of a University official, including a campus police officer, in the performance of his/her duty.
2. Failure to comply with the sanctions rendered during the student judicial process.
3. Failure to comply with a request to be interviewed by a University judicial officer during the investigation of a conduct code violation. (Students may choose not to appear and present testimony at a student judicial proceeding after meeting with the judicial officer.)

#### H. Falsification/Fraud/False Testimony

1. Furnishing false information to the University, including false reporting of emergencies, knowingly making false accusations or giving false testimony during the disciplinary process.
2. Misuse, reproduction, alteration or forgery of any University related documents, records, identification, keys, access codes or property.
3. Providing a worthless check or money order in payment to the University or to a member of the University community.

#### I. Fire and Safety

1. Damage to, removal of or tampering with any fire safety systems, firefighting equipment or other emergency warning equipment.
2. Intentional or reckless burning or setting fire to any building or piece of property owned or controlled by the University.

#### J. Gambling

Gambling or participation in games of chance on campus for money or other things of value except as provided by law.

#### K. Guests

Students are responsible for informing their guests about campus regulations and may be held accountable for the behavior of their guests.

#### L. Harassment/Stalking

1. Conduct (not of a sexual nature) that creates an intimidating, hostile, or offensive campus, educational or work environment for another person or group.
2. Conduct (not of a sexual nature) that threatens, intimidates, humiliates, or otherwise harms another person or group.
3. Stalking, defined as following or otherwise contacting, via any means, another person repeatedly for no legitimate purpose, so as to put that person in fear for his/her life or personal safety, or to cause that person substantial emotional distress. Stalking includes:
  - a. Repeatedly following or harassing another person.
  - b. Contacting a person after being asked or ordered not to contact the person.
  - c. Violating any provision of the Michigan Stalking Law.

#### M. Hazing

1. Any action or activity committed by either active members, associate members or pledges of an organization which inflicts or intends to cause physical or mental harm or anxieties; which may demean, degrade, or disgrace any person, regardless of location, intent or consent of participants. Hazing includes, but is not limited to:
  - a. Interference with a student's academic or work performance.
  - b. Forced consumption of any food, alcohol, other drugs, or any other substance.
  - c. Forced physical activity.
  - d. Deprivation of food or sleep.
  - e. Physical acts such as branding and paddling
  - f. Requiring participation in any activity that violates University policies or any local, state or federal law.



g. Other violations as outlined in the Interfraternity Council, Panhellenic Council or National Pan-Hellenic Council Constitutions.

2. Any action or situation, which intentionally or unintentionally endangers a student who is attempting admission into or affiliation with any student organization.

*Note:*

1. *In cases where the activity is performed by an individual member of a student organization, the total organization may be held responsible, when those members not directly involved participate in said activity by encouraging, witnessing, or condoning the act in any manner.*
2. *Any individual and/or organization found guilty of hazing will be subject to a minimum penalty of suspension.*

#### **N. Physical Abuse and Endangerment**

1. Physical violence or attempted physical violence toward another person or group.
2. Threat of physical violence against another person or group.
3. Any action that endangers the health, safety or welfare of a person or group.
4. Attempt to harm, or actual harm to, oneself.

#### **O. Property/Facilities/Services**

1. Theft of University property or property of a member of the University or visitor.
2. Damage, destruction or defacement of University property or property of a member of the University or visitor, including littering.
3. Wrongful appropriation of University property or property of a member of the University or visitor.
4. Public posting, selling of or in any other way, distribution of notes of class lectures, course handouts and outlines, and/or any other University-supplied materials without the express written permission of the instructor.
5. Unauthorized possession and/or use of University property or property of a member of the University or visitor, including knowingly being in possession of stolen goods. This includes unauthorized use of vehicles, equipment, services, the University name and logo.
6. Unauthorized entry into University facilities, including but not limited to buildings, classrooms, hallways, entryways, conference rooms and campus grounds.
7. Bringing animals and/or pets into University buildings, except where properly authorized. Use or operation of rollerblades, skates, skateboards, bicycles and similar items inside University facilities, unless expressly permitted.
8. Violation of any policy or guidelines pertaining to specific usage of a University facility.

#### **P. Sexual Misconduct/Sexual Harassment**

1. Any sexual act that occurs without the consent of the other person or occurs when the other person is unable to give consent.
2. Conduct of a sexual nature that creates an intimidating, hostile or offensive campus, educational or working environment for another person. This includes unwelcome sexual advances or requests for sexual favors, inappropriate sexual or gender-based activities, comments or gestures, or other forms of verbal or physical conduct or communications constituting sexual harassment.
3. Obscene or indecent behavior, which includes, but is not limited to, indecent exposure or the display of sexual behavior that would reasonably be offensive to others.

#### **Q. Weapons/Firearms/Explosives**

1. Possession, storage or use of firearms and other weapons, including nonlethal weapons such as pellet guns and paintball guns.
2. Possession, storage or use of firecrackers, gunpowder, ammunition, explosives or incendiary devices, or other articles or substances which could endanger health or safety.

#### **R. Other Violations**

1. Violation of any other published or posted University regulations not specifically mentioned in this Section, including, but not limited to,

the EMU Policy Manual(s); EMU'S Alcohol and Other Drug Policy; Residence Hall Contract and the Guide to Campus Living; Campus Life Council regulations and guidelines for organizations; Student Government monetary allocation guidelines; EMU published undergraduate and graduate catalogs; EMU'S Athletics Alcohol and Other Drug Education and Testing Policy; and ORD Research Guidelines.

2. Aiding and abetting another in any violation of laws and/or University policies.
3. Attempt or intent to commit any violation outlined in the Student Conduct Code.
4. Off-Campus Conduct as described in the Student Conduct Code, Section III: Jurisdiction.

## **Section VI: Sanctions for Misconduct**

The purpose of University discipline is to be corrective and educational as well as punitive. The disciplinary experience is intended to make clear to students the limits of acceptable behavior and to give students who violate the rules an opportunity to more fully understand the rules and incorporate the experience into his/her overall development. Assigned discipline may include a combination of sanctions for a particular incident. The sanctions which may be incurred include, but are not limited to, the following:

### **A. Sanctions for Students and/or Student Groups**

1. Verbal Warning: notice that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.
2. Formal Reprimand: an official written statement of the University's disapproval of a student's actions and a warning that any future violation(s) will be dealt with more severely.
3. Disciplinary Probation: an official notice that the student's conduct is in violation of the Student Conduct Code but does not warrant suspension or permanent dismissal. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student commits another conduct code violation during the probationary period. During the Probation period, a student will be considered "not in good standing" and may be excluded from some programs and curricular or extracurricular activities, including running for and/or holding office in any student organization.
4. Suspension: an involuntary separation of the student from the University for a definite period of time and/or until certain conditions for readmission are met. The student is not guaranteed readmission at the end of such period of time, but is guaranteed a review of the case and a decision regarding eligibility for readmission. (Suspension requires administrative review and approval by the President or his/her designee.)
5. Deferred Suspension: the sanction of suspension may be placed in deferred status provided that the student completes other assigned sanctions by the specified deadline dates. Failure to complete all sanctions and provide proof of completion by the deadline date(s) will result in the automatic enactment of the suspension without charges or hearing. If a student is found responsible for another violation of the Student Conduct Code during the period of deferred suspension, the student may be permanently dismissed from the University.
6. Permanent Dismissal: an involuntary permanent separation from the University. (Permanent dismissal requires administrative review and approval by the President or his/her designee.)
7. Delay and/or Denial of Degree Award: during the period disciplinary charges are pending against a student, the University may deny and/or delay issuance of a degree. Further, the University may refuse to issue a degree to a student who is serving a suspension or has been permanently dismissed from the University.
8. Revocation of degree: an awarded degree may be revoked for violations of the Student Conduct Code, which occur prior to the award of the degree but are discovered after the degree has been awarded, where the violation is sufficient to justify the suspension or permanent dismissal of the student. (Revocation of a degree requires administrative review and approval by the President or his/her designee.)
9. Other secondary sanctions may be imposed instead of or in addition to those specified above. Secondary sanctions include, but are not limited to:

- a. Restitution (compensation for loss, damage or injury)
- b. Fines (for alcohol or drug violations) First Offense = \$100; Second Offense = \$200; Third Offense = \$300
- c. Community Service
- d. Educational activities such as a reflective writing assignment or attendance at an event directly related to the violation committed. (e.g., alcohol/drug workshop; diversity awareness training)
- e. Restrictions (temporary or permanent loss of privileges or the use of a University facility or service)

#### B. Sanctions for Student Organizations

1. Verbal Warning: notice that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.
2. Formal Reprimand: An official written statement of the University's disapproval of a student organization's actions and a warning that any future violation(s) will be dealt with more severely.
3. Disciplinary Probation: an official notice that the student organization's conduct is in violation of the Student Conduct Code but does not warrant suspension of or permanent termination of the organization's University status. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student organization commits another conduct code violation during the probationary period. During the Probationary period, a student organization may also be excluded from campus activities, forfeit student monetary allocations and lose Campus Life status.
4. Suspension: an involuntary withdrawal of student organization status from the University for a definite period of time and/or until certain conditions for renewal of recognition are met. During this time, the University will not in any way recognize nor support the continued operation of said student organization. The Student organization must reapply to the University for renewed recognition following any period of suspension. The suspension shall be reported to said organization's national office, if applicable. (Suspension requires administrative review and approval by the President or his/her official designee.)
5. Deferred Suspension: the sanction of suspension may be placed in deferred status provided that the student organization completes other assigned sanctions by the specified deadline dates. Failure to complete all sanctions and provide proof of completion by the deadline date(s) will result in the automatic enactment of the suspension without charges or hearing. If a student organization is found responsible for another violation of the Student Conduct Code during the period of deferred suspension, the student organization may have its University status permanently terminated.
6. Permanent Termination of University Status: an involuntary permanent withdrawal of student organization status from the University. The University will not in any way recognize nor support the continued operation of said student organization. The permanent termination shall be reported to said organization's national office, if applicable. (Permanent termination requires administrative review and approval by the President or his/her official designee.)
7. Other secondary sanctions may be imposed instead of or in addition to those specified above. Secondary sanctions include, but are not limited to:
  - a. Restitution (compensation for loss, damage or injury)
  - b. Fines (for alcohol or drug violations) First Offense = \$300; Second Offense = \$400; Third Offense = \$500
  - c. Community Service
  - d. Educational activities such as a reflective writing assignment or attendance at an event directly related to the violation committed. (e.g. alcohol/drug workshop, diversity awareness training)
  - e. Restrictions (temporary or permanent loss of privileges or the use of a University facility or service)

#### C. Enhanced Sanctions

Any violation of the Student Conduct Code against any individual, group or student organization which is shown to be motivated by the individual's, group's or student organization's racial identity, religion or religious beliefs, disability, national origin, gender, sexual orientation or other personal characteristic will subject a student/student organization to a more severe sanction than would ordinarily accompany that violation.

#### D. Counseling Assessments and Counseling

In addition to any sanctions assigned, a student may also be required to undergo a counseling assessment and/or participate in counseling. Issuance of sanctions may be postponed pending the results of the counseling assessment.

## Section VII: Organization of the University Judicial System

### A. University Judicial Board

1. Composition — The University Judicial Board will consist of five enrolled students and two alternates; two full-time faculty members and one alternate; and two full-time members of the University community and one alternate. A student member must be a student in good standing in order to be selected for and remain on the University Judicial Board.
2. Selection of board members — In consultation with the Director of Student Judicial Services, student members will be appointed by the Student Government; faculty members will be selected by Faculty Council; and the full-time members from the University community will be selected by the President or his/her designee.
3. Terms of Office — Board members will be appointed for a two-year term. They may be reappointed by the person or body who appointed them. A Chief Justice will be elected by a majority vote of all of the University Judicial Board members.
4. Removal from office — A board member may be removed from the board for poor attendance by a simple majority vote of the total University Judicial Board.
5. Jurisdiction — The University Judicial Board will serve as the panel to hear the case of any student(s)/student organization seeking resolution of the case through the formal hearing process.
6. Procedural Considerations
  - a. Selection of the University Judicial Board members for any given case depends on the availability of the members at the time scheduled for the hearing.
  - b. A quorum for a given hearing will exist with the presence of any five members. During vacation periods or summer session, the University Judicial Board has the authority to convene a disciplinary hearing with only three justices, provided that at least one of those justices is a student.
  - c. The Chief Justice will exercise control over the proceedings.

### B. Judicial Appeals Board

1. Composition — The Judicial Appeals Board will consist of two enrolled students; two full-time faculty members; and two full-time members of the University community. A student member must be a student in good standing in order to be selected for and remain on the Judicial Appeals Board.
2. Selection of board members — In consultation with the Director of Student Judicial Services, student members will be appointed by the Student Government; faculty members will be selected by Faculty Council; and the full-time members from the University community will be selected by the President or his/her designee.
3. Terms of Office - Board members will be appointed for a three-year term. They may be reappointed by the person or body who appointed them. A Chief Justice will be elected by a majority vote of all of the Judicial Appeals Board members.
4. Removal from office - A board member who is consistently unavailable for appellate reviews may be removed from the board by a simple majority vote of the total Judicial Appeals Board.
5. Jurisdiction - The Judicial Appeals Board will serve as the panel to review decisions rendered by the University Judicial Board during the

formal hearing process. Both the charged party and the University will have the right to appeal a University Judicial Board decision.

6. Procedural Considerations
  - a. Selection of the Judicial Appeals Board members for any given case depends on the availability of the members at the time scheduled for the appeal.
  - b. A quorum will exist with the presence of the Chief Justice and any two other Judicial Appeals Board members, **except** that any three Judicial Appeals Board members may hear the appeal if the Chief Justice can not be available within a reasonable time, not to exceed 14 work days from the date of receipt of the written appeal.

## Section VIII: Rights of Charged Student(s)/Student Organizations in Disciplinary Proceedings

The following rights apply to a student conduct proceeding that has reached the level of a formal hearing, **except** that Rights One (1) through Four (4) apply also to any investigative meeting held with Student Judicial Services and to the Informal Disposition Conference. Student(s)/student organizations will have the right to:

1. Remain silent and not have that silence used against them.
2. Have a voluntary adviser present who may participate in the proceedings. The adviser must be a member of the University community, and if the adviser is another EMU student, she/he must be a student in good standing.
3. Engage an attorney, at the student/student organization's own expense only when criminal prosecution is pending on charges stemming from the same incident. The attorney may appear at the proceedings with the student(s) to provide advice, but may not represent the student(s)/student organization, directly question or cross-examine witnesses, or, in any other way, participate in the proceedings.
4. Be given a written statement of the charges against them, in accordance with the provisions of Section IX.B. of the Student Conduct Code.
5. Adequate notice of dates set for all hearings, and related conferences and meetings.
6. Reasonable review of the disciplinary case file maintained by Student Judicial Services prior to a formal hearing and/or appeal.
7. Question and cross-examine the complainant and all witnesses.
8. Present witnesses and submit any pertinent, supportive documentation. The hearing board, by a 2/3 vote of members present at the hearing, may limit the number of witnesses in order to avoid dilatory tactics.
9. An open or closed hearing. A hearing will be considered open if no person is excluded until the room's capacity has been reached **except** that a person may be removed if his/her behavior is disruptive to the hearing process. A closed hearing will include only the charged student(s)/student organization, Student Judicial Services official(s), witnesses and members of the particular judicial board hearing the case.
10. Challenge a judicial board member on the grounds of bias, conflict of interest or any other factor that could preclude the board member from rendering an impartial and fair decision. The board member may be disqualified upon majority vote of the remaining members of the board present at the hearing, conducted by secret ballot. If the board votes to exclude the challenged board member from that particular hearing, the hearing will continue with the remaining board members present, even if the number of board members remaining is less than the number required by the Student Conduct Code to reach a quorum for that hearing.
11. A written statement of the outcome of the proceeding, and a description of the appeal procedure.
12. Make a taped recording of the proceeding at their own expense.
13. Appeal the decision of the University judicial board, subject to the provisions of the Student Conduct Code, Section IX.E: Appeal of Formal Hearing Results.

## Section IX: University Disciplinary Procedures

### A. Reporting

Any member of the University community may initiate a complaint against a student or student organization for an alleged violation of the Student Conduct Code through the Student Judicial Services office. A complainant shall submit the complaint to the Student Judicial Services office within a reasonable amount of time from the date he/she becomes aware of the alleged violation. For purposes of this Code, an incident report generated by the Department of Public Safety or an incident report generated by University Housing will be considered a complaint to be reviewed by Student Judicial Services for possible Student Conduct Code violations.

### B. Charges and Notice

1. Student Judicial Services will investigate each complaint, and if the circumstances surrounding the complaint indicate that a violation of the Student Conduct Code may have occurred, disciplinary charges may be issued. The student(s)/student organization will be notified of the charges in writing. Notice of the charges will be considered adequate if it is sent to the student(s)/student organization's last known address registered with the University OR to the address given by a student on either an EMU Department of Public Safety's Incident Report or on a Housing Incident Report.
2. Proper written notice to a student/student organization will include the following:
  - a. Recitation of facts surrounding the incident, in as sufficient detail as possible as to date, time, and location;
  - b. Statement of the specific conduct code provision(s) violated;
  - c. Any penalty assigned or other action taken;
  - d. Amount of time in which the student(s)/student organization has to respond to the notice;
  - e. Ramifications of not responding to the notice within the time limit; and
  - f. Copy of "Rights of Charged Students/Student Organizations in Disciplinary Proceedings".
3. Student Judicial Services may place a judicial hold on a student's academic record, and/or may go forward with disciplinary action against a student/student organization in either of the following situations:
  - a. The student or student organization fails to respond to a charge letter sent by Student Judicial Services within the applicable time limit.
  - b. The student withdraws from the University after allegedly committing a violation, whether or not Student Judicial Services has yet had the opportunity to charge the student with a conduct code violation.
  - c. The student/student organization fails to appear at his/her scheduled formal hearing or appeal hearing.

### C. Disposition of Cases

A disciplinary case may be handled in one of the following two formats:

1. Informal Disposition Conference — The student(s)/student organization representative and a Student Judicial Services judicial officer will meet informally to discuss the alleged violation(s). If the substantive facts and sanction(s) can be agreed upon by the judicial officer and the charged student(s), a disciplinary action agreement will be prepared and signed by both sides. A signed disciplinary action agreement will constitute a waiver of the right to a formal hearing and any appeal, and an acceptance of the finding(s) and sanction(s). The President or his/her designee must approve any suspension, permanent dismissal or permanent termination of a student organization's University status.
2. Formal Hearing — If, during the informal disposition conference, the student(s)/student organization disputes the findings by Student Judicial Services that a violation has occurred or if an appropriate sanction(s) cannot be agreed upon, the case will be referred to the University Judicial Board for a formal hearing.



#### D. Procedures for Formal Hearings

1. Notice of Hearing — After the formal hearing is scheduled, Student Judicial Services will notify the student(s)/student organization involved of the date, time and place of the hearing and of the pre-conference.
2. Pre-conference — At least two days prior to the formal hearing, a pre-hearing conference will be scheduled by Student Judicial Services for any charged student(s)/student organization. The two day requirement may be modified by mutual consent of the charged student(s)/student organization and Student Judicial Services. The conference will include the presiding officer of the University Judicial Board or a designee, the Director of Student Judicial Services or a designee, any individual designated to represent the University, and the charged student(s)/student organization and their adviser.

The purpose of the prehearing conference will be to identify those issues and facts which will be presented at the hearing, to exchange information as to witnesses likely to be called, to answer procedural questions, and to settle those matters which may be agreeably concluded. The conference will not be used to settle the issue of whether or not the violation was committed or to challenge any recommended sanctions. Failure of the charged student(s)/student organization or the adviser to appear will in no way affect any of their procedural rights and will not prohibit a hearing from being set and being held.

3. Formal Hearing Premises — The following premises will govern any formal hearing:
  - a. The focus of inquiry in a University hearing will be the determination of whether a violation of University rules occurred, and such decision will be totally unrelated to any criminal or civil decisions against the student(s)/student organization arising from the same incident.
  - b. Formal rules of evidence will not apply to University proceedings, nor will deviations from these prescribed procedures necessarily invalidate a decision or proceeding unless significant prejudice to the charged student(s)/student organization or the University may result.
  - c. The charged student(s)/student organization will be presumed to have not violated the Student Conduct Code until it is proven otherwise.
  - d. The burden of proof during a formal hearing will rest with the University. The University must prove its case by a preponderance of the evidence, meaning that the evidence, considered in its entirety, indicates that, more likely than not, the charged student(s)/student organization committed the violation(s).
  - e. The Student Judicial Services officer may recommend a sanction to the University Judicial Board during the formal hearing, but the University Judicial Board will have the authority to reject the recommendation and issue any sanction(s) deemed appropriate.
  - f. All formal hearings will be tape-recorded. Tapes will remain the property of the University and will serve as the official record of the proceedings.

#### 4. Disposition of the Case

- a. University Judicial Board decisions as to culpability of the charged student(s)/student organization and sanctions to be issued will be made by a simple majority of the University Judicial Board members present at the hearing. After hearing the case, board members will go into closed session to reach a decision.
- b. Decisions of the University Judicial Board will be in writing. The decision will state what rule was violated, the behavior constituting the violation, and any sanctions issued. Within two working days, the written decision will be submitted to the Director of Student Judicial Services. If the recommended sanction is not a suspension permanent dismissal of the student or permanent termination of University status, the Director of Student Judicial Services will mail the decision to the student(s)/student organization within two working days after being submitted to that office by the University Judicial Board.
- c. If the recommended sanction is either a suspension, permanent dismissal or permanent termination of University Status, the Director of Student Judicial Services will submit the decision to the

President or his/her designee for review. The President or his/her designee will either accept or reject the University Judicial Board's decision to suspend, permanently dismiss the student, or permanently terminate the University status of a student organization. If the decision is rejected, the President or his/her designee will provide to Student Judicial Services a written rationale for the rejection of the University Judicial Board's sanction. A rejection of the University Judicial Board's sanction will constitute an automatic appeal to the Judicial Appeals Board.

- d. The President or his/her designee will have five working days after submission of the University Judicial Board's decision to take action. If no action is taken during that time, the University Judicial Board's decision will be considered approved.
- e. Student Judicial Services will mail the written decision to the student(s)/student organization within one working day following any presidential action. If the five working days lapse without the President or his/her designee taking action, Student Judicial Services will mail the University Judicial Board's written decision to the student(s)/student organization on the sixth working day following the submission of the decision to the President or his/her designee for review.

#### E. Appeal of Formal Hearing Results

1. Right to Appeal — Student(s)/student organizations or the University (represented by Student Judicial Services) may request that the University's Judicial Appeals Board review the decision rendered at the conclusion of the formal hearing process. Student(s)/student organization(s) may challenge the finding of the University Judicial Board that a violation occurred and/or the sanction(s) assigned. Conversely, the University may challenge the finding of the Board that no violation occurred or that the sanction(s) issued were not severe enough for the violation committed.
2. Appeal Process for Student(s)/Student Organizations — The following steps should be followed by student(s)/student organizations in order to file an appeal:
  - a. A written request for an appeal must be submitted to Student Judicial Services within seven working days from the date of the written decision from the formal hearing. The appeal will be immediately forwarded to the Judicial Appeals Board for consideration. Unless extenuating circumstances can be shown, failure to appeal within the allotted time will render the University Judicial Board's decision final.
  - b. The written request for an appeal must state the grounds for appeal (citing the appropriate grounds from the "Grounds for Appeal" list below); a discussion of the evidence and facts in support of the appeal; and a recommended solution.
  - c. The request for an appeal must be typed and should include any supporting documentation that should be considered by the Judicial Appeals Board.
  - d. Grounds for Appeal — The following will be considered the only grounds for an appeal:
    - 1) There were procedural errors in the case or in the interpretation of University rules and regulations serious enough to deny the student(s)/student organization a fair hearing.
    - 2) There is new evidence of a substantive nature not previously available at the time of the hearing, which would have materially affected the decision.
    - 3) The severity of the sanction is disproportionate to the violation(s) committed.
    - 4) The decision of the Board was not supported by the evidence presented at the hearing.
3. Appeal Process for the University — The following steps should be followed by the University in order to file an appeal:
  - a. A written request for an appeal must be submitted by Student Judicial Services to the Judicial Appeals Board within seven working days from the date of the written decision from the formal hearing. A copy of the appeal will also be made available to the



student(s)/student organization. Unless extenuating circumstances can be shown, failure to appeal within the allotted time will render the University Judicial Board's decision final and conclusive.

- b. The written request for an appeal must state the grounds for appeal (citing the appropriate grounds from the "Grounds for Appeal" list below); a discussion of the evidence and facts in support of the appeal; and a recommended solution.
- c. The request for an appeal must be typed and should include any supporting documentation that should be considered by the Judicial Appeals Board.
- d. Grounds for Appeal - The following will be considered the only grounds for an appeal:
  - 1) There were procedural errors in the case or in the interpretation of University rules and regulations serious enough to affect the University's chance of proving its case.
  - 2) The sanction is too lenient given the violation(s) committed.
  - 3) There is new evidence of a substantive nature not previously available at the time of the hearing, which would have materially affected the decision.
  - 4) The decision of the Board was not supported by the evidence presented at the hearing.

#### 4. Scheduling an Appeal

- a. The Judicial Appeals Board will convene an appeal hearing as soon as possible after receiving the written appeal. A quorum will exist with the presence of the Chief Justice and any two other board members, **except** that any three board members may handle the appeal if the Chief Justice cannot be available within a reasonable time, not to exceed 14 calendar days from the receipt of the written appeal.
- b. After the appeal is scheduled, Student Judicial Services will notify the student(s)/student organization involved of the date, time and place of the hearing.

#### 5. Appeal Hearing Premises — The following premises will govern any appeal hearing:

- a. Deviations from these prescribed procedures will not necessarily invalidate a decision or proceeding unless significant prejudice to the charged student(s)/student organization or the University may result.
- b. On appeal, the burden of proof rests with the appellant to clearly exhibit that one of the four grounds for an appeal has been met; this is not a rehearing of the entire case.
- c. All appeal hearings will be tape-recorded. Tapes will remain the property of the University and will serve as the official record of the proceedings.
- d. Any sanction(s) issued by the University Judicial Board will not take effect until the appeal process is completed.

#### 6. Disposition of the Appeal

- a. Prior to the appeal hearing, the Judicial Appeals Board will meet in closed session to review the written decision of the University Judicial Board, the written appeal, any supporting documentation provided by the Appellant, and the tape recording of the formal hearing.
- b. After reviewing the case materials, the Judicial Appeals Board will convene the Appeal Hearing and call in both parties to the appeal. The student(s)/student organization may bring an adviser to the Hearing who may speak on their behalf. The adviser must be a member of the University community, and if the adviser is a student, he/she must be a student in good standing.
- c. The party who filed the appeal will be allowed 15 minutes to present his/her case to the Judicial Appeals Board. The Board members may then ask questions of the appellant. The opposing side will then be given 15 minutes to present its counterarguments, after which the Board members can ask questions of that party.

- d. The Judicial Appeals Board will again go into closed session to reach a decision in the case, then reconvene the hearing and read its decision. The decision will be made by a simple majority of the Judicial Appeals Board members present at the hearing.
- e. The Judicial Appeals Board may take one of the following actions:

- 1) Uphold the decision of the University Judicial Board in its entirety.
- 2) Alter the sanctions imposed by the University Judicial Board **except** that the Board can not increase the severity of the sanctions if the appeal was filed by the student(s)/student organizations.
- 3) Send the case back to the University Judicial Board for a new hearing only if there were errors in procedures or interpretation of University rules and regulations or there is new evidence in the case. A decision issued by the University Judicial Board in a case sent back to it by the University Appeals Board may not be appealed again and will be the final decision, pending approval by the President or his designee in accordance with sub-section f below.
- 4) Dismiss the case against the student(s)/student organization.

- f. In cases where the Judicial Appeals Board, or the University Judicial Board upon a re-hearing of the case, issues a suspension, permanent dismissal of the student or permanent termination of University status of a student organization, the decision will be sent to the President or his/her designee for review. The President or his/her designee will have five (5) working days after submission of the decision to either affirm or alter the decision. This decision will be final. If no action is taken during that time, the appellate decision, or the decision from a re-hearing will be considered approved.

- g. Student Judicial Services will mail the written decision to the student(s)/student organization within one (1) working day following any presidential action. If the five (5) working days lapse without the President or his/her designee taking action, Student Judicial Services will mail the written decision to the student(s)/student organization on the sixth (6) working day following the submission of the decision to the President or his/her designee for review.

## Section X: Special Disciplinary Provisions Governing Acts of Academic Dishonesty

- A. Academic dishonesty is both an academic matter between a student and his/her faculty member and a violation under the Student Conduct Code subject to University disciplinary action. An act of academic dishonesty may and should be handled by the faculty member, the student, and, if appropriate, the faculty member's department head and/or the dean over that particular academic department. Sanctions that can be assigned by a faculty member range from giving a reduced grade on the particular work in question to failing the student for the entire course. In addition, some academic departments and programs have their own policies for dealing with academic dishonesty and/or violations of Professional Codes of Ethics which allow the department or program to impose sanctions ranging from probation to program dismissal. A sanction assigned by a faculty member and/or an academic department or program is an academic, not a disciplinary sanction.
- B. If the matter is resolved satisfactorily between the student and the faculty member, and the faculty member decides not to refer the student for University disciplinary action, the faculty member may still report the incident to Student Judicial Services. Student Judicial Services will maintain a record of the reported incident and may elect to pursue University disciplinary action against a student who is reported to that office for a subsequent act of academic dishonesty.
- C. If the faculty member decides that a stronger sanction is needed instead of or in addition to any academic sanctions assigned by that faculty member, the incident may be referred to Student Judicial

Services for review and possible University disciplinary action. Once the referral is made to Student Judicial Services, the incident will be handled in the same manner as would any other allegation under the Student Conduct Code.

- D. In cases where the student denies the allegation of academic dishonesty, the faculty member may elect to postpone assigning any academic sanctions until after the student has gone through the University disciplinary process. If at the end of that process, the charge of academic dishonesty is upheld, the faculty member may then assign an academic sanction. The academic sanction is independent of any disciplinary actions taken against the student by the University.
- E. Academic sanctions assigned by the faculty member in agreement with the student or assigned by the faculty member after the charge of academic dishonesty has been validated through the University disciplinary system cannot be grieved under the University's Grade Grievance Procedure.

## Section XI: Special Provisions Governing the University Recognition and Conduct of Greek Letter Social Organizations

- A. Because of the importance of the Greek social system and because of the unique circumstances under which it operates, the following conditions have been established between the University and the Greek social organizations. These provisions set out the requirements for maintaining University recognition and good standing and delineate specific violations that may be handled through the Greek system's own judicial process rather than under the University's Student Conduct Code.
- B. The University reserves the right to retain jurisdiction over cases in which the conduct violates both these provisions and the University's Student Conduct Code and the University determines that the misconduct is of such severe nature as to impair, obstruct, interfere with or adversely affect the mission, processes or functions of the University.
- C. The University may take action against an individual member of a student organization for misconduct that is both a violation of this provision and of the Student Conduct Code, regardless of any separate disciplinary action taken against the student organization.
- D. This section of the Student Conduct Code applies only to the relationship between the University and the Greek social organizations and has no bearing on relations between chapters and national and/or alumni agreements.
- E. Good standing must be maintained in order for Greek social organizations to participate in Greek-sponsored activities. Failure to do any of the following will constitute a violation of these provisions of the Student Conduct Code and will subject the Greek social organization to disciplinary action, including possible loss of good standing, as described within these provisions under subsections F and G:
  - 1. Registering annually as a recognized student organization with the Office of Campus Life;
  - 2. Participating in the appropriate Greek governing bodies (Greek Council and either Black Greek Council, Interfraternity Council or Panhellenic Council);
  - 3. Submitting roster and grade release forms for active members and pledges/associates during the first month of the semester;
  - 4. Following all rules and guidelines for Greek Rush; and
  - 5. Abiding by all terms and conditions of the alcohol and controlled substance guidelines below:
    - a. The possession, use and/or consumption of alcoholic beverages while on chapter premises during an official event or in any situation sponsored or endorsed by the chapter or organization must be in compliance with any and all applicable laws and University rules and policies.

- b. No chapter or organization members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to anyone under the legal drinking age.
- c. The possession, sale, and/or use of any illegal or controlled substance at any chapter, organization or University-sponsored event are strictly prohibited.
- d. Alcohol or controlled substances will be prohibited at any and all rush activities.
- e. Open parties where alcohol is provided by the host chapter, meaning those with unrestricted access by nonmembers of the organization, without specific invitation, will be prohibited.
- f. All organizations must provide, at no charge, an alternative nonalcoholic beverage and food at any event where alcohol is provided.
- g. There will be no solicitation or encouragement of alcohol consumption by contest or promotion at any chapter event where alcoholic beverages are present.

F. Greek organizations whose members are in violation of this policy, regardless of whether the individuals are identified, will be subject to one or more of the sanctions listed in the Student Conduct Code, Section VI.B: Sanctions for Student Organizations.

G. The following process will be utilized in any incident alleging a violation of these policy provisions by a Greek social organization:

1. The incident will be referred to the respective Greek Judicial Board for hearing and original adjudication (i.e., sorority cases will be handled by the Panhellenic Council, fraternity cases will be heard by IFC and black Greek cases will be heard by the Black Greek Council). Each Greek Council will establish its own judicial board and its own set of hearing procedures for handling the incident. The chair of the respective Greek Judicial Board will immediately inform Student Judicial Services about any incident referred to it.
2. A decision rendered by the respective Greek Judicial Board may be appealed by either the party alleging the violation or by the Greek social organization being accused of a violation. The appeal will be made to the Greek Council Judicial Board, which may accept, modify or reject any sanction issued by the Greek Judicial Board.
3. Student Judicial Services will receive written transcripts of all final judicial decisions, whether from the respective Greek Judicial Board (if there was no appeal of its decision) or from the Greek Council Judicial Board (for decisions that were appealed). Student Judicial Services will review the decision and may accept or reject the proposed sanctions.
4. In the event Student Judicial Services rejects the final decision, the Director will provide a written explanation of the rejection and a recommended alternative.
5. In the event that Student Judicial Services and the Greek board rendering the final decision cannot reach an agreement, the case will be referred to the Eastern Michigan University Judicial Appeals Board as outlined in the Eastern Michigan University Student Conduct Code. In this instance Student Judicial Services will notify the national or international headquarters of the organization involved. In the case of local organizations, the Alumni Association will be notified.

## Section XII: Interim Suspensions and Other Interim Sanctions

- A. For alleged violations of this Code, interim sanctions, including but not limited to, interim suspension, reassignment to alternate housing, limitation of access to designated University housing facilities and/or campus facilities by time and location, and limitation of privilege to engage in specified University activities may be imposed by the President or his/her designee. Such interim sanctions are to be utilized only when there is reason to believe that the student(s)/student orga-

nization's conduct poses a substantial threat of harm oneself or others, threatens or endangers University property, or disrupts the stability and continuance of normal University operations and functions.

- B. *For interim suspensions only*, a student will be denied access to the residence halls, and/or to the campus (including classes), and to all other University activities or events, which the student might otherwise be eligible to participate in or attend. A student organization will lose its University student organization status and will be denied access to any University activities or events which the student organization might otherwise be eligible to participate in or attend.
- C. A student/student organization will be notified of an interim sanction or interim suspension, orally, by written notice served on the student/student organization or by written notice sent to the last address on record on record. The interim sanctions or interim suspension takes effect the day it is issued by the President or his/her designee.
- D. A student/student organization issued an interim suspension or interim sanctions will be given an opportunity to appear before the Vice President of Student Affairs or a designee within three working days in order to discuss the following issues only:
  - 1. the reliability of the information concerning the student/student organization's alleged misconduct.
  - 2. whether the conduct and surrounding circumstances reasonably indicate that the continued presence of the student on University premises poses a substantial and immediate threat to himself/herself, to others, or to property.
- E. The Vice President for Student Affairs or his/her designee may affirm or alter the interim sanctions or interim suspension based on the discussion with the student/student organization. If the decision is affirmed, the Vice President or his/her designee will inform the student/student organization of that decision at the conclusion of the discussion. Regardless of whether the interim sanctions or interim suspension is affirmed or altered, the Vice President or his/her designee will direct that a formal hearing before the University Judicial Board take place within 10 days. If the University fails to schedule the formal hearing within the 10 day period, the interim sanctions or interim suspension will cease although the original charges will not be dropped and will still be handled through the University's disciplinary process.

### Section XIII: Emergency Powers of the President

- A. The President, as Chief Executive Officer of the University, is charged with the maintenance of that degree of order and safety necessary to the successful continuation of the University's lawful mission, and he/she is further charged with the authority to protect the members of the University community and University property.
- B. When faced with mass disruptions, activity of a violent and destructive nature, or other dangerous violations of University rules of a serious enough nature to threaten the University, the President, after consultation with and approval of the Board of Regents, may declare a "state of emergency" and do any of the following:
  - 1. Impose and have enforced a curfew on all or portions of the University campus.
  - 2. Curtail or suspend services.
  - 3. Close the University or portions of the University entirely for the period of emergency.
  - 4. Issue an emergency suspension and forbid the presence on campus of any student(s)/student organization(s) if they have been sufficiently identified to him/her as participants in activities which violated University policy and led to the conditions described above. Suspensions issued under this section of the code are effective immediately upon notice to the student(s)/student organization(s).
  - 5. Appoint a Special Hearing Board on an ad hoc or extraordinary basis to make a recommendation as to whether any emergency

suspensions issued should be continued. The Special Hearing Board will convene and make its recommendations to the President within seven calendar days from the effective date of the emergency suspension. Regardless of the recommendation to the President as to the continuation of the emergency suspension, the President will direct Student Judicial Services to convene a formal hearing before the University Judicial Board within 10 days of the date of the Special Hearing Board's recommendation to the President in order to rule on the original charges brought against the student(s)/student organization(s).

- 6. Take other actions that may be explicitly stated in or implied by any laws governing the authority of the University and/or the President in emergency situations.

#### Note:

*Due to the unique circumstances and severe conditions that would lead the President to exercise any of his/her emergency powers, an emergency suspension issued under this section of the Code is to be considered different from an interim suspension issued under the conditions stated in Section XIII. The issuance and review of an emergency suspension will be handled in accordance with the procedures outlined above in subsections 4 and 5.*

- C. The Board of Regents, regardless of granting any emergency powers to the President, in no way restricts its own powers and prerogative to carry out its obligations and duties as imposed by the Constitution and laws of the state of Michigan.

### Section XIV: Student Disciplinary Files and Records

- A. Student Judicial Services will establish a student disciplinary file whenever a case is referred for investigation of a possible conduct code violation. A student or student organization's file will be destroyed if the investigation indicates that no violation occurred. The file of a student/student organization found to have violated the conduct code will be retained for four years from the date of the sanction or until the student's graduation from the University, whichever comes first. Student conduct records may be retained longer or permanently if the student was suspended or permanently dismissed or if there is reason to believe the case could result in future litigation.
- B. A notation will be made on the student's official University transcript if the student was suspended, permanently dismissed or given an "E" grade in a course as a result of academic dishonesty.
- C. The release of student disciplinary records will be governed by applicable federal and state laws governing the privacy of educational records.

### Section XV: Review of the Student Judicial System

- A. Student Judicial Services will convene a Student Judicial System Review Committee at least every four years that will be responsible for carrying out the following tasks:
  - 1. Reviewing the goals and effectiveness of the University's disciplinary system;
  - 2. Reviewing the effectiveness of the types of sanctions issued;
  - 3. Recommending changes to the Student Conduct Code;
  - 4. Recommending changes in the judicial processes and procedures established and followed by Student Judicial Services; and
  - 5. Recommending training sessions and publications on topics related to the mission of Student Judicial Services to educate the campus community about student conduct and the campus judicial processes.
- B. The Committee will be appointed and chaired by the Director of Student Judicial Services and will include one representative from the following areas: Ombudsman; Legal Affairs; Housing; Health Services; Counseling Services; Student Government; Faculty Council; Depart-

ment of Public Safety; Chief Justice of the University Judicial Board; and Chief Justice of the Judicial Appeals Board.

Amendments to the Student Conduct Code that receive the support of the Review Committee will be forwarded, in accordance with University procedures, to the Board of Regents for approval.

## University Alcohol and Other Drug Policy

The University is committed to promoting and maintaining a work and academic environment that is free from illegal alcohol and drug use and abuse, in accordance with all federal, state and local laws. Students and employees are prohibited from reporting to work or working under the influence of alcohol or drugs.

Employees may not consume, possess, distribute, or be under the influence of alcoholic beverages on University property or while on University business (except at University functions at which use of alcohol is approved). Employees, students, and campus visitors aged 21 years or older, consuming alcohol at University functions or while on University business, where such use is approved, are expected to use alcohol responsibly and not engage in illegal, unprofessional, or disruptive behavior.

Students and campus visitors who have attained the legal drinking age of 21 years of age may possess and consume alcoholic beverages only at approved University functions or in residence hall rooms of students who have attained the legal drinking age. Those under 21 years of age are not permitted to consume or possess alcoholic beverages at any time.

Students, employees and visitors are prohibited from dispensing, selling or supplying alcoholic beverages to a person under the legal drinking age as defined by Michigan law.

Students, employees and visitors are prohibited from possessing, consuming, manufacturing, dispensing or being under the influence of illegal drugs or engaging in improper self-medication while on University property or University business.

Any member of the University community who violates this policy is subject to both prosecution and punishment under federal, state and local laws and to disciplinary proceedings by the University.

This policy is not designed to punish people for seeking rehabilitation. All information about those individuals who voluntarily avail themselves of drug or alcohol counseling or rehabilitation services will remain confidential. Seeking counseling or rehabilitation will not be used as a basis for disciplinary action or be used against an individual in any way.

University employees and students who violate this policy shall be informed about and referred to services to assist them in determining whether they are abusing drugs and alcohol or are chemically dependent. If a problem is found to exist, the individual will be referred to resources to assist him/her in overcoming the drug or alcohol abuse pattern. This referral or assessment shall not limit the University's ability to pursue appropriate disciplinary action, up to and including termination or expulsion, when an employee or student has violated this policy or any other University policy.

This policy shall not add to or supersede union contracts or established employee work rules.

### Health Risks of Alcohol, Tobacco and other Drugs

#### Types of Drugs Tobacco

#### Health Risks

Cancer of the cheeks, gums, palate, tongue, lips, pancreas, bladder, lungs and kidneys are substantially more common in smokers than nonsmokers.

An average of three times more cavities than nonsmokers

Loss of teeth at a rate three times higher than nonsmokers

Peptic ulcers twice as common in smokers as nonsmokers

Increased chance of heart disease and stroke

Emphysema and chronic bronchitis

Higher incidence of infertility, lower birth weights and smaller size of infants born to smokers

Physical and psychological dependence

Physical and psychological dependence

Impaired driving ability

Increased family violence — child abuse and spouse abuse is frequently associated with alcohol use and abuse.

Increased chance of accidental death

High risk sexual behavior is more likely and more frequent when under the influence of alcohol

Fetal Alcohol Syndrome in one of the three leading causes of birth defects and the only one that is preventable. It causes mental retardation, physical deformities and heart defects and can be prevented by not drinking during pregnancy

Mental health problems are more frequent in children raised in homes with heavy or frequent use of alcohol

Irritation and inflammation of the esophagus, stomach, small intestines and pancreas

Liver disorders including alcoholic hepatitis and cirrhosis

Nutritional deficiencies

Cardiovascular disease and inflammation of the heart

Cancer of the tongue, mouth, throat, esophagus, liver and breast

Miscarriage and low birth rate

Brain damage

Sexual problems — increased desire but reduced ability to perform or reach climax for both men and women

Disintegration of family life

Behavior inconsistent with values (violence, personality changes, etc.)

**Alcohol** (including beer, wine, liquor and mixed beverages such as wine-coolers, etc.)



<b>Marijuana</b> (including Hash, Hash Oil, Tetrahydrocannabinol, THC, Cannabis)	<p>Diminished: short-term memory; motivation and cognition; coordination and concentration; oral communication; reaction time; and motivation to achieve</p> <p>Anxiety and panic reactions</p> <p>Lung and respiratory system damage from exposure to smoke</p> <p>Physically and psychologically addictive.</p>	<b>PCP</b> (Phencyclidine) several days	<p>Hallucinations and unpredictable behavior</p> <p>Malnutrition</p> <p>Birth defects</p> <p>Paranoia — panic and fear of death lasting several days</p> <p>Irregular heartbeat and breathing</p>
<b>Cocaine</b> (including “Crack” cocaine)	<p><i>Extremely</i> addictive physically and psychologically</p> <p>Sudden death one of four ways: collapsed respiratory system; arrested heartbeat; heart attack caused by narrowed blood vessels; or stroke caused by increased blood pressure</p> <p>Increased risk taking</p> <p>Seizures</p> <p>Sleeplessness</p> <p>Paranoia, delusions and hallucinations — Cocaine psychosis</p> <p>Mood swings with violent behavior</p> <p>Malnutrition</p> <p>Sexual dysfunction</p> <p>Severe birth defects — physical damage and permanent emotional damage to babies born addicted to cocaine</p>	<b>Anabolic Steroids</b>	<p>Ongoing speech problems</p> <p>Depression and hallucinations</p> <p>Aggressive behavior</p> <p>Impaired memory and perception</p> <p>Unpredictable and sometimes intense mood disturbances and behavior changes</p> <p>Psychological and physical dependence</p> <p>Violent behavior</p> <p>Reversal of primary sex characteristics</p> <p>Premature hair loss</p> <p>Severe acne</p> <p>Liver, heart and kidney damage.</p> <p>Intense mood swings — paranoia — disorientation</p> <p>Birth defects</p>
<b>Depressants</b> (including tranquilizers, barbiturates, Methaqualone)	<p>Physically and psychologically addictive.</p> <p>Extremely dangerous when mixed with alcohol — death</p> <p>Respiratory depression can result in death</p> <p>Sleep disturbances</p> <p>Severe withdrawal symptoms</p> <p>Liver damage and impaired liver function</p> <p>Birth defects including brain tumors</p>	<b>GHB</b> (gammahydroxybutyrate)	<p>Fast-acting central nervous system depressant</p> <p>Colorless, odorless, liquid salty taste, powder and capsule form too</p> <p>Nausea, drowsiness, respiratory distress, seizures, amnesia</p> <p>Withdrawal symptoms</p>
<b>Narcotics</b> (including opium, morphine, Codeine, heroin, Methadone, Darvon and Demerol)	<p>Physically and psychologically addictive</p> <p>Painful withdrawal process</p> <p>Central nervous system depression</p> <p>Acquired Immune Deficiency Syndrome (AIDS) from sharing needles during use</p> <p>Seizures, nausea, and vomiting</p>	<b>MDMA</b> (Ecstasy)	<p>Neurotoxic</p> <p>A synthetic drug similar to stimulant amphetamine and hallucinogen mescaline</p> <p>Stimulant and psychedelic effects</p> <p>Taken orally, tablet form.</p> <p>Significant increase in heart rate, blood pressure and body temperature</p> <p>High doses can lead to kidney and cardiovascular failure</p>

**Methamphetamine**  
(crystal meth)

Highly addictive synthetic (man-made) stimulant

Can cause rapid heart rate, increased blood pressure, and damage to the small blood vessels in the brain-- which can lead to stroke

Individuals who use crystal meth also may have episodes of violent behavior, paranoia, anxiety, confusion, and insomnia.

Chronic use of the drug can result in inflammation of the heart lining.

**Minor Tranquilizers**  
(including Xanax, Tranxene, Valium, Librium, Ativan, Serax, Miltown, Dalmane, Halcion, Restoril, etc.)

Psychologically and physically addictive

Withdrawal symptoms include: tremors, rapid heartbeat, blood pressure drop, headache, mood swings, tension, nightmares, nausea, loss of sexual function and apathy

Dangerous when combined with other tranquilizers or alcohol

Lack of awareness of the dangers associated with these drugs since they are often prescribed by physicians

Possible birth defects

**Assistance Available to Faculty, Staff and their Families at EMU**  
Ceridian/LifeWorks.....877.234.5151  
www.lifeworks.com 800.999.3004

**Assistance Available to Students at EMU**  
University Health Services  
Counseling Services.....734.487.1118  
Health Education Program.....734.487.2226  
Department of Public Safety.....734.487.1222

**Alcohol and Other Drug Abuse Treatment Services Available in Southeast Michigan**  
Adrian

Sage Outpatient Treatment.....517.265.0411

**Ann Arbor/Ypsilanti Area**  
St. Joseph's Mercy Hospital Chemical.....734.786.4900  
Dependency Services  
www.sjmh.com  
Clear House-Help Source.....734.973.1900  
www.helpsourceagency.com  
Ann Arbor Consultation Services.....734.996.9111  
Chelsea Arbor Treatment Center.....734.930.0201  
www.chelseaarbor.org  
Alcoholics Anonymous.....734.482.5700  
www.hv-intergroup.org  
Narcotics Anonymous.....734.913.9839  
(for Washtenaw and Livingston County)

**Brighton/Livingston County**  
Brighton Hospital.....810.227.6143  
www.brightonhospital.org  
Narcotics Anonymous for Washtenaw.....734.913.9839  
and Livingston County

Livingston Council Alcohol and .....810.225.2530  
Drug Services, Outpatient Services

**Detroit Metropolitan Area**  
Alcoholics Anonymous for Detroit.....313.831.5550  
or Wayne County  
Narcotics Anonymous.....248.543.7200  
Insight Recovery Centers.....800.356.8989  
www.insightrecovery.org/wayne.htm

**Eastwood Clinics**  
www.stjohn.org  
Dearborn.....313.583.0735  
Detroit (Gratiot and 8 Mile).....313.369.5000

**Flint**  
Insight Recovery Centers.....810.356.8989  
www.insightrecovery.org  
Community Recovery Services.....810.744.3600  
Narcotics Anonymous .....810.238.3636  
Alcoholics Anonymous.....810.234.0815

**Howell/Livingston County**  
Livingston Council Alcohol and .....810.225.2530  
Drug Services, Outpatient Services

**Jackson**  
Washington Way.....517.782.4001  
Alcoholics Anonymous in Jackson.....517.789.8883

**Saline**  
Saline Hospital — Greenbrook Recovery Center.....734.786.4900

**Toledo**  
Alcoholics Anonymous.....419.380.9862  
Narcotics Anonymous.....800.587.4232  
Toledo Hospital Alcohol and Drug  
Assessment and Treatment Center  
Inpatient 419.291.2351  
Outpatient/assessment 419.291.2300

## SANCTIONS FOR VIOLATIONS OF LAWS & POLICIES:

The laws of the state of Michigan and Eastern Michigan University's policies and rules prohibit the consumption or possession for personal consumption of alcoholic beverages by persons less than 21 years of age. Further, Michigan laws and University policies prohibit the sale, service or giving of alcoholic beverages to persons under the age of 21. Eastern Michigan University's policies and rules, Local ordinances and laws, State laws and Federal laws also prohibit the unlawful possession, use and/or distribution of illicit drugs and alcohol.

### Community Sanctions:

Violations of laws and ordinances may result in misdemeanor or felony convictions accompanied by the imposition of legal sanctions which include, but are not limited to, the following:

- Fines as determined under local, state or federal laws.
- Imprisonment, including up to life imprisonment for possession of more than 650 grams or trafficking in drugs such as heroin and cocaine.
- Forfeiture of personal and real property.
- Denial of federal benefits such as grants, contracts, and student loans.
- Loss of driving privileges.
- Required attendance at substance abuse education or treatment programs.
- Federal laws prohibit possession, use, distribution, manufacture or dispensing.

A full description of federal sanctions for drug felonies can be found at the following url: [www.usdoj.gov/dea/agency/penalties.html](http://www.usdoj.gov/dea/agency/penalties.html).

#### University Sanctions:

Violation of University policies and rules will be subject to campus disciplinary review and action, as follows:

#### Faculty and Staff:

Disciplinary action will be taken as per applicable collective bargaining agreements and University policy up to and including termination of employment.

Information about violations related to tobacco use can be found under EMU Tobacco Use policy.

#### Students:

Disciplinary action will be taken by Student Judicial Services under the Student Conduct Code and may include sanctions ranging from formal reprimand to permanent dismissal, in addition to counseling and/or referral to a substance abuse educational/ intervention program. In certain circumstances, parents of a student under 21 years old will be notified about the drug or alcohol violation, as per Eastern Michigan University's policy on Parental Notification. The FERPA policy can be found at [www.emich.edu/registrar/ferpa.htm](http://www.emich.edu/registrar/ferpa.htm).

Information about violations related to tobacco use can be found under EMU Tobacco Use policy.

In addition to University level action taken under the Student Conduct Code, other University departments maintain internal policies and rules regarding alcohol and other drugs and may impose sanctions against students and/or student groups which violate these policies. For example, University Housing, Athletics, Greeks, Studies Abroad and several academic departments have policies addressing alcohol and other drugs. Any action taken under one policy does not prevent action being taken under any other policy.

### EMPLOYEE REPORTING REQUIREMENT:

Under the Drug Free Schools and Communities Act Amendments of 1989, a faculty or staff member employed under a federal grant or contract must notify the University (Human Resources, Employee Relations (734.487.0083) or Academic Human Resources (734.487.0076), in writing, of his or her arrest or conviction for violation of any criminal drug statute occurring in the workplace or while on University business no later than five days after such arrest or conviction.

### REVIEW OF EMU'S ALCOHOL AND OTHER DRUG ABUSE PREVENTION PROGRAM:

The University will review its Alcohol and Other Drug Abuse Prevention Program every 2 years to determine its effectiveness and implement changes to the program as needed and to ensure that the disciplinary sanctions applied by the University are consistently enforced.

### EMU Policy on Notification to Parents of Drug and Alcohol Violations

1. When the University has determined that a student has committed a second disciplinary violation with respect to campus rules regarding the use or possession of drugs or alcohol, the University will disclose to parents or legal guardians such information if the student is less than 21 years of age.
2. Parents will be notified of a first disciplinary violation with respect to campus rules regarding the use or possession of drugs or alcohol if (a) the incident also involves another serious offense; or (b) if there is reason to believe that a student's health and well-being are in jeopardy; or (c) the violation results in a sanction of either housing probation or higher or University-

level probation or higher. In cases where the drug or alcohol violation also involves another serious offense, the University will only release details of the drug or alcohol violation to the parents or legal guardians.

3. At the point it is determined that parental notification is permitted under the provisions of this policy, the student will be given 24 hours to make the initial contact with the parents or legal guardians prior to the University notifying the parents or legal guardians.
4. Within the 24 hour time period that a student has to notify his/her parents or legal guardians, the student may submit documentation or a written statement indicating that there are special circumstances that make parental notification inappropriate. The University's designee will consider the request and make a determination as to notification on a case-by-case basis.
5. Parental notification is in addition to any other sanctions issued by the University.

## Tobacco Use Policy

### University Policy Statement

The University is committed to promoting and maintaining a healthy work and academic environment that is as close to tobacco free as practically possible in accordance with all federal, state and local laws. Students, employees and visitors are prohibited from using tobacco throughout all University buildings (except in University Apartments), University vehicles and out of buildings within 25 feet of any entrance, air intake duct and/or window.

- The use of tobacco products is prohibited in all University buildings and leased spaces. This prohibition applies to any area enclosed by the perimeter (outermost) walls of the building, including rest rooms, warehouses, storage places, atriums, balconies, stairwells and other similar building features considered "within" a building.
- The use of tobacco products is prohibited within 25 feet of any building entrance, air intake duct and window.
- Specific outside areas for tobacco use will not be established or identified.
- The University will install ashtrays and other appropriate tobacco liter appliances beyond 25 feet from buildings.
- Individuals who use tobacco products will be responsible for their proper disposal.
- The use of tobacco products is prohibited in University vehicles. This prohibition includes passenger vehicles and all other state-owned mobile equipment, including light and heavy duty trucks, cargo and passenger vans, buses, golf carts and any other mobile equipment.
- The use of tobacco products is prohibited in outdoor areas where seating is provided.
- The use of tobacco products is prohibited on the grounds of the Children's Institute.
- University Health Services will provide educational information and programs on tobacco use cessation.
- Vice presidents, deans, directors and department heads are responsible for informing the campus community of the tobacco use policy and overseeing day-to-day compliance. The appropriate administrative division will address violations and habitual offenders of this policy.

### Sanctions for Violations of Laws and Policies

The laws of the state of Michigan and Eastern Michigan University's policies and rules prohibit the use of tobacco in public buildings.

### Community Sanctions:

- Violations of the Michigan Clean Indoor Air Act are subject to civil fines of not more than \$100 for the first violations and not more than \$500 for the second or subsequent violations.
- Violations of the smoking prohibition at child care centers and child care institutions are subject to a stricter penalty of a fine not less than \$100 and not more than \$1,000.

### University Sanctions:

Violation of University policies and rules will be subject to campus disciplinary review and action as following:

#### Faculty and Staff:

Disciplinary action will be taken as per applicable collective bargaining agreements and University policy up to and including termination of employment for habitual repeat offenders.

#### Students:

Students who violate this policy are subject to disciplinary action in accordance with the provisions of the Student Conduct code. Sanctions for violations may include verbal warning, formal reprimand, prohibition, suspension or dismissal.

#### Visitors:

Violation of University rules and regulations by visitors could result in permanent removal from EMU properties.

### Health Effects of Tobacco Use

#### Smoking

- Cigarette smoking increases the risk for many types of cancer, including cancers of the lip, oral cavity and pharynx; esophagus; pancreas; larynx; lung; uterine cervix; urinary bladder; and kidney.
- Cigarette smokers are two to four times more likely to develop coronary heart disease than nonsmokers
- Cigarette smoking approximately doubles a person's risk for stroke.
- Cigarette smoking has many adverse reproduction and early childhood effects, including an increased risk for infertility, pre term delivery, stillbirth, low birth weight and sudden infant death syndrome.

#### Second Hand Smoke

- Secondhand smoke is associated with an increased risk for lung cancer and coronary heart disease in nonsmoking adults. Secondhand smoke is a known human carcinogen (cancer-causing agent)
- Because their lungs are not fully developed, young children are particularly susceptible to secondhand smoke. Exposure is associated with an increased risk for sudden infant death syndrome, asthma, bronchitis and pneumonia in young children.

#### Smokeless Tobacco

- Smokeless tobacco contains 28 cancer-causing agents (carcinogens). It increases the risk of developing cancer of the oral cavity.
- Smokeless tobacco use can lead to nicotine addiction and dependence.

Assistance available to students, faculty, staff and their families at EMU:

University Health Services:

Medical Services 734.487.1122

Health Education Program: 734.487.2226

For further information or the pdf downloadable version of the policy go to [www.emich.edu/uhs/tobaccopoly.html](http://www.emich.edu/uhs/tobaccopoly.html)

## Acceptable Use of Information Technology Resources

Information technology resources are provided by Eastern Michigan University to its students, faculty and administration in support of the University's mission. These resources include, but are not limited to, personal computers, workstations, mini- and mainframe computers and voice, data and video communication networks.

These guidelines apply to any user of any device, workstation, desktop computer, local area network or mainframe system provided by the University and attached to the University network or Michnet network. This document outlines the acceptable use of these resources, and will be reviewed

on an annual basis. Access to Information Technology Resources University faculty, administrators and staff are provided access to University information technology resources by virtue of their employment, and to institutional data by an appropriate steward. Students are provided access to University resources by virtue of their enrollment. Access to specific resources may be provided by appropriate academic departments. Other individuals may be provided access to University information technology resources through sponsorship by an appropriate University administrator.

### Software Copyright Laws

Eastern Michigan University is licensed to use numerous microcomputer and mainframe software programs. The University enters into a license agreement with the owner of each computer program pursuant to which the University and its employees assume certain legally binding obligations. Licensed computer software is intended for the use specifically authorized in such agreements, remains the intellectual property of the owner, and is protected by copyright laws. The University endorses the EDUCOM code of responsible software use as described in the publication, *Using Software: a Guide to Ethical and Legal Use of Software for Members of the Academic Community*.

All University employees and students who use licensed software shall use that software only in accordance with the license agreement. There is no authority for an employee or student to violate the terms of a license agreement. To transfer the possession of any copy, modification or merged portion of any licensed program, whether gratuitously or for gain, shall be in violation of this procedure and is prohibited by the University. Such conduct may also violate state and federal law. Employees or students who make, acquire or use unauthorized copies of computer software or otherwise violate this procedure shall be subject to disciplinary action in accordance with the University policy. They may also be subject to personal liability under copyright law. Employees or students using personal software on University devices must demonstrate evidence of ownership.

### Acceptable Use

Eastern Michigan University is a member of Merit Network, Inc., and is connected to Michnet, the statewide higher education network, and to other networks provided by Michnet. As a member of Merit Network, Inc., the University complies with the Michnet Acceptable Use Policy. In addition to these policies, the University maintains and enforces this acceptable use procedure.

Users of University information technology resources agree to abide by applicable federal and state information technology laws, all applicable acceptable use policies, and all University policies and standards of conduct. The University's acceptable use procedure is based on the following principles:

- Respect for the privacy of other users. For example, users shall not obtain copies of files belonging to other users without permission, modify files or passwords belonging to other users, or represent themselves as other users.
  - Respect for the legal protection by copyright and license to programs and/or data. For example, users shall not install or use illegal copies of licensed software.
  - Respect for the security and integrity of information technology resources. For example, users shall not develop programs that harass other users, infiltrate or modify computer systems or networks, or damage or alter software or data components of a computer system.
  - Open acknowledgment of use. For example, administrators of University resources are required to identify users of those resources. Account owners are responsible for any use of University resources made with their accounts.
  - Departmental compliance. For example, administrators of open access computing labs may request that labs be attached to the University network if acceptable procedures are established to identify users. Departments may define additional "conditions of use" for resources under their control if these conditions are consistent with this procedure. Specific features of the University's acceptable use procedure are:

1. No person shall intentionally and without proper authorization gain access to, alter, damage or destroy a computer system or computer network or the software program or data contained in a computer, computer system or computer network.
2. No person is authorized to utilize in any manner University computer equipment and software and other University equip-



ment, whether owned or leased by the University, when such use would be for personal financial gain and unrelated to any legitimate academic pursuit, unless the use is pursuant to a contractual arrangement in advance of use providing for appropriate compensation to the University, or when such use would be in violation of any University contractual arrangement with equipment or software vendors or lessors, or computer network organizations.

3. No person without proper authorization may utilize computer equipment or programs to gain access to, copy or obtain for personal use or information, records or information owned or possessed by the University.
4. No person may copy or distribute software, or its documentation, without the permission of the copyright holder.

#### Guidelines for Determining Acceptable Use

The intent of this procedure is to identify general uses which are consistent with the provision of information technology resources and the University's affiliation with Merit Network, Inc. It is not intended to enumerate all possible uses. This procedure is administered by the chief information officer. The University may determine if specific use of information technology resources are consistent with the provisions of this procedure. If a use is consistent with this procedure, then activities in a direct support of that use will be considered consistent. General guidelines for determining acceptable use include:

- Use for exchange of data or information for personal development, to maintain currency or debate issues in a field is acceptable.
- Use for disciplinary, professional, association or advisory activities related to the user's research and instructional activities is acceptable.
- Use in applying for or administering grants or contracts for research or instruction is acceptable.
- Use for general administrative activities and communication in support of research and instruction is acceptable.
- Use originating from a network of another authorized organization of an affiliated network which meets the acceptable use guidelines of that organization is acceptable.
- Use which is incidental to otherwise acceptable uses, except those which are illegal or specifically unacceptable, is acceptable.
- Development of computer systems which violate the guidelines outlined in this document are not acceptable.
- Establishing network connections which create routing patterns inconsistent with the effective and shared use of the University network is not acceptable. All planned network connections must be approved by the Information and Communications Technology Division.
- Malicious use of any kind is not acceptable. Malicious use includes, but is not limited to, harassment of other users, attempts to develop or introduce virus programs to systems, attempts to cause system outages or attempts to discover passwords. All uses must be consistent with guiding ethical statements, applicable acceptable use policies and community standards. University resources must not be used in any way which violates applicable laws, regulations or University policies. Use of University resources or affiliated networks which precludes or hampers the use of those resources by others is not acceptable.
- Unsolicited advertising is not acceptable. Advertising is permitted on some mailing lists if the sponsored group explicitly sanctions advertising. Announcements of new products or services are acceptable providing they do not include solicitation for sale.
- Use of University resources for profit-making activities is not acceptable.
- Use of University resources for recreational games is not acceptable when such use restricts access of those resources by other users.

#### Violations

Violations of these procedures should be reported to the chief information officer. Information and Communications Technology (ICT) Division staff will notify the responsible user, will take appropriate remedial actions and will inform appropriate University departments and/or affiliated networks of their actions. Departmental administrators responsible for managing

University information technology resources may temporarily disable user accounts or workstations connected to the network if violations of this policy are suspected. ICT staff should be informed of all such actions. Every effort will be made to inform affected users prior to disconnection, and every effort will be made to reestablish the connection as soon as it is deemed mutually acceptable. Any employee or student found to violate University standards of conduct will be subject to disciplinary action under University policy. Any suspected violation of state and federal information technology laws will be reported to the appropriate legal authority for investigation.

*August 1996*

#### EDUCOM Code

Respect for intellectual labor and creativity is vital to academic discourse and enterprise. This principle applies to works of all authors and publishers in all media. It encompasses respect for the right to acknowledgment, right to privacy, and right to determine the form, manner and terms of publication and distribution. Because electronic information is volatile and easily reproduced, respect for the work and personal expression of others is especially critical in computer environments. Violations of authorial integrity, including plagiarism, invasion of privacy, unauthorized access, and trade secret and copyright violations, may be grounds for sanctions against members of the academic community.

### Using Software: A Guide to the Ethical and Legal Use of Software for Members of the Academic Community issued by EDUCOM and ADAPSO

Here are some relevant facts:

1. Unauthorized copying of software is illegal. Copyright law protects software authors and publishers, just as patent law protects inventors.
2. Unauthorized copying of software by individuals can harm the entire academic community. If unauthorized copying proliferates on a campus, the institution may incur a legal liability. Also, the institution may find it more difficult to negotiate agreements that would make software more widely and less expensively available to members of the academic community.
3. Unauthorized copying of software can deprive developers of a fair return for their work, increase prices, reduce the level of future support and enhancement and inhibit the development of new software products.

Respect for the intellectual work and property of others has traditionally been essential to the mission of colleges and universities. As members of the academic community, we value the free exchange of ideas. Just as we do not tolerate plagiarism, we do not condone the unauthorized copying of software, including programs, applications, databases and code. Therefore, we offer the following statement of principle about intellectual property and the legal and ethical use of software. This "code" — intended for adaptation and use by individual colleges and universities — was developed by the EDUCOM Software Initiative.

#### Classification of Software

In terms of copyright, there are four broad classifications of software:

- Commercial
- Shareware
- Freeware
- Public Domain

The restrictions and limitations regarding each classification are different.

#### Commercial

Commercial software represents the majority of software purchased from software publishers, commercial computer stores, etc. When you buy software, you are actually acquiring a license to use it, not own it. You acquire the license from the company that owns the copyright. The conditions and restrictions of the license agreement vary from program to program and should be read carefully. In general, commercial software licenses stipulate that:

- the software is covered by copyright,
- although one archival copy of the software can be made, the backup copy cannot be used except when the original package fails or is destroyed,
- modifications to the software are not allowed,
- decompiling (i.e., reverse engineering) of the program code is not allowed without the permission of the copyright holder.

#### Shareware

Shareware software is covered by copyright, as well. When you acquire software under a shareware arrangement, you are actually acquiring a license to use it, not own it. You acquire the license from the individual or company that owns the copyright. The conditions and restrictions of the license agreement vary from program to program and should be read carefully. The copyright holders for shareware allow purchasers to make and distribute copies of the software, but demand that if, after testing the software, you adopt it for use, you must pay for it. In general, shareware software licenses stipulate that:

- the software is covered by copyright,
- although one archival copy of the software can be made, the backup copy cannot be used except when the original package fails or is destroyed,
- modifications to the software are not allowed,
- decompiling (i.e. reverse engineering) of the program code is not allowed without the permission of the copyright holder and
- development of new works built upon the package (derivative works) is not allowed without the permission of the copyright holder.

Selling software as shareware is a marketing decision, it does not change the legal requirements with respect to copyright. That means that you can make a single archival copy, but you are obliged to pay for all copies adopted for use.

#### Freeware

Freeware also is covered by copyright and subject to the conditions defined by the holder of the copyright. The conditions for freeware are in direct opposition to normal copyright restrictions. In general, freeware software licenses stipulate that:

- the software is covered by copyright,
- copies of the software can be made for both archival and distribution purposes but that distribution cannot be for profit,
- modifications to the software is allowed and encouraged,
- decompiling (i.e reverse engineering) of the program code is allowed without the explicit permission of the copyright holder, and
- development of new works built upon the package (derivative works) is allowed and encouraged with the condition that derivative works must also be designated as freeware. That means that you cannot take freeware, modify or extend it, and then sell it as commercial or shareware software.

#### Public Domain

Public domain software comes into being when the original copyright holder explicitly relinquishes all rights to the software. Since under current copyright law, all intellectual works (including software) are protected as soon as they are committed to a medium, for something to be public domain it must be clearly marked as such. Before March 1, 1989, it was assumed that intellectual works were **not** covered by copyright unless the copyright symbol and declaration appeared on the work. With the United States adherence to the Berne Convention this presumption has been reversed. Now all works assume copyright protection unless the public domain notification is stated. This means that for public domain software:

- copyright rights have been relinquished,
- software copies can be made for both archival and distribution purposes with no restrictions as to distribution,
- modifications to the software are allowed,
- decompiling (i.e. reverse engineering) of the program code is allowed and

- development of new works built upon the package (derivative works) is allowed without the distribution or use of the derivative work.

#### Questions You May Have About Using Software

##### *A. What do I need to know about software and the U.S. Copyright Act?*

Unless it has been placed in the public domain, software is protected by copyright law. The owner of a copyright holds exclusive right to the reproduction and distribution of his or her work. Therefore, it is illegal to duplicate or distribute software or its documentation without the permission of the copyright owner. If you have purchased your copy, however, you may make a back-up for your own use in case the original is destroyed or fails to work.

##### *B. Can I loan software I have purchased myself?*

If your software came with a clearly visible license agreement, or if you signed a registration card, read the licence carefully before you use the software. Some licenses may restrict use to a specific computer. Copyright law does not permit you to run your software on two or more computers simultaneously unless the license agreement specifically allows it. It may, however, be legal to loan your software to a friend temporarily as long as you do not keep a copy.

##### *C. If software is not copy-protected, do I have the right to copy it?*

Lack of copy-protection does not constitute permission to copy software in order to share or sell it. "Noncopy-protected" software enables you to protect your investment by making a back-up copy. In offering noncopy-protected software to you, the developer or publisher has demonstrated significant trust in your integrity.

##### *D. May I copy software that is available through facilities on my campus, so that I can use it more conveniently in my own room?*

Software acquired by colleges and universities is usually licensed. The licenses restrict how and where the software may be legally used by members of the community. This applies to software installed on hard disks in microcomputer clusters, software distributed on disks by a campus lending library and software available on a campus mainframe or network. Some institutional licenses permit copying for certain purposes. Consult your campus authorities if you are unsure about the use of a particular software product.

##### *E. Isn't it legally "fair use" to copy software if the purpose in sharing is purely educational?*

No. It is illegal for a faculty member or student to copy software for distribution among the members of a class, without permission of the author or publisher.

#### Alternatives to Explore

Software can be expensive. You may think that you cannot afford to purchase certain programs that you need. But there are legal alternatives to unauthorized copying.

##### Site Licensed and Bulk-Purchased Software

Your institution may have negotiated agreements that make software available either to use or to purchase at special prices. Consult your campus computing office for information. Software available through institutional site licenses or bulk purchases is subject to copyright and license restrictions, and you may not make or distribute copies without authorization.

##### Shareware

Shareware, or "user-supported" software, is copyrighted software that the developer encourages you to copy and distribute to others. This permission is explicitly stated in the documentation or displayed on the computer screen. The developer of shareware generally asks for a small donation or registration fee if you like the software and plan to use it. By registering, you may receive further documentation, updates and enhancements. You are also supporting future software development.

### Public Domain Software

Sometimes authors dedicate their software to the public domain, which means that the software is not subject to any copyright restrictions. It can be copied and shared freely. Software without copyright notice is often, but not necessarily, in the public domain. Before you copy or distribute software that is not explicitly in the public domain, check with your campus computing office.

### A Final Note

Restrictions on the use of software are far from uniform. You should check carefully each piece of software and the accompanying documentation yourself. In general, you do not have the right to:

1. Receive and use unauthorized copies of software, or
2. Make unauthorized copies of software for others.

If you have questions not answered by this brochure about the proper use and distribution of a software product, seek help from your computing office, from the software developer or publisher.

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## MichNet Policies

### MichNet Acceptable Use Policy

12 January 2001

#### Purpose

The purpose of MichNet is given in Merit Network, Inc.'s bylaws which state that "in pursuance of its mission in instruction, research and service it is the role of Merit as the operator of a high-speed digital communications network to contribute broadly to educational and economic development in Michigan."

#### Acceptable Use

This statement represents a guide to the acceptable use of MichNet. Any member or affiliate organization or individual connected to MichNet in order to use the Michigan statewide network, or any other networks which are used as a result of their MichNet connection, must comply with this policy and the stated purposes and acceptable use policies of any other networks or hosts used. Each member and affiliate organization is responsible for the activity of its users and for ensuring that its users are familiar with this policy or an equivalent policy. In addition each member and affiliate is encouraged to maintain and enforce its own acceptable use policies. The provisions of this policy govern all use of MichNet, including any unsupervised anonymous network access offered by members or affiliates. The following guidelines will be applied to determine whether or not a particular use of MichNet is appropriate:

- Users must respect the privacy of others; for example, users shall not intentionally seek information on, obtain copies of, or modify files, other data or passwords belonging to others, or represent themselves as another user unless explicitly authorized to do so by that user.
- Users must respect the legal protection provided by copyright and license to programs and data.
- Users must respect the integrity of computing and network systems; for example, users shall not intentionally develop or use programs that harass other users or infiltrate a computer, computing system or network and/or damage or alter the software components of a computer, computing system or network.
- Use should be consistent with guiding ethical statements and accepted community standards. Malicious use is not acceptable.
- MichNet may not be used in ways that violate applicable laws or regulations.
- Use of MichNet and any attached network in a manner that precludes or significantly hampers its use by others is not allowed.
- Connections which create routing patterns that are inconsistent with the effective and shared use of the network may not be established.
- Unsolicited advertising is not acceptable. Advertising is permitted on some Web sites, mailing lists, news groups and similar environments if advertising is explicitly allowed in that environment.

- Repeated, unsolicited and/or unwanted communication of an intrusive nature is not acceptable. For example, continuing to send e-mail messages to an individual after being asked to stop is not acceptable.

The intent of this policy is to make clear certain uses which are and are not appropriate, not to exhaustively enumerate all such possible uses. Using the guidelines given above, Merit may at any time make determinations that particular uses are or are not appropriate. Merit will not monitor or judge the content of information transmitted over MichNet, but will investigate complaints of possible inappropriate use. In the course of investigating complaints, Merit staff will safeguard the privacy of all parties and will themselves follow the guidelines given in this policy. Merit will only release sensitive, confidential or personally identifiable information to third parties when required by law or when in Merit's judgement release is required to prevent serious injury or harm that could result from violation of this policy.

#### Remedial Action

When Merit learns of possible inappropriate use, Merit staff will notify the member or affiliate responsible, which must take immediate remedial action and inform Merit of its action. In an emergency, in order to prevent further possible inappropriate activity, Merit may temporarily disconnect a member or affiliate from MichNet. If this is deemed necessary by Merit staff, every effort will be made to inform the member or affiliate prior to disconnection, and every effort will be made to re-establish the connection as soon as it is mutually deemed safe. Any determination of inappropriate use serious enough to require disconnection shall be promptly communicated to every member of the Merit Board of Directors through an established means of publication.

## Administrative Officers

### Board of Regents

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Francine Parker  
Gary D. Hawks  
Ismael Ahmed  
James F. Stapleton  
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### Office of the President and Strategic Operations Council

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Provost and Vice President for Academic Affairs: Donald Loppnow  
Vice President for Advancement and Executive Director of EMU  
Foundation: Darryl Szczepanski  
Vice President of Business and Finance: Janice Stroh  
Vice President for Enrollment Management (Interim): Bernice Lindke  
Vice President for Student Affairs: James F. Vick  
Associate Vice President of University Marketing and Communication: Ted Coutilish  
Executive Director of Intercollegiate Athletics: Derrick Gragg  
General Counsel/University Attorney: Kenneth A. McKanders  
Chief Information Officer (Interim): Connie Schaffer  
Chief Government Relations Officer: Freman Hendrix

### Intercollegiate Athletics

Executive Director: Derrick Gragg

### Legal Affairs

University Attorney: Kenneth A. McKanders

### University Marketing and Communications

Associate Vice President of University Marketing and Communication: Ted Coutilish

## Division of Academic Affairs

### Office of the Provost

Provost and Vice President for Academic Affairs: Donald Loppnow  
Executive Associate to the Provost for Development: Dennis Beagen



Associate Provost and Associate Vice President for Research (Interim):  
Robert Neely  
Associate Vice President for Academic Programming: Vacant  
Dean of Graduate Studies (Interim): Deb DeLaski-Smith

### Division of Advancement

Vice President for Advancement and Executive Director of the EMU  
Foundation: Darryl Sczepanski  
Director of Alumni Relations: Vicki Reaume

### Division of Business and Finance

Vice President of Business and Finance: Janice Stroh  
Associate Vice President, Facilities: Anthony M. Catner  
Assistant Vice President and Controller (Interim): Daniel B. Cooper

### Human Resources

Associate Vice President of Human Resources (Interim): Karen Simpkins

### Division of Enrollment Management

Vice President (Interim): Bernice A. Lindke  
Assistant Vice President and Registrar (Interim): Christina Shell

### Academic Advising Center

Director: Patricia L. Williams

### Admissions

Director (Interim): Kathy Orscheln

### Financial Aid

Associate Director: Cynthia Van Pelt

### Holman Learning Center

Director: Margaret Carter

### Records and Registration

Assistant Vice President (Interim): Christina Shell

### Service EMU

Director: Gretchen Ward

### Division of Student Affairs

Vice President: James F. Vick  
Acting Associate Vice President: J. Michael Erwin

### Career Services Center

Director (Interim): Sarah Kersey Otto

### Convocation Center

Interim Director: Mark Monahan

### Dining Services

Director: Larry Gates

### Department of Public Safety

Director: Cindy Hall

### Housing

Director: Rebecca J. Figura

### Leadership and Involvement

Executive Director: Glenna Frank Miller

### Ombudsman

Gregory A. Peoples

### Recreation/Intramurals

Director: Robert W. England

### Student Judicial Services

Director (Interim): Jesús Hernández

### Student Media

Director: Kevin Devine

### University Health Services

Director: Ellen Gold

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### Art

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### Bruce T. Halle Library

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 Chapman, Robert E. (1992) Assistant Professor; Ph.D.; Yale University  
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 Burlingame, Lori (1997) Associate Professor; Ph.D.; University of Rochester  
 Cassidy, Cheryl (1990) Professor; Ph.D.; University of Michigan  
 Coykendall, Abigail (2002) Assistant Professor; Ph.D.; State University of New York at Buffalo  
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 Duncan, Jeffrey L. (1971) Professor; Ph.D.; University of Virginia  
 Eiss, Harry E. (1987) Professor; Ph.D.; University of North Dakota  
 Fleischer, Catherine (1990) Professor; Ph.D.; University of Michigan  
 Garrett, Edward (2003) Assistant Professor; Ph.D.; UCLA  
 Geherin, David J. (1969) Professor; Ph.D.; Purdue University  
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 Larson, Russell R. (1970) Professor; Ph.D.; University of Michigan  
 Lucy, Robin (2002) Assistant Professor; Ph.D.; McMaster University  
 Miller, Bernard A. (1987) Professor; Ph.D.; Purdue University  
 Morris, Tracie (2005) Assistant Professor; Ph.D.; New York University  
 Most, Sheila (1971) Professor; Ph.D.; Northwestern University  
 Motschall, Melissa (1995) Professor; Ph.D.; Wayne State University  
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 Neufeld, Christine (2003) Assistant Professor; Ph.D.; McGill University  
 Norton, Alexandra M. (1989) Professor; Ph.D.; University of California-Berkeley  
 Parker, Jeff (2004) Assistant Professor; M.F.A.; Syracuse University  
 Pinson, James (1990) Professor; Ph.D.; University of Missouri- Columbia  
 Schlagheck, Carol (1995) Professor; Ph.D.; Bowling Green University  
 Seely, Daniel T. (1988) Professor; Ph.D.; University of Massachusetts at Amherst  
 Shichtman, Martin B. (1984) Professor; Ph.D.; University of Iowa  
 Simmons, Charles (1997) Professor; J.D.; Georgetown  
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 Tucker, William (1993) Professor; Ph.D.; Boston College  
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 Day, Catherine E. (1982) Professor; Ph.D.; University of Illinois  
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 Holoka, James P. (1974) Professor; Ph.D.; University of Michigan  
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 Kirby, Steven D. (1991) Professor; Ph.D.; University of Kentucky  
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 Tyler, Norman R. (1990) Professor; Ph.D.; University of Michigan  
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#### Health Promotion and Human Performance

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#### Health Sciences

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#### Marketing

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Neuhaus, Colin F. (1969) Professor; Ph.D.; University of Michigan  
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#### Mathematics

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 Leapard, Barbara (2000) Associate Professor; Ph.D.; University of Toledo  
 Liu, Jiuqiang (1993) Professor; Ph.D.; Western Michigan University  
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 Rescorla, Kim L. (1985) Professor; Ph.D.; University of Utah  
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 Shapla, Tanweer (2006) Assistant Professor; Ph.D.; Bowling Green State University  
 Shiskowski, Kenneth M. (1983) Professor; Ph.D.; Lehigh University  
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 Foster, Daniel L. (1987) Associate Professor; M.M.; University of Michigan  
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 Kirkland, Glenda E. (1973) Professor; M.A.; Eastern Michigan University  
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 Meretta, Kristy L. (1987) Professor; M.A.; University of Michigan  
 Miller, Kevin (1991) Associate Professor; M.M.; University of Michigan  
 O'Brien-Pedersen, Julianne (1998) Assistant Professor; M.F.A.; Ohio State University  
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 Pierce, David (1990) Professor; D.M.A.; University of Illinois-Urbana-Champaign  
 Plank, Max E. (1968) Professor; D.M.A.; University of Michigan  
 Prince, J. Whitney (1981) Professor; D.M.A.; University of Colorado  
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#### Physics and Astronomy

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Lewis, Ronald (1992) Professor; Ph.D.; University of Denver  
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### Sociology, Anthropology and Criminology

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Ajrouch, Kristine (2000) Assistant Professor; Ph.D.; Wayne State University  
Barak, Gregg (1991) Professor; Ph.D.; University of California-Berkeley  
Cao, Liqun (1994) Professor; Ph.D.; University of Cincinnati  
Cerroni-Long, Liza (1987) Professor; Ph.D.; University of California at Los Angeles  
Corsianos, Marilyn (2002) Assistant Professor; Ph.D.; York University

Kern, Roger (1998) Assistant Professor; Ph.D.; Vanderbilt University  
Leighton, Paul (1997) Associate Professor; Ph.D.; American University  
Moaddel, Mansoor (1987) Professor; Ph.D.; University of Wisconsin  
Orange, Robert M. (2001) Assistant Professor; Ph.D.; University of Texas  
Reiling, Denise (2000) Assistant Professor; Ph.D. Michigan State University  
Richardson, Barbara (1991) Professor; Ph.D.; Cornell University  
Simoes, Solange (2006) Assistant Professor; Ph.D. University of London  
Sinclair, Karen (1976) Professor; Ph.D.; Brown University  
Tomaszewski, E. Andreas (2001) Assistant Professor; Ph.D.; Carleton University  
Weinstein, Jay (1986) Professor and Interim Department Head; Ph.D.; University of Illinois  
Westrum, Ronald (1972) Professor; Ph.D.; University of Chicago

### Special Education

Burton-Hoyle, Sally (2006) Assistant Professor; Ed.D; University of Idaho  
Cameron, S. (2004) Assistant Professor; J.D.; University of Toledo  
Carney, Karen (2002) Assistant Professor; Ph.D.; Arizona State University  
Cupples, Willie P., Jr. (1994) Professor; Ph.D.; Northwestern University  
Doster, Brenda (2006) Assistant Professor, Ph.D.; University of Michigan  
Ginsberg, Sarah (2002) Assistant Professor; Ed.D; Eastern Michigan University  
Gorenflo, Carole (1988) Professor; Ph.D.; Michigan State University  
Hoodin, Ronald (1988) Professor; Ph.D.; Pennsylvania State University  
Hric, Kathleen (2005) Assistant Professor; Ph.D.; University of Michigan  
Koh, Myung-Sook (2005) Assistant Professor; Ph.D.; University of Memphis  
Lee, Lidia (2002) Associate Professor; Ph.D.; Indiana University  
Li, Tsai-Ping (Alicia) (1995) Assistant Professor; Ed.D.; University of Northern Colorado  
McGinnis, Jacqueline (2002) Assistant Professor; Ph.D.; University of Nebraska-Lincoln  
Orr, A. (2004) Assistant Professor; Ed.D.; University of Michigan  
Parker, Kathlyn (1999) Assistant Professor; Ph.D.; Teacher's College-Columbia University  
Polter, L. (2004) Assistant Professor; Sp.A.; Eastern Michigan University  
Rocklage, Lynne A. (1991) Professor and Department Head; Ph.D.; Southern Illinois University  
Schulte, K. (2004) Assistant Professor, Sp.A.; Eastern Michigan University  
Smith, P. (2004) Assistant Professor; Ed.D.; University of Vermont  
Stevens, Lizbeth (1998) Associate Professor; Ph.D.; Wayne State University  
Stiefel, G. (2004) Assistant Professor; Ph.D.; University of Michigan  
Tonkovich, John (2000) Associate Professor; Ph.D.; University of Tennessee

### Teacher Education

Baiyee, Martha (1998) Associate Professor; Ph.D.; Virginia Tech  
Beauvais, Kathleen (1991) Professor; Ph.D.; University of Michigan  
Bednar, Anne (1991) Professor; Ed.D.; Indiana University  
Bennion, Donald (1993) Professor and Department Head; Ph.D.; Ohio University  
Bigler, Mary (1977) Professor; Ph.D.; University of Michigan  
Bishop, J. Joe (2002) Associate Professor; Ph.D.; University of Iowa  
Burke, Wendy (2000) Associate Professor; Ph.D.; University of Illinois at Urbana-Champaign  
Burns, Carolyn M. (2001) Assistant Professor; M.A.; University of Michigan  
Carter, Carolyn J. (2001) Associate Professor; Ph.D.; Wayne State University  
Copeland, Nancy (2002) Assistant Professor; MBE; Wayne State University  
Daisey, Peggy (1994) Professor; Ph.D.; Kansas State University  
Dichtelmiller, Margo L. (2000) Associate Professor; Ph.D; University of Michigan  
Dokes-Brown, Marion A. (2001) Associate Professor; Ph.D.; Texas Women's University  
Finch, Carolyn (1999) Professor; Ph.D.; University of Maryland  
Gordon, Jane (1992) Professor; Ph.D.; University of Miami  
Gould, Caroline (1997) Assistant Professor; M.A.; University of Michigan  
Grossman, Sue (1995) Associate Professor; Ph.D.; Michigan State University  
Gwaltney, Thomas (1964) Professor; Ph.D.; Southern Illinois University  
Harmon, Deborah (2000) Assistant Professor; Ph.D.; Colorado State University

Huyvaert, Sarah (1986) Professor; Ed.D.; Indiana University  
 Johnson, Elizabeth (1994) Associate Professor; Ed.D.; Wayne State University  
 Jones, Sylvia (1992) Professor; Ph.D.; University of Michigan  
 Jones, Toni Stokes (1999) Associate Professor; Ph.D.; Wayne State University  
 Jose-Kampfner, Cristina (1991) Professor; Ph.D.; University of Michigan  
 Kinney-Sedgwick, Martha (1987) Associate Professor; Ph.D.; University of Iowa  
 Langer, Georgea (1985) Professor; Ph.D.; Stanford University  
 Lewis-White, Linda (1996) Professor; Ph.D.; East Texas State University  
 Lowenstein, Ethan (2002) Assistant Professor; Ph.D.; New York University  
 Margerum-Leys, Jon (2000) Associate Professor; Ph.D.; University of Michigan  
 Martusewicz, Rebecca (1988) Professor; Ed.D.; University of Rochester  
 Maylone, Nelson (2000) Assistant Professor; Ed.D.; Eastern Michigan University  
 Moore-Hart, Margaret (1988) Professor; Ph.D.; University of South Florida  
 Nelson, Olga (1991) Professor; Ph.D.; Kent State University  
 Paciorek, Karen (1981) Professor; Ph.D.; Peabody College of Vanderbilt University  
 Pietig, Jeanne (1988) Professor; Ph.D.; University of Minnesota  
 Pokay, Patricia (1988) Professor; Ph.D.; University of Michigan  
 Polakow, Valerie (1988) Professor; Ph.D.; University of Michigan  
 Quilter, Shawn (1996) Associate Professor and Assistant Dean, College of Education; Ph.D.; University of South Carolina  
 Rearick, Mary (2001) Associate Professor; Ed.D.; University of Massachusetts  
 Shellhorn, Bette (2005) Assistant Professor Ph.D. Michigan State  
 Skaggs, Kathryn (1997) Assistant Professor; M.S.; Peabody College of Vanderbilt University  
 Starko, Alane (1986) Professor; Ph.D.; University of Connecticut  
 Williams-Boyd, Patricia (1996) Associate Professor; Ed.D.; University of Kansas

#### Technology Studies

Adamski, Anthony (1997) Associate Professor; Ph.D.; Wayne State University  
 Becker, Pamela (2004) Assistant Professor; M.L.S.; Eastern Michigan University  
 Bellamy, Al (1996) Professor; Ph.D.; Purdue University  
 Boone, Morrell D. (2001) Professor and Interim Dean Ph.D.; Syracuse University  
 Boyless, John E. (1977) Associate Professor and Interim Director; M.A.; Eastern Michigan University  
 Buchanan, Polly (1980) Professor and Interim Associate Dean of the College of Technology; Ph.D.; University of Michigan  
 Cardon, Phillip (1999) Associate Professor; Ph.D.; Ohio State University  
 Dugger, John C. (2001) Professor; Ph.D.; Texas A&M University  
 Fulkert, Ronald (1997) Associate Professor; Ph.D.; University of Toledo  
 Ghosh, Subhas (2002) Professor; Ph.D.; University of Manchester, England  
 Gore, David K. (1983) Assistant Professor; M.S.; Eastern Illinois University  
 Gregory, Susan (2002) Professor; Ed.D.; Temple University  
 Haddad, Carol (1993) Professor; Ph.D.; University of Michigan  
 Harbour, Nancy (2005) Assistant Professor, Ph.D.; University of Detroit  
 Jogaratham, Giri D. (1996) Professor; Ph.D.; Virginia Polytechnic Institute and State University  
 Kalian, Seema (2004) Associate Professor; Ph.D.; Michigan State University  
 Kinczkowski, Linda (2000) Associate Professor, Ph.D.; Wayne State University  
 Kustron, Konnie G. (1994) Professor; J.D.; Detroit College of Law  
 Kuwik, Paul D. (1980) Professor; Ph.D.; Ohio State University  
 Lawver, Gerald V. (1987) Associate Professor; Sp.A.; Eastern Michigan University  
 Leopard, David W. (1992) Professor; Ph.D.; University of South Carolina  
 Majeske, Paul (1997) Associate Professor; M.L.S.; Eastern Michigan University  
 Park, Jaehong (2005) Assistant Professor; Ph.D.; George Mason University  
 Pilato, Denise (2002) Professor; Ph.D.; Michigan State University  
 Preston, John M. (1983) Associate Professor; M.S.; Eastern Michigan University  
 Remp, Ann M. (1984) Professor; Ph.D.; Michigan State University

Tartalone, Phillip (2005) Assistant Professor; Ph.D.; Michigan State University  
 Teehan, Robert (2006) Assistant Professor; Ph.D.; Capella University  
 Van Der Velde, Robert (2002) Professor; J.D.; Cleveland-Marshall College of Law  
 Welker, Kelly (1999) Associate Professor; Ph.D.; Florida State University  
 White, Darcelle D. (1995) Professor; J.D.; University of Detroit

#### Women's and Gender Studies

Haddad, Carol (1993) Professor and Interim Director; Ph.D.; University of Michigan  
 Mehuron, Kate (1989) Professor and Academic Adviser; Ph.D.; Vanderbilt University  
 Simoes, Solange (2006) Assistant Professor; Ph.D. University of London





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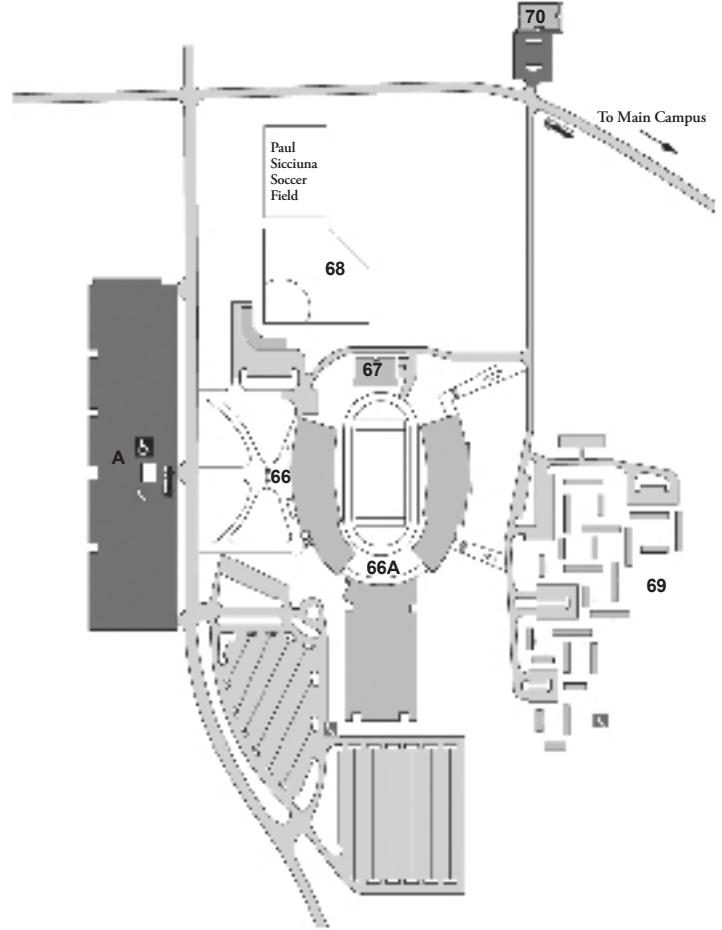
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## Parking Facilities Index

### Commuter Hangtag Parking

S	Ann Street Lot
D2	Bowen Lot
N	Bowman-Roosevelt Lot (after 5 p.m.)
V	College of Business Structure
Q	Ford Lot A (after 7:30 p.m.)
R	Ford Lot B
U	Key Bank Lot (after 6 p.m., M-Th, fall and winter)
Z	Mayhew Lot 1
Z2	Mayhew Lot 2
F	McKenny Staff Lot (after 5 p.m.)
L	Normal Street Lot (after 6:30 p.m.)
I	North Campus Lot 1
B	North Campus Lot 2
D1	Oakwood Lot (North)
E	Oakwood Lot (South)
D	Parking Structure
O	Pease Lot A
P	Pease Lot B (after 5 p.m.)
T	Sill Lot (after 5 p.m.)
J	Smith Lot (after 5 p.m.)
M	Snow Lot (after 7:30 p.m.)
W	Washington Street Lot

### Faculty/Staff Hangtag Parking

S	Ann Street Lot
D2	Bowen Lot
N	Bowman-Roosevelt Lot
V	College of Business Structure
Q	Ford Lot A
C	Hoyt Lot
U	Key Bank Lot (after 6 p.m., M-TH, fall and winter)
H	Mark Jefferson Lot
Z	Mayhew Lot 1
Z2	Mayhew Lot 2
F	McKenny Staff Lot
L	Normal Street Lot A
D1	Oakwood Lot (North)
E	Oakwood Lot (South)
D	Parking Structure
O	Pease Lot A
P	Pease Lot B
T	Sill Lot
M	Snow Lot
J	Smith Lot
W	Washington Street Lot

### Special Parking Areas

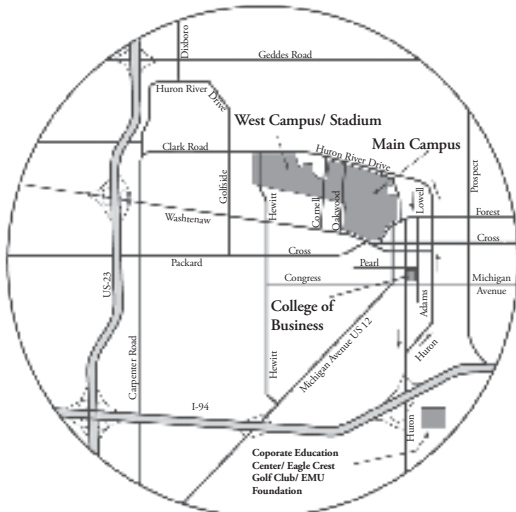
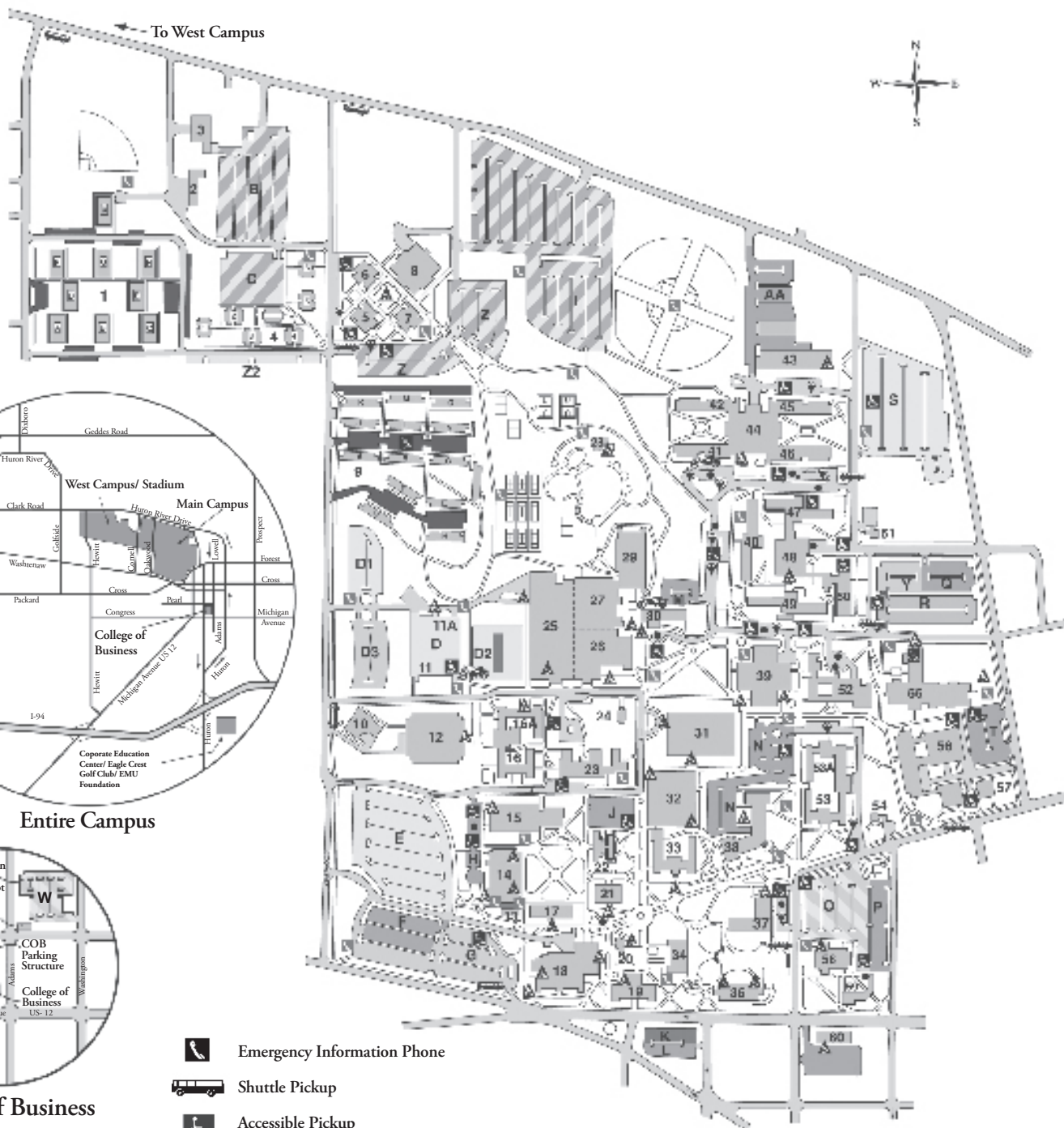
*Y	Ford Lot C (\$1 per hour)
*G	McKenny Lot B (\$1 per hour)
K	Normal Street Lot B (special permit required)
*O	Pease Lot (\$3 entry)
AA	Physical Plant Parking
A	Rynearson Lot (Free 6 a.m. to 6 p.m., M-F only)
*W	Washington Street Lot (\$1 per hour)
*D3	Oakwood Paid Lot (\$1 per hour)

### Residence Hangtag Parking Lots

C	Hoyt Lot
Z	Mayhew Lot 1
I	North Campus Lot 1
B	North Campus Lot 2

**All University meters  
enforced  
7 a.m. to 10 p.m.  
Monday through Friday  
Lot signs take  
precedence**

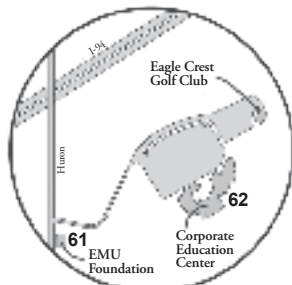
\* Parking rates subject to change.



Entire Campus



College of Business



Corporate Education Center,  
Golf Course and  
EMU Foundation

- Emergency Information Phone
- Shuttle Pickup
- Accessible Pickup
- Accessible Building
- Parking Meters (\$1 per hour)
- Service Parking
- Motorcycle Parking
- STAFF/FACULTY PARKING
- STAFF/FACULTY PARKING Special permit required
- FAMILY HOUSING RESIDENT PARKING
- COMMUTER PARKING
- COMMUTER/STAFF/FACULTY PARKING
- COMMUTER/STAFF/FACULTY/RESIDENCE HALL PARKING
- PAID GUEST PARKING Fee required
- COMMUTER/GUEST/FACULTY/STAFF PARKING Fee required for guest parking
- COMMUTER/GUEST/FACULTY/STAFF PARKING Free 8 a.m. - 6 p.m. only





