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**PARK**  
UNIVERSITY<sup>SM</sup>

**2007 - 2008**  
**UNDERGRADUATE CATALOG**

**COLLEGE FOR DISTANCE LEARNING**

School for Extended Learning  
School for Online Learning

**COLLEGE OF LIBERAL ARTS AND SCIENCES**

School for Arts and Humanities  
School for Natural and Applied Sciences  
School for Social Sciences

**SCHOOL OF BUSINESS AND MANAGEMENT**

**SCHOOL FOR EDUCATION**

8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 741-2000  
(800) 745-PARK  
[www.park.edu](http://www.park.edu)

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Certified true and correct as to content and policy.

Beverley Byers-Pevitts, Ph.D.  
President

## LETTER FROM THE PRESIDENT



**PARK**  
UNIVERSITY SM



Dear Student Learners:

Welcome to Park University! I am pleased you have selected Park University for your educational journey as a student learner in a global society.

This year brings a significant anniversary to Park University as we celebrate 132 years of academic excellence. We are recognized nationally as an innovative, progressive higher learning institution resulting from our historical academic reputation and our innovative delivery of education through both on ground (face-to-face) and Online instruction. Our Online and Distance Learning classes allow degree opportunities for an increasing number of student learners across the United States and throughout the world. Park's 43 campuses located in 21 states are rich in diversity and provide outstanding academic environments in which more than 25,000 learners thrive.

Park continues to strengthen its reputation as an international leader in higher education. We celebrate our community of individual strengths, beliefs, dreams and backgrounds that advance the readiness, accountability, and success of our students. Park University's faculty are highly respected and committed to assisting you in accomplishing your educational goals, and preparing you for a successful future in an ever-changing global economy. The University's motto is as real to us today as it was to student learners in 1875: Fides et Labor (faith and work). We promote faith in self and a willingness to work. We will never expect more from you than we expect from ourselves.

I look forward to what we will accomplish together in 2007-2008.

Kindest regards,

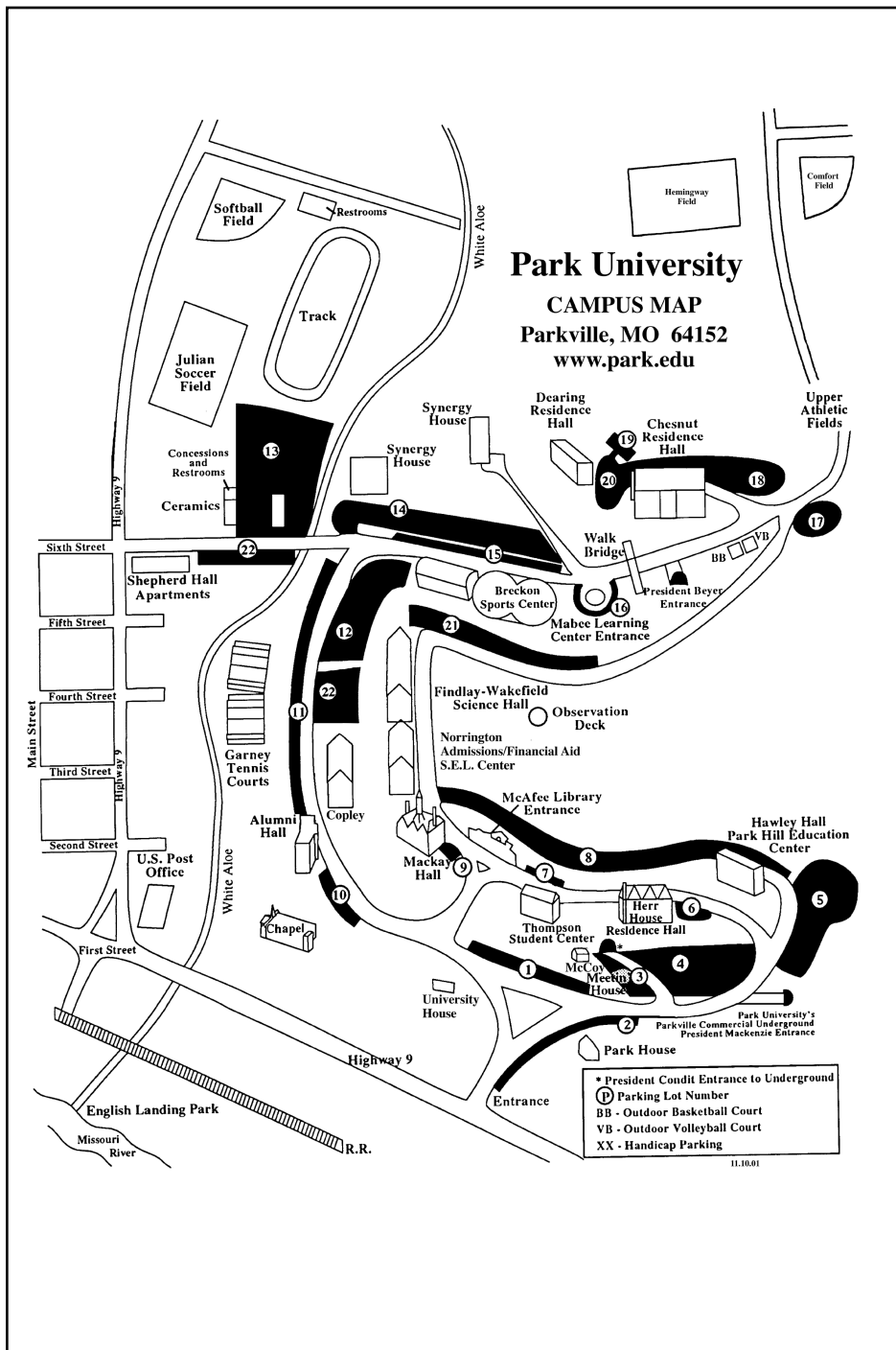
Beverley Byers-Pevitts, Ph.D.  
President, Park University

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# Maps - Parkville Campus Map



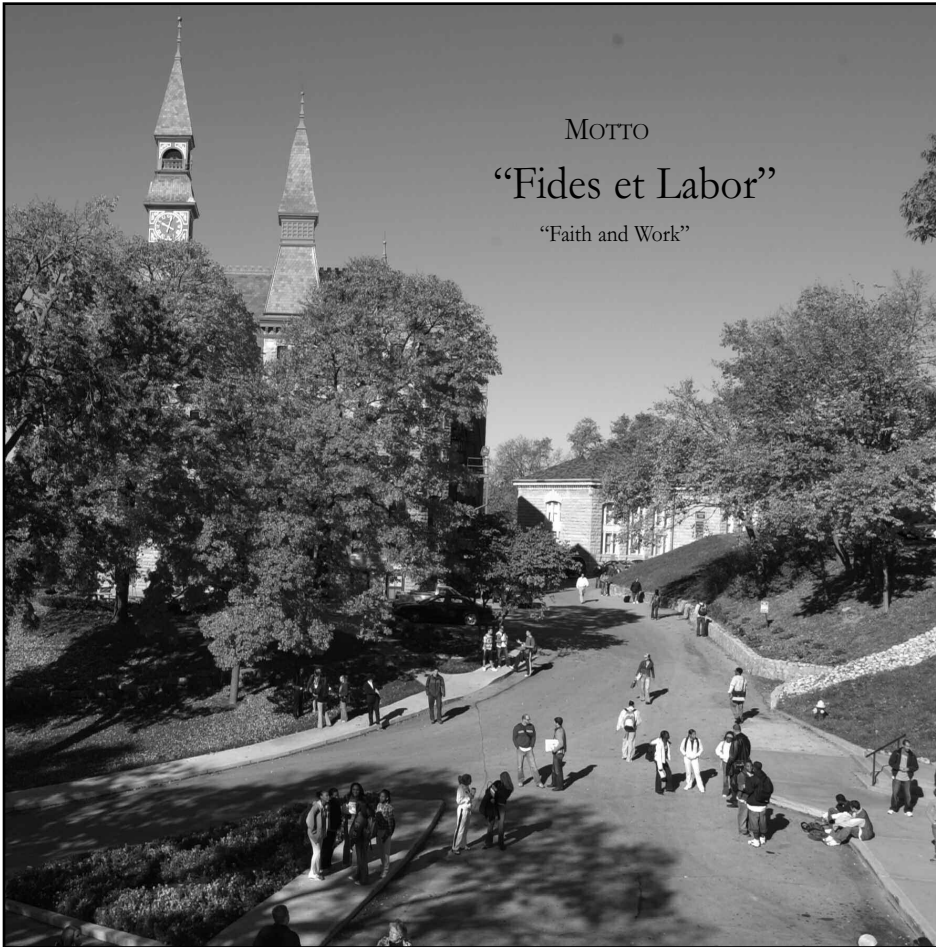


# Maps - Campus Center Locations

Park University Campus Centers



## Mission, Vision, History and Affiliations



Parkville Daytime Campus Center

### CORE VALUES

- Commitment to commonalities and differences
- Commitment to community among all peoples of the world
- Commitment to lifelong learning

### GOALS

- Enhance the Image and Identity of Park University
- Ensure Academic Excellence
- Ensure Excellence in Student Services
- Ensure that Park University Functions as One University

## HISTORY OF PARK UNIVERSITY

The Parkville campus is situated high on a bluff commanding an inspiring view of the Missouri River, which sweeps in a broad bend around the quiet community of Parkville. To the south and southeast, the skyline of Greater Kansas City is visible. The 700-acre campus is a site of breath-taking natural beauty with woodlands, waterfalls and wildflowers.

Park University is steeped in history; one can almost sense the presence of former Parkites who assisted in constructing many of the campus buildings. Mackay Hall, placed on the National Register of Historic Places, houses administrative offices as well as classrooms. It was begun in 1886 with students quarrying the stone from the school's land, carrying it to the site, and building the structure as a means of earning their tuition. With its clock tower overlooking the residence halls, classrooms and other more modern facilities around it, Mackay has become the symbol of Park University.

The McAfee Memorial Library contains approximately 125,000 volumes, over 1,000 periodicals and a consortium of about 4,000 reels of microfilm. The library is electronically networked to colleges, universities and city libraries so that students have access to 2,000,000 volumes and virtually all articles in print. Other library resources include periodical indexes and databases, reference sources, database access, and the archives and records of Park University. The underground library, located beneath the campus, seats approximately 290, and provides seminar rooms and group study rooms, study areas and an art gallery. Computer and copying facilities are available. The book collection can be accessed through an online electronic catalog.

The Graham Tyler Memorial Chapel with its carillon bells is the site of many memorable happenings, from convocations, wedding ceremonies, concerts, and lecture series. It contains a 136-rank organ, vaulted ceiling and stained glass.

The Charles Smith Scott Observatory, built in 1896 as a memorial to a New Jersey judge, was also constructed by students. The observatory was converted to an observation deck in 1999 after a fire damaged the structure.

Just inside the entrance to the campus is a small frame building known as Park House. It was originally the home of Colonel George S. Park, co-founder of Park University in 1875 with Dr. John A. McAfee, the first president. The two men conceived a program, which combined work and study. Park was largely a self-sustained community with farmland, orchards, vineyards, a 10,000-square-foot greenhouse, and a large dairy herd. In the fall, classes were postponed while everyone joined in the harvest, gathering the grain into bins and preserving the fruits and vegetables in tin cans proudly labeled "Students' Self-Help

Department: The Park Family."

You can still work to help pay for your Park University education, and there is still a Park family atmosphere. This is the part of Park University that we can't put on a map or show on a tour, yet it is as much a part of Park University as the buildings and the landscape. This is friendliness, helpfulness, caring and concern for one another. It transcends race, religion, gender, cultures and income bracket. It is known as the Park Spirit.

Committed to being one of the finest institutions in the nation,

providing quality education in a wholesome environment for all students, including traditional and non-traditional full-time students on the historic Parkville Campus, and fully employed, full-time and part-time students on campus centers across the nation.

Park University at Parkville is ideally served by transportation facilities. Modern freeways are just minutes away. Highway 45 at Parkville links with Highway 9 and Interstate routes 29 and 35; Highway 9 links with Interstates 435 and 635 to provide efficient automobile travel. Downtown Kansas City is just ten minutes from the Parkville campus. The Kansas City International Airport is only twelve minutes from the campus, and Kansas City is served by railroad transportation and bus service.

### MISSION STATEMENT

The mission of Park University, an entrepreneurial institution of learning, is to provide access to academic excellence, which will prepare students to think critically, communicate effectively and engage in lifelong learning while serving a global community.

### VISION STATEMENT

Park University will be a renowned international leader in providing innovative educational opportunities for students within the global society.

## **KANSAS CITY AND PARKVILLE**

The Greater Kansas City area offers excellent opportunities for student employment. Practical internships and/or practicums are available through the many area industries, businesses, agencies, and governmental and educational systems. Kansas City is the agribusiness capital of the world. There are also several shopping centers, sports complexes, parks and performing arts, resource libraries and research institutions.

The Harry S. Truman Library, which houses the former president's papers and artifacts, and the Linda Hall Library of Science and Technology, which includes the works and findings of most of the scientists of the world, are available to students. There are many recreational activities, a symphony orchestra, a Performing Arts Foundation, outstanding museums, art galleries, theaters and several professional sports teams. In the immediate Park community is the Philharmonia of Greater Kansas City and the Bell Road Barn Players which call Park University home. All major religious denominations are represented in the Parkville suburban area or in nearby Kansas City.

## **ACCREDITATION**

Park University is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, (KAN214F), 30 North LaSalle Street, Suite 2400, Chicago, IL. 60602 (312-263-0456). The State of Missouri Department of Elementary and Secondary Education, P.O. Box 480, Jefferson City, MO. 65102 (573-751-3469) has officially approved the academic standards of Park University for teacher education. The Department of Nursing is accredited by the National League for Nursing Accrediting Commission, 61 Broadway, New York, NY. 10006 (212-363-5555, ext. 153) and approved by the Missouri State Board of Nursing. The Department of Athletic Training is accredited by CAATE, Commission on Accreditation of Athletic Training Education, 2201 Double Creek Drive, Suite 5006, Round Rock, TX 78664. The Department of Social Work is accredited by the Council on Social Work Education (CSWE), 1725 Duke Street, Suite 500, Alexandria, VA 22314.

Accreditation documents are available for review upon request in the Office of Academic Affairs.

## **STATE AUTHORIZATIONS**

### **Tennessee**

The Tennessee Higher Education Commission authorizes the Park University Campus Center at Millington NSA. This authorization must be renewed each year and is based on an evaluation by minimum standards concerning quality of education, ethical business practices, health and safety, and fiscal responsibility.

### **Arkansas**

The director of the Arkansas Department of Higher Education has determined that Park University - Little Rock Air Force Base meets the requirements for institutions on military installations, and has issued an Exemption from Certification for the degree programs to be offered at Park University - Little Rock Air Force Base.

### **Arizona**

If the student complaint cannot be resolved after exhausting the Institution's grievance procedure, the student may file a complaint with the Arizona State Board for Private-Post Secondary Education. The student must contact the State Board for further details. The state board address is:

1400 W. Washington, Room 260

Phoenix, AZ 85007

Phone: 602-542-5709

Website: <http://azppse.state.az.us>

### **Texas**

The Texas Higher Education Coordinating Board authorizes the Austin Campus Center as a Branch Campus of Park University.

## Washington

Park University at Fairchild AFB is authorized by the Washington Higher Education Coordinating Board and meets the requirements and minimum educational standards established for degree-granting institutions under the Degree Authorization Act (RCW 28B.85 and WAC 250-61). This authorization is valid until July 31, 2007, and authorized Park University to offer the following degree programs:

- Associate of Science in Computer Science
- Associate of Science in Management
- Associate of Science in Management/Accounting
- Associate of Science in Social Psychology
- Bachelor of Science in Computer Science
- Bachelor of Science in Management
- Bachelor of Science in Management/Accounting
- Bachelor of Science in Management/Computer Information Systems
- Bachelor of Science in Management/Human Resources
- Bachelor of Science in Management/Marketing
- Bachelor of Science in Social Psychology
- Associate of Science in Criminal Justice Administration (Distance Learning Only)
- Bachelor of Science in Criminal Justice Administration (Distance Learning Only)
- Bachelor of Science in Health Care (Distance Learning Only)

Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the board office at P.O. Box 43430, Olympia, WA 98504-3430, (360)-753-7869.

## MEMBERSHIPS

Park University is an institutional member of the following:

- Association of American Colleges and Universities (founding member)
- The Council of Independent Colleges
- The Kansas City Professional Development Council (founding member)
- The Missouri Association of Colleges for Teacher Education
- The Missouri College Relations Committee
- The Missouri College Fund
- The American Association of Collegiate Registrars and Admissions Officers
- The National College and University Business Officers
- The National Association of International Educators
- Association for Non-Traditional Students in Higher Education
- The National Association of Intercollegiate Athletics
- North American Association of Summer Sessions
- The Service Members Opportunity Colleges (Charter member for all services)
- The National Association of Institutions for Military Education Services
- The National Association of Veterans Program Administrators
- Kansas City Regional Access Consortium for Higher Education (founding member)
- Council of College and Military Educators
- National Association of Student Personnel Administrators
- The National Society of Leadership and Success
- Association of Veterans Education Certifying Officials
- Texas Association of Collegiate Veterans Program Officials
- Kansas City Chamber of Commerce
- Northland Chamber of Commerce
- The National Association of Colleges and Employers
- American Association of Colleges of Teacher Education
- The National Hispanic Institute

## **SERVICE MEMBERS OPPORTUNITY COLLEGES (SOC)**

Park University is an undergraduate institution designated as a two-year and four-year member institution of SOC. As one of over 1,800 SOC member institutions, Park University recognizes the unique nature of the military lifestyle and has committed itself to easing the transfer of relevant course credits, providing flexible academic residency requirements, and crediting learning from appropriate military training experiences. SOC has been developed jointly by educational representatives of each of the Armed Services, the office of the Secretary of Defense and a consortium of thirteen leading national higher education associations. It is sponsored by the American Association of State Colleges and Universities (AASCU) and the American Association of Community and Junior Colleges (AACJC).

Park University is a charter member of SOCAD-2 and 4, SOCNAV-2 and 4, SOCMAR-2 and 4, and SOCCoast 2 and 4. As a member institution, Park University provides occupational and flexible associate and baccalaureate degree programs to active duty Army, Navy, Coast Guard and Marine personnel and their family members. Service members and their family who wish to take this degree completion opportunity through Park University must achieve degree candidate status by submitting an Application for Admission and Evaluation for one of the SOC curriculum networks offered by Park University at the location attended. Park University will then provide the student with a degree audit and a SOC Student Agreement. The student must complete the residency requirements at Park University but have the opportunity to complete the degree requirements at other network member institutions.

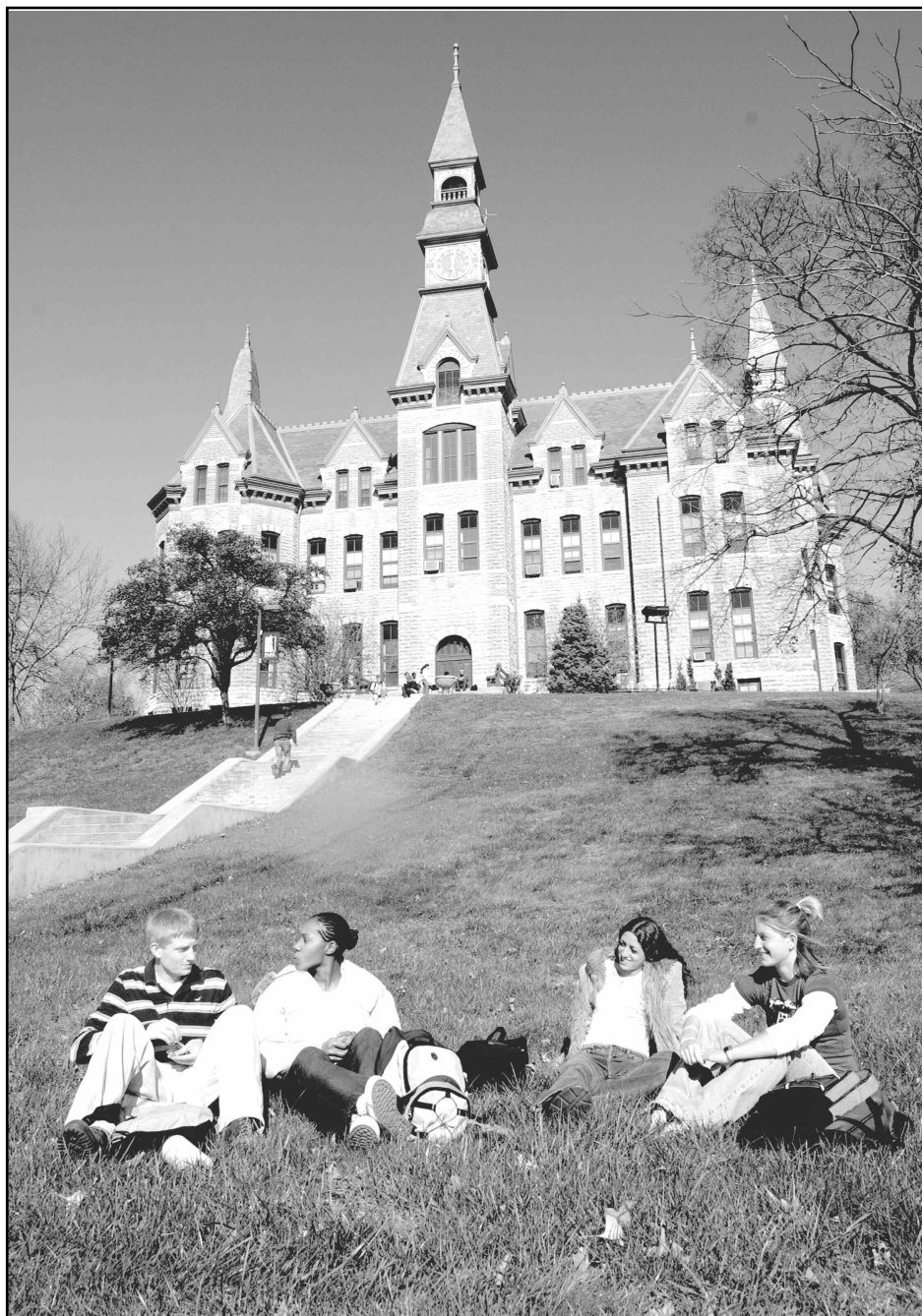
Park University is also a member of the SOC Education Program (SOCED). Park University provides a selection of professional education courses useful in most certification programs and whose transferability is guaranteed within the SOCED Core non-degree network.

## **CONCURRENT ADMISSIONS PROGRAM (ConAP)**

The Concurrent Admissions Program (ConAP) is conducted by colleges and universities that offer associate or bachelor degree curriculums and that are members of Service members Opportunity Colleges (SOC). Concurrent with their enlistment in the Army or Army Reserve, new soldiers may apply for admission at a participating SOC college or university of their choice. If they meet admission criteria, they are granted admission on a full or provisional basis. Provisional admission means that the student may be required to take certain foundation courses or undergo other academic preparation as determined by the university and may be limited in the number of courses undertaken. Enrollment is deferred until completion of initial enlistment for active military service or, in the case of Army Reserve, until completion of initial active duty for training. The student must meet degree requirements of the catalog in effect at the time of enrollment in classes at the university. Enrollment of a student who attempts college/university course work elsewhere is subject to academic performance standards stated in the catalog. Admission of a student receiving other than an honorable discharge is subject to institutional review. This agreement is in effect for two years following completion of initial enlistment for active military service or initial active duty for training.

## **EQUAL OPPORTUNITY**

Park University believes in fostering diversity in all personnel matters. It is Park University's intent and desire in both academic and non-academic areas to promote diversity by including groups characterized by race, color, religion, gender, marital status, sexual orientation, national origin, age, disability, or veteran status. Procedures will be used to increase recruitment among such groups at all levels of Park University in accordance with legal principles. This commitment extends to any other group or class against which discrimination is prohibited by state or federal law, including Title IX of the Education Amendments of 1972 and Title VI of the Civil Rights Act of 1964. Inquiries or concerns may be mailed to the President or to Director of Human Resources, Park University, 8700 NW River Park Drive, Parkville, MO 64152-3795 or by telephone (816) 584-6386.



## Colleges and Schools

### ORGANIZATION OF ACADEMIC PROGRAMS

The curriculum of Park University is organized and administered through three colleges and seven schools.

#### **COLLEGE FOR DISTANCE LEARNING**

School for Extended Learning

School for Online Learning

#### **COLLEGE OF LIBERAL ARTS AND SCIENCES**

School for Arts and Humanities

School for Natural and Applied Sciences

School for Social Sciences

#### **SCHOOL OF BUSINESS AND MANAGEMENT**

#### **SCHOOL FOR EDUCATION**

## College for Distance Learning

The Park University College for Distance Learning is a pioneer in non-traditional studies through its focus on the creation of degree programs to fit the unique needs of individual students. The College for Distance Learning assists diverse segments of the population in achieving career and personal goals throughout their total educational experience. It is called “non-traditional” because it specializes in high quality and personalized educational service for service personnel and full-time employed adults. The key word is service. The entire staff and faculty of Park University act as facilitators of the student’s educational experience. Because of this approach, the College for Distance Learning has set a standard in serving students seeking personal development or new pathways to degree completion through innovative processes.

Park University began meeting the educational needs of service members in 1889, and our commitment continued through the establishment in 1972 of the Military Resident Center System (MRCs). In 1989, the name was changed to School for Extended Learning, and in 2003, because of the advent of Internet courses, became the College for Distance Learning with two schools: School for Extended Learning and School for Online Learning.

The School for Extended Learning and School for Online Learning programs are now located on military installations, community colleges, commercial facilities convenient to students, and on the Internet. The College for Distance Learning is one of the nation’s largest programs serving over 23,000 students per year.

Because the program at each location is tailored to the needs of the local student population, only selected degrees and certain majors are offered at each extended campus center. The degrees and majors offered are agreed upon by the School for Extended Learning and the agency or authority being served. Notices are posted publicly at each extended campus center specifying the degrees and the majors being offered.

The School for Online Learning began under the auspices of the School for Extended Learning with one pilot class in English in 1996. The first class was a success and very quickly the online program found its own path for the adult student. The School for Online Learning has developed over 200 courses and offers 450 sections per term with over 14,000 students enrolled each year. Seven academic degrees are offered through the School for Online Learning: the Bachelor of Science in Criminal Justice Administration, Management, Management/Computer Information Systems, Management/Health Care, Management/Human Resources, Management/Marketing and Social Psychology. Students seeking to continue educational careers after completion of their baccalaureate degree may enroll in programs for online courses in the areas of Master of Education, Master of Business Administration or Master of Public Affairs.

Many of the online courses are taken by students in the School for Extended Learning who seek the benefits of an online education. Students often find that the flexibility of online learning helps them adapt to a hectic work schedule, family obligations, or unexpected travel. The online learning environment offered by the School for Online Learning provides flexibility, adaptability, and convenience. In addition, online learning materials can facilitate the student through adaptation to study that suits his/her learning style. Most online courses are scheduled within five eight-week terms in an academic year with classes beginning on Monday to midnight Sunday.



## School for Extended Learning

MICHAEL STOCKSTILL, PH.D.  
Dean, College for Distance Learning

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### MISSION STATEMENT

The mission of the School for Extended Learning at Park University is to provide quality, multifaceted and cost-competitive learning experiences for non-traditional students, to enable study in and impact upon the communities in which they live and work.

### VISION STATEMENT

The School for Extended Learning at Park University will be an internationally recognized leader in providing transformational learning experiences to promote lifelong learning within the global community.

### List of Faculty

- |   |  |
|---|--|
| ROBERT ALLEN, PH.D.<br>Professor of Management<br>Austin Campus Center  | LESLIE LEWIS, M.B.A.<br>Assistant Professor of Management/HR<br>Austin Campus Center                               |
| LANNY BURRIL, M.S.<br>Assistant Professor of Management<br>Fairchild AFB Campus Center                                  | ALDO MALDONADO, PH.D.<br>Assistant Professor of Mathematics<br>Austin Campus Center                                |
| LEO CHRISTOPHERSON, M.ED.<br>Assistant Professor of Computer Science<br>Fairchild AFB Campus Center                     | TERESA MASON, M.A.<br>Assistant Professor of Psychology<br>MCB Quantico, Fort Myer, and<br>HQBN Henderson Hall     |
| TRACIE EDMOND, M.B.A.<br>Instructor of Management<br>Randolph Campus Center   | VINCENT O'ROURKE, PH.D.<br>Assistant Professor of Management<br>Hill AFB   |
| DENNIS GRESDO, M.A.<br>Assistant Professor of Management<br>MCB Quantico, Fort Myer, and<br>HQBN Henderson Hall         | MARIJANE PEPLow, PH.D.<br>Assistant Professor of Humanities<br>MCB Quantico, Fort Myer, and<br>HQBN Henderson Hall |
| HARRY HARRISON, M.S.,<br>Assistant Professor of Computer Science<br>MCB Quantico, Fort Myer, and<br>HQBN Henderson Hall | SERGE RYNO, PH.D.<br>Assistant Professor of Mgmt./Accounting<br>Austin Campus Center                               |
| DAVID HOVLAND, PH.D.<br>Assistant Professor of<br>Psychology/Sociology<br>Austin Campus Center                          | BRUCE STROM, PH.D.<br>Associate Professor of Management<br>Fort Bliss Campus Center                                |
| JOLENE LAMPTON, PH.D.<br>Assistant Professor of Mgmt. /Accounting<br>Austin Campus Center                               | ROBERT THEUS, M.B.A.<br>Assistant Professor of Management<br>Fort Bliss Campus Center                              |
|   | CHARLES TILLMAN, M.A.<br>Assistant Professor of Psychology<br>Fairchild AFB Campus Center                          |

School for Online Learning

MICHAEL STOCKSTILL, PH.D.  
Dean, College for Distance Learning

MISSION STATEMENT

The School for Online Learning’s mission is to provide superior online learning opportunities through the integration of effective instructional pedagogy with innovative technology, which fosters the quality and growth of the School for Online Learning.

VISION STATEMENT

The School for Online Learning’s vision is to be the premier provider of quality online higher education for a global society.

List of Faculty

- LISA M. BUNKOWSKI, PH.D.  
Assistant Professor of History
- ERLAN BURK, M.S.  
Assistant Professor of Computer Science
- KAY DENNIS, ED.D.  
Assistant Professor of Nursing
- MIKE ESKEY, PH.D.  
Assistant Professor of Criminal Justice
- CYNTHIA FURNISH, M.B.A.  
Assistant Professor of Management
- ROXANNE GONZALES-WALKER, ED.D.  
Assistant Professor of Education
- FRANK P. INCALCATERA, M.ED.  
Assistant Professor of Psychology
- EVELYN KNOWLES, PH.D.  
Assistant Professor of Interior Design
- JUTTA C. PEGUES, PH.D.  
Assistant Professor of History
- MARTHANN SCHULTE, PH.D.  
Assistant Professor of Education
- WALTON DEES STALLINGS, PH.D.  
Assistant Professor of English

## **SCHOOL FOR EXTENDED LEARNING (S.E.L.)**

### **ASSOCIATE OF SCIENCE (A.S.)**

(SELECTED CAMPUSES)

COMPUTER SCIENCE  
CONSTRUCTION MANAGEMENT  
CRIMINAL JUSTICE ADMINISTRATION  
MANAGEMENT  
MANAGEMENT/ACCOUNTING  
MANAGEMENT/AVIATION  
MANAGEMENT/LOGISTICS  
OFFICE MANAGEMENT  
SOCIAL PSYCHOLOGY



### **ASSOCIATE OF ARTS (A.A.)**

(SELECTED CAMPUSES)

LIBERAL ARTS

### **BACHELOR OF SCIENCE (B.S.)**

(SELECTED CAMPUSES)

COMPUTER SCIENCE  
CRIMINAL JUSTICE ADMINISTRATION  
MANAGEMENT  
MANAGEMENT/ACCOUNTING  
MANAGEMENT/AVIATION  
MANAGEMENT/COMPUTER INFORMATION SYSTEMS (CIS)  
MANAGEMENT/ENGINEERING ADMINISTRATION  
MANAGEMENT/FINANCE  
MANAGEMENT/HEALTH CARE  
MANAGEMENT/HUMAN RESOURCE  
MANAGEMENT/LOGISTICS  
MANAGEMENT/MARKETING  
SOCIAL PSYCHOLOGY

### **BACHELOR OF ARTS (B.A.)**

(SELECTED CAMPUSES)

LIBERAL ARTS

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## **SCHOOL OF ONLINE LEARNING (S.O.L.)**

### **BACHELOR OF SCIENCE (B.S.)**

(ONLINE)

CRIMINAL JUSTICE ADMINISTRATION  
MANAGEMENT  
MANAGEMENT/COMPUTER INFORMATION SYSTEMS (CIS)  
MANAGEMENT/HEALTH CARE  
MANAGEMENT/HUMAN RESOURCES  
MANAGEMENT/MARKETING  
SOCIAL PSYCHOLOGY



<div>College for Distance Learning</div> <div><div><div>Online</div><div>SCHOOL OF ONLINE LEARNING</div></div><div><div>Extended</div><div>SCHOOL OF EXTENDED LEARNING (SELECTED CAMPUSES)</div></div></div>		Computer Science	Construction Mgmt.	Criminal Justice Administration	Liberal Arts	Management	Mgmt./Accounting	Mgmt./Aviation	Mgmt./C.I.S.	Mgmt./Engineer. Adm.	Mgmt./Finance	Mgmt./Health Care	Mgmt./H. Resources	Mgmt./Logistics	Mgmt./Marketing	Office Management	Public Administration	Social Psychology		
(✓=Campus) (✕=Online)	DEGREES:	A.S.	B.S.	A.S.	A.S.	B.S.	A.A.	B.A.	A.S.	B.S.	A.S.	B.S.	A.S.	B.S.	A.S.	B.S.	A.S.	B.S.		
ONLINE					✕				✕			✕	✕		✕			✕		
ARKANSAS																				
LITTLE ROCK AFB			✓		✓	✓			✓	✓			✓	✓				✓	✓	
ARIZONA																				
DAVIS-MONTHAN AFB			✓			✓			✓	✓	✓	✓						✓	✓	
LUKE AFB		✓	✓						✓	✓	✓	✓			✓			✓	✓	
CALIFORNIA																				
CAMP PENDLETON MCB			✓			✓		✓			✓		✓		✓				✓	
BARSTOW MCLB									✓				✓						✓	
FORT IRWIN						✓							✓						✓	
VANDENBERG AFB					✓						✓		✓						✓	
GEORGIA																				
MOODY AFB		✓			✓	✓		✓	✓				✓	✓				✓	✓	
IDAHO																				
MOUNTAIN HOME AFB		✓	✓					✓	✓				✓	✓	✓			✓	✓	
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SCOTT AFB								✓	✓				✓	✓	✓			✓	✓	
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HANSCOM AFB					✓				✓				✓							
MISSOURI																				
FT. LEONARD WOOD				✓				✓	✓			✓	✓			✕		✕		
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MONTANA																				
MALMSTROM AFB					✓	✓			✓	✓		✓	✕	✓				✓	✓	
NEW MEXICO																				
HOLLMAN AFB		✓				✓			✓	✓			✓			✓		✓	✓	
NORTH CAROLINA																				
CHERRY POINT MCAS			✓			✓			✓		✓		✓		✓				✓	
NORTH DAKOTA																				
GRAND FORKS AFB					✓	✓			✓	✓	✓		✓	✓		✓	✓		✓	
MINOT AFB		✓	✓		✓	✕			✓	✓	✓	✓			✓	✓			✓	
OHIO																				
DSCC		✓	✓								✓		✓	✓	✓	✓			✓	
WRIGHT-PATTERSON AFB					✓	✓			✓	✓	✓	✓		✓	✓		✓		✓	
OKLAHOMA																				
TINKER AFB		✓	✓						✓	✓			✓							
SOUTH CAROLINA																				
BEAUFORT MCAS		✓			✓	✓			✓	✓	✓		✓	✓					✓	✓
CHARLESTON AFB			✓			✓			✓			✓	✕	✓		✓			✕	
TENNESSEE																				
MILLINGTON MCS					✓	✓			✓	✓			✓							
TEXAS																				
AUSTIN CAMPUS CENTER		✓	✓						✓	✓	✓	✓			✓				✓	
CORPUS CHRISTI NAS					✓	✓			✓	✓								✓	✓	
FORT BLISS		✓	✓			✓							✓	✓					✓	✓
GOODFELLOW AFB									✓	✓									✓	✓
LACKLAND AFB		✓	✓						✓	✓			✓						✓	✓
LAUGHLIN AFB						✓			✓	✓									✓	✓
RANDOLPH AFB			✓								✓		✓			✓				✓
UTAH																				
HILL AFB		✓	✓		✓	✓			✓	✓	✓	✓	✓	✓	✓		✓		✓	✓
VIRGINIA																				
FORT MYER			✓			✓							✓						✓	
HENDERSON HALL		✓	✓			✓			✓				✓						✓	✓
QUANTICO MCCDC		✓	✓		✓	✓	✓	✓		✓			✓						✓	✓
WASHINGTON																				
FAIRCHILD AFB		✓	✓		✕	✕			✓	✓	✓	✓		✕	✓			✓	✓	
WYOMING																				
F.E. WARREN AFB					✓	✓			✓	✓			✓						✓	✓

# School of Business and Management

PETE SOULE, Ph.D.

Associate Dean, School of Business and  
Management and Chair of Economics  
Department

- BARTLETT J. FINNEY, Ph.D.  
Chair of Management and Human Resources  
Department
- MICHAEL FITZMORRIS, M.B.A.  
Chair of Marketing and International Business  
Department
- JOHN COOKINHAM, M.B.A.  
Chair of Accounting and Finance Department

## MISSION STATEMENT

The mission of the School of Business and Management is to provide professional programs of study that are founded in the liberal arts tradition. Graduates of the School of Business and Management are prepared to be professionals who have learned theory and application. They have the knowledge, values and skills necessary to lead business and society in a global community.

## VISION STATEMENT

The vision of the School of Business and Management is to become a leader in the delivery of innovative programs that prepare students for global leadership in business and society.

## List of Faculty

- STEPHEN BELL, Ph.D. AND J.D.  
Associate Professor of Economics
- JOHN COOKINHAM, M.B.A.  
Assistant Professor of Accounting
- BARTLETT J. FINNEY, Ph.D.  
Professor of Management (Human  
Resources)
- MICHAEL FITZMORRIS, M.B.A.  
Assistant Professor of Marketing  
(International Business)
- NICOLAS A. KOUDOU, Ph.D.  
Associate Professor of Marketing
- MICHAEL R. MARTIN, M.B.A.  
Assistant Professor of Management
- KEITH MOORE, M.A.  
Associate Professor of Economics
- JOHANNES G. PASKELIAN, Ph.D.  
Assistant Professor of Finance
- NICOLAS POLOGEORGIS, Ph.D.  
Associate Professor of Economics
- PETER E. SOULE, Ph.D.  
Professor of Economics
- WILLIAM VENABLE, M.B.A. AND M.P.A.  
Assistant Professor of Management
- F. KATHLEEN VINLOVE, Ph.D.  
Associate Professor of Economics
- PAUL WUELLNER, M.A.  
Associate Professor of Accounting

## FINAL EXAM POLICY

The School of Business and Management supervises academic requirements for all courses in Accounting, Aviation, Business Economics, Economics, Engineering Administration, Finance, Health Care, Human Resources, International Business, Logistics, Management, and Marketing. (The Management/Computer Information Systems degree is academically supervised by the Computer Science department.) This academic supervision includes both face-to-face and online courses.

**All final exams will be comprehensive and will be closed book and closed notes. If calculators are allowed, they will not be multi-functional electronic devices that include**

**phones, cameras, instant messaging, pagers, and so forth. Electronic Computers will not be allowed on final exams unless an exception is made by the Associate Dean.**

**The Proctored final exam for online courses must be passed with a grade of 60% or higher in order to pass the course regardless of the overall average. The grade for students who pass the proctored final will be based on the overall average of homework and tests taken during the course. The proctored final exam must address only material which the student has been taught in class.**

# Degrees Offered - School of Business and Management



## BACHELOR OF ARTS (B.A.)

### ACCOUNTING

Parkville Daytime Campus Center

### BUSINESS ADMINISTRATION (five specialties)

- FINANCE  
Parkville Daytime Campus Center
  - HUMAN RESOURCES  
Parkville Daytime Campus Center
  - MARKETING  
Parkville Daytime Campus Center
  - MANAGEMENT  
Parkville Daytime Campus Center  
Kansas City Accelerated Programs
  - INTERNATIONAL BUSINESS  
Parkville Daytime Campus Center
- BUSINESS ECONOMICS  
Parkville Daytime Campus Center
- ECONOMICS  
Parkville Daytime Campus Center

## ASSOCIATE OF SCIENCE (A.S.)

### CONSTRUCTION MANAGEMENT

Park Accelerated Programs

### MANAGEMENT

Park Accelerated Programs

### MANAGEMENT/ACCOUNTING

Park Accelerated Programs

### MANAGEMENT/AVIATION

Park Accelerated Programs

### MANAGEMENT/LOGISTICS

Park Accelerated Programs

### MEDICAL RECORDS MANAGEMENT

Park Accelerated Programs

### OFFICE MANAGEMENT

Park Accelerated Programs

## BACHELOR OF SCIENCE (B.S.)

### MANAGEMENT

Park Accelerated Programs

Online

Portfolio

### MANAGEMENT/ACCOUNTING

Park Accelerated Programs

### MANAGEMENT/AVIATION

Park Accelerated Programs

(Beaufort Campus only)

### MANAGEMENT/COMPUTER INFORMATION SYSTEMS

Park Accelerated Programs

Portfolio

Online

### MANAGEMENT/ENGINEERING ADMINISTRATION

Park Accelerated Programs

(Leonard Wood Campus only)

### MANAGEMENT/FINANCE

Park Accelerated Programs

### MANAGEMENT/HEALTH CARE

Park Accelerated Programs

Online

### MANAGEMENT/HUMAN RESOURCES

Park Accelerated Programs

Online

### MANAGEMENT/LOGISTICS

Park Accelerated Programs

### MANAGEMENT/MARKETING

Park Accelerated Programs

Online

# School for Education

JOSEPHINE AGNEW-TALLY, Ed.D.  
Associate Dean, School for Education

## MISSION STATEMENT

The School for Education at Park University, an institution committed to diversity and best practice, prepares educators to be effective teachers, leaders in their communities, change agents in their schools, and advocates for learners.

## VISION STATEMENT

The School for Education at Park University is to be known as a leader in the preparation of educators who will address the needs, challenges, and possibilities of the twenty-first century.

## DIVERSITY STATEMENT

The School for Education fully supports University policy related to employment and to student admission. Specifically, the School seeks faculty and students with a record of academic achievement, involvement in the community and good character. No applicant will be denied employment or admission on the basis of race, religion, color, national origin, age, gender, disability, sexual orientation, marital status or veteran's status. Additionally, the School recognizes and appreciates the importance of diversity in its educational programs and actively seeks to recruit and retain faculty and students with diverse backgrounds.

## PARK UNIVERSITY SCHOOL FOR EDUCATION CONCEPTUAL FRAMEWORK

### Metaphor:

The School for Education's model is built upon the idea that leaders in education develop over time, in an environment that nurtures that development. Just as a tree grows and flourishes in a supportive environment, so the developing leader in education grows, putting down progressively deeper roots, and increasing in strength and in influence with maturity. The concentric circles of the graphic symbolize the "rings" of a tree. The round shape of the rings symbolizes the holistic way that an educational leader grows.

The first ring surrounding the core symbolizes the Knowledge, Skills, and Dispositions that an educator must develop over time in order to become a leader in education. These prerequisite knowledge, skills, and dispositions represent interlocking, continuous levels of development that build upon each other. At the core is knowledge; knowledge is subsumed by skills, and skills are subsumed by dispositions. Knowledge is what one knows, but it is not enough on its own. Skills are the application of what one knows, but even these are not sufficient; they must be "lived out" in the context of who each teacher is as a person and as a professional.

Dispositions are what one is, and how one lives; they represent the unique integration that makes each teacher what he or she is. The development of dispositions is the "outer

sphere" of the three, and represents the ultimate manifestation of a teacher's development in the real world of teaching.

The outer ring represents the roles the developing educational leaders take on as they mature as an educator: Effective School Professional, Reflective Change Agent, and Advocate for Equity and Excellence for All Students. These roles, when in evidence, represent the fulfillment of the School of Education's mission as well as the attainment of the requisite Knowledge, Skills, and Dispositions.

### Outcomes:

A candidate who meets the five outcomes below provides evidence that he or she is developing as an effective school professional, a reflective change agent, and an advocate for equity and excellence for all learners. The outcomes below summarize the core Knowledge, Skills, and Dispositions and are rooted in the Core Beliefs that make up the knowledge base that drives our programs.

1. Candidates exhibit behavior that demonstrates a belief that all individuals can develop, learn, and make positive contributions to society.
2. Candidates possess the necessary content knowledge and professional knowledge to support and enhance student development

# School for Education

and learning, including meeting student needs across physical, social, psychological, and intellectual contexts, as demonstrated by varied, evidence-based strategies, including technology.

3. Candidates possess the necessary knowledge and skills to conduct and interpret appropriate assessments and to use the information from assessments to develop and adapt instruction that meets learners' needs and maintains their engagement.
4. Candidates exhibit behavior that demonstrates a belief that continuous inquiry and reflection can improve professional practice.
5. Candidates view and conduct themselves as professionals, providing leadership in their chosen field, and communicating effectively with students and stakeholders.

## Core Beliefs:

The outcomes are rooted in these Core Beliefs. These beliefs are aligned with the National Board for Professional Teaching Standards (NBPTS).

**#1:** School professionals are advocates for equity and excellence for all. Every person can learn, and the goal of education is to give every individual the best possible opportunities to reach his or her highest potential. NBPTS:

1. ~~Teachers are committed to students and their learning.~~ (Goal 1)

**#2:** There is a definite knowledge base in education. All educators are grounded in content knowledge, educational theory, pedagogical knowledge, research and best practice, and professionalism. Educators are also connected to the professional communities and learned societies in education in general and in their chosen field, and are knowledgeable in the standards of those societies as well as of those of the state of Missouri. NBPTS:

2. ~~Teachers know the subjects they teach and how to teach those subjects to students.~~ (Goal 2)

**#3:** Within the definite knowledge base in education, educators have the necessary knowledge and skills to conduct and interpret appropriate assessments and to use the information from assessments to develop and adapt instruction that meets learners' needs and maintains their engagement. Throughout the

assessment process, educators uphold American Psychological Association guidelines related to ethics and confidentiality. Educators also know that assessment is both formative and summative. NBPTS: 3. ~~Teachers are responsible for managing and monitoring student learning.~~ (Goal 3)

**#4:** Educators are reflective change agents who are experts in collaborative problem-solving and critical inquiry. They are professionals who should regularly engage in high-level thinking, and should promote and nurture those same high levels of thinking in the learners they serve. NBPTS: 4. ~~Teachers think systematically about their practice and learn from experience.~~ (Goal 4)

**#5:** Becoming a leader in education is a life-long, developmental and social process that unfolds uniquely for each individual. Key to this process, leaders in education are scholars of teaching and learning, and, as such, are grounded in both best practice and current in evidence-based research in the field of education. In communicating effectively with students and stakeholders, educators use their competence in cross-cultural communication to communicate effectively with students and stakeholders. NBPTS: 5. ~~Teachers are members of learning communities.~~ (Goal 5)



## School for Education

### List of Faculty

JOSEPHINE AGNEW-TALLY  
Associate Dean, Ed.D

BETTY S. BENNETT, Ed.S.  
Associate Professor of Education

DONG CHOI, Ph.D.  
Assistant Professor of Education

AMBER DAILEY-HEBERT, Ph.D.  
Associate Professor of Education

LaDONNA EBRIGHT, M.S.  
Assistant Professor of Education

LARRY EWING, Ed.D.  
Associate Professor of Education

ROXANNE GONZALES-WALKER, Ed.D.  
Assistant Professor of Education

JUDY GREENE, M.A.  
Assistant Professor of Education

GAIL HENNESSY, M.A.  
Instructor, School of Education

EDWARD HIGHT, III, Ph.D.  
Associate Professor of Education

LAURA LANE, M.A.  
Assistant Professor of Education

KATHY LOFFLIN, Ph.D.  
Associate Professor of Education

MICHAEL OTTO, Ed.S.  
Assistant Professor of Education

MARTHANN SCHULTE, Ph.D.  
Assistant Professor of Education

LINDA SEYBERT, Ph.D.  
Associate Professor of Education

CATHY SILLMAN, Ed.D.  
Associate Professor of Education

CHARLOTTE ANN WENTZ, Ed.D.  
Assistant Professor of Education

AMY WOLF, Ph.D.  
Assistant Professor of Education



# Degrees Offered - School for Education

## BACHELOR OF ARTS (B.A.)

### EARLY CHILDHOOD EDUCATION AND LEADERSHIP

*Does not lead to teaching certification.*

Parkville Daytime Campus Center  
Park Accelerated Programs-KC Area

### EARLY CHILDHOOD EDUCATION

*Leads to teaching certification.*

Parkville Daytime Campus Center

### ELEMENTARY EDUCATION

*Leads to teaching certification.*

- Art
- English
- Fine Art
- Mathematics
- Social Studies
- Science
- Science and Mathematics

Parkville Daytime Campus Center

### EDUCATION STUDIES

*Does not lead to teaching certification.*

Parkville Daytime Campus Center

## CERTIFICATION

Parkville Daytime Campus Center

Certification programs offered in conjunction with a content area B.A. degree.

### MIDDLE SCHOOL EDUCATION

- English
- Math
- Science
- Social Science

### SECONDARY EDUCATION

- English
- Journalism
- Math
- Science
- Social Science

### K-12 EDUCATION

- Art
- Spanish

The School for Education offers Missouri certification in early childhood, elementary, middle school and secondary education. Completion of the certification process enables a person to teach in pre-schools, elementary, middle schools, junior or senior high schools, either public or private. Philosophical, historical and modern methodological approaches to education are studied. Extensive field-based experiences are an integral and required part of the program. They provide a variety of in-school activities and culminate in student teaching. Because many education courses require out of classroom and off campus visits to learning facilities, students must be prepared to provide their own transportation.



## Teacher Certification

The Park University Education Program is approved by the Missouri Department of Elementary and Secondary Education. Upon completion of the program, passing the appropriate PRAXIS test, passing Disposition evaluations, recommendation by Park University, and application by the student, a Missouri Teaching Certificate is issued by the state of Missouri. If students wish to be certified in any state other than Missouri, students are responsible for their course of study to reflect that state's requirements. Teaching Certification requires passing an FBI background check, which includes fingerprinting. The Park University Education Program requires a 2.5 GPA in the major or content area.

**The following endorsements are available:**

### Early Childhood Education

A major in early childhood education requires a cumulative GPA of 2.75 or better and a 2.5 in core for Early Childhood certification candidates.

### Elementary Education

A major in elementary education with a cumulative GPA of 2.75 or better and a 2.5 in core for elementary certification candidates.

### Middle School

A major in a subject matter area recognized by the State of Missouri and the completion of the professional requirements in Middle School with a cumulative GPA of 2.75 or better and a 2.5 in core is required. Information regarding middle school teaching areas is available from the School of Education.

### Secondary Education

A major in a subject matter area recognized by the State of Missouri and the completion of the professional requirements in Secondary Education with a cumulative GPA of 2.75 or better and a 2.5 in core is required. Information regarding secondary teaching areas is available from the School of Education.

# School for Education

## K-12 Education

A major in art or Spanish and the completion of the appropriate education courses with a cumulative GPA of 2.75 or better and a 2.5 in core is required. Additional information regarding this certification is available from the School of Education.

## Admission to the School for Education

Students may apply for entry to the Education Program at any point in their work, but an application is usually completed upon earning 60 credit hours. Entry is open to all qualified students. Application to the program is made after evaluation by the School for Education.

Undergraduate, transfer, and certification-only students who are interested in applying to Early Childhood Education, Elementary, Middle School, Secondary, Art, or Spanish Education are responsible for applying for admissions before enrolling in Education classes at or above 355. All applicants must be formally admitted to and currently enrolled at Park University and comply with the admissions requirements. The Council on Teacher Education approves all admissions to the School for Education.

The Council on Teacher Education will be comprised of Appointees from the College of Liberal Arts and Sciences and the School for Education. The representation from the College of Liberal Arts and Sciences will include an Associate Dean and faculty members from Journalism, English, Art, Spanish, Science, Math, and Social Science. The representation of the School for Education will include the Associate Dean, the Director of Field Experiences, and undergraduate representative, a graduate program representative, and a graduate education representative. The Council members will meet two times each semester to accept or deny the requested application for full or provisional admission to the Park University School for Education. The criteria for acceptance into the School for Education listed below and in the Checklist for School for Education. Provisional admission by the Council on Teacher Education requires the Disposition committee for Selection, Admission, and Retention to review and monitor the referred applicant.

The application for Admissions to Teacher Education may be obtained from the Director of Practicum Experiences, the Director of Field Experiences, or the School for Education office. The application requires the signature of the advisor. The School for Education applicant sends the appropriate forms to the Director of Practicum Experiences for processing. The Director of Practicum Experiences

will first present the admission applications to the education faculty during a regular School for Education meeting. The Education faculty has the responsibility to endorse or discredit the admission application when presented to the Council on Teacher Education. The Education faculty is also responsible for monitoring the officially admitted teacher candidates.

## Appeal Process and Procedures on Denial of Admission to School for Education

An applicant who has been denied admission to the School for Education may appeal the decision to the Council on Teacher Education (COTE.) The appeal shall be submitted in writing to the Associate Dean of the School for Education (SFE) and the Committee for Selection, Admission, Retention, and Appeals (CSARA) using the appropriate appeal form. Documentation supporting the appeal must accompany the appeal form where applicable. Additional information related to the appeals process may be obtained from the School for Education office.

An undergraduate education student who disagrees with a disposition evaluation may appeal the evaluation to the Committee for Selection, Admission, Retention, and Appeals (CSARA). The appeal shall be submitted in writing to the Chair of the CSARA using the appropriate appeal form. Documentation supporting the appeal must accompany the appeal form where applicable. Additional information related to the appeals process may be obtained from the School for Education office.

The requirements listed below are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

## Criteria for Certification Candidates Admission to the School for Education

- Dispositions completed by 2 professors with each disposition rated 2 or above
- 2.75 GPA (Cumulative—all classes, including transfer courses)
- 2.5 in Core classes
- WCT passing score
- C-BASE passing score (two years to complete)
- ACT test scores (on file in Admissions office)
- Letter of recommendation (from professor outside of the School for Education)
- Completion of EDU 105, MA131, EN105,

# School for Education

EN106 (a grade of C or higher is required in EDU105).

The above information is verified by the Office of the Registrar on the **Application for Admission to the School for Education** (form to be picked up by the student in the School for Education office and turned in to the Registrar.)

- Beginning portfolio (reviewed by your advisor)
- Personal Autobiography (draft written in EDU 105)
- Philosophy of Education (draft written in EDU210 or EDC 222)
- MoSTEP Standard Essay including 3 standards selected from Standards 1.1 (1.1.1, 1.1.2), 1.2.2., 1.2.3., and 1.2.7
- Background Check and Finger Prints

## Criteria for Early Childhood Leadership Candidates Admission to the School for Education

- Dispositions completed by 2 professors with each disposition rated 2 or above
- 2.75 GPA (Cumulative—all classes, including transfer courses)
- Successful completion of 2 of 3 areas of GE requirements
- No Grade Lower than “C” in education core requirements
- WCT passing score
- Letter of recommendation (from professor outside of the School for Education)
- Successful completion of EDU 203, EDC 220, EDC 222, MA 131, and CS 140
- Acceptable beginning portfolio based on NAEYC Standards

The above information is verified by the Office of the Registrar on the **Application for Admission to the School for Education** (form to be picked up by the student in the School for Education office and turned in to the Registrar.)

- Beginning portfolio based on NAEYC Standards (reviewed by your advisor)
- Personal Autobiography
- Philosophy of Education (draft written in EDC 222)
- Background Check and Finger Prints

## Procedures for Request to Admission to the School for Education

The student provides the three following documents to Director of Practicum Experiences, ten days before the School for Education meeting (2nd Wednesday of each month). Please submit

documents in a single envelope with your name and telephone number/e-mail address.

- Letter of recommendation (student picks up the letter in a sealed/signed envelope)
- Application for Admission to the School for Education (completed form picked up by the student from the Office of the Registrar.)
- Beginning portfolio form (signed by advisor)
- Three teaching Dispositions Forms

## AVAILABILITY OF COURSES

All of the education programs are designed as Parkville Daytime Campus Center programs. However, we recognize that many working students desire to pursue education coursework, therefore we offer some courses in an accelerated or evening format. All courses are not available evenings because many require observation and participation in schools, which are only available during the day. Students interested in seeking certification should be aware that at some point they must be available to take day courses. Note that many courses have prerequisites.

## DIRECTED TEACHING

### Policy on Admission to Directed Teaching

Undergraduate, transfer, and certification-only students who are applying for Early Childhood Education, Elementary, Middle School, Secondary, Art, or Spanish Education field experience are responsible for completing the application process within the required deadlines. All applicants must be formally admitted to and currently enrolled at Park University and comply with the admissions requirements. All applicants must meet the standards required for the directed teaching experience as established by the faculty of the School for Education. The Council on Teacher Education approves all requests for field experiences in the School for Education.

The Council on Teacher Education will be comprised of appointees from the College of Liberal Arts and Sciences and the School for Education. The representation from the College of Liberal Arts and Sciences will include an Associate Dean and faculty members from Journalism, English, Art, Spanish, Science, Math, and Social Science. The representation of the School for Education will include the Associate Dean, the Director of Field Experiences, and undergraduate representative, a graduate program representative, and a graduate education representative. The

# School for Education

Council members will meet two times each semester to accept or deny applications for field experience. Appeals by the teacher candidate whose request for Field Experience was denied by the Council on Teacher Education may appeal the decision to the Disposition Committee for Selection, Admission, and Retention.

The application for Field Experience must be presented by the teacher candidate to the Director of Field Experiences for processing within the posted deadlines. The deadline dates are posted in the Education Office and the office of the Director of Field Experiences. The Director of Field Experiences presents the teacher candidates' applications for Field Experiences to the Council on Teacher Education.

## **Appeal Process and Procedures on Denial of Admission to Directed Teaching:**

An applicant who has been denied admission to directed teaching may appeal the decision to the Council on Teacher Education (COTE.) The appeal shall be submitted in writing to the Associate Dean of the SFE and the Committee for Selection, Admission, Retention, and Appeals (CSARA) using the appropriate appeal form. Documentation supporting the appeal must accompany the appeal form where applicable. Additional information related to the appeals process may be obtained from the School for Education office.

An applicant who disagrees with a disposition evaluation may appeal the evaluation to the Committee for Selection, Admission, Retention, and Appeals (CSARA). The appeal shall be submitted in writing to the Chair of the CSARA using the appropriate appeal form. Documentation supporting the appeal must accompany the appeal form where applicable. Additional information related to the appeals process may be obtained from the School for Education office.

The teacher candidate must meet the following criteria to qualify for Directed Teaching Experience:

- Dispositions completed by 2 professors with each disposition rated 2 or above
- 2.75 GPA (Cumulative—all classes, including transfer courses)
- 2.5 in Core classes
- PRAXIS passage
- "B" or above in EDC/EDE/EDM/EDS 359
- "B" or above in EDC/ EDE/EDM/EDS 360a, 360b, and 360c (360c for elementary and

Early Childhood only)

- Good standing in School for Education (not on probation)
- Unofficial Transcript
- Personal Autobiography acceptable
- FBI and Family Services background checks approved
- TB tests passed by Early Childhood applicants

## **COURSES OVER TEN YEARS OLD**

Education courses taken more than ten years prior to acceptance into the School for Education will not be counted toward certification without prior arrangement with the Education Faculty, which must be done the first semester enrolled at Park University. The student may petition the school to renew and credit a course, but the school has discretion in determining how the course will be updated for renewal. A syllabus and preferably portfolio of work from the course under consideration would permit the school to assess the deficiencies and assign additional work to update the course. Without appropriate supporting documentation (i.e. syllabus, text) the school may require a student to audit the course and do a supporting project. If deficiencies appear to be too great, the school may require the student to retake the course.

Documentation of PRAXIS Rates:

2001-2002 PRAXIS pass rate 90%.

2002-2003 PRAXIS pass rate 96%.

2003-2004 PRAXIS pass rate 98%.

2004-2005 PRAXIS pass rate 100%.

## School for Arts and Humanities

THIMIOS ZAHAROPOULOS, PH.D.

Dean, College of Liberal Arts and Sciences

J. MARK NOE, PH.D.

Associate Dean, College of Liberal Arts and Sciences

### MISSION STATEMENT

The mission of the School for Arts and Humanities of Park University is to prepare graduates who are articulate, literate, reflective, and committed to a lifetime of learning and civic action.

### VISION STATEMENT

The School for Arts and Humanities of Park University will be a leader in the education of students who will have an appreciation for the creative energies of all cultures, and a well-defined sense of global activity and justice.

### List of Faculty

JOAN AITKEN, PH.D.

Professor of Communication

STEPHEN ATKINSON, PH.D.

Associate Professor of English

DONNA G. BACHMANN, M.F.A.

Professor of Art

MACHRINA BLASDELL, M.DIV.

Assistant Professor of Religion/Philosophy

KAY BOEHR, M.ARCH.

Assistant Professor of Interior Design

VIRGINIA BRACKETT, PH.D.

Assistant Professor of English

SILVIA GIOVANARDI BYER, M.A.

Assistant Professor of Modern Language

LORA A. COHN, PH.D.

Assistant Professor of Communication Arts

REBECCA COX, M.A.

Assistant Professor of Library Science

EMILY DONNELLI-SALLEE, M.S.

Assistant Professor of English

OLGA GANZEN, M.P.A.

Assistant Professor of International Education

STANISLAV IOUDENITCH

Associate Professor of Music

MASOOM KHAWAJA, M.F.A.

Assistant Professor of Graphic Design

DAVID KING, M.F.A.

Assistant Professor of Graphic Design

EVELYN KNOWLES, PH.D.

Assistant Professor of Interior Design

JOHN LOFFLIN, M.A.

Associate Professor of Journalism

MARSHA MORGAN, M.A.

Associate Professor of Theatre

J. MARK NOE, PH.D.

Professor of Communication Arts

LOLLY OCKERSTROM, PH.D.

Assistant Professor of English

DENNIS R. OKERSTROM, PH.D.

Associate Professor of English

DEBORAH OSBORNE, PH.D.

Associate Professor of English as an International Language

JUDITH RICHARDS, PH.D.

Associate Professor of Modern Languages

BEN SAYEVICH

Professor of Music

ANN G. SCHULTIS, M.A.

Assistant Professor of Library Science

DEBRA SHEFFER, M.A.

Assistant Professor of English

MARY SHRINER, M.L.S.

Assistant Professor of Library Science

MARTIN STOREY

Assistant Professor of Music

TIMOTHY C. WESTCOTT, PH.D.

Assistant Professor of History

CYNTHIA WILLIAMS, M.A.

Assistant Professor of English

JANE WOOD, PH.D.

Associate Professor of English

JON YOUNG, M.F.A.

Assistant Professor of Theatre

STEVEN YOUNGBLOOD, M.S.

Assistant Professor of Communication Arts

THIMIOS ZAHAROPOULOS, PH.D.

Professor of Communication Arts

## Degrees Offered - School of Arts and Humanities

### BACHELOR OF ARTS (B.A.)

#### COMMUNICATION ARTS

Parkville Daytime Campus Center

#### COMMUNICATION THEORY & HUMAN RELATIONS

Park Accelerated Programs-KC Area

#### ENGLISH

Parkville Daytime Campus Center

#### FINE ART

Parkville Daytime Campus Center

#### GRAPHIC DESIGN

Parkville Daytime Campus Center

#### HISTORY

Parkville Daytime Campus Center

Portfolio

#### INTERIOR DESIGN

Parkville Daytime Campus Center

#### LIBERAL STUDIES

Parkville Daytime Campus Center

Park Accelerated Programs-KC Area

Portfolio

#### MUSIC

Parkville Daytime Campus Center

#### SPANISH

Parkville Daytime Campus Center

#### THEATRE

Parkville Daytime Campus Center



## School for Natural and Applied Sciences

THIMIOS ZAHAROPOULOS, PH.D.

Dean, College of Liberal Arts and Sciences

J. MARK NOE, PH.D.

Associate Dean, College of Liberal Arts and Sciences

### List of Faculty

#### MISSION STATEMENT

The mission of the School for Natural and Applied Sciences at Park University is to create opportunities for students to explore their place in the universe and their place in an increasingly technological society through excellence in teaching. The student will learn to appreciate science as a means of acquiring knowledge; scientific knowledge being the cumulative result of applying logic to sensory data for the purpose of developing theories that explain natural phenomena. We prepare students to be lifelong learners as scientists, teachers, researchers, health care professionals, as well as users and developers of technology. Our graduates will be inquisitive critical thinkers who are articulate, literate, and committed to action in their global community.

#### VISION STATEMENT

The School for Natural and Applied Sciences will be a leader in the education of students who desire an understanding of the importance of ethical applications of science and technology to improve the condition of humanity and the biosphere.

CAROLYN ANDERSON, M.ED.  
Associate Professor of Mathematics

THOMAS K. BERTONCINO, M.S.  
Assistant Professor of Athletic Training

BEVERLY BOHN, M.A.  
Assistant Professor of Computer Science

DOUGLAS BURNS, PH.D.  
Associate Professor of Biology

PATRICIA A. CHERNOVITZ, PH.D.  
Associate Professor of Chemistry

JOHN DEAN, M.S.  
Assistant Professor of Computer Science

MICHAEL H. DROGE, PH.D.  
Professor of Biology

ANTHONY ERISMAN, M.S.ED.  
Instructor of Athletic Training

DAVID P. FOX, M.A.  
Instructor of Geography

TIMOTHY M. GABOR, PH.D.  
Associate Professor of Biology

SAPNA GUPTA, PH.D.  
Associate Professor of Chemistry

SCOTT A. HAGEMAN, M.S.  
Associate Professor of Geology

STEVE HALLMAN, D.B.A.  
Assistant Professor of Computer Science

BRIAN L. HOFFMAN, PH.D.  
Professor of Biology

WEN-JUNG HSIN, PH.D.  
Associate Professor of Computer Science

PETER MCCANDLESS, PH.D.  
Associate Professor of Mathematics

MARGARET ANN MONAHAN, M.S.  
Associate Professor of Nursing

JAMES TODD POGGE, PH.D.  
Assistant Professor of Mathematics

CAROL M. SANDERS, PH.D.  
Associate Professor of Biology

CHARLES L. SMITH, PH.D.  
Associate Professor of Mathematics

BEVERLY SOUTH, M.S.N.  
Assistant Professor of Nursing

GERRY WALKER, M.S.  
Assistant Professor of Nursing

DON WILLIAMS, ED.D.  
Associate Professor of Biology

DAVID YATES, M.S.  
Instructor of Chemistry/Physics



**ASSOCIATE OF SCIENCE (A.S.)**

**NURSING**

Parkville Daytime Campus Center

**BACHELOR OF ARTS (B.A.)**

**ATHLETIC TRAINING/SPORTS MEDICINE**

Parkville Daytime Campus Center

**BIOLOGY**

Parkville Daytime Campus Center

**CHEMISTRY**

Parkville Daytime Campus Center

**GEOGRAPHY**

Parkville Daytime Campus Center

**MATHEMATICS**

Parkville Daytime Campus Center

**NATURAL SCIENCE**

Parkville Daytime Campus Center

**COMPUTER BASED INFORMATION SYSTEMS**

Park Accelerated Programs-KC Area

**MANAGEMENT/COMPUTER INFORMATION SYSTEMS**

Park Accelerated Programs-KC Area

Portfolio



**BACHELOR OF SCIENCE (B.S.)**

**BIOLOGY**

Parkville Daytime Campus Center

**CHEMISTRY**

Parkville Daytime Campus Center

**GEOGRAPHY**

Parkville Daytime Campus Center

**INFORMATION AND COMPUTER SCIENCE**

Parkville Daytime Campus Center

School for Social Sciences

THIMIOS ZAHAROPOULOS, PH.D.

Dean, College of Liberal Arts and Sciences

J. MARK NOE, PH.D.

Associate Dean, College of Liberal Arts and Sciences

MISSION STATEMENT

The mission of the School for Social Sciences is to integrate all University disciplines to help students critically examine their interconnectedness with one another, the rest of society, and the world. The School will also work to link the University to the local and global communities.

VISION STATEMENT

Graduates of the School for Social Sciences will be leaders in their professional and civic communities by demonstrating the ability to critically analyze social issues and apply theory to address social change.

List of Faculty

- GARY E. BACHMAN, M.S.W.  
Associate Professor of Social Work
- RONALD F. BRECKE, PH.D.  
Professor of Political Science
- KENNETH CHRISTOPHER, D.P.A.  
Assistant Professor of Criminal Justice
- BRIAN J. COWLEY, PH.D.  
Associate Professor of Psychology
- CLARINDA CREIGHTON, M.A.  
Assistant Professor of Human Services
- MARGO FALLON, PH.D.  
Assistant Professor of Psychology
- CAROL P. GETTY, PH.D.  
Associate Professor of Criminal Justice
- JOHN R. HAMILTON, PH.D.  
Assistant Professor of Criminal Justice
- ANDREW JOHNSON, PH.D.  
Associate Professor of Psychology
- MATHEW KANJIRATHINKAL, PH.D.  
Professor of Sociology
- DENNIS D. KERKMAN, PH.D.  
Associate Professor of Psychology
- WALTER KISTHARDT, PH.D.  
Associate Professor of Social Work
- B. JEAN MANDERNACH, PH.D.  
Associate Professor of Psychology
- JOHN NOREN, PH.D.  
Associate Professor of Sociology
- JAMES F. PASLEY, PH.D.  
Assistant Professor of Political Science
- KEVIN PAYNE, PH.D.  
Assistant Professor of Sociology

## Degrees Offered - School for Social Sciences

W. GREGORY PLUMB, J.D.  
Professor of Criminal Justice

### ASSOCIATE OF SCIENCE (A.S.)

CRIMINAL JUSTICE ADMINISTRATION  
Park Accelerated Programs-KC Area  
Portfolio

SOCIAL PSYCHOLOGY  
Park Accelerated Programs-KC Area

NURSING  
Parkville Daytime Campus Center



### BACHELOR OF ARTS (B.A.)

CRIMINAL JUSTICE ADMINISTRATION  
Parkville Daytime Campus Center

POLITICAL SCIENCE  
Parkville Daytime Campus Center

PUBLIC ADMINISTRATION  
Parkville Daytime Campus Center

LEGAL STUDIES  
Parkville Daytime Campus Center

PSYCHOLOGY  
Parkville Daytime Campus Center

SOCIOLOGY  
Parkville Daytime Campus Center



### BACHELOR OF PUBLIC ADMINISTRATION (B.P.A.)

PUBLIC ADMINISTRATION  
Park Accelerated Programs-KC Area  
Portfolio

FIRE SERVICES MANAGEMENT  
Park Accelerated Programs-KC Area  
Portfolio

### BACHELOR OF SCIENCE (B.S.)

CRIMINAL JUSTICE ADMINISTRATION  
Park Accelerated Programs-KC Area  
Portfolio

SOCIAL PSYCHOLOGY  
Park Accelerated Programs-KC Area  
Portfolio

### BACHELOR OF SOCIAL WORK (B.S.W.)

PARK ACCELERATED PROGRAMS

## Portfolio, KC Area 8-Week

**SOCIAL WORK**

Parkville Daytime Campus Center  
S.L. SARTAIN, ED.S.  
Director, Park Accelerated Programs

**MISSION STATEMENT**

The mission of the Park Accelerated Programs is to provide high quality education to lifelong learners-whenver, wherever, and however possible consistent with Park University's historic and

continuing mission.

**VISION STATEMENT**

The Park Accelerated Programs of Park University will be the adult education program of choice in the Greater Kansas City area by providing high quality undergraduate degree programs while preparing students for lifelong learning and leadership roles through flexible, convenient and

PARK ACCELERATED PROGRAMS

## Degrees Offered - Park Accelerated Programs

innovative academic programs.

**PORTFOLIO PROGRAM**



**ASSOCIATE OF SCIENCE (A.S.)**

CRIMINAL JUSTICE ADMINISTRATION

**BACHELOR OF ART (B.A.)**

LIBERAL STUDIES

HISTORY

**BACHELOR OF SCIENCE (B.S.)**

BUSINESS ADMINISTRATION

CRIMINAL JUSTICE ADMINISTRATION

MANAGEMENT

MANAGEMENT/COMPUTER INFORMATION SYSTEMS

SOCIAL PSYCHOLOGY

**BACHELOR OF PUBLIC  
ADMINISTRATION (B.P.A.)**

FIRE SERVICES MANAGEMENT

**KANSAS CITY AREA 8-WEEK**



KANSAS CITY 8 WEEK PROGRAM

**BACHELOR OF PUBLIC ADMINISTRATION  
(B.P.A.)**

FIRE SERVICE MANAGEMENT

PUBLIC ADMINISTRATION

**ASSOCIATE OF SCIENCE (A.S.)**

CRIMINAL JUSTICE ADMINISTRATION

MANAGEMENT

MANAGEMENT/ACCOUNTING

SOCIAL PSYCHOLOGY

**BACHELOR OF ARTS (B.A.)**

BUSINESS ADMINISTRATION: MANAGEMENT

COMMUNICATION THEORY/HUMAN RELATIONS

EARLY CHILDHOOD EDUCATION AND LEADERSHIP

LIBERAL STUDIES

**BACHELOR OF SCIENCE (B.S.)**

COMPUTER BASED INFORMATION SYSTEMS

CRIMINAL JUSTICE ADMINISTRATION

MANAGEMENT

MANAGEMENT/ACCOUNTING

MANAGEMENT/COMPUTER INFORMATION SYSTEMS

MANAGEMENT/FINANCE

MANAGEMENT/HEALTH CARE

MANAGEMENT/HUMAN RESOURCES

MANAGEMENT/MARKETING

PARK UNIVERSITY

## Calendars, Contact Information and Information Technology



## Academic Calendar - Kansas City Area

## SOCIAL PSYCHOLOGY

### Classes and Examination Periods

<b>Fall</b> (Sixteen-Week Session)	August 20-December 14, 2007 Exams: December 10-13, 2007
<b>Fall I</b> (Eight-Week Session)	August 20-October 14, 2007 Exams: October 7-13, 2007
<b>Fall II</b> (Eight-Week Session)	October 22-December 16, 2007 Exams: December 9-15, 2007
<b>Spring</b> (Sixteen-Week Session)	January 14-May 9, 2008 Exams: May 5-9, 2008
<b>Spring I</b> (Eight-Week Session)	January 14-March 9, 2008 Exams: March 2-8, 2008
<b>Spring II</b> (Eight-Week Session)	March 17-May 11, 2008 Exams: May 5-10, 2008
<b>Summer Session:</b>	
• Session I (Two-Week Session)	May 12-May 23, 2008      'Maymester'
• Session II (Eight-Week Session)	June 2-July 27, 2008      'Summer Session'
• Session III (Four-Week Session)	June 2-June 27, 2008      'Junemester'
• Session IV (Four-Week Session)	July 7-August 1, 2008      'Julymester'

### Holidays and Recess

Labor Day	September 3, 2007 (PDCC only-Fall I classes will be held)
Fall Recess	October 14-October 21, 2007
Veteran's Day	November 12, 2007 (PDCC only-Fall II classes will be held)
Thanksgiving Recess	November 22-November 25, 2007 (Fall II classes will be held)
Martin Luther King Day	January 21, 2008 (PDCC only-Spring I classes will be held)
President's Day	February 18, 2008 (PDCC only-Spring I classes will be held)
Spring Recess	March 9-March 16, 2008
Good Friday	March 21, 2008 (PDCC only-Spring II classes will be held)
Memorial Day	May 26, 2008
Independence Day	July 4, 2008 (PDCC only)

### Commencement

Mid-Year	December 15, 2007
Year-End	May 10, 2008

### Residence Halls

Fall	OPEN: August 16, 2007 CLOSE: December 15, 2007
Spring	OPEN: January 10, 2008 CLOSE: May 10, 2008

# Academic Calendar - College for Distance Learning

## PDCC = Parkville Daytime Campus Center ARKANSAS

- **Little Rock AFB**, Jacksonville, AR  
Fall I - August 13 - October 7, 2007  
Fall II - October 15 - December 9, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - May 19 - July 13, 2008

## ARIZONA

- **Davis-Monthan AFB**, Tucson, AZ
- **Luke AFB**, Phoenix, AZ  
Fall I - August 20 - October 14, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008

## CALIFORNIA

- **Fort Irwin**, Fort Irwin, CA
- **MB Camp Pendleton**, Oceanside, CA
- **MCLB Barstow**, Barstow, CA
- **Vandenberg AFB**, Vandenberg, CA  
Fall I - August 20 - October 15, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008

## GEORGIA

- **Moody AFB**, Valdosta, GA  
Fall I - August 6 - September 30, 2007  
Fall II - October 15 - December 9, 2007  
Spring I - January 7 - March 2, 2008  
Spring II - March 10 - May 4, 2008  
Summer - May 26 - July 20, 2008

## IDAHO

- **Mountain Home AFB**, Mountain Home, ID  
Fall I - August 13 - October 7, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 7 - March 2, 2008  
Spring II - March 17 - May 11, 2008  
Summer - May 26 - July 20, 2008

## ILLINOIS

- **Scott AFB**, Belleville, IL  
Fall I - August 20 - October 14, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008

## MASSACHUSETTS

- **Hanscom AFB**, Boston, MA  
Fall I - August 20 - October 14, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008

Summer - June 2 - July 27, 2008

## MISSOURI

- **Distance Learning**, Parkville, MO
- **Fort Leonard Wood**, Waynesville, MO
- **Wentworth Campus Center**, Lexington, MO  
Fall I - August 20 - October 14, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008
- **Whiteman AFB**, Knob Noster, MO  
Fall I - August 10 - October 4, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008

## MONTANA

- **Malmstrom AFB**, Great Falls, MT  
Fall I - August 6 - October 7, 2007  
Fall II - October 15 - December 16, 2007  
Spring I - January 7 - March 9, 2008  
Spring II - March 17 - May 18, 2008  
Summer - May 26 - July 27, 2008

## NEW MEXICO

- **Holloman AFB**, Alamogordo, NM  
Fall I - August 20 - October 14, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008

## NORTH CAROLINA

- **MCAS Cherry Point**, Havelock, NC  
Fall I - August 20 - October 14, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008

## NORTH DAKOTA

- **Grand Forks AFB**, Grand Forks, ND  
Fall I - August 20 - October 14, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 7 - March 2, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008
- **Minot AFB**, Minot, ND  
Fall I - August 20 - October 14, 2007  
Fall II - October 22 - December 16, 2007  
Spring I - January 14 - March 9, 2008  
Spring II - March 17 - May 11, 2008  
Summer - June 2 - July 27, 2008

# Academic Calendar - College for Distance Learning

## OHIO

- **Defense Supply Ctr. Columbus**, Columbus, OH
  - Fall I - August 20 - October 14, 2007
  - Fall II - October 22 - December 16, 2007
  - Spring I - January 14 - March 9, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - June 2 - July 27, 2008
- **Wright-Patterson AFB**, Dayton, OH
  - Fall I - August 6 - October 7, 2007
  - Fall II - October 15 - December 16, 2007
  - Spring I - January 7 - March 9, 2008
  - Spring II - March 17 - May 18, 2008
  - Summer - May 26 - July 27, 2008

## OKLAHOMA

- **Tinker AFB**, Oklahoma City, OK
  - Fall I - August 20 - October 17, 2007
  - Fall II - October 22 - December 22, 2007
  - Spring I - January 14 - March 12, 2008
  - Spring II - March 24 - May 17, 2008
  - Summer - June 2 - July 28, 2008

## SOUTH CAROLINA

- **Charleston AFB**, Charleston, SC
  - Fall I - August 6 - October 7, 2007
  - Fall II - October 15 - December 16, 2007
  - Spring I - January 7 - March 9, 2008
  - Spring II - March 17 - May 18, 2008
  - Summer - May 26 - July 27, 2008
- **MCAS Beaufort**, Beaufort, SC
  - Fall I - August 13 - October 7, 2007
  - Fall II - October 22 - December 16, 2007
  - Spring I - January 7 - March 2, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - June 2 - July 27, 2008

## TENNESSEE

- **Millington NSA**, Millington, TN
  - Fall I - August 20 - October 14, 2007
  - Fall II - October 22 - December 16, 2007
  - Spring I - January 14 - March 9, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - June 2 - July 27, 2008

## TEXAS

- **Austin Highland Village**, Austin, TX
- **Fort Bliss**, El Paso, TX
  - Fall I - August 6 - September 30, 2007
  - Fall II - October 15 - December 9, 2007
  - Spring I - January 7 - March 2, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - May 26 - July 20, 2008
- **Goodfellow AFB**, San Angelo, TX
- **Lackland AFB**, San Antonio, TX
- **Laughlin AFB**, Del Rio, TX;

- **NAS Corpus Christi**, Corpus Christi, TX
  - Fall I - August 13 - October 7, 2007
  - Fall II - October 15 - December 9, 2007
  - Spring I - January 14 - March 9, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - May 19 - July 13, 2008
- **Randolph AFB**, Universal City, TX
  - Fall I - August 20 - October 14, 2007
  - Fall II - October 22 - December 16, 2007
  - Spring I - January 14 - March 9, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - June 2 - July 27, 2008

## UTAH

- **Hill AFB**, Ogden, UT
  - Fall I - August 20 - October 14, 2007
  - Fall II - October 22 - December 16, 2007
  - Spring I - January 14 - March 9, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - June 2 - July 27, 2008

## VIRGINIA

- **Fort Myer**, Arlington, VA
- **Henderson Hall**, Arlington, VA
- **Quantico MCB**, Quantico, VA
  - Fall I - August 6 - October 7, 2007
  - Fall II - October 15 - December 16, 2007
  - Spring I - January 7 - March 9, 2008
  - Spring II - March 17 - May 18, 2008
  - Summer - May 26 - July 27, 2008

## WASHINGTON

- **Fairchild AFB**, Spokane, WA
  - Fall I - August 20 - October 14, 2007
  - Fall II - October 22 - December 16, 2007
  - Spring I - January 14 - March 9, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - June 2 - July 27, 2008

## WYOMING

- **F.E. Warren AFB**, Cheyenne, WY
  - Fall I - August 20 - October 14, 2007
  - Fall II - October 22 - December 16, 2007
  - Spring I - January 14 - March 9, 2008
  - Spring II - March 17 - May 11, 2008
  - Summer - June 2 - July 27, 2008



## Contact Information

### Contact Directory

#### PARKVILLE DAYTIME CAMPUS CENTER

8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 741-2000  
(800) 745-PARK

#### PARK ACCELERATED PROGRAMS-KC AREA

911 Main, Suite 800  
Kansas City, MO 64105-1630  
(816) 842-6182

#### COLLEGE FOR DISTANCE LEARNING

8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 584-6240

#### HAUPTMANN SCHOOL FOR PUBLIC AFFAIRS

911 Main, Suite 900  
Kansas City, MO 64105-1630  
(816) 421-1125

#### GRADUATE PROGRAMS

911 Main, Suite 900  
Kansas City, MO 64105-1630

#### GRADUATE PROGRAM CONTACT NUMBERS:

(816) 842-6182 ext. 5522 - Business Administration  
(816) 584-6320 - Communication & Leadership  
(816) 842-6182 ext. 5529 - Education

#### WEB SITE

[www.park.edu](http://www.park.edu)

Correspondence concerning general administrative matters of the university should be addressed to the Provost and Senior Vice President, Park University, PMB 5, 8700 NW River Park Drive, Parkville, MO 64152-3795. Inquiries concerning faculty appointments and academic matters should be addressed to the Provost and Senior Vice President.

Other inquiries should be addressed to the offices listed below:

#### ACADEMIC SUPPORT CENTER

Director, Academic Support Center

#### ACCOUNTING

Vice President for Finance and Administration

#### ADMISSIONS INFORMATION

Parkville Daytime Campus Center

Director of Admissions

College for Distance Learning

Campus Center Director

School for Online Learning

[online@park.edu](mailto:online@park.edu)

Park Accelerated Programs-KC Area

Director, Park Accelerated Programs

#### ALUMNI AFFAIRS

Director of Alumni Relations

#### BOOKSTORE

Barnes and Noble

Missouri Book Service

#### CAMPUS CRIME STATISTICS

Director of Public Safety

#### CAREER DEVELOPMENT

Director of Career Development

#### COLLEGE FOR DISTANCE LEARNING

Dean, College for Distance Learning

#### LIBRARY

Director of Library Services

#### PARK ACCELERATED PROGRAMS-KC AREA

Director, Park Accelerated Programs

#### RESIDENCE LIFE/HOUSING

Assistant Director for Student Life

#### SCHOLARSHIP AND STUDENT AID

Director, Student Financial Services

#### SCHOOL FOR EXTENDED LEARNING

Associate Dean of

College for Distance Learning

#### SCHOOL FOR ONLINE LEARNING

Associate Dean of College for

Distance Learning

#### STUDENT AFFAIRS

Dean of Student Life

#### TRANSCRIPTS AND RECORDS

Registrar

## Information Technology

### Web Page - PIRATENET

PirateNet is a personalized web page that students and faculty members can customize to meet their information needs. This portal is designed to be a "one-stop" place for Park University faculty and students to access important information on the web. It also serves as a gateway to many online resources and communication tools at Park University. PirateNet features include:

- Ability to easily enroll in classes, check grades, obtain degree audits, and more
- Integrated access to the PirateMail service and online course materials
- Quick access to online library resources as well as Park's calendars, news, and announcements
- A personal calendar tool for maintaining class schedules and appointments
- Personal web link customization on the main web page using "Bookmarks"
- Communication with other students and club members through "Groups"

PirateNet can be accessed directly at <https://piratenet.park.edu> or from Park's home page at <http://www.park.edu>. To log on to PirateNet, faculty and students must use their Park ID number and their OPEN password, which is provided by the Student Assistance Center or the Campus Center Director (Photo ID required). For more information regarding these services, please see the Student and Faculty handbooks.

### Email - PIRATEMAIL

All students and employees admitted to Park University automatically have a free email account assigned to them within 24-48 hours. **Use of this account may be required in online courses. All official Park University correspondence will be sent to the students, faculty, and staff at this address. All are highly encouraged to check their PirateMail regularly.**

### Information Technology Services Help Desk

The ITS Help Desk provides technical support for all campus centers throughout Park University. Our purpose is to supply front-line support to students, staff, faculty and others who utilize Park's technology services. The Help Desk can be contacted via email at [helpdesk@park.edu](mailto:helpdesk@park.edu) or by telephone between 8:00 am and 6:00 pm CST/CDT, Monday through Friday, at (816) 584-6768, or toll free at (800) 927-3024.

### Information Technology Policies and Procedures

University information technology resources constitute a valuable University asset that must be managed accordingly to ensure their integrity, security, and availability for teaching, research and business activities. Carrying out this mission requires the University to establish basic Information Security policies and standards and to provide both access and reasonable security at an acceptable cost. The University Information Technology Policies and Procedures are intended to facilitate and support authorized access to University information.

Users of University information technology resources are personally responsible for complying with all University policies, procedures and standards relating to information security, regardless of campus center or location and will be held personally accountable for any misuse of these resources. The Information Technology Policies and Procedures are located at <http://www.park.edu/itp.pdf>.

The use of a student user ID and password to access the computer system is the equivalent of a legal signature and creates the same obligations for the student. The student will be responsible for any and all future registration(s) by accessing the computer with the assigned ID number. All transactions on the computer system constitute official records recognized by the institution. All appeal decisions related to policy or procedures will be based on the computer system transaction records.

## Information Technology

### PIRATENET

**Disclaimer:** The steps outlined on this page were correct at the time of publication. However, as information technology is continually changing, Park University reserves the right to change at any time without notice, any of the steps outlined on this page.

Students should access their personal information including transcripts, grades, audits, financial aid, class schedule, etc., by logging on to <https://piratenet.park.edu/>. Students will be able to register themselves online after consulting with their advisor or Campus Center Director. Faculty Advisors, Office of the Registrar staff, or the local Campus Center Director will also be available to input registrations. Students must get their Park ID number and PirateNet password from the Student Assistance Center or the Campus Center Director in order to gain online access. A photo ID must be presented.

### How to Use PirateNet to Register for Classes

1. Obtain Park ID number and PirateNet password from the Student Assistance Center (SAC), the Office of the Registrar, or Campus Center Director.
2. Point the web browser to <https://piratenet.park.edu/>.
3. Enter your Park ID number and password then click on Login.
4. Click on the Academics tab which is located on the top menu.
5. Click on the Student Academics – Logged In which is located in left-hand side menu.
6. It is recommended that you print your course history before visiting your advisor. You can access your course history by clicking on “View Course History”. Then, to print your course history, click on the “File” menu and select “Print”.
7. After visiting the advisor and receiving clearance to register, click on “Add/Drop Courses” Enter the course number (All capital letters, no spaces), e.g., MG352. In the selection box, enter the appropriate section. For example, enter “HO” (All capital letters); or if there is more than one section enter HOA, HOB, etc. If you do not know the course number or section number, click on “Advanced Search” and enter the criteria to use in the search to display a list of courses with their schedules. Copy the course number and the section of the class that you want to register for and go back to the “Add/Drop Courses” page and enter the course number and section.
8. Click on “Search” and all courses that meet the search criteria will be listed. Check the “Add” checkbox that is located next to the class that you want to register for and click on “Add/Drop Courses”. If you have not met prerequisites or a class is full, the class will not be added and you must visit the Office of the Registrar, Campus Center Director, or Faculty Advisor.
9. Continue adding all classes in the same manner. If you make a mistake in adding a course, check the “Drop” checkbox that is located next to the class that you want to drop and click on “Add/Drop Courses”.
10. Confirmation (how the student will pay for the class(es), five working days prior to the beginning of each semester/term, by the Student Assistance Center or Campus Center Director MUST occur prior to classes beginning. Confirmation may be done in the Student Assistance Center or Campus Center, at any time after the student has registered for classes. Those students confirming by credit card may do so through PirateNet.
11. When the student has completed viewing personal information, click on “Logout” and close the browser to insure the privacy and security of personal information.
12. All Parkville Daytime Campus Center students MUST see their advisor prior to attempting to register.
13. The use of this process does NOT constitute automatic confirmation.

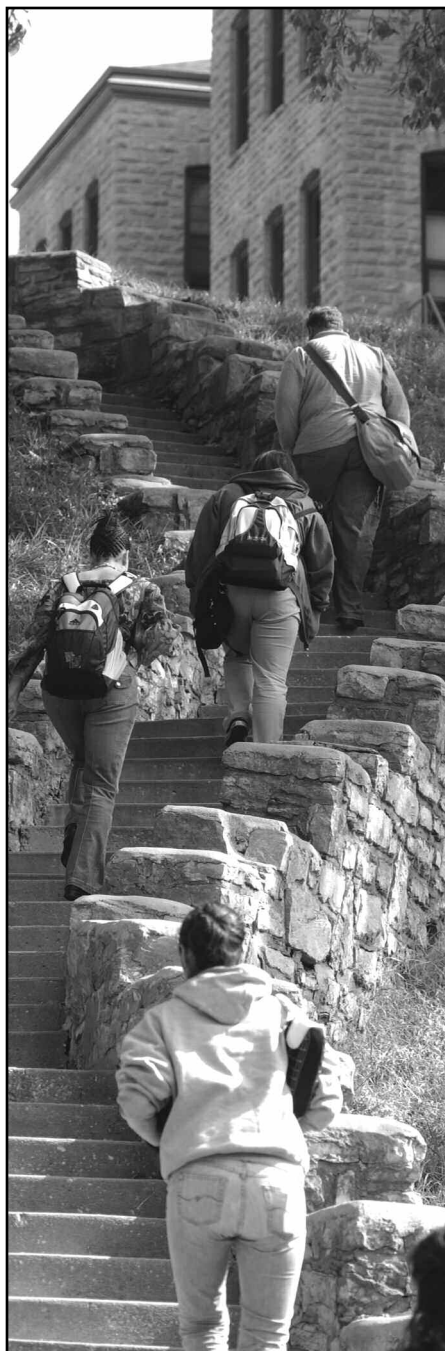
## Information Technology

### Campus Center      Session Code

Austin Center .....	A & **
Barstow MCLB .....	O
Beaufort MCAS .....	H
Camp Pendleton MCB .....	E
CD ROM .....	C & CC
Charleston AFB .....	UU
Cherry Point MCAS .....	M
Corpus Christi NAS .....	S
Davis-Monthan AFB .....	D & **
Deployment .....	I & II
Distance Learning .....	T & **
DSCC .....	D & DD
Fairchild AFB .....	FF
F E Warren AFB .....	Q & **
Fort Bliss .....	B
Fort Irwin .....	O
Fort Leonard Wood .....	OO & **
Fort Myer .....	F
Goodfellow .....	V
Grad Schools .....	P & PP
Grand Forks AFB .....	G & **
Hanscom AFB .....	KK
Henderson Hall HQBN .....	F
Hill AFB .....	QQ & **
Holloman AFB .....	BB & **
Home - Parkville 16 week .....	*
Kansas City Area .....	J & 6J
Lackland AFB .....	AA
Laughlin AFB .....	K
Little Rock AFB .....	LL
Luke AFB .....	U & **
Malmstrom AFB .....	Z
Millington NAS .....	Y
Minot AFB .....	GG
Moody AFB .....	EE & **
Mountain Home .....	RR
Nursing .....	* & **
Randolph AFB .....	SS
Scott AFB .....	R & **
Sergeant Majors Academy .....	N & NN
Tinker AFB .....	W & **
Vandenberg AFB .....	VV
Wentworth .....	WW
Whiteman AFB .....	L
Wright-Patterson .....	HH

\* 16-week session codes FA (Fall), SP (Spring) and UU (Summer) for the Parkville Campus. The Graduate school uses FAP, SPP and U1P for their 16-week terms. Eight week terms are F1P, etc.

\*\* 16-week session codes i.e., F6A, (Fall), S6A (Spring) for an Austin Center 16 week term. Used at accelerated campus centers.





## **INTERNATIONAL STUDENTS LEGAL REQUIREMENTS**

Park University is authorized under federal law to enroll non-immigrant alien students. Qualified international students, defined as all students who are not United States citizens and who are in the United States legally, are encouraged to contact the Office of International Student Services for special forms and instructions for admission to Park University.

International students entering the United States for the first time with F-1 visas to study at a postsecondary school are required to attend the Park University Daytime Campus Center. Prospective international students holding B-1/B-2 visitor visas or F-2 dependent visas may apply and be admitted to Park University, but may not enroll in classes until their visa status has been officially changed to an F-1 student visa or another eligible visa status.

The Office of International Student Services is also responsible to the Department of Homeland Security for ongoing reporting of the status of non-immigrant students attending Park University and reserves the right to recommend the denial of admission or suspension from classes of any international student failing to meet non-immigrant requirements.

## **DISABILITY GUIDELINES**

Park University is committed to meeting the needs of all students that meet the criteria for special assistance. These guidelines are designed to supply directions to students concerning the information necessary to accomplish this goal. It is Park University's policy to comply fully with federal and state law, including Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, regarding students with disabilities. In the case of any inconsistency between these guidelines and federal and/or state law, the provisions of the law will apply.

### **Permanent Disability Guidelines (<http://www.park.edu/disability>)**

#### **Notification of Disability**

The required student notifications of disability are due at Park University a minimum of six (6) weeks prior to the beginning of classes in the academic semester/term the student wishes to attend. Notification should be made to the Director of Academic Support Services. This will allow time to make all necessary arrangements prior to the initial class meeting.

#### **Learning Disabilities**

Students must provide supporting diagnostic test results from a licensed psychologist or a certified specialist in learning disabilities. This evaluation must detail the specific learning disability or disabilities. The accommodations request should be detailed. This information should be as current as possible, preferably not more than three years old. Park University will evaluate, but may reject, documentation over three years old.

#### **Physical Disabilities**

Students must provide documentation from a physician that specifies the nature of the disability or disabilities. The documentation should include prescriptive information from a qualified specialist as to the exact nature of all accommodations necessary to meet the needs of the student. This information should be as current as possible. Park University reserves the right to request updated verification of disability and necessary accommodations.

#### **Psychiatric Disabilities**

Students should provide documentation from a licensed professional qualified to diagnose and treat psychological disorders. The documentation should include a diagnosis, the date of diagnosis, the date of doctor's last contact with the student, a summary of the present symptoms, and a prognosis. Documentation should describe how the psychiatric condition functionally interferes with or impacts the student's ability to participate in an educational setting and should give suggestions of academic accommodations that may be appropriate in an educational setting.

#### **Auxiliary Aids**

Appropriate aids will be selected only after consultation with the student who will use them.

## Temporary Disability Guidelines

In the case of temporary disabilities, every effort will be made to provide reasonable accommodations for the duration of any disability. To ensure prompt and appropriate action, the Director of Academic Support Services and Campus Center Director should be notified immediately of the arrangements believed to be necessary to accommodate a temporary disability.

Additional information concerning Park University's policies and procedures related to disability can be found on the Park University web page: <http://www.park.edu/disability>.

## STUDENT RECORDS AND FERPA

Park University informs students of the Family Education Rights and Privacy Act of 1974 (FERPA). This act, with which the institution intends to fully comply, was designed to protect the privacy of educational records, to establish the rights of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Education Rights and Privacy Act Officer concerning alleged failures by the institution to comply with the Act.

Park University's local policy explains in detail the procedures to be used by the institution for compliance with the provisions of the Act. Copies of the policy may be found in the office of the Vice President for Student Services or as outlined here.

### A. Policy Intent

1. The Park University student record policy is intended to conform with all state and federal statutes dealing with access to information held by an educational institution on present and former students.
2. The Park University student record policy is formulated to protect the privacy of the student information that is maintained and yet provide access to student records for those having a legitimate purpose to view such records. Regulations and procedures to ensure adequate protection of the student are provided in this policy.
3. "Records" refers to those files and their contents that are maintained by official units of the University. Generally, students have the right to review any official record that the University maintains on them. Access to records by others, without student permission, is limited to purposes of an educational nature. When access is permitted, documents will be examined only under conditions that will prevent unauthorized removal, alteration, or mutilation. Information to which the student does not have access is limited to the following:
  - a. Confidential letters of recommendation placed in the student's files before January 1, 1975, and those letters for which students have signed a waiver of his/her right of access.
  - b. Parent's confidential financial statements.
  - c. Personal files and records of members of faculty or administrative personnel, "which are in sole possession of the maker thereof and which are not accessible or revealed to any person except a substitute".
  - d. Records of the Office of Admissions concerning students admitted but not yet enrolled at the University. Medical/psychological records used in connection with treatment of the student. Such records are, however, reviewable by a physician or psychologist of the student's choice.
4. Only the following offices are authorized to release non-directory information: Registrar, Career Services, Counseling Services, Financial Aid, Assistant Vice President for Academic Affairs, Vice President for Student Services, Provost, and President.

### B. Access to Student Records by the Student or Parents of Dependent Student Learners:

1. Students and parents of dependent students have the right to inspect their records (as defined by A3 above) and are entitled to an explanation of any information therein.
2. Documents submitted to the University by or for the student will not be returned to the student. Academic records received from other institutions will not be sent to third parties external to the University. Records should be requested by the student from the originating institution.
3. Official records and transcripts of the University (signature and/or seal affixed) are mailed directly to other institutions or agencies the student requests. When circumstances warrant, official records may be given directly to the student at the discretion of the proper University official. In such cases, the record will be clearly marked to indicate issuance to the student.
4. Should a student believe his/her record is incorrect, a written request should be submitted to the appropriate University official indicating the correct information that should be entered. The official will respond within a reasonable period concerning his/her action. Should the student not be satisfied, a hearing may be requested by the Registrar.

## C. Access to Student Records by Others

1. Disclosure of general directory information: Certain information may be released by the University without prior consent of the student if considered appropriate by designated officials. Such information is limited to the following:
  - Student's name, address, telephone number (permanent and local)
  - Date and place of birth
  - Dates of attendance at the University, major fields of study, current classification, degrees, honors, and awards
  - Previous schools attended and degrees awarded
  - Heights and weights of members of athletic teams
  - Participation in officially recognized activities
  - Email address
  - Class schedule
  - Full or part-time status
  - Photograph
2. Directory information will not be released for commercial purposes by administrative offices of the University under any circumstances. Students may request that directory information not be released by written request to the Office of the Registrar. All other student information will be released only upon written request of the student, excepting those instances cited below.
3. Disclosure to members of the University community:
  - a. Access to student records for administrative reasons for faculty, administrative staff, and other pertinent employees is permissible provided that such persons are properly identified and can demonstrate a legitimate interest in the materials.
  - b. Access for the purpose of research by faculty and administrative staff is permissible when authorized by the department chair, Associate Dean, Assistant Vice President for Academic Affairs, Vice President for Student Services, Provost, or President.
  - c. Information requested by student organizations of any kind will be provided only when authorized by the Assistant Vice President for Academic Affairs, Vice President for Student Services, Provost, or President.
4. Disclosure to organizations providing financial support to student: it is the University's policy to release the academic transcript to such organizations only upon the student's written request or authorization. Otherwise, the academic transcript will be sent only to the student or to the parent(s) upon whom the student is financially dependent, a policy consistent with the University's interpretation of FERPA, popularly known as the "Buckley Amendment."
5. Disclosure to other educational agencies and organizations: information may be released to another institution of learning, research organization, or accrediting body for legitimate educational reasons provided that any data shall be protected in a manner that will not permit the personal identification of the student by a third party.
6. Local, state, and federal government agencies: government agencies are permitted access to student records only when auditing, enforcing, and/or evaluating sponsored programs. In such instances, such data may not be given to a third party and will be destroyed when no longer needed for audit, enforcement, and/or evaluative purposes.

Park University presumes the authority to advise parents of a student's status, as it deems advisable, unless the student establishes that s/he is not a dependent within the definition of the Internal Revenue Code of 1954.

Questions concerning the Family Education Rights and Privacy Act may be referred to the office of the Vice President for Student Services.



## HARASSMENT-FREE INSTITUTION POLICY

Park University is committed to providing all members of the University community, including faculty, students and staff, with a safe and productive environment. Accordingly, the University prohibits all forms of harassment.

Sexual harassment and harassment that is based on an individual's race, color, religion, national origin, age, disability, gender (even if not sexual in nature), sexual orientation/preference, and veteran's status are prohibited. This policy applies to all academic, extra-curricular, or work-related settings, including without limitations, the Parkville Daytime Campus Center, other Campus Centers, and off-site locations where University business is conducted, vehicles used for University business, and social and recreational events which are planned and sponsored by the University. This policy also prohibits retaliation or adverse employment action against any individual who exercises his/her rights under this policy.

All members of the faculty and administration have the duty to ensure that students and staff are not subjected to harassment and to ensure that members of the University community do not engage in harassment or retaliation.

### Faculty, Students, and Staff Rights

Consistent with our policy, each individual member of the Park University community has:

- The right to work and learn in an environment that is free of harassment from other people, including faculty members, students, staff members, volunteers, independent contractors, vendors and other non-employees;
- The right to report any complaints that s/he may have regarding harassment or violations to this policy, whether such conduct is directed at him/her or at other persons, and the right to share any knowledge s/he may have regarding violations of this policy during University investigation(s); and
- The right to be treated without retaliation and without suffering adverse action for expressing good faith complaints under this policy, participating in any investigation(s) hereunder or otherwise exercising his/her rights hereunder.

### Definitions of Harassment

Harassment encompasses a wide range of physical, verbal (oral and written) and visual/non-verbal behaviors. "Sexual harassment" means unwelcome, unsolicited, uninvited, offensive, or undesirable conduct of a sexual nature directed at or affecting a person of the same sex or of the opposite sex. Other forms of harassment include conduct that is offensive or show hostility toward another person because of his/her race, color, religion, national origin, age, disability, gender/sex, sexual orientation/preference or veteran's status or those of his/her relatives, friends or associates.

Harassment is a violation of this policy in the following situations:

- If the person affected is promised or given some favorable treatment or benefit related to his/her involvement in the University only if s/he will submit to or tolerate the harassing behavior in question.
- If the person affected is threatened with or suffers adverse action related to his/her working or educational environment or status because s/he rejected or refused to tolerate the harassing behavior in question.
- If the harassing behavior in question unreasonably interferes with the person's work or academic performance or creates an intimidating, hostile, abusive or offensive work or academic environment (even if no promise of favorable action or benefit is offered or actually given, and even if no adverse action is threatened or actually taken).

Impermissible harassment may take many forms, including but not limited to, touching, leering, sexual, racial, or other inappropriate jokes or comments, displaying or circulating offensive materials, etc. Each situation depends on a number of factors (including severity/seriousness, frequency, nature, presence or absence of tangible job or academic consequences, etc.) and will be reviewed on a case-by-case basis. In some cases, one incident will be sufficient to constitute harassment. In other cases, a pattern or series of incidents may be necessary.

### Reporting and Investigating Violations

#### WHAT SITUATIONS MUST BE REPORTED:

Each member of the faculty or staff, and each student has the obligation to report the following:

- If s/he has been harassed by another person;

- If s/he has witnessed or observed first-hand the harassment of another member of the University community;
- If harassment has been reported to him/her by another member of the University community; and
- If s/he has been retaliated against for reporting a violation of this policy or for cooperating in any investigation(s).

#### **WHEN TO REPORT:**

Any of the above situations are to be reported immediately. They should be reported as soon as they occur or immediately after to a member of the University community who obtains knowledge that there has been a possible violation of this policy.

#### **WHERE TO REPORT:**

Any of the above situations may be reported to any of the following individuals:

- Students may report to the Vice President for Student Services or the Provost and Senior Vice President
- Faculty members and staff may report to the Provost and Senior Vice President or the Vice President for Finance and Administration. If any of the officers listed above are involved in the conduct leading to the complaint, the situation should be reported directly to the Chair of the Board of Trustees, forwarded through the President.

#### **INVESTIGATION:**

Upon receipt of a report or complaint, the University will immediately undertake an objective and thorough investigation. The official taking the report will encourage the reporting individual to provide a written statement, and will also document the content and specific details of the complaint. The investigation will generally also include interviewing any individual(s) who allegedly violated this policy, and any other potential witness(es). The investigation will include a review of the credibility of the evidence and of any individual(s) who have provided information.

#### **DETERMINATION:**

Upon completion of the investigation, the University will determine if the behavior in question constitutes harassment or other form of inappropriate conduct. In determining whether alleged conduct constitutes harassment, the University will look at numerous factors, including without limitation the evidence as a whole, totality of the circumstances, nature of the conduct, context in which the alleged conduct occurred, credibility of the witnesses, frequency and severity of the conduct, patterns of inappropriate conduct, documentation, circumstantial evidence and other factors. Appropriate action will be taken as warranted under the circumstances.

#### **CONFIDENTIALITY:**

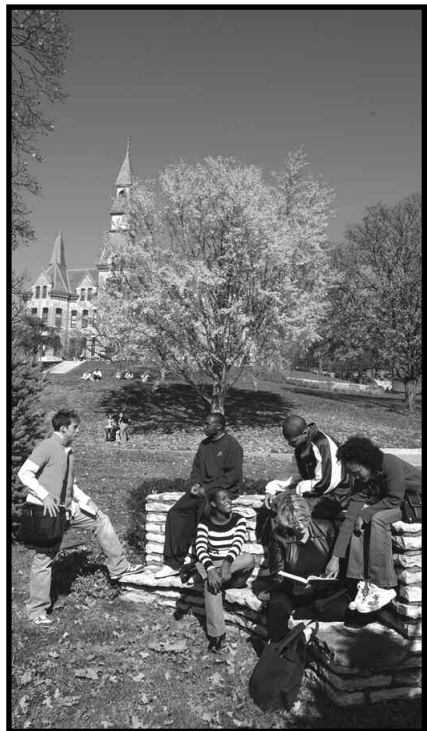
Confidentiality will be maintained by Park University to the extent possible under the circumstances.

#### **COMMUNICATION OF OUTCOME:**

To the extent that it would be appropriate to do so, the University will inform the reporting or complaining person and any others who have a legitimate need to know of the general outcome of the investigation.

### **Consequences for Violating This Policy**

If the University believes that it is more likely than not that a violation has occurred, then the University will take appropriate action. Such action may include disciplinary action, up to and including discharge, depending on the nature of the conduct.



## STUDENT CONDUCT CODE

The Student Conduct Code was created to ensure that all students, staff, and faculty at Park University could exist in a safe and productive environment, with an opportunity to achieve academic excellence. The following codes have been adopted as a structure by which Park University will function. The major emphasis in any disciplinary action is the education and development of the student for responsible citizenship and the protection of the rights of other students to participate fully in the educational process.

The student conduct standards apply to behavior on Park University property, at all Park University sponsored activities held off-campus, and at Park extended campuses. Park has the right to subject both on-campus and off-campus students to the Student Conduct Code. Regulations apply to both individual students and student groups. Violations of either civil law or Park University regulations which are subject to disciplinary action include, but are not limited to, the following:

- A. Dishonesty or knowingly providing false or misleading information to Park University or to persons of authority who are in the process of discharging their responsibilities.
- B. Forgery, alteration, falsification, or misuse of Park University documents, records, identification, facilities, electronic information, or virtual space.
- C. Obstruction or disruption of teaching, classes, research, administration, disciplinary procedure, club event, or other Park University activities on University premises or sponsored by Park University. Failure to comply with directions of Park University officials acting in the performance of their duties. Abuse of any person on Park University-owned property or Park-supervised activities, whether physical, emotional or verbal. Conduct which injures, threatens, endangers or otherwise adversely affects the physical or emotional health, safety or well being of any person. Disorderly conduct, harassing, lewd, indecent, or obscene conduct or expression or sexual misconduct on Park University -owned, controlled, or rented property or at Park University-sponsored or supervised functions. A complete copy of the Harassment Free Policy is available in this document.
- D. Theft, misuse, or damage to Park University or personal property by a member of the Park University community or campus visitor; misuse or abuse of fire safety equipment, such as false alarms, smoke detectors, or fire extinguishers; possession of stolen property.
- E. Possession or use of firearms, including facsimiles which have the capabilities to discharge pellets and/or darts, ammunition, explosives, or dangerous chemicals, or use or threatened use of knives or any other object as weapons, unauthorized use of or possession of fireworks on Park University-owned, controlled or rented property or at Park-sponsored or supervised activities. Confirmed violation will result in immediate dismissal from Park University.
- F. Possession, consumption, or being under the influence of or impaired by alcoholic beverages in Park University facilities, on the campus, or at any Park University function planned for or by students. Unacceptable campus behavior subsequent to off-campus consumption of alcohol is interpreted by Park University as evidence of being under the influence of or impaired by alcohol. Such behavior, when brought to the attention of the University, will be subject to disciplinary action. Please see the Drug and Alcohol Policy for further information.
- G. Use, manufacture, possession, or distribution of drug paraphernalia, narcotic, and illegal and/or illicit drugs, except as expressly permitted by law. Violation will initiate disciplinary action. Those individuals selling or dispensing illicit drugs or narcotics will be dismissed from Park University and reported to civil authorities. Please see the Drug and Alcohol Policy for further information.
- H. Smoking or other use of tobacco. (Permitted only in designated areas outside.)

**PARK UNIVERSITY JUDICIAL SYSTEM:** Any student violating Park University policy will be referred to the Dean of Student Life, who will determine if the matter should be adjudicated by the Judicial Board of the University, the Dean of Student Life, or Campus Center Director.

### Sanctions

Park University maintains standards of behavior in hopes of encouraging students to be respectful of self, other people, and property; standards are based on the mission, vision, and core values of Park University. Due process will be assured through adjudication procedures, but if students are found to have violated the Student Conduct Code, one or more of the following sanctions may be imposed. In addition, it may become necessary to inform the civil authorities when local, state and/or federal laws have been violated. Failing to abide by the terms of any disciplinary sanction imposed in accordance with the Student Conduct Code will result in additional sanctions and possible dismissal from the institution.

- **WARNING:** Notification will occur in writing that a student has failed to meet the Student Conduct Code. This is to forewarn an individual that a more serious penalty will result if other misconduct occurs.  
**Note:** Conduct violations involving issues of harassment are covered by the University's Harassment-Free Institution Policy.

## • Fines and Restitution

Students may be issued a fine that covers the cost of an article unlawfully removed from Park University, and/or be subject to full restitution to cover the repair or replacement of any damaged or stolen property belonging either to Park University or to an individual.

- **COMMUNITY SERVICE:** Community Service work in a specific administrative area may be assigned as a punitive or remedial action for violation of Park policies.
- **DISCIPLINARY PROBATION:** This probation recognizes a serious offense, with specific expectations of behavior required of the student for a specified period of time. Confirmed violation of Disciplinary Probation will result in immediate referral to the University's Judicial Board.
- **TEMPORARY SUSPENSION:** When the Dean of Student Life or appropriate Campus Center Director finds and believes from available information that the presence of a student at any Park campus would seriously disrupt Park University or constitute a danger to the health, safety, or welfare of Park University or members of the Park University community, the student(s) may be temporarily suspended until a disciplinary hearing is convened.
- **SUSPENSION:** This sanction is one of involuntary separation of the student from Park University for a definite period of time after which the student is eligible to return.
- **DISMISSAL:** This sanction is the most severe penalty that may be administered by Park University. Park University severs its association with the student. This separation is permanent in that it does not project a definite time of eligibility to return. Any student who has been dismissed from Park University for disciplinary reasons may be readmitted only by the authority of the Park University Provost and Senior Vice President for Academic Affairs upon the recommendation of the Vice President for Student Services.
- **PARENTAL NOTIFICATION:** Park has as its option the sending of notification to parent(s) or guardian(s) of students involved in disciplinary action(s). Such reports will be sent to parent(s) of dependent students only in compliance with the Family Educational Rights and Privacy Act of 1974.  
At all times, Park University reserves the right to require (at cost to the student) counseling or rehabilitation services in conjunction with or in lieu of any disciplinary sanctions hereto forementioned.

## JUDICIAL BOARD

This board, consisting of three students, three faculty/staff, and one administrator, adjudicates on violations brought directly to the Board, and on appeals of the student to the decision of the Dean of Student Life. The Judicial Board recommends a decision to the Vice President for Student Services, who makes the final decision. Any appeal of the student to the decision/recommendation of this Board and the Vice President for Student Services must be submitted, in writing, within 5 business days to the Provost and Senior Vice President. \* The Judicial Board procedures, rules and regulations are available from the Office of Student Life or online at:

[http://www.park.edu/studentlife/StudentJudicialIssues/Student\\_Conduct\\_Code.aspx](http://www.park.edu/studentlife/StudentJudicialIssues/Student_Conduct_Code.aspx)

**NOTE:** \* In cases where the Provost and Senior Vice President is directly involved in the review of the disciplinary case prior to the completion of the appeal process, the President will be the final hearing authority for student appeals.

## APPEALS

All students have the right to an appeal. Any appeal must be submitted in writing within five (5) business days to the appropriate official(s) and/or board. Appeals must follow the line of command. The appellate officer and/or board has the authority to accept or reject the appeal. Failure to follow prescribed procedures could result in denial of an appeal. The letter of appeal must contain documented information based on one or more of the following: (1) procedural due process was not followed, (2) the hearing officer and/or board was biased, (3) new evidence has been obtained.

## Disciplinary Appeals

1. Decisions of the Dean of Student Life can be appealed to the University Judicial Board.
2. Recommendations of the University Judicial Board (which are also reviewed and confirmed by the Vice President for Student Services) may be appealed to the Provost and Senior Vice President.

## Administrative Appeals

Complete information about the appeals processes and procedures for each area are contained within that section. The following is a list of Administrative Appeals steps.

### FINANCIAL AID

1. Financial Aid Appeals Committee
2. Director of Admissions and Student Financial Services

### HOUSING

1. Dean of Student Life
2. Vice President for Student Services

### STUDENT EMPLOYMENT

1. Coordinator/Student Employment
2. Financial Aid Appeals Committee
3. Director of Admissions and Student Financial Services

### FINANCES/ACCOUNTING

1. Controller
2. Vice President for Finance and Administration

### GRADES: PARKVILLE CAMPUS

1. Faculty
2. Department Chair
3. Associate Dean / Dean

### GRADES: KANSAS CITY AREA:

#### PARK ACCELERATED PROGRAMS

1. Faculty
2. Director, Park Accelerated Programs – Kansas City Area
3. Associate Dean / Dean

### GRADES: COLLEGE FOR DISTANCE LEARNING

1. Faculty
2. Campus Center Academic Director
3. Dean of College for Distance Learning

### ADMISSIONS (Parkville 16-week Campus)

1. Admissions Advisory Committee
2. Assistant Vice President for Academic Affairs

## COMPLAINTS / GRIEVANCES POLICY

Park University has a variety of complaints/grievances procedures related to harassment, disciplinary actions, financial aid appeals, and traffic violation appeals. Students should use these processes when appropriate, contacting the Director of Enrollment Services in the Student Assistance Center for guidelines, procedures, etc. Students who use these procedures will not be permitted to use the following procedures on the same incident or issue. However, students may choose instead to use this procedure in which the treatment rather than the outcome is being challenged.

It is the policy of Park University to provide equal opportunity for all enrolled students without discrimination on the basis of race, color, religion, gender, marital status, sexual orientation, national origin, age, disability, or veteran status. Students who feel that they have been discriminated against should contact the Director of Enrollment Services in the Student Assistance Center (1st floor Norrington) for information relative to guidelines and/or procedures for filing a complaint or grievance.

Park University has developed the following procedures for assuring that the student has the opportunity to have his/her concerns addressed.

### COMPLAINT

A complaint is an informal claim of discriminatory treatment. No written report(s) on the incident or the outcome of the investigation are required.

### GRIEVANCE

A grievance is the written allegation of discrimination that is related to:

- Treatment while enrolled in an educational program
- Employment as a student on campus or in campus-based programs
- Financial aid awards
- Participation in clubs and/or organizations
- Other matters relating to campus life or student life.

### PROCEDURES

1. Students wishing to make an informal complaint or file a grievance should contact the Director of Enrollment Services in the Student Assistance Center or Campus Center Director for the correct procedures to be followed. Record-keeping will be the responsibility of that office.
2. In the case of complaints, the Student Assistance Center (or the designee) will either:
  - (a) direct the complainant to the supervisor of the area where the alleged incident occurred or

- (b) contact the supervisor on the student's behalf.
3. Students filing a grievance will be instructed to send a written statement which documents the alleged discrimination to the Vice President for Student Services and to the immediate supervisor of the area where the alleged incident occurred. A written response from the supervisor will be made within ten working days.
  4. If after reviewing the written response the student wishes to pursue the matter further, copies of the entire file are to be forwarded to Park University's Human Resources Officer. This officer will be free to interview those directly involved, and will be free to contact any who have information, in order to resolve the matter. The student's right to appeal stops with the Human Resources Officer. The goal of this procedure is to prevent reoccurrence. However, in instances where an individual is found responsible for serious discriminatory action, the Human Resources Officer will consult with the President regarding sanctions.
  5. The President may choose to impose a variety of sanctions, including verbal warnings or letters of reprimand or dismissal from employment or enrollment at Park University.

Please refer to the Academic Regulations and Policies section for material specifically relating to academic grievances and grade appeals.

## ACADEMIC GRIEVANCES

A student who believes that s/he has an academic grievance should discuss the concern with the faculty member in charge of the course in which the concern has arisen. If a mutually satisfactory resolution is not reached, the student should confer with his/her academic advisor and may take the matter to the relevant department chair. If no resolution is reached at this level or if the department chair or Academic Director is the faculty member in question in the first instance, the concern should be taken to the relevant Associate Dean or Dean. Concerns remaining unresolved at this level should be taken to the Associate Vice President for Academic Affairs.

## IDENTIFICATION CARDS

The Park University photo identification (ID) card should be carried at all times for use at the Park University library, campus athletic events, the Office of the Registrar, the Cashier's Office, and other offices where identification may be needed. There is a replacement fee (payable at the

Student Assistance Center) if the ID card is lost or stolen.

Photo ID pictures will be taken for Parkville Daytime Campus Center students in the Student Assistance Center (1st floor Norrington). Students and faculty attending the Downtown campus must have an ID parking pass which is issued by the Downtown Kansas City Campus at 911 Main. During the confirmation of courses, IDs may be secured by presenting a Student Data Sheet (SDS) stamped by the cashier certifying that fees are paid. Contact the Student Assistance Center at (816)-584-6800 for further information or for questions.

ID cards for all other campus centers can be obtained from the Campus Center Director. These cards may be used by students, faculty and staff, and may be required by the local facility as part of the information needed to gain entry onto the installation. The ID may be obtained only after tuition and fees have been paid for the term. An expiration date will be noted on the ID.

## TOBACCO USE POLICY

The use of tobacco (both smoking and smokeless) is prohibited in all campus facilities.

## General Procedures for Reporting a Crime or Emergency

Faculty, staff, students and guests are strongly encouraged to report all crimes and emergencies to the Department of Public Safety. The Department of Public Safety is staffed 24 hours a day, 365 days a year, and can be reached at (816) 584-6444. Public Safety dispatchers will take your call and dispatch an officer, and if necessary call the police, fire department or EMS agency to assist in your emergency.

If you are on a campus other than the Parkville Campus, please report your crime or emergency to the Campus Center Director or the appropriate law enforcement agency.

Crimes should be reported to the Department of Public Safety so that the statistics can be reported to the U.S. Department of Education in compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act). A copy of this report is available online at: <http://www.park.edu/safety/crime-statistics.aspx#1>. For a printed copy of the report, please contact the Department of Public Safety at (816) 584-6444.

## Drug and Alcohol Policy

Park University recognizes that misuse of alcohol and other drugs and the unlawful possession, use or distribution of illicit drugs and alcohol pose major health problems, are potential safety and security problems, can adversely affect academic and job performance, and can generally inhibit the education-

al development of students. Park University is committed to the standards outlined by the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. As a result of this commitment, Park University has established regulations forbidding the unlawful manufacture, distribution, dispensing, possession or use of illegal or illicit drugs and alcohol on Park University premises or property or as part of any Park University activity planned for or by students. These regulations shall assure that Park University is in compliance with all applicable federal, state, and local statutes, regulations, and ordinances. Please see the student Conduct Code for more details and check the Student Handbook or online at [www.park.edu/studentlife](http://www.park.edu/studentlife) for more information about regulations, disciplinary actions, legal sanctions, health risks, and referral/treatment information.

## **Sexual Assault Policy**

**P**ark University strongly denounces sexual assault in any form and advocates the immediate reporting of any incident to University authorities. University personnel will assist the student(s) in such notification if so requested. Confidentiality will be maintained to the extent provided by rules, regulations and legislation. Individuals, groups and organizations that desire information or programs that address sexual assaults and how to prevent such incidents should contact the Director of Public Safety at (816) 584-6444. Staff in the Counseling Center (816) 584-6237 will also assist in referrals to counseling and mental health agencies for victims. In all cases, the protection of any physical evidence is of utmost importance.

The Director of the Student Assistance Center will assist student victims of sex-related crimes with changes in academic schedules and living arrangements on the Parkville Campus, as is reasonable and within Park University's control. The Campus Director will assist students with academic changes at the other campuses.

All campus disciplinary procedures involving a student are the responsibility of the Dean of Student Life. All sex related crimes occurring on Park University property shall be investigated jointly by the Park University Department of Public Safety and the appropriate law enforcement agency.

Within the guidelines of the discipline procedures, the accuser and the accused may have other individuals of their choosing present during the discipline hearings. Both the accuser and the accused shall be informed of the University's final determination and any sanctions concerning the alleged incident. Park University, may, upon final determination and confirmation of an alleged infraction (forcible or non-forcible); impose sanctions ranging from counseling to dismissal.

## **Sexual Offender Registration**

The Campus Sex Crimes Prevention Act (CSPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at or employed by, institutions of higher education. The CSPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies (in Missouri it is the Missouri State Highway Patrol) to provide Park University with a list of registered sex offenders who have indicated that they are either enrolled, employed or carrying on a vocation at Park University.

Park University is required to inform the community that a registration list of sex offenders will be maintained and available at the Park University Department of Public Safety office located on the 1<sup>st</sup> floor of Thompson Center on the Parkville Campus. For other campuses a list will be maintained by the Campus Center Director.

In addition, a list of all registered sex offenders for each state that Park University has a campus is available from the following site:

MISSOURI --

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html>

## **COMPUTERS, THE INTERNET, EMAIL, VOICE MAIL AND FAX MACHINES USE**

The Park University Information Technology Network, and the University Telephone System ("University Systems") exist to enable the University to carry out its educational mission. While the University does not completely prohibit personal use of the University Systems during personal time, the University limits such use and reserves the right to prohibit personal use on a case-by-case basis. The University has no liability to persons who use the University Systems and no liability for any loss of or damage to personal information while in the University Systems.

The University Information Technology Policies and Procedures Manual describes in detail the policies and procedures that govern the use of the University Information Technology Network and all users of the University Information Technology Network are charged with knowledge of those policies. Copies of this Manual are available in the Academic Affairs Office. The Student Conduct Code, the Faculty Manual, and the Employee Policy Manual may also be applicable to user violations of University policies.

The University has the right to monitor all use, personal and otherwise, of all University Systems

including the University Information Technology Network and is legally entitled to review, retain, use or release copies of any incoming or outgoing information. Persons who use the University Systems have no right to privacy when using those Systems and users should always assume that any voice, data, or written material on the University Systems is totally accessible to University officials.

By utilizing the University Systems, the user agrees not to violate any University policies or any applicable federal, state, and local laws, ordinances and regulations including those that prohibit libel, copyright violations, the use of obscenities, intimidation, harassment, or discrimination, and agrees to indemnify and hold the University harmless from and against all claims, damages, costs and/or expenses, sustained by the University, including reasonable attorneys fees, arising out of the user's violation of any University policies and all

improper, illegal or otherwise actionable use of the University Systems. Users of the University Systems may also be subject to criminal prosecution and/or civil suits in which the University seeks damages and/or other legal and/or equitable remedies.

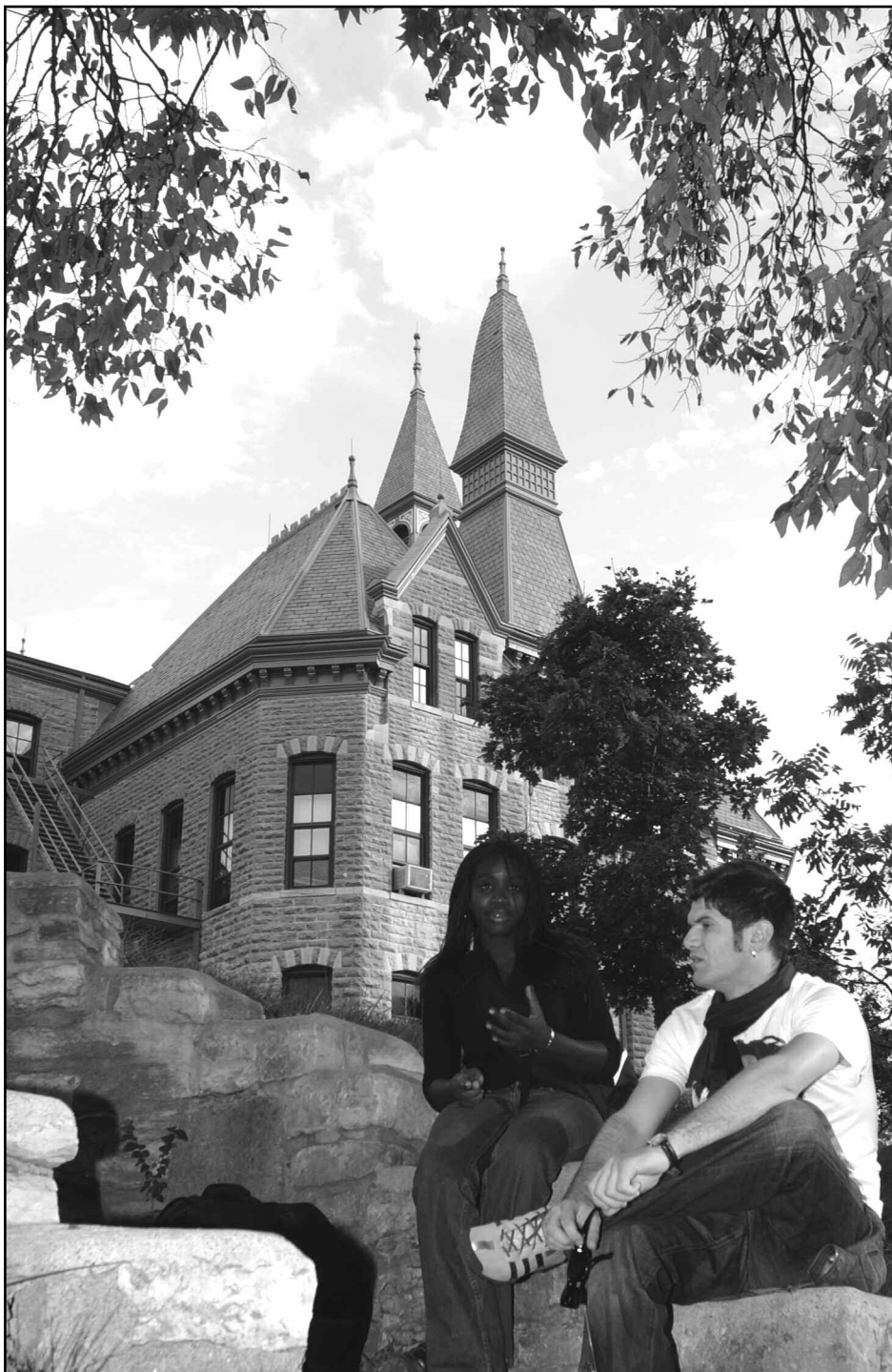
The University will respond to and investigate any complaint of a violation of University policies. Usually the University will first attempt to deal with misuse of the University Systems in an educative manner. However, the University retains the right to restrict student use of the University Systems as well as the right to discipline, suspend or expel a student and discipline or terminate an employee who misuses those Systems.

All users of the University Systems have an obligation to comply with all University policies, make reasonable efforts to avoid introduction of computer viruses, and to report suspected violations of this policy to a University vice president.





## Admissions Policies and Procedures



## Parkville Daytime Campus Center Program

### QUALIFICATIONS

Park University seeks students with a record of academic achievement, involvement in the community and good character. No applicant will be denied admission on the basis of race, religion, color, national origin, age, gender, disability, sexual orientation, marital status or veteran's status.

### First-Time Entering Students (Freshmen)

Admission standards for first-time entering students (freshmen) are:

1. Students who have a high school unweighted Grade Point Average (GPA) of 3.0 or above (on a 4.0 scale) are eligible for admission to Park University, regardless of ACT or SAT scores. ACT, SAT, or Park University assessment scores will be required for English and mathematics placement purposes.
2. Students who qualify for Missouri's A-Plus Program (or equivalent program in another state) are automatically eligible for admission at Park University.
3. For students not included in either of the first two criteria, qualification in at least two of the following are required:
  - a. 2.0 grade point average unweighted (on a 4.0 scale)
  - b. rank in upper 50 percent of the graduating class
  - c. minimum ACT composite score of 20 or a combined SAT score of 940.
4. GED Certificate with a total score of at least 2500 (five areas) and no area less than 450, as well as a minimum ACT composite score of 20 or a combined SAT score of 940.
5. Prospective students not meeting the above criteria may be considered on an individual basis. The Office of Admissions will forward the request to the Assistant Vice President of Academic Affairs for final disposition.

### Transferring Students

Admission standards for transfer students are:

1. A cumulative 2.0 GPA in all previous college study.
2. Prospective students not meeting the above criteria may be considered on an individual basis by the Assistant Vice President for Academic Affairs.

### International Students with F-1 Visas

Admission standards for International students with F-1 visas (in addition to those already covered) are:

1. A certified English translation of all foreign transcripts, included with the original transcript.
2. Admission to Park University **does not** require a Test of English as a Foreign Language (TOEFL) score or any other test of English proficiency. However, a prospective student not submitting a TOEFL score can only receive a "conditional admission" and must complete English as an International Language Testing upon arrival. Prospective students seeking a "full admission" need to provide an official copy of the TOEFL with a minimum iBT test score of 61 or paper test score of 500 or computer test score of 173 (Park University TOEFL code is 6574) or English as a Second Language (ESL) transcripts showing successful completion as determined by Park University officials. "Full admission" may also be granted for those students transferring from a U.S. institution that have successfully completed 15 hours of transferable regular undergraduate credit courses, as determined by the Office of the Registrar. Regardless of "admission status" all prospective students with F-1 student visas are required to complete English as an International Language testing upon arrival.
3. A certified Affidavit of Support and a supporting bank statement and/or other financial documents showing the ability to finance annual expenses and to complete a degree at Park University.
4. If transferring from a school within the United States, the International Student Transfer Form should be completed by both the prospective student and the international advising office at the current school attended.
5. Prospective international students not meeting the above criteria may be considered on an individual basis by the Office of Admissions in consultation with the Office of International Student Services.
6. Deadline to submit international application for the Parkville Daytime Campus Center, from out of the country, is July 1 for the fall semester and November 1 for the spring semester.

## HOW TO APPLY

1. Application must be made online at [www.park.edu](http://www.park.edu)
2. Submit the \$25 application fee (non-refundable). International students with F-1 visas must also pay the \$50 international student fee.
3. First-time freshman should request that an official copy of his/her high school transcript be sent to Park University's Office of Admissions along with ACT/SAT scores. General Equivalency Diplomas (GED) are also accepted.
4. Transfer students must submit official transcripts of all previous college work. Transfer students with less than 12 hours must also submit an official high school transcript or GED.
5. Submit all the above materials to the Park University Office of Admissions. The Office of Admissions personnel will guide the applicant through the procedure. Contact Office of Admission personnel for forms, instructions and counsel.

## Application Deadline

Applications may be submitted through the final registration date for each semester. (Not available for international students.) NOTE: For the Nursing program please contact the school for appropriate deadlines.

## Conditional Admission Status

Entering students who have not submitted all official transcripts prior to final registration day will be held in "Conditional Admission Status." A student can remain in conditional admission status for only one semester. All final, official documents must be on file before pre-registration for the following semester.

## Notification of Acceptance

Park University recognizes the need to know, at the earliest possible time, if the student has been accepted for admission. As soon as all materials are received and reviewed, the applicant will be notified of the admission decision.

## Readmission

Students who have broken attendance by one or more semesters (excluding summer term) must complete an application for readmission. If the student has attended another college/university in the interim, the student must submit official academic transcripts from all institutions attended. There is no application fee for readmission candidates. If the student has broken enrollment for only one semester, s/he will remain under the requirements in the catalog in effect when initially admitted. If enrollment is broken for two or more semesters, the student will be required to follow the current catalog in effect when re-admitted.

## Students Admitted on Probation

Applicants who do not meet all admission standards as described in this section of the catalog, if recommended by the Admissions Advisory Committee and the Assistant Vice President for Academic Affairs, will be admitted on probation. Students admitted on probation are restricted to a maximum of 12-14 credit hours and are required to achieve a 2.0 grade point average. **Students admitted on probation may not take accelerated or internet courses.** If students have not complied with the stipulations of their admission for their first semester of attendance, they may not be allowed to enroll in the following semester.

## Special Admission - Non-Degree-Seeking

**NON-DEGREE** - A student may be permitted to enroll in courses without formal admission to a degree program. A student enrolled in this special category may be required to provide all official transcripts from previous schools. Non-degree-seeking students will need to provide a valid picture identification, which will be placed in the student's file. A non-degree student is not eligible to receive financial aid. A student may enroll in a total of 15 credit hours while classified as non-degree-seeking.

**AUDIT** - Special classification enabling students to take courses on a no credit basis. Refer to Tuition/Fee/Charges section of this catalog for further details.

**VISITING** - A student who is degree-seeking at another college or university may enroll full time or part time at Park University. Students must submit documentation from their college or university Registrar stating that they are students in good standing at that institution and present an ID from their home institution. Students are responsible for ensuring that the courses taken at Park University will satisfy requirements at their home institution.

# The International Baccalaureate Diploma

Park University recognizes the International Baccalaureate Diploma for admission. Furthermore, Park University will grant course credit and advanced placement to students who have passed both the subsidiary and the higher level subject examinations at a satisfactory standard.

Park University will also grant a minimum of one year's credit (30-36 semester hours) for students who have earned the IB diploma with a score of 30 or above. Exact course equivalencies will be determined prior to registration by the appropriate school.

	SCORE	TRANSFER CREDIT HOURS PER COURSE
Subsidiary Levels	6-7	3-4 CREDIT HOURS
Higher Level	4-5	3-4 CREDIT HOURS
	6-7	6-8 CREDIT HOURS

## English and Mathematics Placement Policy for New Park University Students

No testing is required for any student transferring in college credit with a grade of "C" or better for the "traditional freshman English composition" sequence, (Park University's EN 105 & EN 106) or College Algebra (Park University's MA131). All other students will be evaluated based on their ACT or SAT English and Mathematics sub scores as follows:

**ENGLISH PLACEMENT:** English subscore on the ACT of 21 or higher, or SAT of 500 or higher will result in the student's automatic placement in EN 105 (Writing Strategies and Concepts). (Please also refer to specific placement policies for international students.)

**MATHEMATICS PLACEMENT:** Math subscore on the ACT of 21 or higher, or SAT of 500 or higher will result in the student's automatic placement in MA 131 (College Algebra).

A lower subscore in either of these areas will require the student to take the appropriate Park University Academic Skills Assessment.

**NOTE:** Any student with an English or Mathematics ACT subscore of 27 or above, or SAT English subscore of 580 or SAT Math subscore of 620 may contact the Office of Academic Affairs regarding the opportunity to be evaluated for a course waiver.

## Special Services

Students requiring special services associated with a documented learning, physical, and/or psychiatric disability, should contact the Academic Support Center at the earliest opportunity so that appropriate arrangements may be made.

## Additional Credits

In addition to regularly scheduled Park University courses, credits may be earned toward graduation in the following ways:

### Programs in which credit hours and residence credit may be earned:

Credits may be earned under select programs such as the U.N. Semester, American University Semester and Semester Abroad.

### Programs for which credit hours are earned, but not grade points, and which do not fulfill residence requirements.

- 1. ADVANCED PLACEMENT (AP)** - Park University will grant credit for advanced placement to high school graduates who have proven competence by their score in the Advanced Placement Tests administered by the College Entrance Examination Board. The awarding of credit, the number of credit hours awarded, and the scores required for the awarding of credit are determined by the appropriate academic discipline.
- 2. COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)** - Credit hours can be earned by satisfactory completion (see chart on following page) of a battery of examinations under the College Level Examination Program (CLEP) administered by Park. See the Academic Support Center (MA 406) or Testing Center (MA 706) for detailed information concerning CLEP examinations. If CLEP exams were taken prior to coming to Park University, a student must submit an official copy of the scores to the Office of the Registrar for possible credit awards.  
  
No credit is awarded for separate sub-test scores.  
  
A maximum of 27 credit hours from the General Examinations will be accepted toward a bachelor's degree.
- 3. DEFENSE ACTIVITY NON-TRADITIONAL EDUCATION SYSTEM (DANTES)** - Credit hours can be earned by satisfactory completion of a battery of examinations under the Defense Activity Non-Traditional Education System (DANTES) administered by Park University. Detailed information concerning DANTES examination is available at the Academic Support Center (MA 406) and the Testing Center (MA 706). If DANTES exams were taken prior

## College Level Examination Program (CLEP)

	MINIMUM SCORE ACCEPTED AS OF JULY 1, 2001	PRIOR TO JULY 1, 2001	MAXIMUM CREDIT HOURS EARNED
ENGLISH COMPOSITION	50	457 *	3 CREDITS
SOCIAL SCIENCE	50	452	6 CREDITS
NATURAL SCIENCE	50	450	6 CREDITS
HUMANITIES	50	449	6 CREDITS
MATHEMATICS	50	453	6 CREDITS

\* The minimum acceptable score if taken prior to October 1, 1978 is 457;  
if taken between October 1, 1978 and May 1, 1986, the minimum score is 557.

to coming to Park University, a student must submit an official copy of the scores to the Office of the Registrar for possible credit awards.

4. **END-OF-COURSE EXAMINATION** - Upon processing an application through the Office of the Registrar, and for a fee of \$100, a student may, with permission of the student's faculty advisor, receive credit for any course by satisfactorily completing an end-of-course examination (Parkville Daytime Campus Center only).
5. **AMERICAN COUNCIL ON EDUCATION (ACE)** - As recommended by the American Council on Education (ACE), Park University grants four credit hours for completion of two years of military service.
6. **VALIDATED LEARNING EQUIVALENCY (VLE)** - Equivalency may be awarded for educational experiences based on documentation submitted by the student and with the recommendation of the appropriate Program Coordinator. Rules governing VLE are:
  - a. Application must be filed within one year of the first term of enrollment at Park University.
  - b. Petitions can be submitted only one time.
  - c. Credit shall be awarded on a course equivalency basis based on courses commonly offered by accredited colleges and universities.
  - d. A maximum of 24 credit hours may be petitioned for and awarded.
  - e. Park University students taking courses in the state of California may petition for a maximum of 15 credits hours in upper level (300/400) courses after completion of 60 credit hours toward the degree.

## Residential Living

(Parkville Daytime Campus Center Only)

### RESIDENCY REQUIREMENT

If the full-time student is single and under the age of 21, s/he is required to live in a residence hall, unless:

1. The student is living with parent(s), legal guardian(s) or dependent children, or
2. The student has completed 58 or more credit hours.

### HOUSING DEPOSIT

A one-time guaranteed housing deposit of \$100 is required when submitting the Residence Life housing agreement application. This deposit is refundable if all charges are paid in full when a student withdraws from campus housing in accordance with the Residence Life Housing Agreement and all Park University housing policies.

A student must complete a check request as part of the residence hall check-out procedures. If a student fails to complete the form before the last day of the semester/term, the deposit is forfeited. Prospective students who decide not to attend will receive a full refund if notification is received by July 1 for the fall semester/term or by January 1 for the spring semester/term.

All full-time undergraduate students must complete a "Commuter Information Form" and return it to the Office of Student Life. To be exempt from living on-campus, the form must be approved by the Office of Student Life. Applications for all Park University campus housing and the Commuter Information Form are available at:  
<http://www.park.edu/studentlife/CampusHousing>.

## College For Distance Learning & Accelerated Programs

Park University denies no one admission on the basis of race, religion, color, national origin, age, gender, disability, sexual orientation, marital status or veteran's status. However, prospective international students with F-1, F-2, B-1 & B-2 visas need to refer to "International Students Legal Requirements" on page 42 for additional admission criteria. Admission to these programs requires:

more earned credit hours listed can also be utilized as evidence of high school equivalency.

Park University cannot guarantee that all courses needed to meet degree requirements will be offered every term. Students who do not meet the criteria listed above may be allowed to take online lower division courses on a probationary basis.

### QUALIFICATIONS

1. Completion of the Application for Admission and Evaluation form and payment of the appropriate fees.
2. Evidence of high school graduation, which may include:
  - a copy of a high school transcript; OR
  - a GED certificate which reports the score earned on the GED exam; OR
  - AARTS (Army/American Council on Education Registry Transcript System) transcript; OR
  - SMART (Sailor-Marine/American Council on Education Registry Transcript); OR
  - DD Form 214 (Certificate of Release or Discharge from Active Duty); OR
  - a certified DD Form 295 (Application for the Evaluation of Educational Experiences During Military Service); OR
  - a certified copy of one of the following:
    - DA Form 2-1 (Personnel Qualification Record Part II)-United States Army;
    - AF Form 186 (Individual Record Education Services Program)-United States Air Force;
    - Page 8 of Student Record Book-United States Marine Corps;
    - Page 4 of Navy Personnel Form 1070604- United States Navy.
3. Park University reserves the right to deny admission to any student whose level of academic performance at other educational institutions is below 2.0 on a 4.0 scale. In such cases, Park University officials may require submission of evidence that the student graduated in the upper 50 percent of the high school graduating class and has achieved a minimum ACT score of 20 or a SAT score of 840.
4. In those instances where students have attended college elsewhere without graduating from high school, a college transcript with 48 or

### How to Apply

1. Apply online at **www.park.edu** or complete a printed application form at the Campus Center location.
2. Submit the \$25 application fee (non-refundable).
3. Transfer students must submit **official** transcripts of all previous college work.
4. Submit all the above materials to the respective Park University Campus Center. The Campus Center staff will guide the applicant through the procedure. Contact Campus Center personnel for forms, instructions and counsel.

## Evaluation of Previous Education and Training

Students can request an evaluation by declaring the major in which they seek a degree and by submitting documentation of previously earned credit. For Veteran Affairs students all previous education and training **must** be evaluated by the school. All documents presented to Park University for evaluation become the property of Park University.

The student must do the following when requesting an evaluation:

- Complete an Application for Admission and Evaluation form and submit it to the Park University representative with the required fee.
- Request that the following documentation be forwarded directly to the Park University representative:
  - Official transcripts from previous colleges and universities (including Community College of the Air Force).
  - Official test reports or transcripts from College Level Examination Program (CLEP, see chart below), United States Armed Forces Institute (USAFI), Defense Activity for Non-Traditional Education Support (DANTES), and/or Excelsior College Exam Program.
- For military personnel: A certified DD Form 295 (Application for the Evaluation of Educational Experiences During Military Service) or SMART transcript (Sailor-Marine/American Council on Education Registry Transcript) or AARTS (Army/American Council on Education Registry Transcript Systems) or DD Form 214 (Certificate of Release or Discharge from Active duty).

Once the completed Application for Admission and Evaluation form and all documentation for evaluation has been received

by the Park University representative, the evaluation materials will be scanned to the student's e-file for processing by the Office of the Registrar.

## Credit Awards

- A maximum of 60 credit hours is awarded for a **Registered Nurse's license** upon receipt of official transcripts.
- Credit for formal **military service schools** is awarded based on the recommendations of the American Council on Education's Guide to the Evaluation of Educational Experiences in the Armed Services (ACE Guide). The credit will be awarded where it is applicable to a student's degree program and in keeping with the basic educational philosophy of Park University.
- Credit for **military service**: 4 credit hours are awarded to students who have successfully completed basic military training. Enlisted personnel may receive additional credit based on their military occupational specialty/skill level. Commissioned personnel may be awarded up to a maximum of 20 credit hours.
- VALIDATED LEARNING EQUIVALENCY (VLE) - CREDIT FOR VALIDATED LEARNING:** Equivalency may be awarded for educational experiences based on documentation submitted by the student and with the recommendation of the appropriate Program Coordinator. Rules governing VLE are:
  - Application must be filed within one year of the first term of enrollment at Park University.
  - Petitions can be submitted only one time.
  - Credit shall be awarded on a course equivalency basis based on courses commonly offered by accredited colleges and universities.

### College Level Examination Program (CLEP)

	MINIMUM SCORE ACCEPTED AS OF JULY 1, 2001	PRIOR TO JULY 1, 2001	MAXIMUM CREDIT HOURS EARNED
ENGLISH COMPOSITION	50	420 *	3 CREDITS
SOCIAL SCIENCE	50	420	6 CREDITS
NATURAL SCIENCE	50	420	6 CREDITS
HUMANITIES	50	420	6 CREDITS
MATHEMATICS	50	420	6 CREDITS

\* The minimum acceptable score if taken prior to October 1, 1978 is 457; if taken between October 1, 1978 and May 1, 1986, the minimum score is 557.

NOTE: A maximum of 27 credit hours from the General Examinations will be accepted toward a bachelor's degree. No credit is awarded for separate subtest scores.

- A maximum of 24 credit hours may be petitioned for and awarded.
- Park University students taking courses in the state of California may petition for a maximum of 15 credits hours in upper level (300/400) courses after completion of 60 credit hours toward the degree.

Review of Validated Learning Equivalency Petitions will normally take six to eight weeks depending upon the number of courses in the petition. Petitions submitted between April 1 and September 1 may take considerably longer. There is a \$30 application fee for this service, and if credit is awarded, there is a \$30 charge per semester credit hour awarded. The per credit hour fees must be paid within 30 days of notification of credit award.

Park University will also accept validated learning from experience that is assessed and transcribed under the auspices of selected regionally accredited colleges or universities and also agrees to accept the credit assessment recommendations of specific institutional assessment teams that follow the basic guidelines of the Council for Adult and Experiential Learning and when Park University requirements are met.

- Credit is awarded for satisfactory completion of the **CLEP General Examinations** based on the recommendations of the American Council on Education (ACE). (See previous page.)
- Credit is awarded for satisfactory completion of the **CLEP/DANTES/USAFI/Excelsior College Subject Examinations** based on the recommendations of the American Council on Education (ACE). Credit can be applied to major core requirements.
  - A maximum of 30 credit hours from the Subject Examinations will be accepted toward a bachelor's degree.
  - A maximum of 57 credit hours from the General and Subject Examinations combined will be accepted toward a bachelor's degree.
  - A maximum of 30 credit hours from the General and Subject Examinations combined will be accepted toward an associate's degree.
- Where duplication among college courses, credit for prior learning and tests exists, credit will be allowed for only one. Credits awarded from CLEP General Examinations and CLEP/USAFI/DANTES/Excelsior College Subject Examinations will not be substituted at a later date.

## Degree Audit

After transfer credits have been evaluated, a degree audit is prepared which itemizes the student's degree completion requirements. The student must complete the degree requirements in effect at the time of the initial evaluation. The requirements are not affected if Park University changes the degree program in future catalogs. In each degree program there are "additional electives" required to complete the degree. However, the number of hours shown on an individual student's degree audit may vary from that in the catalog depending on the individual record of each student.

The degree audit is an advising tool and does not constitute an agreement or a contract. A final review is made prior to graduation to insure the completion of all degree requirements. The audit will be corrected if an error is found. The initial audit will serve as a record of admission to Park University for purposes of financial aid and Veterans Administration eligibility.

## Academic Records

The Office of the Registrar maintains for each enrolled student an academic record and a degree audit. All official academic transactions are recorded.

A degree audit reflecting all completed courses will be available on request. A student may request one FREE official transcript at the end of each term of enrollment. Any student may obtain extra copies of a transcript by filing an official transcript request along with the per copy fee. No transcripts will be issued unless at least one graded Park University course appears on the transcript. No outstanding balance may show on the student's account. Students may obtain an unofficial copy of their transcripts through PirateNet. A copy of the degree audit may also be obtained through PirateNet.

## Registration

- Registration periods will begin approximately one month prior to the beginning of each term. Specific dates are publicized. Students cannot be given credit for a course for which they have not registered.
- The required enrollment items are:
  - Student Data Sheet (SDS) accurately completed and signed by the student or Online enrollment verification.
  - Completed and processed form to award Veterans Administration educational benefits, Pell Grant, Stafford Student Loan, Supplemental Loans for Students (SLS), Military Tuition Assistance and tuition



assistance from any other agency. Proper approval signatures must be obtained by the student.

- Check, money order, American Express, MasterCard, Discover or Visa to pay for all fees and costs.
- 3 Students who are not funded by Military Tuition Assistance must pay for all tuition and fees at the time of registration. VA Vocational Rehabilitation students are exempt from this policy. If, for any reason, the assistance, benefits, or payment cannot be collected by the University, the student assumes the obligation to pay in full all outstanding tuition/fees.

## English and Mathematics Placement Tests

No testing is required for any student transferring in college credit with a grade of “C” or better for the “traditional freshman English composition” sequence, (Park University’s EN 105 & EN 106) or College Algebra (Park University’s MA 131).

**NOTE:** English 105, 106 and Mathematics 131 or their equivalencies must be completed within the first five terms of enrollment at Park University, or enrollment in other courses may be restricted.

## Priority Enrollment

Student enrollments in Air Force on-base education services sponsored programs will be given the following priority: (1) active duty military personnel, (2) civilian employees of Department of Defense agencies, and (3) family members of active

duty military, military reserve and guard members, retired military personnel. Community civilians may be admitted on a space available basis and to the extent of compatibility with local base security and essential mission commitments.

Student enrollments in Army on-post education services sponsored programs will be given the following priority: (1) active duty military, (2) family members of active duty military personnel, (3) Department of Defense civilians employed on post, (4) retired military personnel, (5) family members of retired military personnel, and (6) civilians.

Student enrollment in Marine Corps on-base education services sponsored programs will be given priority as follows: (1) active duty Marines, (2) reserve components, (3) family members of active duty personnel, (4) DOD employees and their family members, and (5) civilians on a space available basis when programs are not otherwise conveniently available.

Student enrollment in Navy on-base education services sponsored programs will be given priority as follows: (1) active duty military personnel, (2) family members of active duty military personnel, (3) Department of Defense civilians employed on post, (4) military reserve and guard members, (5) retired military personnel, (6) family members of retired military personnel, and (7) civilians. Park University awards four semester hours of lower level electives for completion of Basic Military Science and six semester hours of upper level electives for completion of Advanced Military Science. Textbooks and uniforms are furnished by the government.

## ADMISSIONS POLICIES AND PROCEDURES

### School for Online Learning

Park University denies no one admission on the basis of race, religion, color, national origin, age, gender, disability, sexual orientation, marital status or veteran’s status. However, prospective international students with F-1, F-2, B-1 & B-2 visas, who are or will be living in the United States while studying, are ineligible for admission to these programs. Admission to these programs requires:

## QUALIFICATIONS

1. Completion of the Application for Admission and Evaluation form and payment of the appropriate fees.
2. Evidence of high school graduation, which may include:
  - a copy of a high school transcript; OR

- a GED certificate which reports the score earned on the GED exam; OR
- AARTS (Army/American Council on Education Registry Transcript System) transcript; OR
- SMART (Sailor-Marine/American Council on Education Registry Transcript); OR
- DD Form 214 (Certificate of Release or Discharge from Active Duty); OR
- a certified DD Form 295 (Application for the Evaluation of Educational Experiences During Military Service); OR
- a certified copy of one of the following:
  - DA Form 2-1 (Personnel Qualification Record Part II)-United States Army;
  - AF Form 186 (Individual Record Education Services Program)-United States Air Force;

- Page 8 of Student Record Book-United States Marine Corps;
  - Page 4 of Navy Personnel Form 1070604-United States Navy.
3. Park University reserves the right to deny admission to any student whose level of academic performance at other educational institutions is below 2.0 on a 4.0 scale. In such cases, Park University officials may require submission of evidence that the student graduated in the upper 50 percent of the high school graduating class and has achieved a minimum ACT score of 20 or a SAT score of 840.
  4. In those instances where students have attended college elsewhere without graduating from high school, a college transcript with 48 or more earned credit hours listed can also be utilized as evidence of high school equivalency.

Park University cannot guarantee that all courses needed to meet degree requirements will be offered online every term.

Students who do not meet the criteria listed above may take online lower division courses on a probationary basis through Park University

## How To Apply

1. Students must submit their application Online and pay the \$25.00 application fee.
2. Go to <https://www.park.edu/apply> to apply.
3. Visit <http://www.park.edu/online> for information on available degrees offered online, information about degree requirements, and more information on how to get started as an online student at Park University.
4. Transfer students must submit official transcripts of all previous college work.

## Registration

1. To register online through the OPEN system, go to <http://www.park.edu/OPEN> for instructions.
2. Students must have access to a computer and their own email account to enroll in online courses (see technical requirements at <http://www.park.edu/online/requirements> for more information).
3. Students who pre-enroll will be able to login <http://parkonline.org> to the Park Online Campus on the first day of class or when they receive PirateMail notification that they are granted access to login to their course(s). Students will want to read the course syllabus available online to determine the materials they need to be prepared for the first day of class.

To see the technical requirements for online courses, please visit the <http://parkonline.org> website, click on the "Technical Requirements" link, and click on "BROWSER Test" to see if your system is ready.

## Entering the Online Classroom

1. Go to <http://parkonline.org>.
2. Go to the maroon box on the left-side of the screen, under "User ID," enter your Park University ID number.
3. Under "password," enter your OPEN password.
4. Click on the button immediately below that says "Go to Class."
5. You are now in the eCollege system. The top box in the middle of your screen is the "Course List" box. Select your desired course from the current term/semester. Click here to see your course list.

## Access Help (Park University)

If you have forgotten your OPEN ID or Password, or need assistance with your PirateMail account, please email [helpdesk@park.edu](mailto:helpdesk@park.edu) or call (800) 927-3024.

## Course Help (eCollege)

For technical assistance with the eCollege Online classroom, email [helpdesk@parkonline.org](mailto:helpdesk@parkonline.org) or call the helpdesk at (866) 301-PARK [(866) 301-7275.] Your instructor can help you with course content questions. For all other information, please email [onlinestudents@park.edu](mailto:onlinestudents@park.edu).

## Email Policy for Students Taking Online Courses

All Online students are required to use their PirateMail addresses in their Online Classrooms, and all class and administrative correspondence will be sent to students at this address or within the eCollege course environment.

## GRADUATE STUDY

Consistent with its mission and vision, Park University encourages undergraduates to pursue graduate study and lifelong learning. Qualified seniors are welcome to apply to any of our graduate programs and may take up to six graduate credits prior to their graduation. Graduates of Park University who apply for admission to the Graduate School may have their application fee waived. Park University offers graduate degrees online as well as face to face in business, public affairs and education. Specific degree information is found in the Graduate Catalog. For assistance, contact the Graduate School or e-mail: [gradschool@park.edu](mailto:gradschool@park.edu).

## Tuition, Fees, Grants, Scholarships and Financial Aid



## TUITION/FEES/CHARGES

For the school year 2007-2008, (with the exception of the Nursing program) tuition will be charged on a per credit hour rate,

All Campuses .....	\$ 260 /credit hour
Military Campus Centers Covered by MOU. ....	\$ 166 /credit hour
Effective October 1, 2007 .....	\$ 174 /credit hour
Marine Corps*. ....	\$ 167 /credit hour
Effective October 1, 2007 .....	\$ 175 /credit hour
*(except where specified by contract)	
Nursing .....	\$ 16,800 /year
(Associate of Science Degree in Nursing - see below)	
Portfolio .....	\$ 260
Enrollment fee. ....	\$ 850

### Residential Student Charges:

• Board .....	\$ 1,590 /semester
• Room	
Chestnut Hall - double .....	\$ 1113/semester
- single: additional. ....	\$ 668/semester
Herr House - double .....	\$ 1060/semester
- single: additional. ....	\$ 636/semester
Dearing Hall - double .....	\$ 1041/semester
- single: additional. ....	\$ 625/semester
• Guaranteed Room Deposit (payable upon acceptance) .....	\$ 100

### Fees and Charges: ALL FEES ARE NONREFUNDABLE.

Application/Evaluation Fee .....	\$ 25
Re-evaluation. ....	\$ 25
Student Life Fee	
Full Time Student .....	\$ 30/semester
Half Time Student .....	\$ 15/semester
Individual Course Fee*. ....	\$ 20-\$50
Credit by Examination Fee. ....	\$ 100
Health Insurance (semester)**. ....	\$ 197.50
Late Registration (Charged after Registration Day) .....	\$ 50
Commencement Fee .....	\$ 50
Duplicate/ Replacement Diploma .....	\$ 25
International Student Fee (one time) .....	\$ 50
Online Course Fee .....	\$ 15/credit hour
Bookkeeping Charge. ....	\$ 20
Teacher Placement File .....	\$ 10
Transcript Request Fee .....	\$ 4
Express Processing Fee (To be processed within 24 hours) .....	\$ 15
Writing Competency Test Administration .....	\$ 15
Validated Learning Equivalency (VLE)	
Petition Fee .....	\$ 30

- |                                 |                           |
|---------------------------------|---------------------------|
| Fee for each awarded hour ..... | \$ 30/credit hour         |
| Returned Check Charge .....     | \$ 30                     |
| Late Payment Charge .....       | \$ 20                     |
| Nursing Entrance Test .....     | \$ 20                     |
| Nursing ATI Test .....          | \$ 350                    |
| Audit .....                     | 1/2 tuition and full fees |
- \* Some individual courses carry a course fee. These courses are designated by "\$" on schedules.
- \*\* Applies to all full-time students (residential, international, athletes, and nursing), unless proof of other insurance coverage is submitted during the first eight days of the semester/term. Cost of Student Health Insurance is subject to change without notice.
- ~~If an account is sent to an agency for collection and/or legal action,~~  
all collection and/or legal fees will be paid by the student.



## STUDENT INSURANCE

The Health and Accident Limited Student Insurance Plan offered by a Park University selected provider is **mandatory** for all full-time residential students, student-athletes, students enrolled in the nursing program and international students with F-1 student visas in Kansas City, Missouri, and the surrounding metropolitan areas. In addition to limited health coverage, the policy includes repatriation coverage for all policyholders.

All students identified in the above listed groups are required to self-report their group status and purchase the required insurance at each fall and spring semester/term during confirmation of courses. Park University reserves the right to charge a student that has failed to comply with the self-report requirement the full semester/term cost of the insurance without notice to the student.

Mandatory coverage can only be waived in the following manner, during the first eight (8) calendar days of each semester/term.

- Waiver must be made in person in the Student Assistance Center located on 1st floor Norrington.
- A copy of proof of existing coverage must be presented and attached to the waiver form. (International students with F-1 student visas must also possess repatriation coverage).
- If you are under the age of eighteen the waiver form will have to be signed by a parent or a guardian.

All residential students, athletes, and nursing program students are required to have a Health History Record on file. Athletes are also required to have a completed Physical record on file. As part of the Health History Record, a current record of immunization is required. This information will be passed along to medical personnel in case of emergency.

Students, for whom coverage is not mandatory, may enroll in the Health and Accident Limited Student Insurance Plan. To enroll, contact the Student Assistance Center at (816) 584-6800. Enrollment becomes effective upon receipt of payment.

## ASSOCIATE OF SCIENCE DEGREE IN NURSING PROGRAM

Tuition charge is applicable for up to 45 hours of credit taken at any Park University campus center while in the Nursing Program. In addition, all required nursing and general education courses and applicable electives (which does not include lab fees required by any elective with a laboratory component) will also be covered.

- Clinical course fees
- Required science course lab fees
- Professional liability insurance
- Course syllabi and manuals
- College services (library, etc.)
- Petition for Award of College Credit applications and granting of college credit for Practical Nursing courses through VLE.

## PAYMENT POLICIES

The financial assistance award for each semester/term (excluding the lender origination fee for Subsidized, Unsubsidized, and Parent loans) may be applied toward the total charges if all required materials have been submitted to Student Financial Services. Park University will permit students to apply up to 50 percent of their work-study toward tuition charges. Any remaining balance due is payable on or before the Monday prior to the semester/term.

A student will not be allowed to re-enroll unless all debts are settled. Transcripts are not released until debts are paid.

Additional financial alternatives are available from the Student Accounts Coordinator/Campus Center Director.

If financial assistance results in a credit balance at registration, the balance will be refunded to the student approximately 30 days after the beginning of the semester/term or after the release of financial aid, whichever is later.

## PARKING

All Kansas City Area students (Parkville Daytime Campus and Park Accelerated Programs-Downtown, Independence, and Parkville) are required to register any motor vehicle that is operated at the Downtown, Independence, and/or Parkville Campus Centers with the Park University Department of Public Safety. To register a vehicle, students must complete a vehicle registration form. Forms are available at the Office of Public Safety (1st Floor Thompson Center), the Student Assistance Center (1st Floor Norrington), or online at [www.park.edu/safety/parkingpermit.htm](http://www.park.edu/safety/parkingpermit.htm).

## AUDIT OF COURSES

A student may audit courses (take for no credit or A grade) by paying one-half the tuition for the course and the full course fee if applicable. Online courses may not be audited.

## SENIOR CITIZENS

Undergraduate students 55 years of age or older may receive a tuition discount of 10% for credit bearing Parkville Daytime Campus Center classes only. Undergraduate students 55 years of age or older may audit (for no credit) Parkville Daytime Campus Center classes without tuition

cost. Individual course fees, however, will be charged in full if applicable.

REFUND POLICY

To begin the refund process, the student must notify Park University as noted in the ACADEMIC WITHDRAWAL policy.

The Return of Federal Funds formula provides for a return of Title IV aid if the student received federal financial assistance in the form of a federal loan (Unsubsidized Stafford, Subsidized Stafford, Perkins, and Parent), Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), and other Title IV programs. In addition these students must have withdrawn on or before completing 60% of the semester/term. If funds were released to a student because of a credit balance on the student’s account, the student may be required to repay some of the federal grants or loans released.

Students who have received federal financial aid and who have withdrawn from anything less than 100 percent of their courses will have tuition refunded using the refund schedule listed below. Students not receiving federal financial aid who withdraw from one or all of their courses (both officially and/or administratively), will also

have tuition refunded using the refund schedule listed below.

Students with financial assistance awards who withdraw from Park University will have financial assistance refunded in compliance with federal regulations as stated in the Federal Register. Park University returns funds to federal programs in the following order: Federal Loans, (Unsubsidized Stafford, Subsidized Stafford, Perkins, and Parent); Federal Pell Grants; Federal Supplemental Educational Opportunity Grants (SEOG); other Title IV programs. Institutional awards are distributed after the federal programs.

The policies of the California Student Tuition Recovery Fund, the North Dakota Refund Calculation Schedule and the Georgia Refund Policy are in the Appendix. The complete policy, explaining how financial aid to be refunded is calculated, is available in the Office of Student Financial Services or on the Park University website.

All fees are non refundable. Room and Board at the Parkville Daytime Campus Center will be pro-rated on a daily basis. A \$100 “break of housing agreement” fee will be charged to any student breaking the residence hall agreement at the Parkville Daytime Campus Center.

PARK UNIVERSITY REFUND CALCULATION SCHEDULE					
	16-Week	9-Week	8-Week	4-Week	2-Week
Week 1	90%	90%	90%	66%	0%
Week 2	80%	67%	60%	33%	
Week 3	70%	50%	40%	0%	
Week 4	60%	33%	20%		
Week 5	50%	12%	0%		
Week 6	40%	0%			
Week 7	30%				
Week 8	20%				
Week 9	10%				
Week 10	0%				

ASSISTANCE WITH EDUCATIONAL EXPENSES

The Office of Student Financial Services (SFS) administers and coordinates programs of assistance from federal, state, college and private sources to increase post-secondary educational opportunities for eligible students. The philosophy of this office is to attempt to meet the full need of all eligible applicants by “packaging” funds from various sources, including college and non-college funds. Legal residents of Missouri, who are enrolled in Missouri, are encouraged to apply for the Charles Gallagher Student Financial Assistance Program (formerly the Missouri Student Grant Program).

Need, for financial assistance purposes, is the difference between the cost of attending Park University and all the financial resources an applicant has available. The calculation of a family’s financial strength includes consideration of current family income, assets, family size, number of family members in college, and other factors that may seriously alter a family’s financial strength. Financial assistance programs are designed to supplement family resources by bridging the gap between cost and the family’s ability to pay.

## APPLICATION FOR FINANCIAL ASSISTANCE

To be considered for federal financial aid, the student must submit an Application for Admission and Evaluation (AAE) to the Campus Center Director or apply for admission through the Office of Admissions. Preference will be given to those whose files are complete by **April 1** or at least ninety (90) days prior to the first term of enrollment, for the academic award year (July 1 to June 30).

When the following have been received in the SFS office at the Parkville Campus Center, an Award Notification letter will be sent advising the student of his/her eligibility for aid.

1. The 2007-2008 Park University Request for Financial Aid form (RFA) available on line at [www.park.edu/finaid](http://www.park.edu/finaid)
2. Federal needs analysis is generated from the Free Application for Federal Student Aid (FAFSA) or comparable form on which you listed Park University, code #002498. The output document can be in the form of the Student Aid Report (SAR) or Institutional Student Information Report (ISIR), which is printed by Park University from electronic data produced from the FAFSA available online.
3. If selected for verification (an asterisk appears beside the EFC number in upper right corner of the SAR or ISIR), the following documents will be required:
  - Verification Worksheet.
  - Signed copy of 2006 federal income tax and W2 forms as filed with the U.S. Internal Revenue Service, even if the student was not married in 2006 (or student and his/her parent's federal income tax form, if the student was a dependent).

Financial assistance is awarded annually to qualified students who continue to demonstrate financial need and make satisfactory progress (see policy on Satisfactory Academic Progress for Financial Assistance). Applications must be submitted each year. **Summer financial assistance requires an additional application.**

The 2007-2008 version of the FAFSA form is preferred, but other processors' forms will be accepted. A needs analysis form is required to establish eligibility for need-based financial aid programs. There is no fee charged for the FAFSA application. Forms for 2007-2008 will not be processed after June 30, 2008. The FAFSA form may be used as the single request for consideration for the Federal Pell Grant, Charles Gallagher Student Financial Assistance Program and all other Title IV and institutional assistance programs.

A FAFSA form is required for each family member when more than one student from the same family plans to attend Park University. Awards are made on a first-come, first-serve basis beginning approximately February 15.

Funds are limited for international students attending Park University.

Active duty military personnel should consult their Education Services Officer (ESO) for information about financial aid from branches of the Armed Forces or from the Veterans Administration.

- Tuition assistance is available to active duty personnel within Service guidelines. The Education Center will authorize payment of the proper percentage of tuition/fees to authorized individuals. Enlisted personnel and warrant officers incur no service obligation as a result of acceptance of tuition assistance but must be on active duty upon completion of the course(s). Commissioned officers may have to agree in writing to remain on active duty for a minimum of two years after completion of the course(s).
- Park University programs are approved for veteran benefits and comply fully with Public Law and Title IX of the Education Act of 1964.

Park University's academic programs of study are approved by the Higher Education Coordinating Board's State Approving Agency (HECB/SAA) for enrollment of persons eligible to receive educational benefits under Title 38 and Title 10, U.S. Code.

## SATISFACTORY ACADEMIC PROGRESS POLICY FOR FINANCIAL ASSISTANCE FOR UNDERGRADUATE STUDENTS

1. Eligibility for most financial aid requires at least half-time enrollment per regular semester/term. A student must earn the minimum credit hours for full, 3/4, or 1/2 time enrollment\* each semester/term and continue to maintain the 2.00 cumulative GPA requirement to avoid suspension. Students will be placed on probation before being suspended which will result in automatic financial aid suspension.
2. Academic progress will be checked at the end of Fall, Spring and Summer semesters. Failure to meet the minimum standard outlined in this policy statement will either place a student on financial aid probation or suspension for future semesters/terms. This would include grades of "F", "I", and/or withdrawing from classes after aid has been disbursed.
3. Students are eligible for Park University administered assistance for 10 full-time semesters (unless otherwise noted) or until the student has completed the academic curriculum



- requirements for the first undergraduate baccalaureate degree. Federal financial aid (Title IV) can continue for up to 12 years for the first baccalaureate degree. A student who has completed the courses for his/her degree or certificate but has not received the degree or certificate cannot receive further financial aid assistance for that program.
4. The maximum time frame a student is expected to finish a program of study and receive financial aid cannot exceed 150% of the total length of the program based on credit hours. Example: A program of study is 120 hours, the maximum time frame cannot exceed 180 attempted credit hours.
  5. An incomplete (I) grade, after the enrollment period has ended, will be considered as failure (F) until such time as the "I" grade is converted to a passing grade. To temporarily reinstate financial aid, the student must send a copy of the "Contract for Incomplete". Aid will be reinstated on a temporary basis (usually 60 days) until a passing grade is earned. For Consortium Agreements, an incomplete (I) grade must be transferred to Park University within 8 weeks of the end of the semester/term. If not transferred within this 8-week time frame, it would be considered as a failure (F). If a passing grade is not earned for the incomplete grade the student could at that time be put on probation or suspended from financial aid eligibility.
  6. Repeated courses will add to the hours attempted, but not earned. The repeated grade will be considered in the GPA calculation when progress is checked. A course in which a failing grade (F) is recorded may be repeated only once in a subsequent semester/term to apply toward eligibility for assistance in that semester/term. "Developmental" courses do apply to financial aid progress, but are not applicable to credit hours required for a degree.
  7. Transfer students accepted on academic probation must meet the condition(s) of their academic probation in order to qualify for continuing financial aid.
  8. If financial aid is terminated, students may be reinstated without appealing the suspension by completing at Park University the hours needed to reach the minimum cumulative standard and attaining a 2.00 GPA without the benefit of financial aid.
  9. To appeal the suspension of financial aid, the student must complete a Satisfactory Academic Progress Appeal form (available online [www.park.edu](http://www.park.edu)) and forward the form with required documentation to the Director, Student Financial Services. Mitigating circumstances will be considered. Appeals are reviewed and ruled upon by the Student Financial Services Appeals Committee.
  10. Appeals of decisions by the Committee are directed to the Director of Admissions and Student Financial Services.

Satisfactory progress is based on four concepts: (a) minimum number of hours of enrollment each semester/term that are applicable toward the student's degree program; (b) minimum number of hours completed in a 12-month period of enrollment; (c) maximum time to complete the degree; and (d) grade point average (GPA).

These regulations are to be used as standards regarding a student's academic standing and progress toward his/her educational objective. For the purpose of determining eligibility for financial aid, a student will be certified as being in satisfactory standing if that student is eligible to re-enroll with an acceptable grade point average (GPA) and is making satisfactory progress toward his/her educational objective meeting the standards expressed below.

## STANDARDS FOR SATISFACTORY ACADEMIC PROGRESS

### UNDERGRADUATE STUDENTS - FALL OR SPRING SEMESTER

(FALL I & FALL II = FALL SEMESTER)

	FULL-TIME	3/4-TIME	1/2-TIME
HOURS PER SEMESTER	12+ HOURS	9 - 11 HOURS	6 - 8 HOURS
MUST PASS PER SEMESTER	9 HOURS	7 HOURS	5 HOURS

NOTE: SOME SCHOLARSHIPS REQUIRE SUCCESSFUL COMPLETION OF THIRTY (30) CREDIT HOURS BETWEEN AUGUST AND MAY.

### UNDERGRADUATE STUDENTS - SUMMER SESSION

	FULL-TIME	3/4-TIME	1/2-TIME
HOURS PER TERM	6+ HOURS	9 HOURS	9 HOURS
MUST PASS PER TERM	9 HOURS	9 HOURS	9 HOURS

\*See detailed credit hour break down above for full, 3/4 and 1/2 time enrollment.

## **FINANCIAL AID CHECKLIST for Students Transferring To Park University**

To Transfer Financial Aid Eligibility from another school to Park University:

1. The applicant must first be enrolled at Park University.\*
2. RFA (Request for Financial Aid) - Complete a Park University Request for Financial Aid (available online). If additional documents are required, the applicant will be notified.\*
3. SAR (Student Aid Report) / ISIR (Institutional Student Information Report) - The applicant must arrange to have a duplicate copy of the SAR sent to the applicant, or, if listed, Park University as one of the institutions attending, Park can print out an ISIR. A request in writing can be made to Federal Student Aid Programs or telephone and request a duplicate copy. \* (The Park University code is 002498).
4. If the applicant has not already applied for federal financial aid, Park University prefers the Free Application for Federal Student Aid (FAFSA) (available online). Other forms will be accepted, but may lengthen processing time.
5. Student Loan Recipients - If the applicant received a Federal Stafford, Direct, Parent or Perkins Student Loan in the previous semester and are transferring to Park University, the applicant should contact the lending institution to cancel any subsequent loan disbursement at the previous school. The applicant must reapply for the loan at Park University.
6. Missouri Higher Education Academic Scholarship Program - An applicant may change his/her approved institution choice prior to the beginning of the first day of classes and may transfer between approved institutions during the academic year. The deadline for such actions is August 1 for the fall semester and January 1 for the winter or spring semester. Failure to notify the Missouri Student Assistance Resource Services Office by the dates of such action may result in the loss of the award.
7. If the applicant has already received a grant from the Charles Gallagher Student Financial Assistance Program (formerly Missouri Grant Program) at another Missouri institution during the previous academic year or the fall semester and are transferring for the spring semester, the applicant must notify Student Financial Services at Park University. The applicant must also inform the Charles Gallagher Student Financial Assistance Program in writing that the applicant is transferring to Park University.\*

8. The applicant will be informed by Park University of the Financial Aid Award in the form of an Award Letter. Please comply with the instructions accompanying this letter.
  9. If the applicant has been admitted with a low grade point average or are on academic probation, the applicant may not be in compliance with Park University's Academic Progress Policy and may not be entitled to financial aid. Please contact the Student Financial Services Office or the Student Assistance Center for additional information.\*
- \* Addresses and phone numbers to aid in obtaining forms, documents and information follows.

## **FINANCIAL AID APPEALS**

A student who is suspended from receiving financial aid may appeal by completing a Satisfactory Academic Progress Appeal Form and forwarding the form with needed documentation to the Director of Student Financial Services. Forms are available in the Student Financial Services (SFS) office and/or on the Park University web site. The complete policy is available upon request from SFS or in this catalog.

## **GRANTS AND SCHOLARSHIPS**

Codes for campuses eligible to apply for different types of aid:

- (MIL) - Military (active duty)
- (MO) - Missouri (resident attending class in MO)
- (FED) - Federal (all students)
- (PARKVILLE) - Parkville Daytime Campus Center
- (KCA) - Kansas City Metropolitan Area
- (PAP) - Park Accelerated Programs-all areas

## **FEDERAL GRANTS**

**FEDERAL PELL GRANT** - This grant is considered the first source of assistance. Application for this grant is required as a prerequisite for consideration for additional assistance. Apply on FAFSA after **January 1, 2007.** (FED)

**FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT** - This grant is awarded to students with exceptional financial need. This program is funded by the government and is administered by the institution. Apply on FAFSA after **January 1, 2007.** (FED)

## **OTHER GRANTS**

**BUREAU OF INDIAN AFFAIRS GRANTS** - Assistance for Native American students is available from the local Bureau of Indian Affairs Office or the State Director of Indian Education. (FED)

**PRESBYTERIAN GRANT** - Students who are members of the Presbyterian Church applying to Park University should request that the Pastor, Clerk of Session or Director of Christian Education from their church write a letter of recommendation to be used in applying for the grant. Applicant must also file the FAFSA to certify financial need. Preference will be given to those who have the FAFSA completed by **April 1**. Contact your pastor for more information. (Parkville, KCA)

**VETERANS' PROGRAMS** - Students who establish eligibility may enroll at Park with assistance from Veterans Administration Benefits, Disabled Veteran Benefits and War Orphan Benefits. (FED)

**AIR FORCE AID SOCIETY'S GENERAL HENRY H. ARNOLD EDUCATION GRANT PROGRAM** - This grant is for dependents of active or retired members of the Air Force. Contact the Air Force Aid Society at (800) 429-9475. (MIL)

**NAVY-MARINE CORPS RELIEF SOCIETY'S VADM E. P. TRAVERS SCHOLARSHIP AND LOAN PROGRAM** - This grant is for dependents of active or retired members of the Navy or Marine Corps. Contact Navy-Marine Corps Relief Society at (703) 696-4960. (MIL)

In addition, some students may be eligible to receive educational assistance through State Vocational Rehabilitation programs or from the Social Security Administration based on individual circumstances. (FED)

## STATE GRANTS AND SCHOLARSHIPS

**CHARLES GALLAGHER STUDENT FINANCIAL ASSISTANCE PROGRAM** (formerly the Missouri Grant Program)\* - The Missouri Student Assistant Resource Services awards up to \$1,500 per year to students who are Missouri residents attending school in Missouri. The amount is based on financial need. The FAFSA form must be processed before **April 1** to qualify. (MO)

**ROBERT C. BYRD HONORS SCHOLARSHIP PROGRAM** - Under the Byrd Program, students who demonstrate outstanding academic achievement and show promise of continued excellence may receive up to \$1,500 a year. For more information, please contact (573) 751-1668 or [www.dese.state.mo.us](http://www.dese.state.mo.us). (MO)

**MISSOURI COLLEGE GUARANTEE PROGRAM** - Approximately \$3 million will be available from the Missouri Gaming Commission Fund for scholarships for eligible students. The scholarship awards will be based on demonstrated financial need which is determined similar to other existing need-based state programs (FAFSA), high school and college academic achievement, ACT test score of 20 or higher and a 2.5 grade point average or higher on a 4.0 scale. The FAFSA form must be processed before **April 1** to qualify. (MO)

**MISSOURI HIGHER EDUCATION ACADEMIC SCHOLARSHIP (BRIGHT FLIGHT)\*** - An award of \$2,000 for qualified high school graduates/GED who rank in the upper 3 percent of all Missouri students taking the ACT or SAT tests. The award is renewable annually. Application deadline is **June 30**. High school students must contact their counselor for an application or call (800) 473-6757. (MO)

**MISSOURI MINORITY TEACHER EDUCATION SCHOLARSHIP\*** - A renewable scholarship of \$3,000 per year, \$2,000 provided by the State of Missouri and \$1,000 provided by Park University. Eligible applicants must be:

- Missouri residents;
- African, Asian, Hispanic, or Native American;
- High school graduates, college students, or individuals with a baccalaureate degree returning to an approved math or science teacher education program;
- Student must rank in the top 25 percent of their high school class and score at or above the 75th percentile on the ACT or SAT.

Applications are available in SFS; the deadline is **February 15**. Applicant must also have completed a need analysis form (FAFSA is preferred) with Park University listed as one of the schools of choice and be making satisfactory academic progress. Other guidelines also apply and are fully described on the application form. (MO)

**MARGUERITE ROSS BARNETT MEMORIAL SCHOLARSHIP \*** - Student must be a United States citizen or permanent resident; resident of Missouri, attend an eligible school in Missouri, enrolled part-time, maintain satisfactory academic progress, complete scholarship application, show financial need on approved needs analysis, be at least 18 years old, be employed and compensated for at least 20 hours, not be employed under federal work study (CWSP). Approximately \$125 per credit hour (tied to UMC tuition). Deadline **April 1**. (MO)

**PUBLIC SERVICE OFFICER OR EMPLOYEE'S CHILD SURVIVOR GRANT PROGRAM \*** - This program provides tuition grants to eligible students enrolled in participating Missouri post secondary schools. Eligibility requirements are:

- A Missouri resident
- A citizen and permanent resident of the United States
- A dependent child of a public safety officer or employee of the Department of Highways and Transportation (engaged in the construction or maintenance of the state's highways, roads and bridges) who was killed in the line of duty
- Enrolled or accepted for enrollment as a full-time undergraduate student in a course of study leading to a certificate, or an associate or

baccalaureate degree at a participating Missouri school for the period of the grant

- Less than 24 years of age and have not obtained a baccalaureate degree
- Maintaining satisfactory academic progress according to the standard of the school

The maximum grant amount per academic year is approximately \$125 per credit hour. Deadline **April 1. (MO)**

#### **VIETNAM VETERAN'S SURVIVOR GRANT PROGRAM\***

This state program provides tuition grants to undergraduate students who are survivors of Vietnam veterans. Eligibility requirements are:

- A United States citizen or an eligible non-citizen
- Enrolled or accepted for enrollment as a full-time undergraduate student leading to a certificate or degree at a participating Missouri post-secondary school
- A child or spouse of a Vietnam veteran whose death was contributed to or caused by exposure to toxic chemicals during the Vietnam conflict
- Maintaining satisfactory academic progress according to standards determined by the approved school

The applicant must provide a qualified medical certification by a Veteran's Administration medical authority to verify that the exposure to toxic chemicals contributed to or was the cause of death of the veteran. The maximum grant amount per academic year varies. Scholarships can be renewed annually until a student has obtained a baccalaureate degree or completed 150 semester credit hours. Scholarship awards are not available during summer school terms. Deadline **April 1. (MO)**

\*For information and applications for these scholarship programs Missouri residents should contact the Missouri Student Financial Aid Information Service Center in Jefferson City, at (800) 473-6757. Students who are residents of other states should contact their state agency. For the number of the state agency, call (800) 4FEDA ID.

## **Other State Scholarships**

Pennsylvania and Vermont state residents must apply on state-specific applications. Information on scholarships for other states is available from local high schools or community colleges within the state of residence.

The following Missouri state entities offer student financial assistance programs:

#### **DEPARTMENT OF ECONOMIC DEVELOPMENT**

(800) 877-8698

<http://www.ecodev.ststc.mo.us/jdt/>

- Federal Job Training Partnership Act; Employment and Training Program

#### **DESE DIVISION OF VOCATIONAL REHABILITATION**

(877) 222-8963

<http://www.vr.dese.state.mo.us>

- Vocational rehabilitation: Assistance for students with physical and/or mental disabilities.

#### **DEPARTMENT OF HEALTH**

(800) 891-7415

<http://www.health.state.mo.us>

- Missouri Professional & Practical Nursing Student Loan Program

#### **NATIONAL GUARD ASSOCIATION**

(800) 972-1164

- Missouri Educational Assistance Program
- Missouri National Guard Association
- Auxiliary Scholarship Program

## **OTHER SCHOLARSHIPS**

#### **HISPANIC SCHOLARSHIP PROGRAM** - Park

University will match up to \$500/year for each Greater Kansas City Hispanic Scholarship Fund recipient. This matching scholarship is limited to 20 applicants at Park University. Contact the Greater Kansas City Hispanic Scholarship Fund c/o LNEsc, 3435 Broadway, Suite L-9, Kansas City, MO 64111. Deadline is **March 1. (PARKVILLE)**

#### **PARK UNIVERSITY/PARK HILL ENDOWMENT**

**SCHOLARSHIP** - This scholarship is designed to attract the conscientious student who has demonstrated academic ability and perseverance while completing high school coursework. At present, this \$1,000 scholarship, which can only be used at Park University, is non-renewable. As endowment funds grow, scholarship criteria are subject to change annually. Contact the Park Hill School District Education Foundation at (816) 741-1521 ext 336 or 364 for scholarship guidelines and application form. The deadline for application is **March 6. (PARKVILLE)**

**PEACE STUDIES SCHOLARSHIP** - This scholarship is offered to a Park University student by Peace Works (affiliated with Peace Action) in Kansas City. The scholarship is for a student who:

- Is a Peace Studies minor candidate with an overall 2.50 GPA; and
- Is willing to take part in a peace and justice project mutually agreed upon with PeaceWorks; and
- Has financial need as demonstrated by the FAFSA; and
- Demonstrates a genuine interest in getting involved in the peace and justice movement

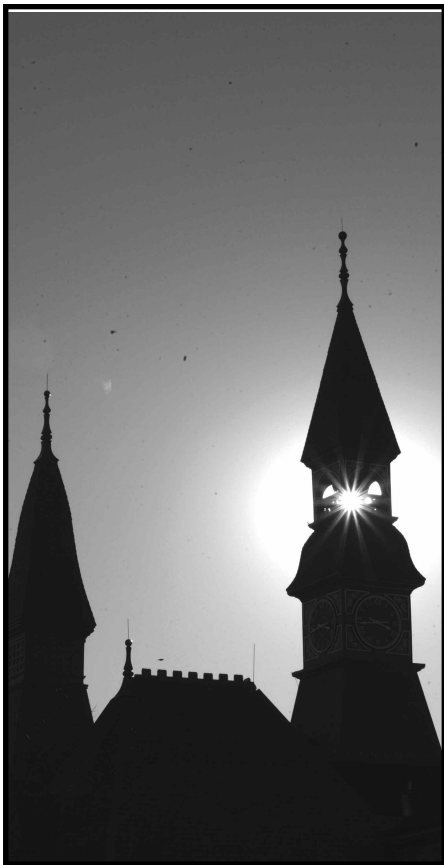
For application information, contact Marjorie Palmer at PeaceWorks (816) 561-1181. Deadlines are **August 1** for the fall semester and **December 1** for the spring semester. (PARKVILLE)

**OFFICERS' SPOUSES CLUB SCHOLARSHIP** - For more information contact the Officers' Spouses Club at your military installation. (MIL)

**ENLISTED SPOUSES CLUB SCHOLARSHIP** - For more information contact the Enlisted Spouses Club at your military installation. (MIL)

**IRVEN AND NeVADA LINSOMB SCHOLARSHIP** - Students must be graduates of North Kansas City or Liberty High School with a 3.2 GPA, demonstrate leadership skills and a solid work ethic during high school, demonstrate financial need, and participate in the work study program. Students apply directly to the Linscomb Foundation. Deadline is **March 15**. (PARKVILLE)

Additional scholarships are available that are not listed here. Students must complete a Park University Scholarship Application to be considered for these awards. Since some scholarships require students to demonstrate financial need, it is recommended that students complete the FAFSA. Scholarship search links can be accessed through the Park University web site [www.park.edu](http://www.park.edu).



## **PARK UNIVERSITY ACADEMIC SCHOLARSHIPS**

Academic scholarships for new freshman and transfer students range from 25 percent of tuition to full tuition. Recipients must earn a minimum of 24 credit hours between August and May each year and keep the GPA required for their scholarship. More specific information is available from the Coordinator of Academic Scholarships or Office of Student Financial Services. Please contact the Coordinator of Academic Scholarships at (816) 584-6512 or [www.park.edu](http://www.park.edu) for more information and application deadlines.

## **PARK UNIVERSITY ENDOWED SCHOLARSHIPS**

Endowed scholarship selections are made year round. Applications should be made by **February 15**. Brochures with more detailed information are available in the Student Financial Services Office at (816)584-6290 or they are listed on the website at <http://www.park.edu/scholarship/scholar/grid.asp>. The application for the endowed scholarships is available online at <https://www.park.edu/scholarship/apply/>

## **OTHER PARK UNIVERSITY SCHOLARSHIPS/GRANTS**

### **PARK MILITARY FAMILY SCHOLARSHIP** -

Scholarships for the value of full tuition up to 15 academic hours are available annually at each of the military campus centers. The scholarship is for the selected eligible non-military dependent of active duty military personnel assigned, attached, or residing in the vicinity of the military campus center. More information is available from the Campus Center Director. The scholarship is awarded in the spring of each year. (MIL)

**PERFORMING ARTS GRANT** - Awarded to eligible students who have proven ability in a specific area of the arts, including art and theatre. Contact department chair for audition: up to 20 percent of tuition. (PARKVILLE)

**ATHLETIC GRANT** - Athletic grants are subject to the recommendation of the Head Coach and Athletic Director. The granting and renewing of the athletic grants are subject to conditions outlined by the Athletic Department in an agreement. (PARKVILLE)

**ARMY ROTC INCENTIVE AWARD** - Army ROTC offers two, three and four-year scholarship opportunities for students who desire to be commissioned as an officer in the active Army, Army Reserve or National Guard after graduation from college. The scholarship provides tuition, money for books and a monthly stipend of up to

\$400 per month. In addition Park University offers room and board scholarships at the Parkville Daytime Campus Center to all recipients of the Army ROTC Scholarship. For more information call (816) 584-6204 or visit the Cadet Command homepage at [armyrotc.com](http://armyrotc.com). (PARKVILLE)

## NOTE ON FINANCIAL ASSISTANCE

Non-repayable gift awards (other than employment) are directly credited against charges after the Enrollment Adjustment Period each semester/term if all paperwork is completed. For example, a valid Student Aid Report (SAR) must be on file for the Federal Pell Grant to be credited to an account; Federal Perkins Loans require a signed promissory note to be credited to the student's account. Student employment awards are never directly credited against charges. State grants are credited to the student's account when checks from the state are received by Park University.

Financial assistance may be awarded to full and part-time students who qualify. Reduction from full-time to part-time status may result in a decrease in financial assistance.

## INSTITUTIONAL GRANT / SCHOLARSHIP ADJUSTMENTS

The student may have to be full-time to be eligible for the full grant awarded. A pro-rated amount of the grant awarded may be given if less than full-time. If the student drops below the number of hours for which the grant or scholarship was awarded, the grant or scholarship will be pro-rated based on the tuition charge at the time of withdrawal.

## LOANS

**FEDERAL PERKINS** - Based on calculated need, as determined by the FAFSA, the maximum annual loan limit is \$4,000 for undergraduates and \$6,000 for graduate students. Aggregate borrowing limits are \$20,000 for students who have successfully completed two years of undergraduate study leading to a bachelor's degree, \$40,000 for graduate and professional students, including undergraduate loans and \$8,000 for all other students. The interest rate of 5 percent is deferred while the student is enrolled at least half-time. Repayment begins nine months following termination of half-time enrollment, graduation or withdrawal. Partial cancellation of principle is available. For specific requirements, go to [www.studentaid.ed.gov](http://www.studentaid.ed.gov) and review the topic "Repaying." Students must sign a promissory note as well as sign an Entrance and Exit Interview form advising the borrowers of their rights and responsibility in this loan program. (FED)

**THIS AID MUST BE repaid!**

**FEDERAL STAFFORD STUDENT** - These are long-term, low-interest loans designed to provide students with additional funds for college whether they qualify for other types of federal financial aid. All of these federal loans have up to 10 year repayment term with a minimum monthly payment of \$50.00. Please check with your lender or the Student Financial Services office for additional information on the federal loan programs. (FED)

**THIS AID MUST BE repaid!**

## UNDERGRADUATE LOAN PROGRAMS FOR DEPENDENT STUDENTS

**FEDERAL STAFFORD (SUBSIDIZED):** Subsidized means the interest on the loan is paid by the government while the student is in school. To be considered for eligibility the student must be enrolled at least half-time, complete the FAFSA to determine need, not be in default on a previous loan or owe a refund on a federal grant. First-time borrowers must also be informed of their rights and responsibilities while borrowing from the federal loan program through an Entrance Interview. The maximum annual amount a dependent student can borrow is: Year 1 - \$3500, Year 2 - \$4500, Year 3,4,5 - \$5500 not to exceed an aggregate limit of \$23,000. A master promissory note must be signed. The Master Promissory Note (MPN) is a multi-year (serial) note. Once the MPN is signed, additional loans can be made without signing a new promissory note. The MPN can be revoked by the student through the following means: Student must send a WRITTEN notice to the lender: The MPN expires 12 months after the note is signed, if there is no initial disbursement; and the MPN expires 10 years from the date it is signed. Interest is variable but capped at 8.2 percent, and repayment begins when the six-month grace period ends after the student ceases to be enrolled at least half-time. (FED)

### **FEDERAL STAFFORD (UNSUBSIDIZED):**

Unsubsidized means the student is responsible for the interest on the loan amount while in school. Students can (1) pay their interest while in school, (2) pay their interest during their six month grace period, or (3) postpone interest payment and have it added to the principle when repayment begins after the six-month grace period ends.

The unsubsidized Federal Stafford Loan can be offered by itself or made in conjunction with the subsidized Federal Stafford Loan as long as the maximum annual or aggregate loan limits for subsidized Federal Stafford Loans have not been exceeded. Please see the paragraph on Federal Stafford Loan (subsidized), for loan limits and eligibility requirements. The student MUST apply for

the subsidized Federal Stafford Loan before applying for the unsubsidized Federal Stafford Loan. (FED)

**FEDERAL PARENT (PLUS):** This loan is made to parents of dependent undergraduate students. The student must meet the same eligibility requirements as listed for the Federal Stafford Student Loans. The maximum amount a parent can borrow per year per student cannot exceed the cost of education less all other financial aid received. A credit check is required and a promissory note must be signed. The interest rate is variable but capped at 9.00 percent. There is no grace period for repayment unless the parent borrower is also a student enrolled at least half-time.

**NOTE:** If the parent borrower is denied this loan, the dependent student may borrow additional funds under the unsubsidized Federal Stafford Loan for independent students, not to exceed the yearly or aggregate totals for the independent loan program. (FED)

Each type of Federal Stafford Loan described here as well as the Federal PLUS loan will have an origination fee of 3 percent and could have an insurance fee of up to 1 percent deducted from the loan amount guaranteed by the lender. The loan must be guaranteed by the lender while the student is still enrolled and eligible. SFS will request the loan funds for each term or semester for which the student is enrolled by Electronic Funds Transfer (EFT) or paper checks. The funds are sent to Park University and disbursed to the student's account after the enrollment adjustment period has ended and/or the student's required paperwork on file is complete.

**NOTE: ANY BREAK IN THE DATES OF ENROLLMENT REPORTED ON THE PROMISSORY NOTE TO THE LENDER WILL CANCEL ANY REMAINING DISBURSEMENTS OF THE LOAN!** Example: Student indicates their dates of enrollment will be 08-09-06 to 05-07-07. This would be for Fall I, Fall II, Spring I and/or Spring II. Student decides not to enroll in the Fall II. Any loan checks that Park University receives for Fall II, Spring I and/or Spring II will be returned to the lender. If the student plans to reenroll in Spring I, Spring II or Summer, s/he must contact SFS and request to be repackaged for the remaining terms of enrollment. SFS will then contact the lender to guarantee a new loan reflecting the new enrollment dates.

## UNDERGRADUATE LOAN PROGRAMS FOR INDEPENDENT STUDENTS

**FEDERAL STAFFORD (SUBSIDIZED):** Subsidized means the interest on the loan is paid by the government while the student is in school. This loan has the same interest rates and the student must meet the same eligibility requirements as the dependent subsidized Federal Stafford Loan. The maximum annual amount an independent undergraduate student can borrow is: Year 1 - \$3500, Year 2 - \$4500, Year 3, 4, 5 - \$5500 not to exceed an aggregate limit of \$23,000. The combined total of undergraduate and graduate subsidized loans cannot exceed \$65,000. (FED)

### **FEDERAL STAFFORD (UNSUBSIDIZED):**

Unsubsidized means the student is responsible for the interest on the loan amount while in school. Students can (1) pay their interest while in school, (2) pay their interest during their six month grace period, or (3) postpone interest payment and have it added to the principle when repayment begins after the six-month grace period ends. This loan has the same eligibility requirements and interest rates as the dependent unsubsidized Federal Stafford Loan. The **combination** of subsidized and unsubsidized Federal Stafford Loans cannot exceed: Year 1 - \$6625, Year 2 - \$7500, Years 3, 4, 5 - \$10,500 not to exceed an aggregate limit of \$46,000. The maximum aggregate total for independent undergraduate and graduate students cannot exceed \$138,500. (FED)

## STUDENT EMPLOYMENT

Employment awards may be included in offers of financial aid to assist financing educational expenses. There are numerous Parkville Daytime Campus Center employment opportunities and limited off-campus employment opportunities.

### **FEDERAL COLLEGE WORK STUDY PROGRAM -**

Federal CWSP is subsidized by the federal government. Eligibility for this program is based on calculated financial need as determined by the FAFSA. First time work-study students must complete an employment application. The employment application is available online or in the Student Employment office. Additional information can be found at [www.park.edu](http://www.park.edu).

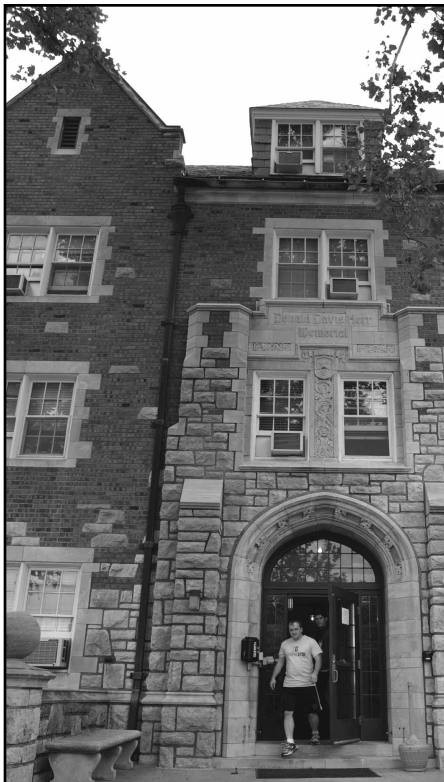
### **INSTITUTIONAL EMPLOYMENT PROGRAM -**

This program is supported by the Carson C. Hathaway Memorial Trust for Student Employment at Park University. Student eligibility is based on financial need and/or ability to pay college costs. The Free Financial Aid Application (FAFSA) should be completed as well as a Park Work Study Employment Application.

## RIGHTS AND RESPONSIBILITIES OF STUDENTS ON FINANCIAL AID

As a financial aid recipient, students have certain rights and responsibilities of which they should be aware. Students have the right to know: the aid programs available at Park University; application process to be followed to be considered for financial aid; criteria used to select recipients and calculate need; Park University refund and repayment policy; and the satisfactory academic progress policy.

Students are responsible for: completing and submitting all forms in a timely manner and by the deadlines published by the U.S. Department of Education, including those items needed to perform verification; notifying the Student Financial Services Office of changes in name, address, marital status, or financial situation; reporting to the Student Financial Services Office any additional scholarships, loans, fellowships or educational benefits not listed on the financial aid award; notifying the Student Financial Services Office of change in enrollment status; maintaining satisfactory academic progress; and reapplying for federal financial aid each academic year. Failure to do so could result in loss or reduction of their financial aid award.



## FINANCIAL ASSISTANCE CONTACT INFORMATION

**FEDERAL STUDENT AID PROGRAMS**  
(800) 433-3243

**MISSOURI STUDENT ASSISTANCE RESOURCE SERVICES**  
3535 Amazonas Drive  
Jefferson City, MO 65109-5717  
(800) 473-6757

**CHARLES GALLAGHER STUDENT FINANCIAL ASSISTANCE PROGRAM**  
3515 Amazonas Drive  
Jefferson City, MO 65109-5717  
(800) 473-6757

**OFFICE OF ADMISSIONS**  
Park University  
8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 584-6215 or  
(800) 745-7275  
(816) 741-4462 FAX  
[admissions@park.edu](mailto:admissions@park.edu)

**STUDENT FINANCIAL SERVICES**  
Park University  
8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 584-6290  
(816) 741-9668 FAX  
[finaid@park.edu](mailto:finaid@park.edu)

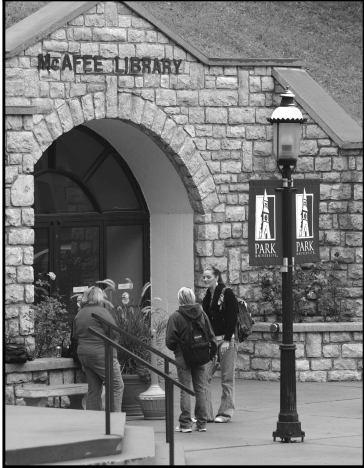
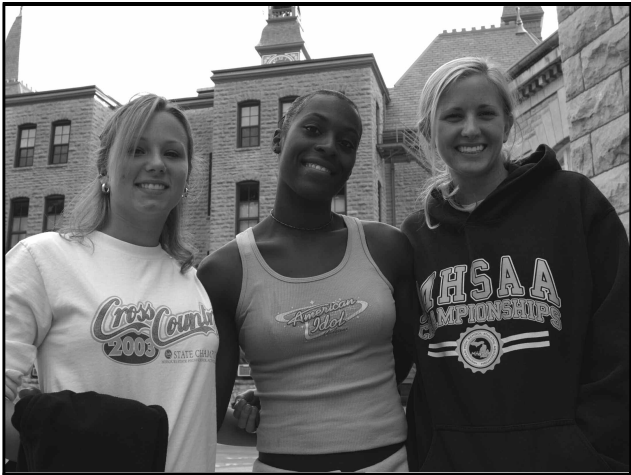
**STUDENT ASSISTANCE CENTER**  
Park University  
8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 584-6800  
[studentassistancecenter@park.edu](mailto:studentassistancecenter@park.edu)

Also, information may be obtained at [www.park.edu](http://www.park.edu). For admissions to a military campus center, contact the Campus Center Director's office at the location the applicant desires to attend.

Care is taken to ensure the accuracy and timeliness of information contained in this catalog. However, due to constantly changing federal and state legislation, the contents are subject to change without notice. Up-to-date information can be obtained by contacting:

**STUDENT FINANCIAL SERVICES**  
**Park University**  
8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 584-6290  
[finaid@park.edu](mailto:finaid@park.edu)





## ACADEMIC SUPPORT CENTER (<http://www.park.edu/support>)

The Academic Support Center, located in room 406 of the Mabec Learning Center (near the library), offers many services to Park University students, all free of charge to Park students.

### Free Tutoring

Tutors are available for many academic subjects, including writing, math, accounting, computer science, and others. Most tutoring is done in the ASC during operating hours, but some appointments are available on weekends. Academic support, including free tutoring, is available online through <http://parkonline.org/>

### Computer Lab

A computer lab is maintained with standard software for most needed applications, Internet access, online course access, and printer. The staff is available to help students who need assistance.

### Test Preparation Help

Test preparation classes for the Writing Competency Test are offered on several days and times before each administration of the WCT (five times per year). WCT test dates, schedule of prep classes, and helpful information and tips for preparation for the WCT are available at the ASC website: <http://www.park.edu/support/testprepare.asp>

Test preparation advice and help is also available for students preparing to take the C-BASE exam (required of all students entering teacher education programs). The staff can help students prepare for the math portion (it is suggested that students obtain the available C-BASE math workbooks). Students are also guided to helpful resources for preparation for other parts of the test.

### Disability Services

The Director of Academic Support Services coordinates services and accommodations for qualifying students with disabilities. Students must identify themselves by providing adequate and appropriate documentation to the Director of Academic Support Services. Park University policy on disability services may be found in this catalog, and at <http://www.park.edu/support/policy.asp>.

### StepUP Program

StepUP began as a federally-funded TRiO (Student Support Services) program. StepUP is designed to give specialized support to its participants, in order to encourage and assist them in achieving their college degree. StepUP students are advised by a professional mentor, receive motivational and educational programs and other free services.

The Center also monitors the academic progress of students who are admitted on

probation, or who become academically “at risk” after admission, or are placed on academic probation by the Academic Standards Committee. Academic counseling is provided to assist the student in regaining good academic standing.

### Testing Center

(<http://www.park.edu/support/testcenter>)

The Testing Center, located in the Mabec Learning Center, administers CLEP, DANTES, C-BASE, and final exams for online courses by appointment only. The Testing Center also administers residential ACT (for Park University students only). At the request of the instructor, the staff may also proctor exams for students who have missed classroom tests. Most tests must be arranged by appointment. Call the Testing Center, (816) 584-6887, for more information. Check the website for more information about the tests, and for current days and times of Testing Center services.

**NOTE:** Park University does NOT administer GRE, TOEFL, PRAXIS, GMAT, LSAT, or other tests. Most of these tests have websites that have more complete information and the location of testing sites.

## THE CAMPANELLA GALLERY

Located on the Parkville campus in the McAfee Memorial Library, the Campanella Gallery provides monthly exhibits by professional artists in a wide variety of styles and media. Each May and December the Gallery is reserved for senior exhibits by graduating Art majors. The Campanella Gallery serves the educational mission of the Department of Fine Arts, the Park community and the wider art community. Inquiries about the Gallery should be made to the Fine Arts Department Chairperson, who serves as the director. The Campanella Gallery was named to honor Vincent Campanella, painter and professor emeritus, and distinguished Artist in Residence who chaired the Department of Art for 29 years.

## ENROLLMENT SERVICES AND STUDENT ASSISTANCE CENTER

The Student Assistance Center (SAC) located on the first floor of the Norrington Center provides a variety of services for the Parkville 16-Week Campus Center and Park Accelerated Programs - KCA. Many services are available in the SAC to create a convenient location for students to conduct university business in one place. Students can register and confirm for courses, apply for parking permits, obtain student identification cards, request and pick up transcripts, questions about students account, request transcript evaluations and degree audits, complete Entrance/Exit counseling, and gain general information. The SAC office hours are 8:00 a.m.

to 6:00 p.m. Monday thru Thursday and 8:00 a.m. to 4:30 p.m. on Fridays. For more information on Enrollment Services and the SAC please visit our website at [www.park.edu/sac](http://www.park.edu/sac) or call 584-6800.

## CAREER DEVELOPMENT CENTER

The Career Development Center (CDC) assists students in all stages of career development including career assessment, internship opportunities, resume and cover letter preparation, interview coaching, and a number of job search strategies to insure successful attainment of a career upon graduation. The CDC hosts several events in conjunction with local recruiting organizations and professional development networking groups. For a comprehensive listing of services and events, visit the website at [www.park.edu/career](http://www.park.edu/career) or contact the CDC staff at (816) 584-6350 or (816) 584-6407.

### Online Career Chat

If you are looking for answers to specific career questions, log into our online chat every Wednesday evening from 5:30 - 9:00 p.m. CST to speak with a Career Counselor.

### Career Planning and Assessment

Individual appointments, as well as several career workshops, are held each semester.

#### DISCOVER

Computerized career guidance assessment that assists students with career decisions. Provides descriptions of occupations, as well as information about colleges and universities. Contact the CDC for login and password information.

#### RESUME SERVICES/COVER LETTER ASSISTANCE

The CDC will assist with resume and cover letter composition. These services are free to Park students and alumni.

#### CAREER SEMINARS/WORKSHOPS/FAIRS/INTERVIEW DAYS

- Greater Kansas City and Heart of America Career Fairs
- Teacher Interview Day and Education Interview Day
- Park University Meet, Eat and Greet Career Fair
- COSMC (Career Offices of Small Metropolitan Colleges) Interview Day
- Shoot for the Star Career Day
- Ad Club Career Day
- Federal Jobs Hiring Fair
- Etiquette/Networking Dinner
- Nursing Career Fair
- Internship Pizza Party, Career Fair and Workshop

- Dress for Success Workshop
- Job Search Strategies for Success Workshops
- Interview Workshops
- "Major" Decision Workshops
- Class Lectures
- On-campus Interviews

### INTERNSHIPS, PART-TIME EMPLOYMENT, AND FULL-TIME EMPLOYMENT OPPORTUNITIES

Students are encouraged to investigate internship possibilities after their sophomore year in school. This is the best assurance of full-time employment at graduation.

Listings of part-time and full-time job opportunities are posted in the CDC database sixty days. Go to the Career Development website [www.park.edu/career](http://www.park.edu/career). Access the student link and create a job search account. Students are encouraged to check the database frequently as new opportunities are posted on a regular basis.

**NOTE:** At the request of faculty, Career Workshops can be brought to the classroom.

The Career Development Center's hours are 8:00 a.m. - 6:00 p.m. Monday through Thursday and 8:00 a.m.-4:30 p.m. on Friday, with additional evening hours available by appointment.

## COUNSELING CENTER AND STUDENT HEALTH SERVICES

The Counseling Center and Student Health Services are located in Dearing Hall, on the north side of campus. The Counselors are available, by appointment, 8:00 a.m. - 4:30 p.m. Monday through Friday. The Counseling Center includes a Resource Room with access to many publications and online information about mental health issues. The Counseling Center also sponsors several wellness programs offered in Dearing Hall, such as yoga classes, Pilates, and more. In addition, Student Health Services includes a Nurse Practitioner who is available on campus for free Health Clinic appointments for students several hours a week. For specific Student Health Clinic Hours in the Fall and Spring semesters, plus a wide assortment of health and wellness information, please check the website at: <http://www.park.edu/studentlife/healthservices>.

## HOUSING AND FOOD SERVICES

A housing and food service agreement is available to all students enrolled for a minimum of 12 semester hours at the Parkville Daytime Campus Center. This agreement is for the academic year (fall and spring semesters). The charges for room and board cover the cost of a double room and board. Students may request single rooms for an additional

fee, provided the space is available. Students failing to fulfill the housing agreement requirements or those breaking the agreement will forfeit any refund and will be charged a \$100 break of agreement fee. Park University believes in providing the opportunity for students to develop in all areas of their lives. Every effort is made to encourage students to assume responsibility for their own behavior, while at the same time developing respect for the rights of others. The residence hall experience is intended to enhance the student's classroom experiences and provide opportunities for students to develop the whole person. In order to facilitate this total student development, certain guidelines for residential life have been established. These guidelines are contained in the Residence Hall Handbook and are available at:  
<http://www.park.edu/studentlife/CampusHousing/Forms/HousingHandbook.pdf>. All students living in the residence halls are required to take their meals in the Thompson Center. Special diet needs may be arranged by contacting the Director of Food Service.

## INTERNATIONAL STUDENTS

Park University has a distinguished group of over 550 international students representing more than 109 countries. Upon arrival, the Office of International Student Services is available to serve the adjustment needs of this unique student population. In addition to one full week of orientation that includes sightseeing trips to Kansas City, the office provides ongoing social activities (such as a "farm trip to Nebraska" and "cultural exchange weekend"), individualized student advising and continuous guidance regarding Department of Homeland Security policies and benefits. The office also provides admission guidance.

In addition, the Office of International Student Services advises one of the largest student clubs on campus, the World Student Union (WSU). Each month, WSU plans social activities for club members, which may include fund raisers, fun excursions in the city, community service projects or its biggest event--the International Student Dinner. All students attending Park University are welcome to join.

## McAFEE MEMORIAL LIBRARY

The McAfee Memorial Library now contains approximately 147,000 volumes, over 1,000 periodicals and approximately 4,000 reels of microfilm. The library is electronically networked to several colleges, universities, and city libraries so that students have access to over 2,000,000 volumes. Other library resources include periodical indexes and databases, reference sources, database access, and the archives and records of the University. Full-text articles may also be located in a number of the

periodical databases. The underground library located beneath the Parkville Daytime Campus Center seats approximately 290, provides seminar rooms and group study rooms, has an extended hours study area and an art gallery. Typing, word processing, and small computer facilities are available, as well as photocopy equipment. The book collection may be accessed through a computerized electronic catalog. Access to the online catalog and other electronic resources is provided through the University's web page:  
[www.park.edu/library](http://www.park.edu/library).

Library facilities are available for all student use, on campus centers and on the Parkville Daytime Campus Center.

The University cooperates with other institutions of higher learning in the metropolitan area so that its students may get additional access to their libraries. The library offers interlibrary loan and direct borrowing from area libraries through several cooperative agreements.

Library hours during Fall and Spring terms are CST/CDT (Hours are subject to change.)

Monday-Thursday	8:00 a.m. - 9:30 p.m.
Friday	8:00 a.m. - 4:30 p.m.
Saturday	10:00 a.m. - 4:30 p.m.
Sunday	4:00 p.m. - 9:30 p.m.
Study Room	Open 24 hours a day.

## MUSIC

The Park University Music Program offers opportunities for students to sing in various choral groups. Such participation does not require that students are music majors. Interested students should call (816) 584-6486.

## PUBLICATIONS

Park University students have the opportunity to work on student-run publications: newspaper, yearbook and literary magazine. For more information, please call (816) 584-6322.

The **Stylus**, Park's newspaper, is operated and managed by students. While it provides an invaluable laboratory in news writing, editing, composition and photography, its staff is not limited to journalism students. Issued biweekly except during vacation periods, the Stylus contains reports of campus events and is a forum for student opinion.

The **Narva** is published annually in the spring. It is a visual and verbal expression of the people and the year's events. Through its photographs and articles, students have an expressive record of their Park experiences.

The **Scribe** is Park's student-edited literary and art magazine, which contains fiction, dramas, poetry, essays and visual art created by students, faculty members and others in the Park community.

The **Scholasticus** is published by the University annually in the fall and presents research excellence conducted by undergraduate and graduate students during the previous academic year.

## **RADIO AND TELEVISION**

Educational radio station KGSP-FM is student operated and broadcasts to the campus and communities nearby. It features a diversified (MOR) format.

The TV Production Studio on the Parkville Daytime Campus Center serves both as a teaching facility for TV students and as the local origination facility for a two-county cable TV system. Students produce programs with both studio and mini-cam field equipment.

Students assume a wide range of responsibilities in both programs, and the excellent “hands-on” learning experiences qualify them for future employment. Interested students should call (816) 584-6321.

## **RECREATION AND INTRAMURALS**

Recreational facilities for student use at the Parkville campus include open gym for informal students’ games, an outdoor volleyball and basketball court, a fitness center, and the Thompson Student Center. The Thompson Student Center houses a ping pong table, Cyber Café, Commuter Lounge, ATM, and Dining Services, and the building is open 24 hours a day for student use.

Online, indoor, and outdoor intramural events are offered throughout the fall and spring semesters at the Parkville campus for individual students, groups of students, or student club involvement. To participate in intramural sports, please call the Office of Student Life at (816) 584-6377.

## **STUDENT ACTIVITIES, ORIENTATION, AND STUDENT CLUBS**

There are a number of cultural and social activities for students at Park University. In the average year there are more than 200 athletic events, plays, lectures, dances, films and other forms of entertainment. There are traditional events such as Fright Night, Spring Fling, Harvest Festival, International Dinner, and Christmas on the River. The Campus Activities Board (CAB) plans musical performances, game shows, films, dances, and special events for the Parkville campus, plus accelerated students in the Kansas City Area. The online Activities Calendar is available through the Student Life homepage at: [www.park.edu/studentlife](http://www.park.edu/studentlife).

Staff in Student Life coordinate the Orientation programs each Fall and Spring semester for new and transfer students. Orientation events

include a ropes challenge course, educational workshops, social activities, and programs to acquaint students with Park University’s traditions, programs, and campus. Students also have the opportunity to join many different student clubs and organizations on campus. Active groups on campus include community and campus service organizations like Rotaract and Student Ambassadors, academic organizations such as the Association for Supervision and Curriculum Development and Association for Computing Machinery (ACM), honorary organizations such as Alpha Chi and Psi Beta, social groups such as Residence Hall Council and Campus Activities Board, and groups with an international focus, such as World Student Union (WSU) and Model United Nations. For information about any of these student clubs or student activities, please call staff in the Office of Student Life, at (816) 584-6377 or check the website at: [www.park.edu/studentlife](http://www.park.edu/studentlife).

## **STUDENT LEADERSHIP AND ENGAGEMENT**

Staff in Student Life provide a comprehensive Student Leadership program to equip both emerging and experienced student leaders with skills and experiences that will benefit them during their time at Park University, in their careers, and in the community. There are also many opportunities for Student Engagement, offering students a chance to understand servant leadership and become civically engaged with the campus, local community, and global community. For more information about these programs and events, or to utilize the Student Leadership and Engagement resource information, please check the website at: [www.park.edu/studentlife/leadership](http://www.park.edu/studentlife/leadership).

## **STUDENT LIFE**

The Office of Student Life encompasses several areas of the campus that provide outside-the-classroom support, services, and programs for students. Areas within Student Life include Residential Life, Student Leadership and Engagement, Student Activities and Orientation, Event Scheduling, Counseling, Student Health Services, Student Clubs and Organizations, Student Senate, Summer Academic Camps, Intramural Sports, Student Conduct Code Procedures, and Food Service. For details about any of these programs and services, Please check the website at: [www.park.edu/studentlife](http://www.park.edu/studentlife) or call (816) 584-6377. Most of the Student Life staff office in Thompson Student Center, 8:00 a.m. - 5:00 p.m., Monday through Friday.

## STUDENT GOVERNMENT

All students enrolled for a minimum of 12 semester hours at the Parkville 16-week Campus Center are members of the Park Student Government Association (PSGA). The Student Senate consists of the Executive Board and the Senate. Members of the Executive Board are President, Vice-President, Secretary, Business Manager and Campus Activities Board (CAB) Director. Members of the Senate include students representing both the on-and-off-campus population. The Dean of Student Life and Assistant Dean of Student Life serve as advisors to the Student Senate. The PSGA assists Park University in its commitment as an institution of higher learning; acting as a means of communication between students, faculty and administration; while addressing the needs of the campus and initiating general campus activities. For specific information about PSGA, please check the website at: <http://www.park.edu/studentlife/senate/>.

## THEATRE

The Park University Theatre Program is dedicated to serving the artistic needs of its theatre-interested students, the Park University student body and the Parkville community.

In addition to providing an academic major designed to augment other departmental majors on campus, the Theatre Program offers two main stage presentations each year in the Jenkin and Barbara David Theatre located in Alumni Hall. The Studio Theatre on the second floor of Alumni Hall provides an intimate performance alternative for student-mounted projects.

The University also is partnered with Kansas City's Unicorn Theatre. The partnership includes classes taught by Unicorn staff, internship opportunities, and special jointly sponsored theatrical events.

Interest and commitment are the only prerequisites for theatre involvement. No prior experience is necessary. Interested students please call (816) 584-6450.

## VARSITY ATHLETICS

Park University has a highly successful varsity athletic program offering 15 varsity sports that compete in the National Association of Intercollegiate Athletics (NAIA). Varsity sports include men's and women's basketball, men's and women's soccer, men's and women's volleyball, men's and women's cross country, men's and women's indoor track and field, men's and women's outdoor track and field, men's baseball, women's softball and women's golf. Park is a member of the Midlands Collegiate Athletic Conference (MCAC), the Mid American Men's Volleyball Intercollegiate Conference (MAMVIC) and is a NAIA Division I Independent in baseball.

Varsity student-athletes are required to comply with eligibility guidelines established by Park University, the NAIA, and the MCAC.



## ACADEMIC ADVISING

Academic advising is an integral part of the academic program of Park University. Advisors are full-time faculty or staff. The advisors serve as a central academic resource and mentor of Park University students. Each student has an advisor who provides guidance in academic planning and who is available for counseling on academic and related issues and concerns. Each student is expected to work closely with his/her advisor in the design and pursuit of a coherent course of study shaped by his/her goals and interests and by University and departmental requirements.

Academic advising at Park University is viewed as a cooperative educational partnership between advisor and advisee, grounded in mutual respect and a common commitment to student growth and success. The advisor/advisee relationship respects the autonomy and intellect of each student and acknowledges the broader developmental and educational contexts within which academic advising occurs.

Although advisors and advisees work together in all areas related to academic planning, **academic decision-making responsibilities, including the responsibility for meeting each of the graduation requirements of the University, rest ultimately with the student.** Primary responsibility for timely, effective use of the academic advising system also remains with the student.

Academic advisors are responsible for providing their advisees with appropriate, accurate information concerning the academic policies, programs, procedures, and resources of the University. Advisors also assist advisees in defining, developing, and pursuing an educational plan consistent with their academic, career, and life goals, including the selection of an academic major consistent with their interests and abilities within the broader liberal educational curriculum.

Advisees are encouraged to meet regularly with their advisors in order to realize the full educational potential of the advising program. More specifically, each student shall work carefully with his/her advisor to structure an appropriate course schedule, based on the student's short and long-term academic objectives as well as his/her career interests and goals.

In addition to ongoing general discussions concerning academic planning and scheduling, career goals, and academic progress, students and advisors will want to discuss at least the following:

- Taking less or more than a standard load (twelve credit hours in a given semester or six credit hours in a given term)
- Dropping a course in progress
- Changing the schedule in any way

- Selecting and declaring a major or minor
- Changing a major or minor
- Study abroad opportunities
- Internship possibilities
- Going on leave or withdrawing from the University.

## ACADEMIC GRIEVANCES AND GRADE APPEALS

A student who believes that s/he has an academic grievance should discuss the concern with the faculty member in charge of the course in which the concern has arisen. If a mutually satisfactory resolution is not reached, the student should confer with his/her academic advisor and may take the matter to the relevant department chair. If no resolution is reached at this level or if the department chair or Academic Director is the faculty member in question in the first instance, the concern should be taken to the relevant Associate Dean or Dean. Concerns remaining unresolved at this level should be taken to the Associate Vice President for Academic Affairs.

## GRADE APPEAL POLICY

1. An undergraduate may challenge the validity of a grade received and may petition for a change of that grade by submitting in writing, with all documentation (copies of all pertinent papers and tests, emails or correspondence between instructor and student, etc.) attached, and the justification for the appeal to the appropriate Associate Dean (Parkville Daytime Campus Center), Campus Center Academic Director (College for Distance Learning).
2. The appeal process must be initiated within 28 calendar days after the completion of the semester/term for which the grade appeal is based.
3. Each School will form an Appeals Committee composed of three faculty members to review each submitted appeal. The appropriate Associate Dean or Dean will promptly notify, in writing, the faculty member of the appeal, requesting a written response, with all supporting documentation. The response and documentation should be received from the faculty member by the Associate Dean within 14 calendar days of receiving the notice.
4. The Appeals Committee will review all submitted documentation and render its recommendation to the appropriate Associate Dean. The appropriate Associate Dean will review the recommendation and make a final decision.
5. A final decision will be completed within 45 calendar days following the submission of the



grade appeal with the appropriate Associate Dean. The student will be notified in writing of the decision. The appropriate Associate Dean may extend this time for decision-making in circumstances where the faculty member is unavailable during the 45 calendar day period. For example, if the faculty member is out of the country, additional time may be granted for the faculty member to file his/her response. The appropriate Associate Dean shall notify the student and the Office of Academic Affairs, in writing, of such extension, with new date, and the reasons for the extension.

6. The final arbitrator in all grade appeals is the Provost and Senior Vice President whose decision reflects that of the University and is final.

Students may contact the Director of Enrollment Services in the Student Assistance Center for guidelines and procedures.

## ACADEMIC HONESTY

Academic integrity is the foundation of the academic community. Because each student has the primary responsibility for being academically honest, students are advised to read and understand all sections of this policy relating to standards of conduct and academic life.

### Definitions

Academic dishonesty includes committing or the attempt to commit cheating, plagiarism, falsifying academic records, and other acts intentionally designed to provide unfair advantage to the student.

- Cheating includes, but not limited to, intentionally giving or receiving unauthorized aid or notes on examinations, papers, laboratory reports, exercises, projects, or class assignments which are intended to be individually completed. Cheating also includes the unauthorized copying of tests or any other deceit or fraud related to the student's academic conduct.
- Plagiarism involves the use of quotations without quotation marks, the use of quotations without indication of the source, the use of another's idea without acknowledging the source, the submission of a paper, laboratory report, project, or class assignment (any portion of such) prepared by another person, or incorrect paraphrasing.
- Falsifying academic records includes, but not limited to, altering grades or other academic records.
- Other acts include:
  - o Stealing, manipulating, or interfering with an academic work of another student or

faculty member

- o Collusion with other students on work to be completed by one student
- o Lying to or deceiving a faculty member.

## Procedures

In the event of alleged academic dishonesty on the part of an undergraduate student, a faculty member will document the incident on an Academic Dishonesty Incident Report and submit a copy of the form to the Department Chair, Academic Director, or Associate Dean. A student who wishes to report an alleged incident of academic dishonesty may do so by completing the Academic Dishonesty Incident Report form and submitting it to the faculty member for the course, who will submit copies as outlined above. Forms are available online and in the offices of Department Chairs, Academic Director, or Associate Dean. Once an Academic Dishonesty Incident Report Form has been submitted, the faculty member will schedule a conference with the student who has been accused of academic dishonesty.

**IF THE STUDENT DOES NOT DISPUTE THE CHARGE**, the faculty member may then assign a penalty, such as a verbal reprimand or lowered grade. Possible sanctions are listed below in the section titled Penalties in the Event of Academic Dishonesty. Any penalty imposed will be recorded by the faculty member on the incident form and filed with the appropriate Department Chair, Academic Director, or Associate Dean.

**IN ALL CASES IN WHICH THE STUDENT DISPUTES THE CHARGE**, s/he may request a review of the issue by the appropriate Department Chair or Academic Director within 10 business days following the initial meeting with the faculty member. If the matter cannot be resolved at that level, an undergraduate student may contact the appropriate Associate Dean or Academic Director to request a formal hearing. The Associate Dean or Academic Director will appoint a Hearing Committee to conduct a hearing within 20 business days.

The individual making the allegation will present the case to the Hearing Committee. During the hearing, each side will have the opportunity to present their case and to question the other side. The Hearing Committee may also ask questions. The hearing shall focus on evidence for the specific allegation and may include up to three witnesses for each side of the dispute. All evidence presented at the hearing will become a part of the hearing file. The hearing file will be submitted to the Associate Vice President for Academic Affairs or Dean of the College for Distance Learning within five business days. Upon receipt, the Associate Vice President

for Academic Affairs or Dean of the College for Distance Learning will scan the appropriate documentation.

## Hearing Committee

- The Hearing Committee shall be comprised of two faculty members (not including any of the student's current faculty) and one student appointed by the Academic Director or Associate Dean. One faculty member shall be appointed chair. At an academic hearing the Park University policy does not include the right to have legal representation. Students may select a Park University student, staff or faculty member as an adviser to be present for consultation purposes during the hearing. The adviser may not address the committee members or witnesses.
- Following the hearing, the committee will make a recommendation to the Associate Vice President for Academic Affairs who will make a post-hearing decision. The student will receive written notice of that decision within 15 business days after the hearing. The notification will be mailed via "Certified Mail Receipt."
- A student may appeal the decision of the Associate Vice President for Academic Affairs or Dean of the College for Distance Learning in writing to the Provost and Senior Vice President within 72 hours of receipt of the decision. The decision of the Provost and Senior Vice President for Academic Affairs is the final decision of Park University. Grades and/or degree(s) may be withheld pending the outcome of the appeal process.

## Penalties in the Event of Academic Dishonesty

In the event of academic dishonesty, the following courses of action are available to Park University, based upon the severity of the violation:

- Verbal reprimand.
- Assignment of a lower grade on the test/paper/project in question, with an explanation from the faculty member.
- Assignment of a grade of "F" in the course.
- Expulsion from the course with the assignment of a passing grade (W).
- Expulsion from the course with the assignment of a failing grade (WH).
- Referral to the Student Code of Conduct Administrator for consideration of University-wide sanctions, including the possibility of suspension or expulsion from Park University.

## ACADEMIC PROGRESS/PROBATION

No fixed incremental rate of progress toward a degree is required. A student is considered in good standing as long as the student's cumulative GPA stands at 2.00 or better, and the student continues to achieve a Park University GPA of 2.00 or better in each subsequent academic semester/term.

### 1. ACADEMIC WARNING

Any academic semester/term in which a student's GPA falls below a 2.00, the student will receive a warning letter from the Office of Academic Affairs or the Campus Center Director. A copy of the letter will be placed in the student's academic file.

### 2. ACADEMIC PROBATION

A student who fails to achieve a 2.0 cumulative Park University GPA will be placed on academic probation until his/her cumulative Park GPA increases to 2.00 or greater. A letter will be sent to the student by the Office of Academic Affairs or the Campus Center Director. A copy of the letter will be retained in the student's academic file.

A student receiving VA benefits who remains on academic probation beyond two semesters/terms without an improvement in his/her GPA will no longer be certified. In order for a veteran student to be reinstated for veteran's benefits, s/he must (1) show progress at an acceptable rate to graduate, and (2) must maintain a 2.0 GPA.

### 3. ACADEMIC SUSPENSION

A student seeking a bachelor's degree will be placed on suspension according to the following:

#### 0 - 27 TOTAL EARNED HOURS

Below a 1.00 Cum GPA

#### 28 - 57 TOTAL EARNED HOURS

Below a 1.50 Cum GPA

#### 58 OR MORE EARNED HOURS

Below a 1.75 Cum GPA

A student seeking an associate's degree will be placed on suspension according to the following:

#### 0 - 15 TOTAL EARNED HOURS

Below a 1.00 Cum GPA

#### 16 - 30 TOTAL EARNED HOURS

Below a 1.50 Cum GPA

#### 31 OR MORE EARNED HOURS

Below a 1.75 Cum GPA

Any student who has been suspended may appeal in writing to the Assistant Vice President for Academic Affairs or Campus Center Director. After being academically suspended

from Park University any student who wishes to return is required to apply for readmission. If enrollment is broken for two or more semesters for Parkville Campus students, the student will be required to follow the current catalog in effect when readmitted.

4. **ACADEMIC READMISSION/EXPULSION**

The student must submit a written request for Readmission to the Assistant Vice President for Academic Affairs or the respective Campus Center Director. If the student is readmitted, s/he will be placed on probationary status. Failure to meet the requirements stated above could result in expulsion for an indefinite period.

**ACADEMIC WITHDRAWAL POLICY**

Park University reserves the right to withdraw a student from class(es) for failure to meet financial obligations or failure to attend classes without approved excuse. Excused absences may be granted at the discretion of the instructor.

There are two types of withdrawal, official and administrative. An official withdrawal begins when the student initiates the withdrawal process. Refunds are based on this date. If a student fails to initiate the withdrawal process, and is withdrawn for non-attendance and/or failure to meet financial obligations, this is an administrative withdrawal. In this case, refunds will be based on the withdrawal date or the mid-point of the semester or term.

Students must officially withdraw from a class(es) no later than two-thirds of the way through the semester/term in order to receive a “W.” If a student **does not** officially withdraw by this time, a grade of “F” will be recorded.

**APPLYING FOR GRADUATION**

An Application for Diploma is required before a completion statement is posted to the transcript. Applications may be acquired from the Student Assistance Center, Campus Center Director, or online at [www.park.edu/forms](http://www.park.edu/forms). Students must return the completed form with the appropriate fee.

**Deadline for Application:**

December Commencement. . . . .April 1  
May Commencement. . . . .November 1  
August Completion. . . . .April 1

Once the Application is filed, the Office of the Registrar will perform a degree check of the student’s coursework and will provide written or email notification of remaining requirements.

In order for students to participate in the Kansas City Area December commencement, students must be enrolled in their final class not later than the August semester or October term. To

participate in the May commencement, the students must be enrolled in their final classes not later than the January semester or March term. Students who finish in the summer may participate in the December commencement or the following May commencement.

For campuses offering accelerated programs, students may be enrolled in the last class required for graduation. The student must be making a “C” or better in that class in order to walk in the ceremony. A note from the instructor must be sent to the Office of the Registrar or Campus Center Director verifying the student’s grade. Campus Centers hold graduation ceremonies at various times. Students should check with the Campus Center Director for specific dates.

If a student is enrolled at another institution, s/he must obtain a letter from the instructor verifying that a grade of “C” or better will be earned in order to participate. When another term is required to complete, marching in the graduation procession is not permitted.

Any outstanding official transcripts or exams (CLEP, DANTES, etc.) verifying credit which are necessary for graduation must be received at the Office of the Registrar by October 1( preceding the December graduation) or March 15 (preceding the May graduation) in order for a candidate to participate in that commencement.

**ATTENDANCE**

Instructors are required to maintain attendance records and to report absences via the online attendance reporting system.

1. The instructor may excuse absences for valid reasons, but missed work must be made up within the semester/term of enrollment.
2. Work missed through unexcused absences must also be made up within the semester/term of enrollment, but unexcused absences may carry further penalties.
3. A “Contract for Incomplete” will not be issued to a student who has unexcused or excessive absences recorded for a course.
4. Students receiving Military Tuition Assistance or Veterans Administration educational benefits must not exceed three unexcused absences in the semester/term of enrollment. Excessive absences will be reported to the appropriate agency and may result in a monetary penalty to the student.
5. Report of a “F” grade (attendance or academic) resulting from excessive absence for those students who are receiving financial assistance from agencies not mentioned in item 5 above will be reported to the appropriate agency.

**NOTE:** An attendance report of “P” (present) will be recorded for students who have logged in to the Online classroom at least once during each week of the term. Recording of attendance is not equivalent to participation. Participation grades will be assigned by each instructor according to the criteria in the Grading Policy section of the syllabus.

## BASIC SKILLS

These courses are designed for those students who need to review the fundamentals of reading, writing and mathematics. In addition, courses to develop skills for college success, keyboarding (computer) and career development are offered. Credit for those courses do not count toward the 122 semester hours needed to graduate. The grade, however, does count in the cumulative grade point average. These courses are not intended for transfer but are available to enhance the student’s success in his/her pursuit of a university degree.

## CANCELLATION OF CLASSES

Any course may be cancelled at the discretion of the Provost and Senior Vice President, Assistant Vice President for Academic Affairs, or Campus Center Director in conjunction with the Dean of the College for Distance Learning. Generally, a class is cancelled if the enrollment is less than ten students. When a class is cancelled, students are notified by PirateMail so they may make necessary adjustments.

## CLASS DIVISIONS

Class division is determined by the number of accumulated hours as follows:

FRESHMAN	0 - 27
SOPHOMORE	28 - 57
JUNIOR	58 - 87
SENIOR	88 - 120

## COPYRIGHT POLICY—CLASSROOM

It is the intention of Park University to comply with the provisions of the Copyright Act of 1976 and all related legislative acts (the TEACH Act). The material(s) in any Park University classroom is/are only for the use of students enrolled in that course for purpose(s) associated with the course and may not be retained and/or further disseminated.

The use of material(s) is limited to personal study and research related to the completion of the course. Material(s) found in the classroom may not be reproduced in multiple copies and/or for further distribution without the permission of the course instructor unless otherwise noted. Enrolled students in the course may display the material(s) on

their computer screen and/or equivalent device(s) or make a single printed copy for the sole purpose of personal reference.

Students may not make multiple copies of any material for redistribution, redistribute the material(s) by electronic means to any other person(s) or machine(s); modify or create derivatives of the material(s); reproduce, display, distribute, or modify the material(s) for commercial purpose(s) or for financial gain. The list of prohibited use(s) is not meant to be exhaustive.

For permission to copy, distribute, and/or reproduce material(s) in excess of the above guidelines and/or to publicly display and/or modify material(s), please contact the course instructor.

## COURSE REPEATS

When a Park University course is repeated, both the granting of credit and computation of the cumulative GPA will be based upon the second attempt.

## CRITERIA FOR DEAN’S LIST AND PRESIDENTIAL SCHOLAR’S LIST

### Dean’s List

A student’s name is placed on the Dean’s List when the following conditions are met:

1. Twelve or more graded hours at Park University are completed, either in one sixteen week term or in two accelerated terms (Fall I/Fall II or Spring I/Spring II).
2. Must be degree seeking at Park University.
3. Student earned a semester grade point average of 3.600 or better.
4. Student received no Incomplete grades for the semester or terms.
5. The fall Dean’s List is based on the Fall semester or Fall I, and Fall II terms; the spring Dean’s list is based on the Spring semester or Spring I and Spring II terms.

Dean’s List is not retroactive for those students receiving changes of grades or changes of Incompletes.

### Presidential Scholars

#### (Parkville Daytime Campus Center Program)

A student’s name is placed on the Presidential Scholar’s List when the following conditions are met:

1. Student is enrolled at the Parkville Daytime Campus Center.
2. Student has earned 30 or more graded hours at Park University.
3. Student was enrolled for 12 or more hours for the semester.

4. Student must be degree seeking at Park University.
5. Student has a cumulative grade point average of 3.9 or better.
6. Student has received no Incomplete grades for the semester.

## MISSED FINAL EXAMS

Only extraordinary circumstances warrant a student being allowed to make up a missed final examination. It is the student's responsibility to contact the faculty member before the scheduled exam to request permission to take a makeup exam. In the process of determining whether a makeup exam should be allowed, the burden of proof is on the student. The faculty member has the right to request verification of any excuse offered by the student.

A student who is denied permission to take a makeup exam may appeal immediately to the Associate Dean of the School in which the course is offered or Campus Center Director. The appeal must be made in writing by the end of the first working day after the day of the denial. The appeal will be forwarded immediately to the Assistant Vice President for Academic Affairs whose decision will be final.

Online students who fail to take the scheduled proctored exam will receive a grade of "F" for the course.

## FULL-TIME STATUS, OVERLOAD APPROVALS, AND ONLINE AND SUMMER COURSES

### FULL-TIME STATUS AND OVERLOAD

Full-time class load is six credit hours for an eight or nine-week accelerated term, or twelve (12) credit hours in a semester program. A student may enroll in no more than six hours per term in an accelerated program without written prior approval from the Campus Academic Director of his/her program or eighteen (18) credit hours per semester at the Parkville Daytime Campus Center without prior written approval from his/her Associate Dean or Dean. The student shall have a cumulative grade point average of 3.25 or higher for consideration of an overload.

### ONLINE COURSES

Courses offered online are from the current Park University catalog and are taught in an accelerated eight-week format, five (5) terms per year. Students may register for Internet courses any term during their Park University career. The courses offered will supplement the traditional classroom or complete a degree online. Up to six (6) credit hours per term (full load) may be taken on the Internet without getting prior written approval

for an overload. All Park University online courses will count toward residency. Park University prides itself on the quality of its courses in all modes of instruction.

During the term, online classroom contact with the instructor must be made on a weekly basis for attendance, assignments, and online interaction with the course environment (eCollege). Syllabi for online courses are available online according to University-wide assessment procedures. Online courses contain the same core assessment and learning outcomes as Parkville campus courses. Students will find instructor contact information in the course syllabus.

The student must have his/her own access to the Internet. Additional information about online courses may be obtained from the Distance Learning section of the University web site - [www.park.edu/online](http://www.park.edu/online).

### SUMMER COURSES

The Parkville Daytime Campus Center offers a variety of on-campus programs during the summer semester/terms. The Parkville Daytime Campus Center program, offers two, four and eight week sessions. These programs provide an opportunity for students to accumulate a maximum of fifteen credit hours over the entire summer program. Additionally, these summer programs are available to those students from other colleges or universities who are home on vacation and wish to accumulate additional credits during vacation time. For additional information concerning summer programs, please visit [www.park.edu/summer.asp](http://www.park.edu/summer.asp).

## ENROLLMENT ADJUSTMENT PERIOD

It is the student's responsibility to initiate and complete the necessary procedures for making course schedule changes such as adding, dropping, exchanging, or withdrawing from courses.

The first eight calendar days of a semester/term constitutes the Enrollment Adjustment Period. Within this time, the student will be permitted to **exchange** class(es) without financial penalty. For any adjustment other than even exchange, the student will be responsible for charges associated with the Enrollment Adjustment as detailed in the Refund Policy section. Adding or dropping class(es) must be arranged by the student in the Park University representative's office or by email. **COURSES MAY NOT BE ADDED OR DROPPED BY TELEPHONE.**

GRADING POLICY

The official grades issued by Park University to indicate the assessment of the student’s performance are as follows: (per semester hour)

A - Excellent	4 grade points	HA - Honors Excellent	5 grade points
B - Good	3 grade points	HB - Honors Good	4 grade points
C - Average	2 grade points	HC - Honors Average	3 grade points
D - Poor	1 grade points	HD - Honors Poor	0 grade points
F - Failure	0 grade points	HF - Honors Failure	0 grade points
Cr - Passing	- a mark used when students “test out” of the class		
W - Withdrawal	Withdrawal without assessment of performance-issued between the last date to officially enroll, and a date not later than the 10th week of the semester or 5th week of a term. Not available for two week summer sessions. No later than the third week of a four week summer session. The “W” is a student initiated withdrawal.		
WH -Administrative Withdrawal			
Au - Audit			
P - Pass			
A grade of “Cr,” “WH,” “Au,” or “P” will not affect a student’s grade point average.			

GRADE CHANGE POLICY

No grade changes shall be granted more than one calendar year from the original grade submission deadline. Any change of grade, prior to the deadline, will be initiated by the faculty member only who assigned the grade. All requests must be adequately documented.

A grade may be changed, prior to the deadline, for the purpose of correcting clerical or administrative error, or to correct an error in the calculation or recording of a grade. A change of grade will not occur as a result of additional work performed or re-examination beyond the established course requirements.

GRADUATION HONORS

Eligibility for graduation honors at the bachelor’s degree level shall be based upon the following criteria:

- 1. At least 45 earned credit hours prior to the last term of enrollment at Park University.
- 2. The cumulative Park University grade point earned as follows:  
CUM LAUDE. . . . . 3.5 to 3.699  
MAGNA CUM LAUDE. . . . . 3.7 to 3.899  
SUMMA CUM LAUDE. . . . . 3.9 to 4.0
- 3. Students who complete 24 to 44 graded hours and accumulate a 3.75 or better grade point average may be honored by having the notation “With Distinction” entered on their academic records.
- 4. Graduation Honor designations for the Associate of Science in Nursing graduates are as follows:

30 OR MORE HOURS	
EARNED FROM PARK UNIVERSITY	
With Honor. . . . .	3.5 to 3.699
With High Honor. . . . .	3.7 to 3.899
With Highest Honor. . . . .	3.9 to 4.0
24-29 GRADED HOURS	
EARNED FROM PARK UNIVERSITY:	
With Distinction. . . . .	3.75 or better

INCOMPLETES

The notation “I” may be issued only upon written completion of a “Contract for Incomplete” signed by the student and the instructor and placed on file in the Office of the Registrar or Campus Center. An Incomplete will not be issued to a student who has unexcused or excessive absences recorded for a course. An “I” indicates that the coursework was not completed in the time allotted in the semester/term through no fault of the student as determined by the instructor. Final assessment of the grade is postponed to no later than 60 days after the last day of the semester/term in which the “I” was received. Failure on the part of the student to complete the work will result in a grade of “F”. A student may submit a written request for one 30-day extension beyond the 60 days. After approval by the instructor, the request is filed in the Office of the Registrar or Campus Center.

NOTE: Taking an “I” (Incomplete) may suspend the student from financial aid.

## **INDEPENDENT STUDY**

### **(PARKVILLE DAYTIME CAMPUS CENTER ONLY)**

**I**ndependent Study is a means by which a degree-seeking student may complete a course. Junior standing is required. The requested courses must be out-of-class academic work which cannot be met through the existing curriculum, for which a course number and supervision are available, or a catalog course not scheduled for an academic year.

The application must have attached a detailed proposal to include title, resources to be used, course objectives, content and evaluation aspects of the study.

Applications must be signed by the student, the instructor, and the Department Chair, Associate Dean or Dean. The application must be filed in the Office of the Registrar prior to the last day of the enrollment adjustment period.

## **INDEPENDENT STUDY**

### **(ACCELERATED PROGRAMS ONLY)**

**I**ndependent Study is a method for completion of courses in this catalog that do not require special equipment, instruments, machines, and are deemed suitable to be taught as an Independent Study. The course consists of a prescribed program of study with provision for interaction between a student and a Park University faculty member.

### **TO QUALIFY FOR AN INDEPENDENT STUDY COURSE, THE STUDENT MUST:**

1. Have been evaluated as a degree-seeking student at Park University;
2. Have no access to classes in any Park University program;
3. Have completed no less than 24 of the 30 residency hours for a Bachelor of Arts degree or a Bachelor of Science degree or 9 of the 15 hours for an Associates degree.

If qualified, the student must request an Independent Study Agreement from the Office of the Registrar or Campus Center Director. A student is allowed a maximum of six credit hours through Independent Study to complete the requirements. Each three hour course carries a maximum completion time of six months. Final approval of all Independent Study courses is made by the Office of the Registrar. All charges, regardless of funding, must be paid in full when the Independent Study is approved.

## **INDIVIDUALIZED INSTRUCTION**

### **(ACCELERATED PROGRAMS ONLY)**

**I**ndividualized Instruction is a method by which a course offered in this catalog may be completed in a tutorial mode. A student is allowed a maximum of nine credit hours of Individualized Instruction

during the Park University career if the conditions listed below are met:

### **TO QUALIFY FOR AN INDIVIDUALIZED INSTRUCTION COURSE, A STUDENT MUST:**

1. Be evaluated as a degree-seeking student at Park University.
2. Be in residence in a Park University program;
3. Be within nine (9) semester hours of an associate's degree OR be within fifteen (15) semester hours of a bachelor's degree.

### **APPROVAL FOR AN INDIVIDUALIZED INSTRUCTION COURSE ALSO REQUIRES THE FOLLOWING:**

1. That a substitute course cannot be determined that would reduce degree requirements;
2. That the course was not available in the immediately prior term, and
3. That the course is not scheduled to be available in the next term.

If qualified, the student must request an Individualized Instruction Agreement through their Park University Campus Center Director. The Agreement must include the faculty member's name, specific course requirements, meeting times (minimum of 1 1/2 hours per week), and evaluation requirements and must be submitted to the College for Distance Learning or Park Accelerated Programs offices four weeks prior to the beginning of the term. Final approval of the Individualized Instruction is made by the Dean for College for Distance Learning or Park Accelerated Program Director, as appropriate, after a total review of the student's record.

## **LEAVE OF ABSENCE/ EMERGENCY LEAVE PROCEDURES**

**A** student may request a Leave of Absence from all courses if s/he needs to be absent for more than two consecutive weeks of class(es). The formal institutional guidelines for this procedure are:

1. Students must request the leave of absence in writing, signed and dated, prior to the leave of absence unless unforeseen circumstances prevent the student from doing so. If that is the case, the circumstances must be documented.
2. Documentation supporting the request should be submitted concurrently with the request.
3. The written request and documentation should be sent to the Office of the Registrar or to the appropriate Campus Center Director.
4. All faculty members concerned will be provided the requested materials for review. This is necessary so that potential problems associated with grading or required assignments can be dealt with. The faculty member may make

arrangements to allow the student to complete the coursework that s/he began prior to the leave of absence. The student cannot begin a new semester/term without having completed all conditions of the previously approved leave of absence.

5. Faculty members will respond, in writing, to the Office of the Registrar or Campus Center Director, concerning their agreement or disagreement to the terms of the leave of absence.
6. The student and faculty member will complete, in writing, the nature of the coursework that must be completed in order to successfully receive credit for the class.
7. In addition to the faculty member, the appropriate Associate Dean or Regional Director will be provided all materials pertaining to the leave of absence.
8. If all parties agree to the terms of the leave, the leave may be granted. There must be a reasonable expectation that the student will return to school.
9. The approved leave request and all supporting documentation will be forwarded to the following individuals as appropriate for the students:
  - Associate Vice President for Academic Affairs
  - Controller
  - Dean of College for Distance Learning
  - Faculty
  - Vice President for Student Services
  - Campus Center Director
  - Student Financial Services
  - Associate Dean
  - Registrar
  - Regional Director
10. A student may be granted no more than one leave of absence in any 12-month period and it may not exceed 180 days. The institution will not place additional charges on the student's account for completion of the course work upon return from the leave of absence. An approved leave of absence will not affect a student's in-school status for the purposes of deferring Federal loans.
11. One 30-day extension may be granted due to unforeseen circumstances, such as jury duty, military reasons or circumstances covered under the Family and Medical Leave Act of 1993.
12. If a student does not return from an approved leave of absence, the student's withdrawal date and the beginning of the student's grace period for federal loans will be the date the student began the leave of absence. This may exhaust some or all of the student's grace period for

federal loans, putting the student into repayment status.

#### **IN ORDER TO TOTALLY WITHDRAW:**

Students enrolled through the Parkville Daytime Campus Center must initiate withdrawal from all classes and/or residence hall in the Student Assistance Center. Students enrolled in an accelerated eight or nine week program must initiate the withdrawal with the appropriate Campus Center Director. Students continuing enrollment but wishing to withdraw from an individual class must do so at their Campus Center. Withdrawals by email or fax will be accepted.

### **PRE-ENROLLMENT AND CONFIRMATION FOR RETURNING STUDENTS**

Current students who will be returning to the Parkville Daytime Campus Center for Fall 2007, Spring 2008, and Summer 2008 have an opportunity to enroll early. The following process will be followed for returning students:

1. Currently enrolled students should obtain their login and password (PIN) from the Student Assistance Center or their Campus Center Director to have the capability of viewing academic and demographic information online. Students are encouraged to print an audit and take it with them when they visit their advisor.
2. Students will meet with advisors during a designated period of time. Appointments are highly encouraged. The student and advisor will mutually agree upon the selection of courses.
3. Selected courses can be input by the advisor, Campus Center Director or the student. The course selection form may also be taken to the Student Assistance Center for inputting.

Campus Centers register students one month prior to their beginning term dates at the Campus Center. Students can register online anytime for up to one academic year. Online registration for the current upcoming term is closed on the Thursday before the beginning of the term. During the last week of registration for the current upcoming term, either at the Campus Center or online, the students are required to finalize payment at the time of registration.

All students - new and returning - who pre-register must confirm (pay for or make financial arrangements for) their enrollment with the Student Assistance Center or Campus Center Director seven calendar days before the semester/term begins. **If a student fails to confirm by the close of the final confirmation deadline, s/he will be removed from his/her courses.** If a student is dropped from a class as a result of non-confirmation, s/he



may re-enroll (if space is available) prior to the beginning of the term; in this case the student must pay at the time of re-registration.

**NOTE:** If a student is enrolling in an Independent Study course or is attempting to register in more than 18 credit hours for fall and/or spring semesters, approval must be obtained from the student's appropriate Associate Dean. Enrolling in an Independent Study course requires that the appropriate form be completed and the accompanying paperwork be signed by the student, the instructor, and the student's appropriate Associate Dean. This form must be on file before registration can be completed. Registration for Independent Study and Overload courses must be done in the Office of the Registrar or Campus Center Director.

## BLENDDED COURSES

Some of Park University's courses are blends of face-to-face and online delivery methods. Through the eCollege online platform, instructors place interactive course materials into a course shell as enrichment for the face-to-face courses. In the blended course, students participate in class in both the online and face-to-face formats. These blended courses may be taught in both the accelerated (8-9 week session) or traditional (16-week session) format.

These courses will be identified as blended courses in the class schedule so that students will be aware of the delivery format. All courses offered are defined in the Park University Undergraduate catalog, and there is no indicator on the transcript as to the delivery method or location of the course delivered. A student in good academic standing may take up to six (6) credit hours per term in face-to-face, online, or blended classes without obtaining approval for an overload. All Park University courses count toward residency and contain the same content rigor no matter the instructional format.

All Park University blended classes require weekly contact with the instructor and attendance taken on a weekly basis.

## SECOND DEGREE, DUAL DEGREES, AND DOUBLE MAJORS

### SECOND DEGREE

A student who has completed a bachelor's degree at Park University can choose to be evaluated as a degree-seeking student for a second bachelor's degree.

- a. The accepted credit listed on the student's

transcript remains the same, but the accepted credit will be applied toward the second degree according to the catalog at the time the student re-enrolls.

- b. A second Degree Audit is generated.
- c. Students entering Park University with a bachelor's degree from a regionally accredited college or university are required to meet the residency, major and/or certification requirements.
- d. The student must complete a diploma application in order to have the second graduation phrase placed on the permanent record.

### DUAL DEGREES

Students may pursue dual degrees if such degrees are approved and readily available at the student's campus center of record.

### DOUBLE MAJORS

A student may declare a double major at the time of request of an evaluation by submitting a Declaration of Major form or an Application for Admission and Evaluation.

### NOTE FOR VETERAN BENEFITS RECIPIENTS:

Dual Objective programs, requiring more hours than a standard degree, which are reasonably related to a single career field, may be pursued by veterans. The student shall file a statement pertaining to his/her 'career field of pursuit' showing the relatedness of the objectives that is approved by school officials. The programs of pursuit must be approved by the State Approving Agency of jurisdiction in which the campus presides. Contact your Veterans Affairs representative on campus for more information.

## Requirements for Double Major: ASSOCIATE'S

1. Minimum of 15 residency hours - Associate of Arts/Sciences. At least nine of these credits must be in the major core.
2. Minimum cumulative grade point average of 2.0.
3. Core requirements fulfilled for each major.
4. Requirements outside major division fulfilled.
5. A minimum of 60 semester hours accumulated.

### BACHELOR'S

1. Minimum of 30 residency hours.
2. At least 15 of these 30 hours must be in the major core.

3. Minimum cumulative grade point average of 2.0.
4. Core requirements fulfilled for each major.
5. Complete general education course distribution.
6. A minimum of 120 (B.S.) or 122 (B.A.) semester hours accumulated.

When all core courses for both majors and the distribution requirements are completed, one diploma listing both majors will be issued.

When adding a major after the initial evaluation, only the new major will be evaluated under the new catalog. The general education requirements and the original major will remain as stated in the catalog in effect at initial declaration. The previously accepted transfer credit will remain transcribed; however, the application of credit may change.

## TRANSFER CREDIT POLICY

Park University will accept transfer credit from regionally accredited institutions. A minimum of 60 hours will be accepted for an Associates degree (excluding AAS). A maximum of 75 hours from all two-year school sources will be applied.

If a student presents documentation of an A.A. or A.S. degree at the **time of initial entrance**, the block method is used in evaluating the general education component of transferring credit for students with a 2.0 cumulative GPA and with a “C” or better in each course used to meet the 27-hour General Education requirement at Park University. No transfer course with a grade less than “C” will be used to meet any Park University course requirement. This applies only to students transferring into Park University with a transferable and non-terminal associate degree, including a minimum of six hours in each of the following areas: humanities, natural and applied sciences and social sciences.

Students who do not have a transferable and non-terminal degree will have their courses accepted on a course-by-course basis. No course with less than a “C” will be accepted.

Credit from formal military service schools is awarded based on the recommendations of the American Council on Education’s Guide to the Evaluation of Educational Experiences in the Armed Services. Credit will be awarded where it is applicable to the student’s degree program and in keeping with the basic educational philosophy of Park University.

Grade points and the letter grades are not transferred nor included in the cumulative grade point average.

## TRANSFERABILITY OF PARK UNIVERSITY CREDIT

Park University is an accredited higher education institution. Recognition of Park University as an accredited higher education institution means that the accrediting association recommends that Park University transcripts be evaluated on the same basis as those of other accredited colleges and universities. Students should, however, consult the Office of Admission, Registrar, or department chairperson at the institution to which they wish to transfer in order to determine which credits will transfer to fulfill requirements at that institution.



## Academic Degree Programs



## ACADEMIC DEGREE REQUIREMENTS (ACCELERATED PROGRAMS)

### Associate of Arts / Science Degrees

Park University confers the associate's degree at selected locations when a candidate has satisfied the following conditions:

1. Presentation of a minimum of sixty (60) earned credit hours.
2. Cumulative GPA of 2.0 for Park University courses.
3. Satisfaction of all requirements for a major as outlined in this catalog.
4. Completion of 15 earned (A, B, C, D) Park University credit hours in residence.  
At least nine of these credits must be in the major core.
5. Proficiency in the use of the English language which can be demonstrated by the successful completion of one of the following:
  - a. Park University courses EN 105 Writing Strategies and Concepts and EN 106 Writing Purposes and Research or equivalent courses from a regionally accredited institution.
  - b. CLEP General Examination #1 Composition and the completion of EN 106 Writing Purposes and Research or an equivalent course.
6. Proficiency in the use of mathematics which can be demonstrated by the successful completion of one of the following:
  - a. MA 105 Introduction to College Mathematics or MA 106 Introduction to Business Mathematics or MA 131 College Algebra or higher, or an equivalent course from a regionally accredited institution.
  - b. CLEP General Examination #5 Mathematics.
7. Completion of the general education requirements which can be satisfied by completing 15 credit hours outside the division of the major, with a minimum of six (6) credit hours in the areas of humanities, natural sciences and social sciences.
8. Presentation of an application for diploma not less than 60 days prior to projected completion.

**NOTE:** Courses are coded in this catalog as Humanities (H), Natural Science (NS), and Social Sciences (SS) respectively. Credits in English composition (EN 105 and EN 106) cannot be applied toward the humanities general education requirement.

## ACADEMIC DEGREE REQUIREMENTS

### Bachelor of Arts / Bachelor of Social Work Degrees

Park University grants the Bachelor of Arts or Bachelor of Social Work Degree upon completion of the following requirements:

1. Completion of a minimum of 122 semester hours with a cumulative 2.0 gpa.
2. A departmental major as specified by the department (A minor is optional in some departments, but not all departments have minors. Minors are not available in accelerated programs).
3. Completion of at least 45 hours of upper division (300 or 400 level) college course work.
4. Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 12 of these 30 hours must be in the major core.
5. Satisfactory demonstration of competence is required in the areas of:

#### WRITING:

By completing the two freshmen writing courses, English 105 and 106; passing the Writing Competency Test (WCT); and completing an upper-level writing course, English 306 or an equivalent course in the department of the major.

**NOTE:** English 105 and 106 and the Writing Competency Test must be completed not later than the semester in which the student acquires 60 credit hours. For transfer students with more than 60 hours, these requirements, including the Writing Competency Test, must be completed during their first two semesters or their first

three terms at Park University. An administration fee is collected for the Writing Competency Test at the time the student registers. Further information about the Writing Competency Test is available at [www.park.edu/support.wct.asp](http://www.park.edu/support.wct.asp).

#### **MODERN LANGUAGES:**

By completing 8 hours of the same modern language, or 8 hours of American Sign Language. Park University requires two semesters of a modern language for a total of **at least** 8 semester hours.

**NOTE:** The Modern Language requirement does not apply to students in accelerated programs unless it appears as a specific requirement in the major core.

#### **MATH:**

By completing Mathematics 131, College Algebra or higher.

#### **SCIENCE:**

By completing a Science course with a laboratory component.

**NOTE:** The lab requirement is waived for students in accelerated programs where lab facilities are not available.

#### **GENERAL:**

By completing assessment tests and other requirements developed by the University to meet standards associated with accreditation or government requirements.

6. Satisfactorily completing General Education requirements:

Completion of 27 hours of approved General Education (MGE/GE) courses distributed as follows:

- At least nine (9) credit hours in each of the following areas: humanities (HU), natural and applied sciences (NS), social sciences (SS).
- Only one introductory MGE/GE course from the student's major discipline will be counted as satisfying part of the MGE/GE requirement.
- No more than three (3) credit hours in any one discipline. (This requirement is waived for accelerated programs.)

**NOTE:** General Education requirements must be completed by the end of the student's first 75 hours, or as soon as possible for transfer students.

7. Satisfactorily completing Liberal Learning (MLL/LL) courses distributed as follows:

After students have completed at least 60 credit hours, they must enroll and satisfactorily complete at least three different Park University courses (minimum three credit hours per course) designated as Liberal Learning courses.

MLL/LL courses cannot be transferred to Park (except for students in accelerated learning programs where course offerings are limited) and cannot be in the discipline of the major. Courses, which are cross-listed between disciplines, may not be used for MLL/LL credit by students majoring in either discipline.

8. A major must be declared prior to accumulating 60 hours of work. For transfer students with more than 60 hours, majors must be declared at the time of admission or during the first enrolled semester/term thereafter.
9. Presentation of an application for graduation by established deadlines during the semester/term prior to the student's graduation.

**NOTE:** Parkville Daytime Campus Center students who do not maintain continuous enrollment (excluding Summer School) are required to reapply when they desire to re-enroll. Students who break enrollment for two consecutive semesters must, upon re-admittance, follow the requirements of the current catalog. Students who break enrollment for only one semester may continue under the academic catalog in effect when they were originally admitted.



## Bachelor of Science / Bachelor of Public Administration Degrees

Park University grants the Bachelor of Science or Bachelor of Public Administration Degree upon completion of the following requirements:

1. Completion of a minimum of 120 semester hours with a cumulative 2.0 gpa.
2. A departmental major as specified by the department (A minor is optional in some departments, but not all departments have minors. Minors are not available in accelerated programs).
3. Completion of at least 45 hours of upper division (300 or 400 level) college course work.
4. Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 12 of these 30 hours must be in the major core.
5. Satisfactory demonstration of competence is required in the areas of:

### WRITING:

By completing the two freshmen writing courses, English 105 and 106; passing the Writing Competency Test (WCT); and completing an upper-level writing course, English 306 or an equivalent course in the department of the major.

**NOTE:** English 105 and 106 and the Writing Competency Test must be completed not later than the semester/term in which the student acquires 60 credit hours. For transfer students with more than 60 hours, these requirements, including the Writing Competency Test, must be completed during their first two semesters or their first three terms at Park University. An administration fee is collected for the Writing Competency Test at the time the student registers. Further information about the Writing Competency Test is available at [www.park.edu/support.wct.asp](http://www.park.edu/support.wct.asp).

### MATH:

By completing Mathematics 131, College Algebra or higher.

### SCIENCE:

By completing a Science course with a laboratory component.

**NOTE:** The lab requirement is waived for students in accelerated programs where lab facilities are not available.

**NOTE:** Math and Computer Science courses cannot be used to meet the Science requirement.

### GENERAL:

By completing assessment tests and other requirements developed by the University to meet standards associated with accreditation or government requirements.

**NOTE:** Students pursuing a Bachelor of Science degree through the Parkville Daytime Campus Center program will fulfill the General Education and Liberal Learning requirements as described in the Bachelor of Arts degree requirements.

6. Satisfactorily completing general education requirements:

Completion of 27 hours of approved general education courses distributed as follows:

- At least nine (9) hours in each of the following areas: humanities (HU), natural and applied sciences (NS), social sciences (SS).
- Only one course from the student's major discipline will be counted as satisfying the general education requirements.

**NOTE:** General education requirements must be completed by the end of the student's first 75 hours, or as soon as possible for transfer students.

7. Satisfactorily completing liberal learning courses distributed as follows:






After students have completed at least 60 credit hours, they must enroll and satisfactorily complete at least three different upper level (300-400) Park University courses (minimum two credit hours per course) for a total of nine or more credit hours. These courses cannot be in the discipline of the major. Liberal learning courses, which are cross-listed between disciplines, do not satisfy liberal learning requirements for students majoring in either of the cross-listed disciplines.






8. Majors must be declared prior to accumulating 60 hours of work. For transfer students with more than 60 hours, majors must be declared at the time of admission or during the first enrolled semester/term thereafter.
9. Presentation of an application for graduation by established deadlines during the semester/term prior to the student's graduation.

**NOTE:** Courses leading to completion of the Bachelor of Science degree may be taken, where available, online or face-to-face.






## Academic Degrees Offered

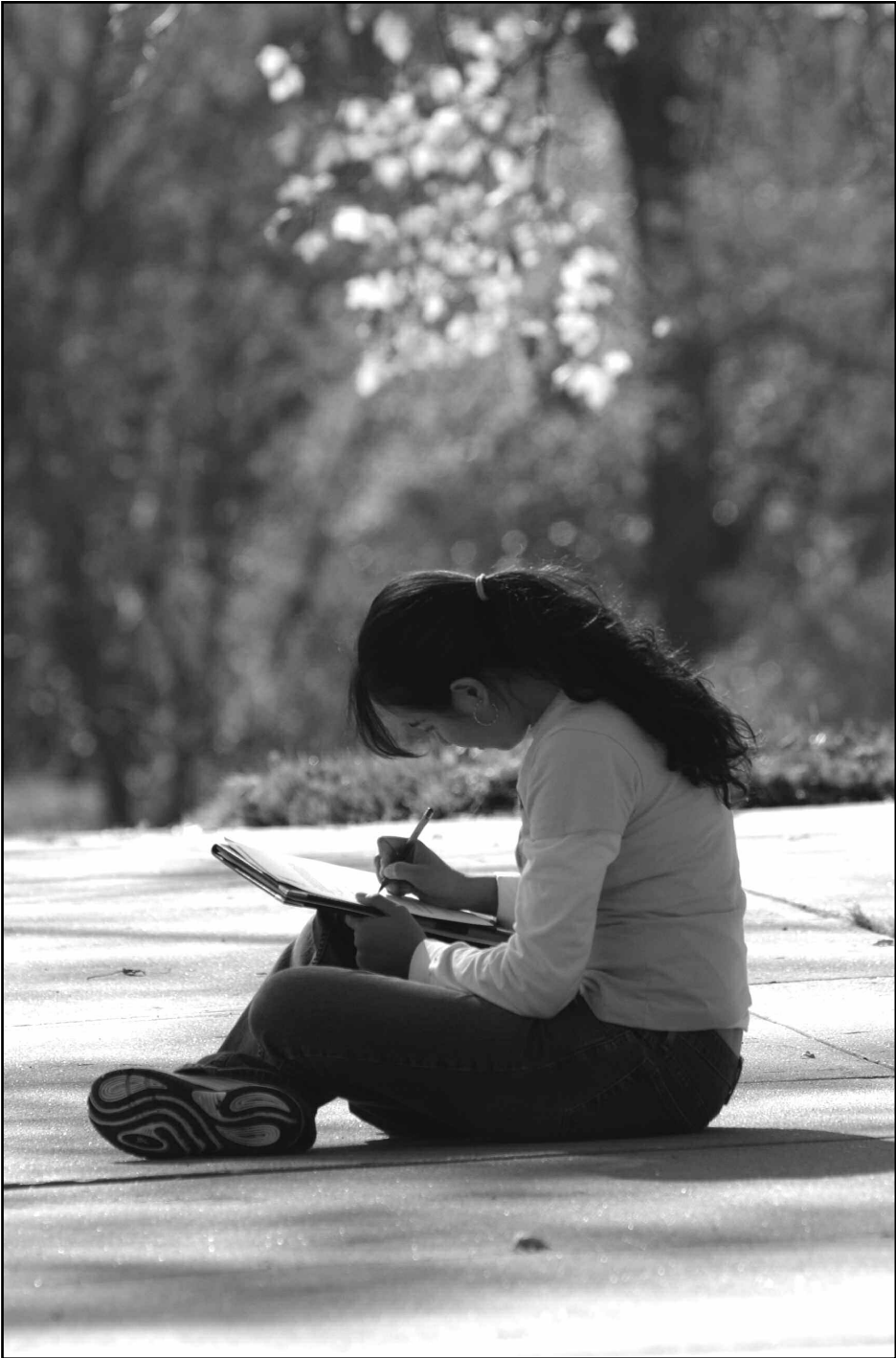
A student enrolling at Park University in 2006-2007 can, within reason, expect the academic programs described in this catalog to be available during the academic year with some courses offered on a two-year or three-year cycle. However, they may be subject to change without notice.

    		Extended Learning	Online Learning	Kansas City 8-Week	Parkville 16-Week	Portfolio
Accounting	Bachelor of Arts				B.A.	
	Minor				Minor	
Athletic Trng./SportsMedicine	Bachelor of Arts				B.A.	
Biology	Bachelor of Arts				B.A.	
	Bachelor of Science				B.S.	
	Minor				M	
Business Administration	Bachelor of Arts			B.A.	B.A.	
	Minor				Minor	
Business Economics	Bachelor of Arts				B.A.	
Chemistry	Bachelor of Arts				B.A.	
	Bachelor of Science				B.S.	
	Minor				Minor	
Communication Arts	Bachelor of Arts				B.A.	
	Minor				M	
Comm. Theory/Human Relations	Bachelor of Arts			B.A.		
Computer Based Info. Systems	Bachelor of Science			B.S.		
Computer Science	Associate of Science	A.S.				
	Bachelor of Science	B.S.				
Construction Management	Associate of Science	A.S.				
Criminal Justice Administration	Associate of Science	A.S.		A.S.		A.S.
	Bachelor of Science	B.S.	B.S.	B.S.		B.S.
	Bachelor of Arts				B.A.	
	Minor				Minor	
Early Childhood Education	Bachelor of Arts				B.A.	
Early Child. Ed. & Leadership	Bachelor of Arts			B.A.	B.A.	
Economics	Bachelor of Arts				B.A.	
	Minor				Minor	
Education Studies	Bachelor of Arts				B.A.	

    		Extended Learning	Online Learning	Kansas City 8-Week	Parkville 16-Week	Portfolio
Elementary Education	Bachelor of Arts				B.A.	
Middle School Education	Certification				Cert.	
Secondary Education	Certification				Cert.	
K-12 Education	Certification				Cert.	
English	Bachelor of Arts				B.A.	
	Minor				Minor	
Fine and Performing Arts	Minor				Minor	
Fine Arts	Bachelor of Arts				B.A.	
	Minor				Minor	
Fire Services Management	Bachelor of P.A.			B.P.A.		B.P.A.
Geography	Bachelor of Arts				B.A.	
	Bachelor of Science				B.S.	
	Minor				Minor	
Geoscience	Minor				Minor	
Global Studies	Minor				Minor	
Graphic Design	Bachelor of Arts				B.A.	
History	Bachelor of Arts				B.A.	B.A.
	Minor				Minor	
Info. & Computer Science	Bachelor of Science				B.S.	
	Minor				Minor	
Interior Design	Bachelor of Arts				B.A.	
Legal Studies	Bachelor of Arts				B.A.	
	Minor				Minor	
Liberal Arts	Associate of Arts	A.A.				
	Bachelor of Arts	B.A.				
Liberal Studies	Bachelor of Arts			B.A.	B.A.	B.A.
Management	Associate of Science	A.S.		A.S.		
	Bachelor of Science	B.S.	B.S.	B.S.		B.S.
Management/Accounting	Associate of Science	A.S.		A.S.		
	Bachelor of Science	B.S.		B.S.		
Management/Aviation	Associate of Science	A.S.				
Mgmt./Comp. Info. Systems	Bachelor of Science	B.S.	B.S.	B.S.		B.S.



    		Extended Learning	Online Learning	Kansas City 8-Week	Parkville 16-Week	Portfolio
Mgmt./Engineering Admin.	Bachelor of Science	B.S.				
Management/Finance	Bachelor of Science	B.S.		B.S.		
Management/Health Care	Bachelor of Science	B.S.	B.S.	B.S.		
Mgmt./Human Resources	Bachelor of Science	B.S.	B.S.	B.S.		
Management/Logistics	Associate of Science	A.S.				
	Bachelor of Science	B.S.				
Management/Marketing	Bachelor of Science	B.S.	B.S.	B.S.		
Mathematics	Bachelor of Arts				B.A.	
	Minor				Minor	
Medical Records Management	Associate of Science	A.S.				
Music	Bachelor of Arts				B.A.	
	Minor				Minor	
Natural Science	Bachelor of Arts				B.A.	
Nursing	Associate of Science				A.S.	
Office Management	Associate of Science	A.S.				
Peace Studies	Minor				Minor	
Philosophy and Religion	Minor				Minor	
Political Science	Bachelor of Arts				B.A.	
	Minor				Minor	
Pre Law Studies	N/A				X	
Psychology	Bachelor of Arts				B.A.	
	Minor				Minor	
Public Administration	Bachelor of Arts				B.A.	
	Bachelor of P.A.			B.P.A.		B.P.A
	Minor				Minor	
Social Psychology	Associate of Science	A.S.		A.S.		
	Bachelor of Science	B.S.	B.S.	B.S.		B.S.
Social Studies	Bachelor of Arts				B.A.	
Social Work	Bachelor S.W.				B.S.W.	
Sociology	Bachelor of Arts				B.A.	
	Minor				Minor	
Spanish	Bachelor of Arts				B.A.	
	Minor				Minor	
Theatre	Bachelor of Arts				B.A.	



## **SPECIAL ACADEMIC PROGRAMS**

### **Personal Major Program**

#### **(Parkville Daytime Campus Center Only)**

There are many reasons why students go to college. Not the least of these is to participate in the formal learning situations provided by a college curriculum. Unfortunately, the intensive learning opportunities afforded by the standard college curriculum do not always correspond to a particular student's reasons for going to college. These intensive learning opportunities are usually cataloged as departmental major programs and impose a relatively limited number of alternatives. It would seem desirable to increase the number of options that are available to students matriculating at a college. Therefore, Park University designed the Personal Major, in which a student, with appropriate institutional guidance, is allowed to construct an intensive learning experience which corresponds to his/her own needs where these fall outside the traditional major fields.

The Personal Major Program at Park University is an individualized curriculum in which objectives and content have been chosen by the student in consultation with his/her advisor(s). The program is approved by the Associate Vice President for Academic Affairs. As with other major programs, the student is subject to all general degree requirements at Park University. A 2.0 GPA is required in the major core of the designed program.

### **Minor Programs**

#### **(Parkville Daytime Campus Center Only)**

Minor programs in the Bachelor of Arts disciplines are available in the areas of Accounting, Art, Biology, Business Administration, Chemistry, Communication Arts, Computer Science, Computer-Based Information Systems, Criminal Justice Administration, Economics, English, Fine Arts, Geoscience, Geography, Global Studies, History, Legal Studies, Mathematics, Music, Religion, Peace Studies, Philosophy, Political Science, Psychology, Public Administration, Sociology, Spanish, and Theatre, and are outlined in this catalog. Consult with the appropriate department chair for procedure of declaration.

### **Internships and Cooperative Education**

A number of majors and departments provide students with opportunities for hands-on experience related to classroom learning. Generally, work experience which is not paid but which carries significant academic credit is considered an internship.

Cooperative education is defined as an on-the-job learning experience, jointly supervised by a faculty member and a representative of the employer, for which the student is paid.

Under a cooperative education arrangement, a student typically, but not necessarily, alternates semesters of full-time study at Park University with semesters of full-time employment in an organization, which will enhance the student's training, development and career goals. The employment periods are a regular, continuing and essential element in the student's educational process.

### **Kansas City Area Student Exchange (KCASE)**

#### **(Parkville Daytime Campus Center Only)**

As a member of the Kansas City Area Student Exchange (KCASE), Park University offers full-time undergraduates an opportunity to register for one course a semester at other member institutions. KCASE students pay regular tuition and fees at the home institution and laboratory/special course fees at the host institution.

Other participating institutions include Avila University, Baker University, Blue River Community College, Central Missouri State University, Kansas City Art Institute, Longview Community College, Maple Woods Community College, Penn Valley Community College, Rockhurst University and University of Missouri-Kansas City. Programs on the accelerated format, the nursing program, communication arts courses in television and/or radio and computer science courses are excluded from the KCASE program.

Park University reserves the right to limit KCASE enrollments. The KCASE forms are available from the Office of the Registrar. Participating institutions are subject to change.

### **Study Abroad Programs**

Park University offers Study Abroad Programs to several foreign countries in the summer. For more information, please contact the Office of International Education at (816) 584-6868.

Degree-seeking students enrolled in a study-abroad program that is approved for credit by Park University are considered enrolled for the purpose of applying for assistance for federal financial aid.

### **Professional Development Institute (PDI)**

Park University's outreach and enrichment programs afford students an opportunity to take credit hours through the Park University Professional Development Institute (PDI). Students are offered a multitude of educational options to fulfill their goals while still managing their busy life. Through PDI partnerships with educational entities and businesses, students may enroll in face-to-face courses offered on-site at their place of business;

online courses from the comfort of their own environment; or in-service workshops sponsored by school districts and businesses and approved by Park University. These continuing education credits may be taken as stand-alone courses, or the credits may be applied toward the completion of a certificate, or a maximum of six hours may be applied toward the completion of a degree program at Park University.

PDI seeks educational partnerships, assists in developing programs of study to meet the needs of the specific community, provides guidance in course development and approval, offers assistance in registering students, and ensures that students are comfortable in accessing the online environment. Additional information about PDI may be obtained from the University web site - [www.park.edu/pdi](http://www.park.edu/pdi).

### English as an International Language Program (Parkville Campus Center Only)

Park University offers a 3-level English as an International Language Program: Beginning, Intermediate, and Advanced. This program is designed to assist students in the acquisition of the English language, moving students from basic language learning to advanced, academic use. This program will also teach a wide range of American culture and values to international students, helping them to adjust to Park University and to American culture in general. All courses offer specialized one-on-one language tutoring. Students must test out of one level to advance to the next level. All classes require exit examination before the student receives credit for the course.

Those students who apply for the beginning level of classes do not have to be admitted with a TOEFL score or transcripts from a previous institution. Beginning students must advance through all levels of EIL for classes to replace TOEFL scores for academic admission.

The intermediate and advanced academic classes are designed for international students admitted to Park who need to develop their English proficiency. To determine if proficiency is needed, all international students, including first year students and transfer students, will be required to take a Language Placement Exam (LPE) before enrollment. If incoming students test out of English, they will receive a letter indicating that they have fulfilled the Modern Language requirement. Though they do not have to take EIL classes, they may petition to receive 6 hours of Modern Language credit towards their degree. There is a fee for this service. If the English Language Placement test shows the student needs further study in English, the student must take assigned EIL courses. These courses will apply toward the 6-8 hours of Modern Language requirement for graduation.

### English as an International Language Courses

EI 101	Beginning Reading & Writing I (3 cr.)
EI 102	Beginning Reading & Writing II (3 cr.)
EI 111	Beginning Listening & Speaking I (3 cr.)
EI 112	Beginning Listening & Speaking II (3 cr.)
EI 121	Beginning Grammar I (3 cr.)
EI 122	Beginning Grammar II (3 cr.)
EI 130	Beginning Integrated Skills I (3 cr.)
EI 140	Beginning Integrated Skills II (3 cr.)
EI 145	American Culture (3 cr.)
EI 201	Intermediate Reading & Writing I (3 cr.)
EI 202	Intermediate Reading & Writing II (3 cr.)
EI 210	Intermediate Speaking & Listening for International Students I (3 cr.)
EI 211	Intermediate Speaking & Listening II (3 cr.)
EI 221	Intermediate Grammar I (3 cr.)
EI 222	Intermediate Grammar II (3 cr.)
EI 230	Integrated Skills I (3 cr.)
EI 245	Advanced American Culture (3 cr.)
EI 301	Academic Reading & Writing (3 cr.)
EI 310	Academic Speaking & Listening for International Students (3 cr.)
EI 321	Academic Grammar (3 cr.)
EI 330	Academic Integrated Skills I (3 cr.)
EI 340	Study Skills for International Students (3 cr.)
EI 350	Academic Integrated Skills III (3 cr.)

### English Placement Exam

All International students, including transfer students, must take this examination, comprised of a Reading, Writing, and Speaking/Listening component. TOEFL scores have no bearing on the English Language Placement Test, which will be given to all incoming international students, both transfer students and freshmen, despite their TOEFL scores.

Based on their scores, students will be assigned a specific level of EIL. Students who pass the test will not be required to take EIL courses. Transfer students who have received college credit for previous EIL classes or freshman composition courses must take the English Placement Exam. Students will only be allowed to CLEP out of the language requirement if they have not done so in their native language.

### Reserve Officer Training Corps (ROTC)

Park University affords students the opportunity to complete the Army or Air Force Reserve Officer Training Corps (ROTC) program while earning a baccalaureate degree. Completion of the four-year program leads to a commission as a second lieutenant in the active Army, Army

Reserves, Army National Guard or the United States Air Force.

Cadets must meet military medical, fitness and weight standards prior to entrance into Advanced ROTC.

ROTC scholarships are also available to students who have excellent academic records as freshmen and sophomores, and who exhibit outstanding leadership potential in school or community activities. These scholarships, for two or three years, provide full tuition and fees reimbursement, a textbook and supplies allowance each semester and \$150 per academic month to defray other living costs. In addition, Park University awards ROTC scholarship winners room and board remission at the Parkville Daytime Campus Center.

Prior military service in the Army, Air Force, Navy or Marine Corps automatically waives the first two years (freshman and sophomore) of ROTC courses, and permits direct entrance into Advanced Military Science (junior and senior) courses.

## **Army ROTC Program Summary**

Army ROTC is offered to Parkville Daytime Campus Center students by special arrangement. Park Accelerated Programs-Kansas City Area students in a full-time equivalent status may qualify and at Extended Learning Campus Centers where cross-town agreements have been established.

ROTC basic summer camp of six weeks may be substituted for the first two years of ROTC for community college graduates and students who do not complete basic ROTC courses in their first two years of college. Attendance at a five-week Summer ROTC Advanced Camp is required between junior and senior years.

Park University awards four semester hours of lower level electives for completion of Basic Military Science and six semester hours of upper level electives for completion of Advanced Military Science. These 10 hours may be applied toward the graduation elective requirement. There are no course fees; textbooks and uniforms are government-furnished.

Upon entering junior-level Advanced ROTC, cadets are contracted by the Army to accept a commission upon graduation with a bachelor of arts or bachelor of science degree and are paid \$150 per month while a full-time student at Park University. In addition, cadets are paid approximately \$700 plus room, board and transportation for attendance at Summer Camps.

## **Air Force ROTC Program Summary**

Air Force ROTC Program/Aerospace Studies courses are offered only at Air Force Campus Centers offering AFROTC with cross-town agreements.

Most scholarships pay full college tuition and most laboratory, textbooks, and incidental fees, plus a \$200-\$400 monthly nontaxable allowance during the school year.

Aerospace Studies consists of the General Military course and the Professional Officer Course. The General Military Course is the first half of the four-year program and is taken during the freshman and sophomore years, giving the student an opportunity to "try out" Air Force ROTC for up to two years without incurring any obligations, unless the student has an ROTC scholarship. The General Military Course consists of four semesters of study with one hour of classroom work, one and one-half hours of leadership laboratory, and one hour of physical fitness training per week. The Professional Officer Course consists of two semesters of study and leads to a commission in the United States Air Force. Leadership and management skills as they apply to a junior officer in the Air Force are emphasized. Three classroom hours, and one and one-half hours in leadership laboratory, and one hour of physical fitness training are required weekly. Students interested in this program leading to a commission should contact the Professor of Aerospace Studies at the participating cross-town institution.

## **Honors Degree Program (Parkville Daytime Campus Center Only)**

The Park University Degree with Honors Program seeks to create a cooperative learning environment where each student can establish him/herself both academically and personally. This program allows students as freshmen and sophomores to interact with a small cohort group in a specially designed program to explore academic majors, service learning, and leadership opportunities; to regularly interact with faculty and administrators, travel nationally or internationally, and design portfolios for scholarship, graduate school and employment applications. It also provides the opportunity for junior and senior members to pursue supervised research or creative projects as independent study. During their last two years, students focus time and effort in a self-designed project, developing intellectual relationships with faculty mentors, while sharing project results with student and faculty audiences. Honors students are excited about learning and are not satisfied with simply meeting minimum academic or graduation requirements. Park University

Degree with Honors Program seeks students who desire to learn not only for self-satisfaction, but also as a means through which they may vitally contribute to their campus, city, national, and global communities in support of the University and program mission statements. The program also acknowledges that often the most creative learning opportunities for students lie in the intersections between seemingly diverse academic disciplines. For this reason, the program encourages interdisciplinary work.

During the first four semesters, students enroll in four one credit hour courses, HN110, HN111, HN210, and HN211, the tuition funded by a four credit hour scholarship awarded to each program student. These courses establish the group as a cohort, support service learning and decision-making regarding an academic major, require a leadership self-assessment, stimulate thought regarding the Honors Project, provide planning for travel and internships, require portfolio production, and provide opportunities to interact with University administrators. During the first semester in the junior year, students enroll in HN 300, a one credit hour class, during which the student will identify an Honors Advisor and their topic for study. During the second and third semesters students enroll in HN 302 for two credit hours each and work with advisors on their projects. During their fourth semester course, HN 400 (three credit hours), students prepare for a public presentation based on their project activities and conclusions. Appropriate presentations will be made to the University and public communities near the completion of the final semester, as well as in other venues. Students are also encouraged to take advantage of a travel opportunity to a nation-wide honors conference.

## HONORS SOCIETIES

### **Pi Gamma Mu International Honor Society in Social Science**

A Chapter of PI GAMMA MU, was established at Park in 1959. The society has as its primary objectives to encourage the study of social science among undergraduate students and faculty members in colleges and universities throughout the world, and to recognize outstanding achievement through election to membership and the presentation of various awards for distinguished achievement. Any Park University student of good moral character who is a junior or senior can be considered for nomination. A qualified student shall have at least twenty semester hours of social science with a grade point average of 3.0 or better and an overall GPA of 3.7; academically ranked in the

upper 35 percent of his/her class; junior or senior status; and no record of academic failure in the social sciences. Contact the Social Science Department for further information.

### **Pinnacle National Honor Society (Accelerated Programs only)**

A chapter of PINNACLE, a national honor society, was established at Park University in 1991. PINNACLE is dedicated to recognizing and encouraging superior scholarship among adult and non-traditional college students. Good character, demonstrated leadership, and community involvement are essential supporting attributes for those selected for membership. Eligibility for invitation to membership is reserved for students with senior status (exceptional juniors may be admitted to membership) and a minimum grade point average of 3.0. The Campus Center Academic Advisory Council reviews and recommends extending invitations for membership to nominees. Contact the Campus Center Director for further information.

### **Alpha Chi National Honor Society (Parkville Daytime Campus Center only)**

A chapter of Alpha Chi, a national honor society was established at Park University in 1987. The purpose of Alpha Chi is to promote academic excellence and exemplary character among university studies and to honor those who achieve such distinction. Invitation to join the society is reserved for students within the top 10% of the junior and senior classes with a minimum of 3.80 GPA. The Parkville faculty votes on candidates meeting these criteria and selects the nominees. Contact the Office of Academic Affairs for further information.

## PORTFOLIO

The Portfolio Plan is an individualized degree completion program for mature, self-motivated students who wish to earn a baccalaureate degree without giving up full-time employment. Students entering the Portfolio program will have earned 27+ credit hours from an accredited institution of higher education. Requests may be made for exceptions on a case-by-case basis. To request an exception, evidence must be provided to demonstrate that the student is highly motivated with a strong academic background and would be able to succeed in a program that requires independent work. The request for exception is forwarded to the Director, Park Accelerated Programs-Kansas City Area, 911 Main Street, Suite 800, Kansas City, Missouri, 64105. It is particularly applicable to those adults whose job

or personal responsibilities preclude attending classes in the traditional manner. The program is designed to serve students who reside in the Kansas City area.

Portfolio applicants submit official college transcripts, a detailed resume, and documentation of any military training. Evaluation takes place and credit may be awarded for experiential learning as well as for prior college work. Students work with a faculty advisor to determine their educational goals. Coursework is completed by individual study tutorials and/or by formal classroom work.

## Portfolio Terms of Enrollment

The Portfolio term of registration begins the 16th and continues until the last day of the calendar month prior to the term of enrollment. Students wishing to enter the program will begin during the first week of the month that follows their acceptance into the program.

## Portfolio Term Dates

Students admitted to the Portfolio program may begin their program of study at the beginning of any of the following term dates:

### 2007

MONTH	SESSION – TERM DATES
July	PO 01 - July 1-August 28
August	PO 02 - August 1-September 28
September	PO 03 - September 1-October 28
October	PO 04- October 1-November 28
November	PO 05 - November 1-December 28
December	PO 06 - December 1-January 28

### 2008

MONTH	SESSION – TERM DATES
January	PO 07 - January 1-February 28
February	PO 08 - February 2-March 28
March	PO 09 - March 1-April 28
April	PO 10 - April 1-May 28
May	PO 11 - May 1-June 28
June	PO 12 - June 1-July 28

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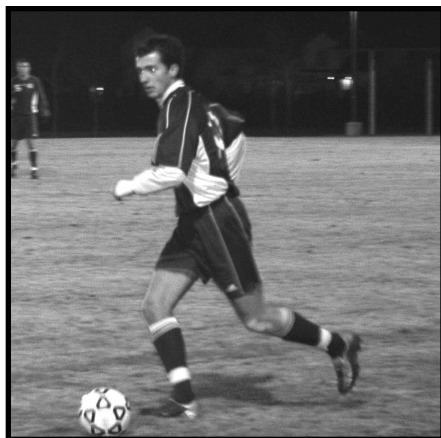
First eight days of each term is  
Enrollment Adjustment

## Portfolio Satisfactory Academic Progress

The Portfolio Program is a total program in which the student contracts his/her degree with a stated number of credit hours. For satisfactory progress, the student must be continuously enrolled in course work, completing each course in a reasonable length of time (8 weeks) unless otherwise specified by the tutor or advisor.

## Portfolio Withdrawal Refund Policy

If the student finds it necessary to withdraw from the program, the refund policy will be the same as stated elsewhere in the catalog for an 8-week term. The effective date of withdrawal will be the date on which the student met with the instructor. The withdrawal form can be obtained from the Portfolio Administrative Office at 911 Main, Suite 800, Kansas City, MO 64105.



Degree Requirements





# Accounting

AVAILABLE:

## B.A. MINOR

REQUIREMENTS:

B.A. MAJOR: 68 HOURS  
2.0 GPA

MINOR: 24 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The accounting major is designated to prepare students for a professional career in public accounting, managerial accounting, tax accounting or governmental accounting. The curriculum stresses professional ethics. It is excellent preparation for graduate study in accounting, business administration or law.

REQUIREMENTS FOR:

## B.A. MAJOR - 68 HOURS, 2.0 GPA

### BUSINESS CORE CURRICULUM

AC 201	Principles of Accounting I	.3 cr.
AC 202	Principles of Accounting II	.3 cr.
AC 230	Computer Based Accounting Systems	.3 cr.
CS 140	Introduction to Computer Science	.3 cr.
EC 141	Principles of Macroeconomics	.3 cr.
EC 142	Principles of Microeconomics	.3 cr.
EC 315	Quantitative Research Methods	.3 cr.
FI 360	Financial Management	.3 cr.
MA 120	Basic Concept of Statistics	.3 cr.
MG 260	Business Law I	.3 cr.
MG 495	Business Policy	.3 cr.
MK 351	Principles of Marketing	.3 cr.
MG 352	Principles of Management	.3 cr.

### PROFESSIONAL CORE

AC 309	Individual Income Tax	.3 cr.
AC 309A	Income Tax Practicum	.2 cr.
AC 312	Business Income Tax	.3 cr.
AC 315	Cost Accounting	.3 cr.
AC 320	Intermediate Accounting I	.3 cr.
AC 325	Intermediate Accounting II	.3 cr.
AC 420	Advanced Accounting I	.3 cr.
AC 425	Advanced Accounting II	.3 cr.
AC 430	Auditing	.3 cr.
MG 261	Business Law II	.3 cr.

TOTAL .....68 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

REQUIREMENTS FOR:

## MINOR - 24 HOURS, 2.0 GPA

AC 201, AC 202, AC 230, AC 309, AC 315, AC 320,  
EC 141, & MG 260

## Athletic Training / Sports Medicine

AVAILABLE:

**B.A.**

REQUIREMENTS:

MAJOR: 81-82 HOURS  
2.75 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The athletic training major, accredited by CAATE (Commission on Accreditation of Athletic Training Education), provides graduates with a variety of course and practical experiences related to the prevention, care, and rehabilitation of athletic injuries. Admission to this program occurs prior to the sophomore year. Transfer students who qualify to be at the sophomore level or higher will be required to apply to the athletic training program prior to enrollment in athletic training courses. Acceptance is based on a minimum overall grade point average, success in designated professional courses, recommendations, athletic training competencies and proficiencies, and a minimum completion of observational hours under the direct supervision of a certified athletic trainer. Once accepted into the program, students will be required to do four clinical assignments over no less than four semesters during a period of no more than five years. Upon completion of the athletic training major, students are eligible to apply for the Board of Certification exam. The career outlook for certified athletic trainers is excellent. Once certified, employment opportunities for athletic trainers include high-schools, two-and four-year colleges and universities, professional sports, rehabilitation clinics and fitness facilities. Professional and graduate schools complement the athletic training major by offering curriculum in health-related areas such as physical or occupational therapy, biomechanics, exercise physiology, and physician assistant.

### MISSION STATEMENT:

The mission of Park University's Athletic Training Education Program shall provide academic excellence that will allow students to effectively explore their knowledge in caring for the physically active while continuing to positively serve their respective community.

### VISION STATEMENT:

Park University's Athletic Training Education Program will be committed to the development of athletic training education and will strive to produce leaders for the athletic training profession.

### GOALS:

The department will prepare entry-level athletic trainers that represent the dynamic changes of the profession while upholding the standards of professional practice. In addition, the department will strive to have students who will have a positive contribution to society.

### PROGRAM COMPETENCIES:

The athletic training student at Park University will be educated and prepared toward specific competencies in the following areas of:

- Risk management and injury prevention
- Pathology of injuries and illnesses
- Clinical examination and diagnosis
- Acute care of injury and illness
- Pharmacology
- Therapeutic modalities
- Therapeutic and rehabilitative exercise
- General medical conditions and disabilities
- Nutritional aspects of injury and illness
- Psychosocial intervention and referral
- Health care administration
- Professional development and responsibilities

### **Admission to the Athletic Training Program**

The candidate athletic training student must complete the core requirements prior to being officially accepted into the program. The core requirements are: completion of 60 contact hours, completion of Introduction to Athletic Training I and II, completion of all academic requirements with a accumulative GPA of 2.75 or higher, and an official application to the athletic training program by April 1st. Once all application materials are submitted candidate athletic training students will have a formal interview with the athletic training admissions committee. Performance during the first 60 observational hours will be very important in the application process. Depending on the availability of clinical sites a maximum of 15 qualified applicants could be selected per year. There are no guarantees for program admission even if all of the necessary requirements are completed. To be considered eligible for admission to the Park University Athletic Training Education Program the following steps are necessary:

1. Admission to Park University
2. Completion of Introduction to Athletic Training I and II
3. Completion of an Anatomy and Physiology course
4. Completion of a First Aid and Emergency Cardiac Care course
5. Cumulative GPA of 2.75 or above (including transfer credits)
6. Completed application to Park University Athletic Training Education Program prior to April 1st
7. Three (3) letters of recommendation
8. Immunization records
9. Hepatitis B vaccination or signed assumption of risk waiver (If the student decides they want the Hepatitis B vaccination, it will be the responsibility of the student to get the first two Hepatitis B series shots on their own prior to the application deadline. Proof of this decision will need to be included in the application packet. Proof of the third Hepatitis B series shot must be submitted prior to beginning any clinical assignments).
10. Signed technical standards form
11. Physical examination by M.D., D.O., F.N.P or P.A.
12. Formal interview with athletic training admissions committee

Transfer students will have to follow the same policies and procedures as four-year traditional students. All transfer students will be evaluated on a case-by-case basis. If a student is transferring from another accredited athletic training program it will be at the discretion of the program director as to the placement of the student within the appropriate didactic and clinical levels of the program.

### **Technical Standards**

The Athletic Training Education Program is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. All students admitted to the athletic training education program must meet the following abilities and expectations. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program. Candidate athletic training students for selection must demonstrate the qualifications of the athletic training education program and Park University technical standards.

### **Athletic Training Technical Standards**

1. The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessments and therapeutic judgments and to be able to distinguish deviations from the norm;
2. Sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients;
3. The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at the level consistent with competent professional practice;
4. The ability to record the physical examination results and a treatment plan clearly and accurately;
5. The capacity to maintain composure and continue to function well during periods of high stress;
6. The perseverance, diligence and commitment to complete the athletic training educational program as outlined and sequenced;
7. Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations; and
8. Effective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

### **Park University Technical Standards**

Please refer to the Park University web page:

[www.park.edu/support/policy.asp](http://www.park.edu/support/policy.asp).

Candidates for selection to the athletic training education program will be required to verify they understand and meet these standards or that they believe that, with certain accommodations, they can meet the standards.

Park University's Academic Support Services will evaluate a student who states s/he could meet the program's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws.

If a student states s/he can meet the technical standards with accommodation, then Park University will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize clinician/patient safety, or the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

### **Academic Excellence**

Students who achieve below a "C" in the core athletic training courses (AT 144 through AT 450) will be required to take them over. In addition students need to maintain at least a cumulative 2.75 GPA throughout their entire academic career or they will be subjected to program probation or dismissal from the athletic training program.

For a full description of all the policies and procedures of the athletic training educational program, please visit the department's website at <http://www.park.edu/athletictraining>.

# Athletic Training / Sports Medicine (Continued)

## REQUIREMENTS FOR:

### B.A. MAJOR – 82 HOURS, 2.75 GPA

AT 144	Introduction to Athletic Training I . . . . .	1 cr.
AT 145	Introduction to Athletic Training II . . . . .	1 cr.
AT 231	First Aid and Emergency Procedures . . . . .	3 cr.
AT 236	Kinesiology . . . . .	3 cr.
AT 246	Clinical Education I . . . . .	3 cr.
AT 250	Exercise Physiology . . . . .	3 cr.
AT 261	Care & Prevention of Athletic Injuries . . . . .	3 cr.
AT 347	Clinical Education II . . . . .	3 cr.
AT 348	Field Experiences in Athletic Training . . . . .	2 cr.
AT 350	Pathology in Athletics. . . . .	4 cr.
AT 351	Introduction to Pharmacology & Pharmacy. . . . .	3 cr.
AT 355	Therapeutic Modalities in Athletic Training . . . . .	4 cr.
AT 356	Administration of Athletic Training . . . . .	3 cr.
AT 365	Advanced Athletic Training . . . . .	4 cr.
AT 366	Therapeutic Exercise & Rehabilitation . . . . .	4 cr.
AT 421	Special Topics in Athletic Training . . . . .	3 cr.
AT 449	Clinical Education III. . . . .	3 cr.
AT 450	Clinical Education IV. . . . .	3 cr.
BI 115	Human Biology. . . . .	4 cr.
BI 122	Human Nutrition . . . . .	3 cr.
BI 211	Human Anatomy & Physiology I . . . . .	4 cr.
BI 212	Human Anatomy & Physiology II. . . . .	4 cr.
BI 214	Personal & Community Health . . . . .	3 cr.
CH 105	Introductory Chemistry I. . . . .	5 cr.
MA 120	Basic Concepts in Statistics . . . . .	3 cr.
PS 101	Introduction to Psychology . . . . .	3 cr.

TOTAL . . . . .82 cr.

Biology

AVAILABLE:

B.A.  
B.S.  
MINOR

REQUIREMENTS:

B.A. MAJOR:  
49 HOURS  
2.0 GPA

MINOR:  
18 HOURS  
2.0 GPA

B.S. MAJOR:  
65-67 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



BACHELOR OF ARTS

The major in biology provides the graduate with a variety of courses for a diversity of experiences in natural science. This program includes general biology, botany, anatomy, physiology, genetics, microbiology and research techniques. The student pursuing a B.A. in Biology is strongly advised to seek an additional major to provide maximum employment flexibility. A combination of journalism and biology provides management opportunities in editing and science writing. Training in business and biology provides management opportunities in science-oriented companies, as well as pharmaceutical sales. With a major or minor in chemistry, additional opportunities may be found in employment with various county, state, and federal agencies in health services, environmental control, and the food and drug areas. The pharmaceutical and chemical industries provide additional opportunities at the baccalaureate level of training in laboratory technician capacity.

BACHELOR OF SCIENCE

The major in biology provides the graduate with a variety of courses for a diversity of experience in natural science. This program includes general biology, botany, anatomy, physiology, genetics, microbiology and research techniques. With the basic core biology courses, required supporting chemistry, physics, and mathematics courses and elective biology courses, the biology graduate should be prepared for most university graduate school programs in biology, botany, or zoology or for entrance into medical, dental, or veterinary schools. Additional opportunities may be found in employment with various county, state, and federal agencies in health services, environmental control, and the food and drug areas. The pharmaceutical and chemical industries additionally provide positions at the baccalaureate level of training in laboratory technician capacity.

REQUIREMENTS FOR:

B.A. MAJOR – 49 HOURS, 2.0 GPA  
B.S. MAJOR – 65 HOURS, 2.0 GPA

CORE CURRICULUM: (REQUIRED FOR BOTH MAJORS)

	B.A.	B.S.
BI 115 Human Biology . . . . .	4 cr.	4 cr.
BI 225 Botany . . . . .	4 cr.	4 cr.
BI 226 Zoology . . . . .	4 cr.	4 cr.
BI 231 Introductory Molecular Cell Biology . . . . .	3 cr.	3 cr.
BI 306 Biological Literature . . . . .	3 cr.	3 cr.
BI 326 Ethics in Science . . . . .	3 cr.	3 cr.
BI 415 Senior Research . . . . .	3 cr.	3 cr.
NS 220 Applied Statistics & Experimental Design . . . . .	3 cr.	3 cr.
NS 401 Natural Science Seminar (1 cr.) . . . . .	2 cr.	2 cr.
CH 107 Introduction to Chemistry I . . . . .	3 cr.	3 cr.
CH 107L Introduction to Chemistry I Lab. . . . .	1 cr.	1 cr.
CH 108 Introduction to Chemistry II. . . . .	3 cr.	3 cr.
CH 108L Introduction to Chemistry II Lab. . . . .	<u>1 cr.</u>	<u>1 cr.</u>
	37 cr.	37 cr.

**Biology** (Continued)

CH 317	Organic Chemistry I . . . . .	3 cr.
CH 317L	Organic Chemistry I Lab. . . . .	1 cr.
CH 318	Organic Chemistry II. . . . .	3 cr.
CH 318L	Organic Chemistry II Lab. . . . .	1 cr.
PY 155	Concepts of Physics I. . . . .	4 cr.
PY 156	Concepts of Physics II . . . . .	4 cr.
		<u>37 cr. 53 cr.</u>

<b>BI ELECTIVES:</b> (FROM APPROVED LIST) . . . . .	12 cr.	12 cr.
BI 300	Evolution (3 cr.)	
BI 320	Genetics (4 cr.)	
BI 330	Paleobiology (4 cr.)	
BI 337	Biochemistry (3 cr.)	
BI 337L	Biochemistry Lab (1 cr.)	
BI 340	Comparative Anatomy (4 cr.)	
BI 344	Animal Physiology (4 cr.)	
BI 350	Microbiology (4 cr.)	
BI 360	Cell Biology (4 cr.)	
BI 378	Ecology (4 cr.)	
BI 417	Developmental Biology (4 cr.)	
BI 422	Individual Research (1-3 cr.)	
BI 470	Internship in Biology (1-4 cr.)	
BI 490	Advanced Topics in Biology (1-4 cr.)	
GGP 350	Geographic Information Systems (GIS) (3 cr.)	
		<u>BA BS</u>
TOTAL . . . . .		49 cr. 65 cr.

Senior Examinations, a series of written examinations, are to be taken during the seventh and eighth semesters as scheduled at the beginning of the fall semester.

REQUIREMENTS FOR:  
**MINOR – 18 HOURS, 2.0 GPA**

12 of the 18 hours must be numbered above the 220 level.

Business Administration

AVAILABLE:

B.A.  
MINOR

REQUIREMENTS:

B.A. MAJOR:  
51-57 HOURS  
2.0 GPA

MINOR:  
18-21 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

REQUIREMENTS FOR:

B.A. MAJOR – 51-57 HOURS, 2.0 GPA

CORE CURRICULUM:

AC 201	Principles of Accounting I	3 cr.
AC 202	Principles of Accounting II	3 cr.
CS 140	Introduction to Computers	3 cr.
EC 141	Principles of Macroeconomics	3 cr.
EC 142	Principles of Microeconomics	3 cr.
EC 315	Quantitative Research Methods	3 cr.
FI 360	Financial Management	3 cr.
MA 120	Basic Concepts of Statistics	3 cr.
MG 260	Business Law I	3 cr.
MG 352	Principles of Management	3 cr.
MG 495	Business Policy	3 cr.
MK 351	Principles of Marketing	3 cr.
TOTAL		36 cr.

Specialty Area: (Choose One)

FINANCE..... 15 cr.

EC 301	Intermediate Macroeconomics (3 cr.)
EC 303	Money, Credit and Banking (3 cr.)
FI 417	Investment Analysis and Management (3 cr.)
FI 425	Principles of Real Estate (3 cr.)
MG 261	Business Law II (3 cr.)

HUMAN RESOURCES..... 21 cr.

EC 302	Labor Economics (3 cr.)
HR 353	Intro.to Human Resource Management (3 cr.)
HR 421	Corporate Training and Development (3 cr.)
HR 422	Organizational Development and Change (3 cr.)
HR 434	Compensation Management (3 cr.)
HR 491	SR. Seminar in Human Resources Develop. (3 cr.)
MG 365	Organizational Behavior (3 cr.)

MARKETING .....18 cr.

EC 300	Intermediate Microeconomics (3 cr.)
MK 380	Advertising (3 cr.)
MK 385	Consumer Behavior (3 cr.)
MK 395	International Marketing (3 cr.)
MK 411	Marketing Management (3 cr.)
MK 453	Marketing Research & Information Systems (3 cr.)



**Business Administration** (Continued)

<b>MANAGEMENT</b> .....	15 cr.
EC 300 Intermediate Microeconomics (3 cr.)	
EC 302 Labor Economics (3 cr.)	
HR 353 Intro. to Human Resource Management (3 cr.)	
MG 365 Organizational Behavior (3 cr.)	
MG 375 Production Operations Management (3 cr.)	
<b>* INTERNATIONAL BUSINESS</b> .....	21 cr.
EC 300 Intermediate Microeconomics (3 cr.)	
EC 301 Intermediate Macroeconomics (3 cr.)	
EC 407 International Trade and Finance (3 cr.)	
GGH 110 Cultural Geography (3 cr.)	
IB 315 International Business Perspectives (3 cr.)	
IB 451 Seminar on International Business (3 cr.)	
MK 395 International Marketing (3 cr.)	
<b>TOTAL</b> .....	51-57 cr.

\* Not available through the Park Accelerated Programs.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

REQUIREMENTS FOR:

**MINOR – 21 HOURS, 2.0 GPA**

(Parkville Daytime Campus Only)

**Business Administration/Finance:** ..... 21 cr.

EC 141, AC 201, AC 202, EC 303, FI 360, FI 417, FI 425

**Business Administration/Human Resources:** ..... 21 cr.

MG 260, MG 352, HR 353, HR 421, HR 422,  
HR 434, HR 491

**Business Administration/Management:** ..... 21 cr.

EC 141, AC 201, EC 302, MK 351, MG 352,  
HR 353, MG 375

**Business Administration / Marketing:** ..... 21 cr.

EC 141, MG 260, MK 453, MK 351, CA 380,  
MK 385, MK 411

Business Economics

AVAILABLE:

B.A.

REQUIREMENTS:

MAJOR:  
54 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



This degree program is designed to give students a comprehensive economics education with a major emphasis in business and a focus throughout on international subjects. This degree prepares students for staff and management positions in business, government and international organizations. Students who plan to attend graduate school will find this major provides an excellent basis for advanced degrees in Economics, Business, and/or Law.

REQUIREMENTS FOR:  
**B.A. MAJOR – 57 HOURS, 2.0 GPA**

AC 201	Principles of Accounting I	3 cr.
AC 202	Principles of Accounting II	3 cr.
CS 140	Introduction to Computers	3 cr.
EC 141	Principles of Macroeconomics	3 cr.
EC 142	Principles of Microeconomics	3 cr.
EC 300	Intermediate Microeconomics	3 cr.
EC 301	Intermediate Macroeconomics	3 cr.
EC 309	Economic Development	3 cr.
EC 315	Quantitative Research Methods	3 cr.
EC 402	Comparative Economic Systems	3 cr.
EC 404	Managerial Economics	3 cr.
EC 407	International Trade and Finance	3 cr.
EC 450	Senior Seminar in Economics	3 cr.
FI 360	Financial Management	3 cr.
MA 120	Basic Concepts of Statistics	3 cr.
MG 260	Business Law I	3 cr.
MG 352	Principles of Management	3 cr.
MG 495	Business Policy	3 cr.
MK 351	Principles of Marketing	3 cr.
TOTAL		57 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

# Chemistry

AVAILABLE:

**B.A.  
B.S.  
MINOR**

REQUIREMENTS:

**B.A. MAJOR:**

57 HOURS

2.0 GPA

**MINOR:**

26-28 HOURS

2.0 GPA

**B.S. MAJOR:**

70 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



In contemporary society, it is evident that the science of chemistry is no longer confined to the research laboratory, but is exerting a profound impact on social, political, and economic decisions at the local, national, and international levels. Chemistry is the recognized physical basis for the biological and psychological sciences and is important in every effort of our industrialized society. Students wishing to pursue a career in the chemical profession, medicine, dentistry, veterinary medicine, laboratory technology, or the environmental science are encouraged to consider the major program in chemistry with appropriate minors in other disciplines for their preparatory work.

REQUIREMENTS FOR:

**B.A. MAJOR - 57 HOURS, 2.0 GPA****B.S. MAJOR - 70 HOURS, 2.0 GPA**

		<u>B.A.</u>	<u>B.S.</u>
CH 107	Introduction to Chemistry I . . . . .	3 cr.	3 cr.
CH 107L	Introduction to Chemistry I Lab . . . . .	1 cr.	1 cr.
CH 108	Introduction to Chemistry II . . . . .	3 cr.	3 cr.
CH 108L	Introduction to Chemistry II Lab . . . . .	1 cr.	1 cr.
CH 310	Introduction to Inorganic Chemistry . . . . .	4 cr.	4 cr.
CH 317	Organic Chemistry I . . . . .	3 cr.	3 cr.
CH 317L	Organic Chemistry Lab . . . . .	1 cr.	1 cr.
CH 318	Organic Chemistry II . . . . .	3 cr.	3 cr.
CH 318L	Organic Chemistry II Lab . . . . .	1 cr.	1 cr.
CH 328	Analytical Chemistry . . . . .	4 cr.	4 cr.
CH 329	Intro. to Instrumental Analysis . . . . .	4 cr.	4 cr.
CH 405	Fundamentals of Physical Chemistry . . . . .	4 cr.	
CH 407	Physical Chemistry I . . . . .		4 cr.
CH 408	Physical Chemistry II . . . . .		4 cr.
MA 210	Calculus and Analytic Geometry I . . . . .	3 cr.	3 cr.
MA 211	Calculus and Analytic Geometry II . . . . .	3 cr.	3 cr.
MA 212	Calculus and Analytic Geometry III . . . . .		3 cr.
MA 213	Calculus & Analytic Geometry IV . . . . .		3 cr.
	- OR -		
MA 302	Ordinary Differential Equations (3 cr.)		
	- OR -		
MA 311	Linear Algebra (3 cr.)		
NS 401	Natural Science Seminar (1 cr.) . . . . .	2 cr.	2 cr.
PY 205	Introduction to Physics I . . . . .	5 cr.	5 cr.
PY 206	Introduction to Physics II . . . . .	5 cr.	5 cr.
Electives selected from the following: . . . . .		7 cr.	10 cr.
CH 321	Intro. to Medicinal Chemistry (3 cr.)		
CH 337	Biochemistry (3 cr.)		
CH 337L	Biochemistry Lab (1 cr.)		
CH 400	Special Topics in Chemistry (1-3 cr.)		
CH 429	Advanced Analytical Chemistry (4 cr.)		
CH 440	Organic Synthesis (5 cr.)		
CH 451	Internship in Chemistry (1-6 cr.)		
CH 490	Research in Chemistry (1-3 cr.)		

B.A. B.S.

TOTAL . . . . . 57 cr. 70 cr.

PASSING A WRITTEN COMPREHENSIVE EXAMINATION IS REQUIRED.

REQUIREMENTS FOR:

**B.A. MINOR - 26-28 HOURS, 2.0 GPA**

CH 107, CH 107L, CH 108, CH 108L, CH 317, CH 317L, CH 318, CH 318L, and three upper level chemistry courses from the list of electives. Chemistry minors may also include CH 310, CH 328, CH 329, and CH 405 as elective choices. The minor is recommended to all students majoring in biology or the pre-health studies.

PASSING A WRITTEN COMPREHENSIVE EXAMINATION IS REQUIRED.

# Communication Arts

AVAILABLE:

**B.A.  
MINOR**

REQUIREMENTS:

MAJOR:

46-54 HOURS

2.0 GPA

MINOR:

21 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



The Communication Arts Department offers five related concentrations:

1. journalism,
2. broadcasting,
3. communication theory and human relations,
4. photojournalism, and
5. public relations.

These communication art majors are designed to prepare the student for successful pursuit of occupational goals; and an individual graduating from this program will also be equipped to function well in the larger setting of society. Each major combines traditional course work with practical application in the field of choice. This has proven to be invaluable to students and may take the form of internships, private employment, or work assignments (or a combination of all three). In the print journalism and photojournalism majors, students work for academic credit on school publications: The Stylus, the century-old Park newspaper, and Narva, the yearbook.

In the electronic media, students work at KGSP-FM, the Park University radio station, or in the production of programs for the Platte-Clay commercial cable service. Students who select the communication theory and human relations or the public relations majors often have specified occupational goals in mind, such as public relations, personnel management, human resources or related fields.

REQUIREMENTS FOR:

**B.A. MAJOR – 46-54 HOURS, 2.0 GPA**

## CORE CURRICULUM:

CA 103	Public Speaking	.....3 cr.
CA 104	Interpersonal Communication I	.....3 cr.
CA 302	Communication Ethics and Law	.....3 cr.
CA 322	Theory & History of Mass Media	.....3 cr.

## SPECIALTY AREA (CHOOSE ONE):

Journalism, Photojournalism, Broadcasting, Communication Theory and Human Relations, Public Relations .....28-42 cr.

TOTAL .....46-54 cr.

The student must complete an approved portfolio or a senior project (CA 491). Approval for the senior project option must be obtained from the student's advisor prior to enrolling in the course.

**Journalism Concentration:** .....34 cr.

CA 201 (3), CA 241 (4), CA 311 (3), CA 315-A, B (3)  
or CA 125 (3), CA 315-G (3), CA 316 (3), CA 317 (3),  
CA 341 (3), CA 450 (3) English above 200 (6)

**Photojournalism Concentration:** .....34 cr.

A hands-on approach to mastering the techniques of photographic communication strongly rooted in the fundamental principles of journalism. Practical experience leads to creation of a professional portfolio.

CA 201 (3), CA 241 (4), CA 311 (3), CA 315 D (3),  
CA 315 G (3),CA 317 (3), CA 341 (3), CA 441 (3),  
CA 450 (3), Art Electives (6)

Communication Arts (Continued)

**Broadcasting Concentration:** .....34 cr.  
CA 115 (3), CA 241 (4), TH 105 (3), CA 201 (3), CA 316 (3),  
CA 231 (3), CA 221 (3), CA 335 (3) or CA 325 (Three hours  
required but student may take up to 9 hours for credit), and  
CA 490 B (3).

**Students are strongly urged to choose one of these two  
companion minors:**

**Public Relations Minor**  
CA 218 Public Relations, CA 380 Advertising, and MK 351  
Marketing.

**Journalism Minor**  
CA 317 Feature Writing, PO 200 or PO 201, PO 336 or  
EC 101

Students who do not choose Public Relations or Journalism minor, add  
six hours of English above 200 (6), not including EN 306.

**Comm. Theory & Human Relations Concentration:** .....42 cr.  
CA 201 (3), CA 218 (3), CA 301 (3), MK 351 (3), CA 380 (3),  
MK 411 (3), CA 400 (3), CA 402 (3), CA 404 (3),  
CA 420 (3), CA 491 (6) English above 200 (6).

**Public Relations Concentration:** .....37 cr.  
CA 115 (3), CA 218 (3), CA 241 (4), CA 201 (3), CA 231 (3),  
CA 301 (3), CA 317 (3), CA 311 (3), CA 318 (3),  
PO 200 (3) or PO 201 (3), CA 380 (3), CA 400 (3).  
TOTAL .....46-54 cr.

REQUIREMENTS FOR:  
**MINORS – 21 HOURS, 2.0 GPA**

In journalism, photojournalism, broadcasting, public relations or  
communication theory and human relations - 21 hours, 2.0 GPA.  
CA 103, CA 104, CA 302, CA 322 and three courses selected by  
faculty advisor from the appropriate concentration.

## Communication Theory and Human Relations

AVAILABLE:

**B.A.**

REQUIREMENTS:

MAJOR:

54 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



KANSAS CITY 8 WEEK PROGRAM

REQUIREMENTS FOR:

### **B.A. MAJOR – 54 HOURS, 2.0 GPA**

CA 103	Public Speaking	.....3 cr.
CA 104	Interpersonal Communication I	.....3 cr.
CA 201	Reporting I	.....3 cr.
CA 218	Public Relations	.....3 cr.
CA 301	Interpersonal Communication II	.....3 cr.
CA 302	Communication Ethics and Law	.....3 cr.
CA 322	Theory & History of Mass Media	.....3 cr.
CA 380	Advertising	.....3 cr.
CA 400	Interviewing: Theory and Practice	.....3 cr.
CA 402	Organizational Communication	.....3 cr.
CA 404	Special Topics in Communication Arts	.....3 cr.
CA 420	Human Relations in Group Interaction	.....3 cr.
CA 491	Senior Project (3 cr. x 2)	.....6 cr.
EN 2__	English Electives above 200 level	.....6 cr.
MK 351	Principles of Marketing	.....3 cr.
MK 411	Marketing Management	.....3 cr.

TOTAL .....54 cr.

School for Natural and Applied Sciences

Computer Based Information Systems

AVAILABLE:

B.S.

REQUIREMENTS:

MAJOR:  
66 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



KANSAS CITY 8 WEEK PROGRAM

There is no organization, whether it is large or small, that can survive without the support of its data processing department. The number of jobs available in business and government for computer-trained personnel continues to increase. The major specifically prepares the student in the area of data processing, business management, and accounting. The combination of computer and business courses prepares the students for careers in programming, system analysis, and management of computer systems.

Program Competencies:

- Apply problem-solving and critical-thinking skills and use popular computer technologies in producing technology solutions.
- Communicate effectively, ethically, and professionally in a team environment.
- Identify appropriate information technologies for a given organizational context and explain how to incorporate such technologies into the given organizational context.

The information and Computer Science (ICS) Department works with Park’s Career Development Center in helping to place students in computer internship positions. The ICS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

All majors must pass the ICS department’s comprehensive examination.

REQUIREMENTS FOR:

B.S. MAJOR – 66 HOURS, 2.0 GPA

AC 201	Principles of Accounting I	3 cr.
AC 202	Principles of Accounting II	3 cr.
CS 140	Introduction to Computers	3 cr.
CS 151	Introduction to Programming	3 cr.
CS 208	Discrete Mathematics	3 cr.
CS 219	Programming Fundamentals	3 cr.
CS 225	Programming Concepts	3 cr.
CS 300	Technologies in a Global Society	3 cr.
CS 314	User Interface Design	3 cr.
CS 351	Computer Operating Systems	3 cr.
CS 360	Database Management	3 cr.
CS 365	Computer Networking	3 cr.
EC 315	Quantitative Research Methods	3 cr.
FI 360	Financial Management	3 cr.
IS 205	Managing Information Systems	3 cr.
IS 216	COBOL I	3 cr.
IS 217	COBOL II	3 cr.
IS 315	Computer Systems Analysis and Design I	3 cr.
IS 316	Computer Systems Analysis and Design II	3 cr.
MA 120	Basic Concepts of Statistics	3 cr.
MG 352	Principles of Management	3 cr.
MG 375	Production and Operations Management	3 cr.
TOTAL		66 cr.



# Computer Science

AVAILABLE:

**A.S.  
B.S.**

REQUIREMENTS:

**A.S. MAJOR:**  
33 HOURS  
2.0 GPA

**B.S. MAJOR:**  
60 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)

## ASSOCIATE OF SCIENCE

REQUIREMENTS FOR:

### A.S. MAJOR – 33 HOURS, 2.0 GPA

CS 140	Introduction to Computers	3 cr.
CS 151	Introduction to Programming	3 cr.
CS 208	Discrete Mathematics	3 cr.
CS 219	Programming Fundamentals	3 cr.
CS 220	Computer Architecture	3 cr.
CS 225	Programming Concepts	3 cr.
CS/IS	Elective	3 cr.
(Any CS/IS 3 credit course that is not a required courses.)		
MA 120	Basic Concepts of Statistics	3 cr.
MA 141	College Trigonometry	3 cr.
- OR -		
MA 150	Precalculus Mathematics (3 cr.)	
MA 210	Calculus and Analytic Geometry I	3 cr.
MA 211	Calculus and Analytic Geometry II	3 cr.

TOTAL .....33 cr.

## BACHELOR OF SCIENCE

One of the essential tools of the modern technology is the computer. The computer is used to support scientific research, development of applications, and the data processing environment. The Computer Science Program provides the necessary core curriculum and supporting courses to train individuals to enter a variety of computer industries. Individuals will also be well qualified to enter graduate programs in computer related areas.

### Program Competencies:

- Apply problem-solving and critical-thinking skills and use popular computer technologies in producing technology solutions.
- Communicate effectively, ethically, and professionally in a team environment.
- Design and implement elegant programs that utilize data structures and operating systems concepts.

The information and Computer Science (ICS) Department works with Park's Career Development Center in helping to place students in computer internship positions. The ICS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

All majors must pass the ICS department's examination.

REQUIREMENTS FOR:

### B.S. MAJOR – 60 HOURS, 2.0 GPA

CS 140	Introduction to Computers	3 cr.
CS 151	Introduction to Programming	3 cr.
CS 208	Discrete Mathematics	3 cr.
CS 219	Programming Fundamentals	3 cr.
CS 220	Computer Architecture	3 cr.
CS 225	Programming Concepts	3 cr.
CS 300	Technology in a Global Society	3 cr.
CS 305	Artificial Intelligence	3 cr.
CS 314	User Interface Design	3 cr.

Computer Science continued

CS 321	Web Programming I	.3 cr.
CS 322	Web Programming II	.3 cr.
CS 351	Computer Operating Systems	.3 cr.
CS 352	Data Structures	.3 cr.
CS 360	Database Management	.3 cr.
CS 365	Computer Networking	.3 cr.
MA 120	Basic Concepts of Statistics	.3 cr.
MA 141	College Trigonometry	.3 cr.
- OR -		
MA 150	Pre-calculus Mathematics (3 cr.)	
MA 210	Calculus and Analytic Geometry I	.3 cr.
MA 211	Calculus and Analytic Geometry II	.3 cr.
MA 311	Linear Algebra	.3 cr.
TOTAL		.60 cr.

Construction Management

AVAILABLE:

A.S.

REQUIREMENTS:

A.S. MAJOR:  
33 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)

REQUIREMENTS FOR:

A.S. MAJOR – 33 HOURS, 2.0 GPA

CO 111	Intro. To Engr. Const. Tech. Design & Materials	.3 cr.
CO 121	Plans Analysis	.3 cr.
CO 215	Construction Safety and Health	.3 cr.
CO 225	Building Codes	.3 cr.
CO 235	Construction Planning	.3 cr.
CO 245	Construction Estimating	.3 cr.
CO 360	Critical Path Analysis	.3 cr.
CS 140	Introduction to Computers	.3 cr.
EG 101	Introduction to Engineering Management	.3 cr.
MG 260	Business Law I	.3 cr.
MG 271	Principles of Supervision	.3 cr.

TOTAL .33 cr.

# Criminal Justice Administration

AVAILABLE:

A.S.  
B.S.  
B.A.  
MINOR

REQUIREMENTS:

A.S. MAJOR:  
27 HOURS  
2.0 GPA

B.A. MAJOR:  
54 HOURS  
2.0 GPA

MINOR:  
18 HOURS  
2.0 GPA

B.S. MAJOR:  
51 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



## ASSOCIATE OF SCIENCE

(School of Extended Learning, Kansas City 8-Week Program & Portfolio)

REQUIREMENTS FOR:

### A.S. MAJOR – 27 HOURS, 2.0 GPA

CJ 100	Introduction to Criminal Justice Administration	.3 cr.
CJ 105	Criminal Law	.3 cr.
CJ 200	Criminology	.3 cr.
CJ 220	Criminal Justice and the Community	.3 cr.
CJ 311	Criminal Investigation	.3 cr.
CJ 400	Constitutional Law in Criminal Justice	.3 cr.
CS 140	Introduction to Computers	.3 cr.
EN 2--	Any 200 level English elective	.3 cr.
MA 120	Basic Concepts of Statistics	.3 cr.

TOTAL .....27 cr.

## BACHELOR OF ARTS

(Parkville 16 Week Program)

The major in criminal justice administration is designed to provide a comprehensive understanding of the complete criminal justice system within society in the United States. This comprehensive understanding will be based on theoretical, philosophical, and practical knowledge of criminal justice. This understanding will provide a broad background for over 40 basic career opportunities in the criminal justice system, both in the public sector and in the private sector at the local, county, state, and national levels. There are three areas of concentration, building upon the basic courses: Law Enforcement, Corrections, and Security.

REQUIREMENTS FOR:

### B.A. MAJOR – 51 HOURS, 2.0 GPA

#### Core Curriculum

CJ 100	Intro to Criminal Justice Administration	.3 cr.
CJ 105	Criminal Law	.3 cr.
CJ 200	Criminology	.3 cr.
CJ 221	Criminal Procedure	.3 cr.
CJ 300	Agency Administration	.3 cr.
CJ 311	Criminal Investigation	.3 cr.
CJ 430	Research in Criminal Justice	.3 cr.
CJ 450	Senior Seminar in Criminal Justice	.3 cr.
CJ 440	Internship in Criminal Justice (3 cr.)	.3 cr.
- OR -		
CJ 441	Senior Writing Project (3 cr.)	

Four of the following: .....12 cr.

CJ 205	Juvenile Delinquency (3 cr.)
CJ 220	Criminal Justice and the Community (3 cr.)
CJ 231	Introduction to Law Enforcement (3 cr.)
CJ 232	Introduction to Corrections (3 cr.)
CJ 233	Introduction to Security (3 cr.)
CJ 250	Selected Topics in Criminal Justice (3 cr.)

**Criminal Justice Administration** (Continued)

<b>Three of the following:</b> .....		9 cr.
CJ 302	Media & Criminal Justice (3 cr.)	
CJ 310	Leadership and Team-building (3 cr.)	
CJ 313	The Law of Evidence (3 cr.)	
CJ 315	Special Topics in Criminal Justice (3 cr.)	
CJ 365	Financial Investigations (3 cr.)	
CJ 400	Constitutional Law in Criminal Justice (3 cr.)	
CJ 420	Forensic Science (3 cr.)	
CJ 425	Comparative Criminal Justice Systems (3 cr.)	

One of the following areas: ..... 3 cr.

**Area A. Law Enforcement**

CJ 312

**Area B. Corrections**

CJ 322

**Area C. Security**

CJ 333

TOTAL .....51 cr.

**REQUIREMENTS FOR:**

**MINOR – 18 HOURS, 2.0 GPA**

(Parkville 16-Week Program)

18 hours which must include CJ 100, CJ 105, CJ 200,  
and 9 hours of CJ electives excluding CJ 440 and CJ 450

**BACHELOR OF SCIENCE**

(School of Extended Learning, School of Online Learning,  
Kansas City 8 Week Program and Portfolio)

The basic aim of the Criminal Justice Administration Bachelor of Science degree is to develop a comprehensive understanding of the total criminal justice system within the larger society by providing a firm base in the theoretical, philosophical, and practical knowledge of criminal justice. The program aspires to provide a broad focus at the early stages of the students professional development by increasing his/her ability to deal effectively in the criminal justice mission in society. Well over 40 basic career opportunities in the criminal justice system (law enforcement, corrections, probation, parole, the courts, prosecution, and defense) at the community, municipal, county, state, and federal levels await the Criminal Justice Administration program graduate.

**REQUIREMENTS FOR:**

**B.S. MAJOR – 48 HOURS, 2.0 GPA**

**Core Curriculum**

CJ 100	Introduction to Criminal Justice Administration	.3 cr.
CJ 105	Criminal Law .....	.3 cr.
CJ 200	Criminology .....	.3 cr.
CJ 300	Agency Administration .....	.3 cr.
CJ 350	Criminal Justice Management and Planning .....	.3 cr.
CJ 400	Constitutional Law in Criminal Justice .....	.3 cr.

**Criminal Justice Administration** (Continued)

CJ 450	Senior Seminar in Criminal Justice . . . . .	3 cr.
CJ 440	Internship in Criminal Justice (3 cr.)	
	- OR - . . . . .	3 cr.
CJ 441	Senior Writing Project (3 cr.)	
CS 140	Introduction to Computers . . . . .	3 cr.
ML	Modern Language (one language) (6 cr.) . . . . .	6 cr.
	- OR -	
CS 151	Introduction to Programming(3 cr.)	
	- AND -	
CS 219	Programming Fundamentals (3 cr.)	
	- OR -	
CS 144	Beginning Program. w/Multimedia Projects (3 cr.)	
	- AND -	
CS 151	Introduction to Programming (3 cr.)	
MA 120	Basic Concepts of Statistics . . . . .	3 cr.

**One of the following areas:** . . . . . 12 cr.

**Area A: Law Enforcement**

CJ 311, CJ 312  
Plus 6 semester hours upper division work in one of the following areas: political science, sociology, or psychology.  
- OR -

**Area B: Corrections**

CJ 232, CJ 322  
Plus 6 semester hours upper division work in one of the following areas: political science, sociology, or psychology.  
- OR -

**Area C: Security**

CJ 233, CJ 333  
Plus 6 semester hours upper division work in one of the following areas: political science, sociology, or psychology.

**TOTAL** . . . . . 48 cr.

School of Business and Management

Economics

AVAILABLE:

B.A.  
MINOR

REQUIREMENTS:

B.A. MAJOR:  
42 HOURS  
2.0 GPA

MINOR:  
18 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



This degree program is designed to give students in-depth education in one of the applied social sciences. Economics is the social science, which investigates the conditions and laws affecting the production, distribution and consumption of wealth in an organized society. Students who major in economics use their degree in working for business, government and other institutions serving in various staff and management positions. Many students combine the economics major with another related major such as political science, information and computer sciences, business or communications, which broadens the range of options available to them. Others plan to do graduate work in economics or other areas, which qualifies them to serve as economists or other specialists in government, business or higher education.

REQUIREMENTS FOR:  
**B.A. MAJOR – 42 HOURS, 2.0 GPA**

CS 140	Introduction to Computer Science . . . . .	3 cr.
EC141	Principles of Macroeconomics . . . . .	3 cr.
EC 142	Principles of Microeconomics. . . . .	3 cr.
EC300	Intermediate Microeconomics. . . . .	3 cr.
EC301	Intermediate Macroeconomics . . . . .	3 cr.
EC302	Labor Economics. . . . .	3 cr.
EC303	Money, Credit and Banking. . . . .	3 cr.
EC315	Quantitative Research Methods. . . . .	3 cr.
EC404	Managerial Economics. . . . .	3 cr.
EC407	International Trade & Finance . . . . .	3 cr.
EC450	Senior Seminar in Economics . . . . .	3 cr.
EC	Upper Division Electives. . . . .	6 cr.
MA120	Basic Concepts of Statistics. . . . .	3 cr.
TOTAL . . . . .		42 cr.

SENIOR COMPREHENSIVE EXAMINATION:  
All economics majors must pass all parts of a four-part examination.

REQUIREMENTS FOR:  
**MINOR – 18 HOURS, 2.0 GPA**

EC 141 and EC 142, plus 12 hours of upper division  
Economics electives.

AVAILABLE:

**B.A.**

REQUIREMENTS:

**B.A. MAJOR:**  
85-86 HOURS  
2.75 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The Bachelor of Arts degree in Early Childhood Education and Leadership is designed to prepare graduates for positions of responsibility and leadership in Head Start programs, child care centers, private preschools, and family child care. The degree program combines knowledge of child development and learning; family and community relationships; observation, documentation, and assessment; concepts and tools of inquiry in the content areas; curriculum development; effective teaching strategies; guidance; professionalism; and leadership, including basic knowledge of program planning and evaluation, and human and financial resources. **Does not result in certification.**

### **Admission to the Early Childhood Education and Leadership Program**

The following criteria must be met in order to gain full entry:

- No grade lower than a “C” in education core requirements
- Sophomore standing
- Cumulative GPA of 2.75 or better (GPA is computed on all work, transfer and Park University)
- Successful completion of two of the three areas of GE requirements
- Successful completion of EDU 203, EDC 220, EDC 222, MA 131 and CS 140
- Letter of reference from a faculty member outside of the Park University School for Education
- Acceptable beginning portfolio based upon NAEYC Standards
- Successful completion of the Writing Competency Test

REQUIREMENTS FOR:

**B.A. MAJOR – 84-85 HOURS, 2.75 GPA**

EDC 220	Child Growth & Development for Early Childhood & Elementary Teachers . . . .3 cr.
EDC 222	Early Childhood Principles . . . . .3 cr.
EDC 353	Language and Literacy Development in Early Childhood . . . . .3 cr.
EDC 354	Observation, Assessment & Screening in Early Childhood Education . . . . .3 cr.
EDC 355	Social and Emotional Learning in Early Childhood Education . . . . .3 cr.
EDC 356	Families in a Pluralistic Society . . . . .3 cr.
EDC 357	Family Involvement in Early Childhood Education . . . . .3 cr.
EDC 358	Early Childhood Program Management . . . . .2 cr.
EDC 359A	Infants and Toddlers . . . . .3 cr.
EDC 359B	Integrating the Curriculum: PreK . . . . .3 cr.
EDC 361A	Infant and Toddler Practicum for Early Childhood Education and Leadership . .1 cr.
EDC 361B	PreK Practicum for Early Childhood Education and Leadership . .1 cr.
EDC 365	Financial Aspects of Early Childhood Programs . . . . .2 cr.
EDC 366	Human Resources in Early Childhood Programs . . . . .2 cr.
EDC 367	Program Planning and Evaluation in Early Childhood Programs . . . . .2 cr.

## EDUCATION - Early Childhood Education and Leadership

EDC 380	Advanced Practicum: Leadership in Early Childhood Education . . . . .	8 cr.
EDE 311	Children's Literature for Early Childhood & Elementary Teachers . . .	3 cr.
EDE 376	Art, Music & Movement for Early Childhood & Elementary Teachers . . .	3 cr.
EDU 203	Educational Psychology . . . . .	3 cr.
EDU 300	Writing in Education . . . . .	3 cr.
EDU 375	Exceptional Children . . . . .	3 cr.
CA 104	Interpersonal Communication . . . . .	3 cr.
CA 330	Multicultural Communication . . . . .	3 cr.
SO 302	Study of the Family . . . . .	3 cr.
TH 302	Creative Dramatics . . . . .	3 cr.
	Modern Language . . . . .	8 cr.
	Science with a Lab . . . . .	4-5 cr.
TOTAL . . . . .		84-85 cr.

### Criteria for Admission to the School for Education

The requirements listed below are the minimum application criteria.

Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Dispositions completed by 2 professors with each disposition rated 2 or above
- 2.75 GPA (Cumulative—all classes, including transfer courses)
- Successful completion of 2 of 3 areas of GE requirements
- No Grade Lower than "C" in core requirements
- WCT passing score
- Letter of recommendation (from professor outside of the School for Education)
- Successful completion of EDU 203, EDC 220, EDC 222, MA 131, and CS 140
- Acceptable beginning portfolio based on NAEYC Standards

The above information is verified by the Registrar's office on the

~~A pplication for A dmission to the School for E ducation~~ (form to be picked up by the student in the School for Education office and turned in to the Registrar's office)

- Beginning portfolio based on NAEYC Standards (reviewed by your advisor)
- Personal Autobiography
- Philosophy of Education (draft written in EDC 222)
- Background Check and Finger Prints

### Procedures for Request to Admission to the School for Education

The student provides the three following documents to Director of Practicum Experiences, ten days before the School for Education meeting (2nd Wednesday of each month). Please submit documents in a single envelope with your name and telephone number/e-mail address.

- Letter of recommendation (student picks up the letter in a sealed/signed envelope)
- ~~A pplication for A dmission to the School for E ducation~~ (completed form picked up by the student from the Registrar's office)
- Beginning portfolio form (signed by advisor)
- Three teaching Dispositions Forms



## EDUCATION - Early Childhood Education

AVAILABLE:

**B.A.**

REQUIREMENTS:

**B.A. MAJOR:**  
85 HOURS  
2.75 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



EARLY CHILDHOOD EDUCATION  
(BIRTH THROUGH GRADE 3)

REQUIREMENTS FOR:

**B.A. MAJOR – 85 HOURS, 2.75 GPA**

NO GRADE LOWER THAN A “C” IN EDUCATION CORE.

### Professional Curriculum

EDU	105	Career Inquiry in Education. . . . .	3 cr.
EDU	203	Educational Psychology . . . . .	3 cr.
EDC	220	Child Growth and Development for Early Childhood & Elementary Teachers . . .	3 cr.
EDC	222	Early Childhood Principles. . . . .	3 cr.
EDE	311	Children’s Literature for ECE & Elementary Teachers . . . . .	3 cr.
EDU	325	Modern Grammar. . . . .	3 cr.
EDU	300	Writing in Education. . . . .	3 cr.
EDC	353	Language and Literacy Development in Early Childhood Education . . . . .	3 cr.
EDC	354	Observation, Assessment & Screening in Early Childhood Education . . . . .	3 cr.
EDC	355	Social and Emotional Learning in Early Childhood . . . . .	3 cr.
EDC	356	Families in a Pluralistic Society . . . . .	3 cr.
EDC	357	Family Involvement in Early Childhood Education . . . . .	3 cr.
EDC	358	Early Childhood Program Management . . . . .	2 cr.
EDC	359A	Infants and Toddlers. . . . .	3 cr.
EDC	360A	Infant and Toddler Practicum for Early Childhood Education Certification . . . . .	2 cr.
EDC	359B	Integrating the Curriculum: PreK . . . . .	3 cr.
EDC	360B	PreK Practicum for Early Childhood Education Certification . . . . .	2 cr.
EDC	359C	Integrating the Curriculum: K-3 . . . . .	3 cr.
EDC	360C	K-3 Practicum for Early Childhood Education Certification . . . . .	2 cr.
EDU	361	Ethics and Professionalism in the Classroom. . .	1 cr.
EDU	375	Exceptional Children . . . . .	3 cr.
EDE	376	Art, Music & Movement for ECE and Elementary Teachers . . . . .	3 cr.
EDE	378	Science for ECE and Elementary Teachers . . . . .	2 cr.
EDE	379	Math for ECE and Elementary Teachers . . . . .	3 cr.
EDE	380	Literacy for ECE and Elementary Teachers . . . .	6 cr.
EDC	410	ECE Directed Teaching with Seminar . . . . .	14 cr.
TOTAL . . . . .			.85 cr.

**EDUCATION - Early Childhood Education** (Continued)

GENERAL CURRICULUM - EARLY CHILDHOOD

**Humanities**

Music or Art (MU 205 or AR 115 recommended)	..... 3 cr.
One course of the following	..... 3 cr.
Modern Language	
Western and Non-Western Cultures	
Philosophy	
Literature	
Classical Studies	
Theatre (not including TH 105)	

**Communication Skills**

English Composition (EN 105 required)	..... 3 cr.
English Composition (EN 106 required)	..... 3 cr.
Oral Communication	
(CA 104, CA 103, or TH 105 required)	..... 3 cr.

**Social Studies**

U.S. History (HI 205 or HI 206 recommended)	..... 3 cr.
Political Science (Am. Gov- PO 100 recommended)	..... 3 cr.
One course of the following	..... 3 cr.
Geography (GGH 110 or GGP 315 recommended)	
Sociology (SO 141 recommended)	
Economics (EC 101 recommended)	
Anthropology (AN 100 recommended)	
Psychology (PS101 Recommended)	

**Natural Science**

Biology (BI 111 recommended)	..... 4 cr.
Physical or Earth Science	..... 4 cr.
Both science courses must have a lab.	

**Mathematics**

Math (MA 131 or MA 110 recommended)	..... 3 cr.
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**Criteria for Admission to the School for Education**

The requirements listed below are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Dispositions completed by 2 professors with each disposition rated 2 or above
- 2.75 GPA (Cumulative—all classes, including transfer courses)
- 2.5 in Core classes
- WCT passing score
- C-BASE passing score (two years to complete)
- ACT test scores (on file in Admissions office)
- Letter of recommendation (from professor outside of the School for Education)
- Completion of EDU 105, MA131, EN105, EN106 (a grade of C or higher is required in EDU105).

## EDUCATION - Early Childhood Education (Continued)

The above information is verified by the Registrar's office on the ~~A p p l i c a t i o n f o r A d m i s s i o n t o t h e S c h o o l f o r E d u c a t i o n~~ (form to be picked up by the student in the School for Education office and turned in to the Registrar's office)

- Beginning portfolio (reviewed by your advisor)
- Personal Autobiography (draft written in EDU 105)
- Philosophy of Education (draft written in EDU210 or EDC 222)
- MoSTEP Standard Essay (1.1.1, 1.1.2) (draft written in EDU105)
- Background Check and Finger Prints

### **Procedures for Request to Admission to the School for Education**

The student provides the three following documents to Director of Practicum Experiences, ten days before the School for Education meeting (2nd Wednesday of each month). Please submit documents in a single envelope with your name and telephone number/e-mail address.

- Letter of recommendation (student picks up the letter in a sealed/signed envelope)
- ~~A p p l i c a t i o n f o r A d m i s s i o n t o t h e S c h o o l f o r E d u c a t i o n~~ (completed form picked up by the student from the Registrar's office)
- Beginning portfolio form (signed by advisor)
- Three teaching Dispositions Forms

EDUCATION - Elementary Education

AVAILABLE:

B.A.

REQUIREMENTS:

MAJOR:  
83 HOURS  
2.75 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



ELEMENTARY EDUCATION  
(GRADE 1 THROUGH GRADE 6)

REQUIREMENTS FOR:  
**B.A. MAJOR – 83 HOURS, 2.75 GPA  
AND 2.5 GPA IN CORE**  
NO GRADE LOWER THAN A “C” IN EDUCATION CORE.

PROFESSIONAL CURRICULUM

CS 140	Introduction to Computers .....	3 cr.
EDU 105	Career Inquiry in Education .....	3 cr.
EDU 203	Educational Psychology .....	3 cr.
EDE 205	Child Psychology .....	3 cr.
EDU 210	School as a Social System .....	3 cr.
EDU 300	Writing in Education .....	3 cr.
EDE 311	Children’s Literature for ECE and Elementary Teachers .....	3 cr.
EDU 325	Modern Grammar .....	3 cr.
EDU 330	Issues in Diversity .....	3 cr.
EDE 355	Classroom Management .....	3 cr.
EDE 359	Elementary Teaching Strategies with Practicum ..	5 cr.
EDE 360	Practicum A .....	2 cr.
EDE 360	Practicum B .....	2 cr.
EDE 360	Practicum C .....	2 cr.
EDU 361	Ethics and Professionalism in the Classroom ...	1 cr.
EDU 367	Assessment in Education .....	3 cr.
EDU 375	Exceptional Children .....	3 cr.
EDE 376	Art, Music and Movement for ECE and Elementary Teachers .....	3 cr.
EDE 378	Science for ECE and Elementary Teachers .....	2 cr.
EDE 379	Math for ECE and Elementary Teachers .....	3 cr.
EDE 380	Literacy for ECE and Elementary Teachers .....	6 cr.
EDU 383	Technology in Education .....	3 cr.
EDE 391	Diagnosis and Remediation for Reading Difficulties .....	6 cr.
EDE 410	Elementary Directed Teaching with Seminar ...	12 cr.
TOTAL .....		83 cr.

**AREA OF CONCENTRATION**

The student must have a total of at least 21 semester hours in an area of concentration (courses taken as part of the General Curriculum may be counted as part of the area of concentration). This concentration must be approved by the student's advisor.

Areas available are:

- Social Studies
- Mathematics
- Science
- English
- Science and Mathematics
- Art
- Fine Art

**GENERAL CURRICULUM - ELEMENTARY****Humanities**

Music or Art (MU 205 or AR 115 recommended) .....3 cr.

One course of the following .....3 cr.

Modern Language  
Western and Non-Western Cultures  
Philosophy  
Literature  
Classical Studies  
Theatre (not including TH 105)

**Communication Skills**

English Composition (EN 105 required) .....3 cr.

English Composition (EN 106 required) .....3 cr.

Oral Communication (CA 104, CA 103, or TH 105 required) 3 cr.

**Social Studies**

U.S. History (HI 205 or HI 206 recommended) .....3 cr.

Political Science (Am. Gov- PO 100 recommended) .....3 cr.

Geography (GGH 110 or GGP 315 recommended) .....3 cr.

Sociology (SO 141 recommended) .....3 cr.

Economics (EC 101 recommended) .....3 cr.

One course of the following .....3 cr.

Anthropology (AN 100 recommended)

Psychology (PS101 Recommended)

**Natural Science**

Biology (BI 111 recommended) .....4 cr.

Physical or Earth Science .....4 cr.

Both science courses must have a lab.

**Health**

Biology (BI 214 recommended) .....3 cr.

**Mathematics**

Math (MA 131 and MA 110 recommended) .....6 cr.

### **Criteria for Admission to the School for Education**

The requirements listed below are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Dispositions completed by 2 professors with each disposition rated 2 or above
- 2.75 GPA (Cumulative—all classes, including transfer courses)
- 2.5 in Core classes
- WCT passing score
- C-BASE passing score (two years to complete)
- ACT test scores (on file in Admissions office)
- Letter of recommendation (from professor outside of the School for Education)
- Completion of EDU 105, MA131, EN105, EN106 (a grade of C or higher is required in EDU105).

The above information is verified by the Registrar's office on the ~~A pplication for A dmission to the School for E ducation~~ (form to be picked up by the student in the School for Education office and turned in to the Registrar's office)

- Beginning portfolio (reviewed by your advisor)
- Personal Autobiography (draft written in EDU 105)
- Philosophy of Education (draft written in EDU210 or EDC 222)
- MoSTEP Standard Essay (1.1.1, 1.1.2) (draft written in EDU105)
- Background Check and Finger Prints

### **Procedures for Request to Admission to the School for Education**

The student provides the three following documents to Director of Practicum Experiences, ten days before the School for Education meeting (2nd Wednesday of each month). Please submit documents in a single envelope with your name and telephone number/e-mail address.

- Letter of recommendation (student picks up the letter in a sealed/signed envelope)
- ~~A pplication for A dmission to the School for E ducation~~ (completed form picked up by the student from the Registrar's office)
- Beginning portfolio form (signed by advisor)
- Three teaching Dispositions Forms

## EDUCATION - Middle School

AVAILABLE:

### CERTIFICATION

REQUIREMENTS:

60 HOURS  
2.75 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



### MIDDLE SCHOOL EDUCATION (GRADES 5 THROUGH 9)

Students seeking middle school certification must select from one of the following majors:

- English (either Language and Literature or Writing)
- Mathematics
- Science (Natural Science major)
- Social Studies (History or Political Science major only)

Post-baccalaureate students seeking certification only must have a bachelor's degree in one of the above areas, with an analogous major to Park University's majors above. Suitability of such degrees will be determined by the School for Education. Students must see an education advisor within one semester of declaring an intent to seek middle school certification.

REQUIREMENTS FOR:

**CERTIFICATION – 60 HOURS, 2.75 GPA  
AND 2.5 GPA IN CORE**

NO GRADE LOWER THAN A “C” IN EDUCATION  
CORE OR MAJOR FIELD.

#### Professional Curriculum

CS 140	Introduction to Computers . . . . .	3 cr.
EDU 105	Career Inquiry in Education. . . . .	3 cr.
EDU 203	Educational Psychology . . . . .	3 cr.
EDM 221	Adolescent Psychology. . . . .	3 cr.
EDU 210	The School as a Social System . . . . .	3 cr.
EDU 330	Issues in Diversity. . . . .	3 cr.
EDM 355	Classroom Management . . . . .	3 cr.
EDM 359	Middle School Strategies with Practicum . . . . .	5 cr.
EDM 360	Practicum A. . . . .	2 cr.
EDM 360	Practicum B. . . . .	2 cr.
EDU 361	Ethics and Professionalism in the Classroom. . . . .	1 cr.
EDU 367	Assessment in Education . . . . .	3 cr.
EDU 375	Exceptional Children . . . . .	3 cr.
EDU 383	Technology in Education . . . . .	3 cr.
EDM 380	Literacy for Middle School Teachers. . . . .	6 cr.
EDM 397	Methodology in Teaching Content Area in Middle & Secondary Classrooms. . . . .	2 cr.
EDM 410	Middle School Directed Teaching with Seminar. . . . .	12 cr.
TOTAL . . . . .		60 cr.

**EDUCATION - Middle School** (Continued)

GENERAL CURRICULUM  
MIDDLE SCHOOL

**Humanities**

- Music or Art (MU 205 or AR 115 recommended) ..... .3 cr.
- One course of the following ..... .3 cr.
  - Modern Language
  - Western and Non-Western Cultures
  - Philosophy
  - Literature
  - Classical Studies
  - Theatre (not including TH 105)

**Communication Skills**

- English Composition (EN 105 required) ..... .3 cr.
- English Composition (EN 106 required) ..... .3 cr.
- Oral Communication (CA 104, CA 103, or TH 105 required) 3 cr.

**Social Studies**

- U.S. History (HI 205 or HI 206 recommended) ..... .3 cr.
- Political Science (Am. Gov- PO 100 recommended) ..... .3 cr.
- One course of the following ..... .3 cr.
  - Geography (GGH 110 or GGP 315 recommended)
  - Sociology (SO 141 recommended)
  - Economics (EC 101 recommended)
  - Anthropology (AN 100 recommended)
  - Psychology (PS101 Recommended)

**Natural Science**

- Biology (BI 111 recommended) ..... .4 cr.
- Physical or Earth Science ..... .4 cr.
- Both science courses must have a lab.

**Mathematics**

- Math (MA 131 or MA 110 recommended) ..... .3 cr.

**Criteria for Admission to the School for Education**

- The requirements listed below are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.
- Dispositions completed by 2 professors with each disposition rated 2 or above
  - 2.75 GPA (Cumulative—all classes, including transfer courses)
  - 2.5 in Core classes
  - WCT passing score
  - C-BASE passing score (two years to complete)
  - ACT test scores (on file in Admissions office)
  - Letter of recommendation (from professor outside of the School for Education)
  - Completion of EDU 105, MA131, EN105, EN106 (a grade of C or higher is required in EDU105).

The above information is verified by the Registrar's office on the Application for Admission to the School for Education (form to be picked up by



## EDUCATION - Middle School (Continued)

the student in the School for Education office and turned in to the Registrar's office)

- Beginning portfolio (reviewed by your advisor)
- Personal Autobiography (draft written in EDU 105)
- Philosophy of Education (draft written in EDU210 or EDC 222)
- MoSTEP Standard Essay (1.1.1, 1.1.2) (draft written in EDU105)
- Background Check and Finger Prints

### **Procedures for Request to Admission to the School for Education**

The student provides the three following documents to Director of Practicum Experiences, ten days before the School for Education meeting (2nd Wednesday of each month). Please submit documents in a single envelope with your name and telephone number/e-mail address.

- Letter of recommendation (student picks up the letter in a sealed/signed envelope)

- A ~~application for admission to the School for Education~~ (completed form picked up by the student from the Registrar's office)
- Beginning portfolio form (signed by advisor)
- Three teaching Dispositions Forms

SECONDARY EDUCATION

EDUCATION - Secondary Education

AVAILABLE:

CERTIFICATION

REQUIREMENTS:

58 HOURS  
2.75 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



(GRADES 9 THROUGH 12)

Students seeking secondary certification should declare this intent at the time of major declaration and contact the Education advisor in addition to the major advisor in order to assure proper completion of state requirements.

REQUIREMENTS FOR:

**CERTIFICATION – 58 HOURS, 2.75 GPA  
AND 2.5 GPA IN CORE**

NO GRADE LOWER THAN A “C” IN EDUCATION  
CORE OR MAJOR FIELD.

PROFESSIONAL CURRICULUM

CS 140	Introduction to Computers	3 cr.
EDU 105	Career Inquiry in Education	3 cr.
EDU 203	Educational Psychology	3 cr.
EDU 210	The School as a Social System	3 cr.
EDS 221	Adolescent Psychology	3 cr.
EDU 330	Issues in Diversity	3 cr.
EDS 355	Classroom Management	3 cr.
EDS 359	Secondary Teaching Strategies with Practicum	.5 cr.
EDS 360	Practicum A	2 cr.
EDS 360	Practicum B	2 cr.
EDU 361	Ethics and Professionalism in the Classroom	.1 cr.
EDU 367	Assessment in Education	3 cr.
EDU 375	Exceptional Children	3 cr.
EDS 380	Literacy in the Secondary Classroom	4 cr.
EDU 383	Technology in Education	3 cr.
EDS 397	Methodology in Teaching Content Area in Middle & Secondary Classrooms (2 cr.)	
	- OR -	2 cr.
EDU 398	Content Area Methodology for K-12 Teachers (2 cr.)	
EDS 410	Secondary Directed Teaching with Seminar	12 cr.
	TOTAL	58 cr.

ACADEMIC MAJOR

The student must complete an academic major that is part of the secondary school curriculum. Additional courses may be required for state certification. The following areas of certification are available:

- Art (K-12)
  - Unified Science (9-12) (Natural Science: Biology or Chemistry)
  - English (9-12)
  - Journalism\* (9-12)
  - Mathematics (9-12)
  - Spanish (K-12)
  - Social Studies (9-12)
- \* We strongly recommend certification in an additional field

## EDUCATION - Secondary Education (Continued)

### GENERAL CURRICULUM SECONDARY

#### Humanities

- Music or Art (MU 205 or AR 115 recommended) .....3 cr.  
 One course of the following .....3 cr.  
     Modern Language  
     Western and Non-Western Cultures  
     Philosophy  
     Literature  
     Classical Studies  
     Theatre (not including TH 105)

#### Communication Skills

- English Composition (EN 105 required) .....3 cr.  
 English Composition (EN 106 required) .....3 cr.  
 Oral Communication (CA 104, CA 103, or TH 105 required) 3 cr.

#### Social Studies

- U.S. History (HI 205 or HI 206 recommended) .....3 cr.  
 Political Science (Am. Gov- PO 100 recommended) .....3 cr.  
 One course of the following .....3 cr.  
     Geography (GGH 110 or GGP 315 recommended)  
     Sociology (SO 141 recommended)  
     Economics (EC 101 recommended)  
     Anthropology (AN 100 recommended)  
     Psychology (PS101 Recommended)

#### Natural Science

- Biology (BI 111 recommended) .....3-4 cr.  
 Physical or Earth Science .....3-4 cr.  
 One science course must have a lab.

#### Mathematics

- Math (MA 131 or MA 110 recommended) .....3 cr.

### Criteria for Admission to the School for Education

The requirements listed below are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Dispositions completed by 2 professors with each disposition rated 2 or above
- 2.75 GPA (Cumulative—all classes, including transfer courses)
- 2.5 in Core classes
- WCT passing score
- C-BASE passing score (two years to complete)
- ACT test scores (on file in Admissions office)
- Letter of recommendation (from professor outside of the School for Education)
- Completion of EDU 105, MA131, EN105, EN106 (a grade of C or higher is required in EDU105).

The above information is verified by the Registrar's office on the

## EDUCATION - Secondary Education (Continued)

~~A pplication for A dnission to the School for E ducation~~ (form to be picked up by the student in the School for Education office and turned in to the Registrar's office)

- Beginning portfolio (reviewed by your advisor)
- Personal Autobiography (draft written in EDU 105)
- Philosophy of Education (draft written in EDU210 or EDC 222)
- MoSTEP Standard Essay (1.1.1, 1.1.2) (draft written in EDU105)
- Background Check and Finger Prints

### **Procedures for Request to Admission to the School for Education**

The student provides the three following documents to Director of Practicum Experiences, ten days before the School for Education meeting (2nd Wednesday of each month). Please submit documents in a single envelope with your name and telephone number/e-mail address.

- Letter of recommendation (student picks up the letter in a sealed/signed envelope)

- ~~A pplication for A dnission to the School for E ducation~~ (completed form picked up by the student from the Registrar's office)
- Beginning portfolio form (signed by advisor)
- Three teaching Dispositions Forms

EDUCATION STUDIES

# EDUCATION - Education Studies

AVAILABLE:

**B.A.**

REQUIREMENTS:

**B.A. MAJOR:**  
71 HOURS,  
2.75 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



REQUIREMENTS FOR:

**MAJOR – 71 HOURS, 2.75 GPA**

THIS DEGREE DOES NOT LEAD TO CERTIFICATION.

NO GRADE LOWER THAN A “C” IN EDUCATION

CORE OR MAJOR FIELD FOR ADMISSION AND GRADUATION.

COURSES NUMBERED ABOVE 350 REQUIRE FORMAL ADMISSION  
TO THE SCHOOL FOR EDUCATION.

## Early Childhood emphasis:

EDU 105	Career Inquiry in Education. . . . .	3 cr.
EDU 203	Educational Psychology . . . . .	3 cr.
EDC 220	Child Growth and Development for ECE and Elementary Teachers . . . . .	3 cr.
EDC 222	Early Childhood Principles. . . . .	3 cr.
EDE 311	Children’s Literature for ECE and Elementary Teachers . . . . .	3 cr.
EDU 325	Modern Grammar. . . . .	3 cr.
EDU 300	Writing in Education. . . . .	3 cr.
EDC 353	Language and Literacy Development in Early Childhood Education . . . . .	3 cr.
EDC 354	Observation, Assessment & Screening in Early Childhood Education . . . . .	3 cr.
EDC 355	Social and Emotional Learning in Early Childhood Education . . . . .	3 cr.
EDC 356	Families in a Pluralistic Society . . . . .	3 cr.
EDC 357	Family Involvement in Early Childhood Education . . . . .	3 cr.
EDC 358	Early Childhood Program Management . . . . .	2 cr.
EDC 359A	Infants and Toddlers. . . . .	3 cr.
EDC 360A	Infant and Toddler Practicum . . . . . for Early Childhood Education Certification . . . . .	2 cr.
EDC 359B	Integrating the Curriculum: PreK . . . . .	3 cr.
EDC 360B	PreK Practicum for Early Childhood Education Certification . . . . .	2 cr.
EDC 359C	Integrating the Curriculum: K-3 . . . . .	3 cr.
EDC 360C	K-3 Practicum for Early Childhood Education Certification . . . . .	2 cr.
EDU 361	Ethics and Professionalism in the Classroom. . . . .	1 cr.
EDU 375	Exceptional Children . . . . .	3 cr.
EDE 376	Art, Music & Movement for ECE and Elementary Teachers . . . . .	3 cr.
EDE 378	Science for ECE and Elementary Teachers . . . . .	2 cr.
EDE 379	Math for ECE and Elementary Teachers . . . . .	3 cr.
EDE 380	Literacy for ECE and Elementary Teachers . . . . .	6 cr.
TOTAL . . . . .		71 cr.

## Elementary emphasis:

**EDUCATION - Education Studies** (Continued)

CS	140	Introduction to Computers .....	3 cr.
EDU	105	Career Inquiry in Education .....	3 cr.
EDU	203	Educational Psychology .....	3 cr.
EDE	205	Child Psychology .....	3 cr.
EDU	210	School as a Social System .....	3 cr.
EDU	300	Writing in Education .....	3 cr.
EDE	311	Children's Literature for ECE and Elementary Teachers .....	3 cr.
EDE	325	Modern Grammar .....	3 cr.
EDU	330	Issues in Diversity .....	3 cr.
EDE	355	Classroom Management .....	3 cr.
EDE	359	Elementary Teaching Strategies with Practicum .....	5 cr.
EDE	360	Practicum (2+2+2) .....	6 cr.
EDU	361	Ethics and Professionalism in the Classroom ...	1 cr.
EDU	367	Assessment in Education .....	3 cr.
EDU	375	Exceptional Children .....	3 cr.
EDE	376	Art, Music and Movement for ECE and Elementary Teachers .....	3 cr.
EDE	378	Science for ECE and Elementary Teachers .....	2 cr.
EDE	379	Math for ECE and Elementary Teachers .....	3 cr.
EDE	380	Literacy for ECE and Elementary Teachers .....	6 cr.
EDU	383	Technology in Education .....	3 cr.
EDE	391	Diagnosis & Remediation for Reading Difficulties .....	6 cr.
TOTAL .....			71 cr.

# English

AVAILABLE:

## B.A. MINOR

REQUIREMENTS:

B.A. MAJOR:  
54 HOURS  
2.0 GPA

MINOR:  
18 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



English majors may concentrate on either of two programs: language and literature or writing. Both programs encourage students to explore many facets of human nature and culture through the study of literature and to develop understanding and skillful use of language. Both concentrations help students acquire the knowledge, analytical skills, and writing abilities needed by such professionals as writers, editors, teachers, business managers, and lawyers.

REQUIREMENTS FOR:

## B.A. MAJOR – 54 HOURS, 2.0 GPA

### Core Curriculum

EN 201	Introduction to Literature	3 cr.
EN 231	Introduction to Language	3 cr.
EN 307	Professional Writing in English Studies	3 cr.
EN 315	Earlier English Literature	3 cr.
EN 316	Later English Literature	3 cr.
EN 317	Earlier American Literature	3 cr.
EN 318	Later American Literature	3 cr.
EN 319	Modern Literature	3 cr.
EN 325	Modern Grammar	3 cr.
EN 351	Foundations of Literature	3 cr.
EN 380	Literary Theory and Criticism	3 cr.
EN 440	Shakespeare	3 cr.
EN 490	Capstone Seminar	3 cr.

### Specialty Area: (Choose One)

#### Language and Literature Concentration 15 cr.

EN 203 (3 cr.) or EN 232 (3 cr.), and EN 233 (3 cr.),  
EN 234 (3 cr.), EN 304 (3 cr.), EN 450 (3 cr.)

#### Writing Concentration 15 cr.

EN311 (3 cr.), EN354 (3 cr.) and one of the following: CA 201 (3 cr.), EN 232 (3 cr.), EN 233 (3 cr.), EN 234 (3 cr.), or EN 355 (3 cr.); six hours from the following: CA 315 (3 cr.), EN 401 (6 cr.), or EDE/EDM/EDS 410 (12 hr courses of which 6 hours may be applied to this requirement.)

TOTAL 54 cr.

### Senior Examinations

All majors must pass a three-hour written comprehensive examination in English language and literature, covering one period in English literature, one in American, and a third area. A one-hour oral examination follows the written examination: it is conducted by members of the English Department and may include one other faculty member.

The student must pass both examinations. Students who fail either or both parts must retake the examinations in the next semester.

REQUIREMENTS FOR:

## MINOR – 18 HOURS, 2.0 GPA

(Parkville Daytime Campus)

EN 201, and 15 credit hours of other core curriculum courses.

School for Arts and Humanities

Fine and Performing Arts

AVAILABLE:

MINOR

REQUIREMENTS:

21 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The Disciplines of Art, Theatre and Music offer a combined minor. This minor will provide an historical overview and an introduction to performance in the three areas, as well as an opportunity for additional upper level study in one or more areas.

REQUIREMENTS FOR:  
**MINOR – 21 HOURS, 2.0 GPA**

Art (two courses)	.6 cr.
Music (two courses)	.6 cr.
Theatre (two courses)	.6 cr.
Capstone Course*	.3 cr.
TOTAL	.21 cr.

Within each of the three disciplines, three credit hours (one course) will be a history course (Art History, Music Survey, etc.) and three credit hours (one course or the equivalent) will be in a performance-based course (Drawing, Applied Music, Theatre Practicum, etc.).

Of the 21 hours required for the minor, a minimum of six must be 300 - 400 level courses.

- \* The final capstone course (which should be one of the 300-400 level courses) will include an appropriate public performance or exhibit (a recital, play role, or participation in an art exhibit) as approved by the minor advisor.



## Fine Art

AVAILABLE:

### B.A. MINOR

REQUIREMENTS:

B.A. MAJOR:  
60 HOURS  
2.0 GPA

MINOR:  
18 HOURS

THIS PROGRAM IS  
OFFERED THROUGH:



The Department of Art and Design, along with the Departments of Music and Theatre, are grouped in the larger Department of Visual and Performing Arts. The Department of Art and Design offers three related majors, 1) Fine Art, 2) Graphic Design, and 3) Interior Design, plus the opportunity to become certified to teach art (K-12) by completing additional requirements in the School for Education. All three majors share a freshman core curriculum of five courses and a similar capstone course, the Senior Seminar. Students seeking double majors in art (for example, Graphic Design and Fine Art) must fulfill two (2) sections of AR 497 Senior Seminar, as capstones for each major.

Within the context of Park University's strong liberal arts tradition, Art and Design students receive a solid education in the studio disciplines and in the history of art. Internships allow upper level students the opportunity to explore careers in many art and design fields. Our spacious main studio, the entire top floor of Alumni Hall, overlooks Parkville, the Missouri River, the Kansas City skyline and the scenic Parkville Daytime Campus Center, and provides year-round landscape subjects. Our Sixth Street Studio is a freestanding building that houses the ceramic and fiber studio. Two separate studio complexes in Park University's underground Mabee Learning Center house the Graphic Design Studio (with state-of-the-art Macintosh workstations, digital cameras, scanners, printers and extensive software) and the Interior Design Studios (with AutoCAD lab, drafting room and materials resource lab).

The Campanella Gallery, located in McAfee Memorial Library, offers a year round cycle of exhibits in all media by professional artists in addition to providing graduating seniors with a professional quality exhibition space for their senior exhibits. Workshops and guest speakers, ready access to the exhibitions and programs of the Nelson-Atkins Museum in Kansas City and the Spencer Museum in nearby Lawrence, and the numerous commercial and educational galleries in the Greater Kansas City area add depth and variety to the classroom and the studio experience.

Students majoring in Fine Art can pursue in-depth work in painting, drawing and ceramics. Fine Art majors frequently work toward K-12 art education certification in concert with their studio majors; others go on to graduate school or set up their own studios and begin actively producing their art work while finding employment in related fields.

REQUIREMENTS FOR:

### B.A. MAJOR – 60 HOURS, 2.0 GPA

**Freshman Core:** .....15 cr.

- AR 115 Introduction to the Visual Arts (3 cr.)
- AR 150 Drawing I (3 cr.)
- AR 203 Three-Dimensional Design (3 cr.)
- AR 204 Two-Dimensional Design: Black & White (3 cr.)
- AR 208 Color Theory (3 cr.)

**Fine Arts Curriculum:** .....31 cr.

- AR 215 Art History I (3 cr.)
- AR 216 Art History II (3 cr.)

**Fine Art** (Continued)

AR 241	Photography I (4 cr.)
AR 251	Drawing II (3 cr.)
AR 260	Painting I (3 cr.)
AR 261	Painting II (3 cr.)
AR 316	Modern Art (3 cr.)
AR 320	Ceramics I (3 cr.)
AR 350	Drawing III (3 cr.)
AR 370	Fiber I (3 cr.)

In order to achieve depth in the major, each Fine Art student must choose a studio discipline to emphasize by earning a minimum of 12 credit hours in it. Available studio disciplines are: drawing, painting, ceramics, photography and fiber.

AR	Electives 300 & 400 level	12 cr.
AR 497A	Senior Seminar	.2 cr.
TOTAL		.60 cr.

**Art Education Certification**

Students wishing to become certified to teach art on the elementary or secondary level (K-12) may do so at Park University. Art Education students complete either a Fine Art (60 credit hours) or a Graphic Design major (69 credit hours) and both the general and professional curriculum required by the School for Education. A 2.5 GPA is required in the education core. Please consult both the Art and Education chairs regarding this option.

**REQUIREMENTS FOR:**

**MINOR – 18 HOURS, 2.0 GPA**  
(ART OR DESIGN)

AR 150	Drawing I	.3 cr.
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And one of the following art or design history courses: . . . . .3 cr.

AR115, AR215, AR216, AR298, AR314, AR316, AR317,  
AR390

And 12 hours of art electives, of which six are upper level . . . . 12 cr.

**Portfolios:**

All graduating art and design majors are required to individually document (either by means of color slide photography or digital photography) selected examples of their best work. These final portfolios are to be submitted to their major advisors as part of their Senior Seminar. These slides, CDs, zip disks, etc. will remain the property of the Department of Art and Design.

**Art Supplies:**

Art and Design majors must plan, when preparing their yearly educational budgets, to spend at least \$250 per semester on art supplies. All studio art courses require varying amounts of personal equipment and supplies. Studio fees collected at registration for some art courses provide only a portion of the supplies needed. Supply lists will be provided on the first day of classes.

Fire Services Management

AVAILABLE:

B.P.A.

REQUIREMENTS:

B.P.A. MAJOR:  
39 HOURS  
2.5 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The Fire Services Management program, with its emphasis in public administration, offers the student a degree, which can lead to career mobility within the safety area or into new fields. The Fire Services Management program provides the student with an understanding of the management and administration of public organization with an emphasis on fire services organizations. An Associate of Applied Science, Associate of Arts, or Associate of Sciences degree in Fire Service Technology or equivalent is prerequisite.

REQUIREMENTS FOR:  
**B.P.A. MAJOR – 39 HOURS, 2.5 GPA**

CS 140	Introduction to Computers	.3 cr.
MA 120	Basic Concepts of Statistics	.3 cr.
PO 200	American National Government	.3 cr.
PO 201	State and Local Government	.3 cr.
PO 330	Public Administration	.3 cr.
PO 331	Public Organizations	.3 cr.
PO 332	Budget and Finance	.3 cr.
PO 333	Public Management and Leadership	.3 cr.
PO 334	Public Personnel Administration	.3 cr.
PO 428	Senior Seminar Fire Services Management	.3 cr.

Three of the following: .....9 cr.

AC 201	Principles of Accounting (3 cr.)
PO 335	Administrative Politics (3 cr.)
PO 336	Media and Public Administration (3 cr.)
PO 337	Administrative Law (3 cr.)
PO 350	Special Topics in Politics (3 cr.)
PO 430	Research in Public Administration (3 cr.)

TOTAL .....39 cr.

# Geography

AVAILABLE:

**B.A.  
B.S.  
MINOR**

REQUIREMENTS:

**B.A. MAJOR:**  
33-39 HOURS  
2.0 GPA

**B.S. MAJOR:**  
33-39 HOURS  
2.0 GPA

**MINOR:**  
18 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



## BACHELOR OF ARTS/BACHELOR OF SCIENCE

The skills obtained by studying geography make graduates in demand for a wide range of employment opportunities. The geography curriculum will prepare students for business and academics while encouraging life long learning skills. The link between geography and the world (cultural and physical) makes a varied list of careers. Geographic skills are essential to understanding physical patterns, human patterns, and Earth's processes. These skills are important for anyone critically thinking about the global community. Students majoring in Geography will choose one of three specialty areas: General Geography, Human Geography, or Physical Geography.

REQUIREMENTS FOR:

**B.A. MAJOR – 33-39 HOURS, 2.0 GPA**  
(GENERAL OR HUMAN CONCENTRATION)

**B.S. MAJOR – 33-39 HOURS, 2.0 GPA**  
(GENERAL OR PHYSICAL CONCENTRATION)

### Core Curriculum:

GGH 110	Cultural Geography . . . . .	3 cr.
GGH 200	Geography of the United States and Canada . . .	3 cr.
GO 125	Natural Disasters . . . . .	3 cr.
GGP 315	World Physical Geography . . . . .	3 cr.
GGP 350	Geographic Information Systems. . . . .	<u>3 cr.</u>
CORE TOTAL . . . . .		15 cr.

### Concentrations:

Three courses (min. 9 cr.) at the 300-level or above.

**General Geography** - Select any six GGH, GGP, or GO courses. (18-24 cr.)

**Human Geography** - Select any six GGH courses. (18 cr.)

**Physical Geography** - Select any six GGP or GO courses. (18-24 cr.)

CONCENTRATION TOTAL . . . . . 18-24 cr.

### Human Geography Courses:

GGH 140	Economic Geography (3 cr.)
GGH 201	Geography of Africa (3 cr.)
GGH 202	Geography of Latin America (3 cr.)
GGH 203	Geography of Europe (3 cr.)
GGH 204	Geography of Asia (3 cr.)
GGH 206	Geography of the Middle East (3 cr.)
GGH 290	Selected Topics in Human Geography (1-4 cr.)
GGH 305	Geography of Russia (3 cr.)
GGH 309	Geography of Missouri and Kansas (3 cr.)
GGH 310	Geography of Terrorism (3 cr.)
GGH 312	Military Geography (3 cr.)
GGH 323	Urban Geography (3 cr.)
GGH 326	Resources and People (3 cr.)
GGH 390	Special Topics in Human Geography (1-4 cr.)

## Geography (Continued)

### Physical Geography Courses:

- GO 130 Astronomy (4 cr.)
- GO 141 Introduction to Physical Geology (4 cr.)
- GO 151 History of the Earth (4 cr.)
- GO 200 Oceanography (4 cr.)
- GO 205 Introduction to Meteorology (4 cr.)
- GO 300 Introduction to Dinosaurs (3 cr.)
- GO 310 Sedimentology and Stratigraphy (4 cr.)
- GO 320 Geomorphology (4 cr.)
- GGP 270 Spatial Analysis (3 cr.)
- GGP 290 Selected Topics in Physical Geography (1-4 cr.)
- GGP 330 Cartography (3 cr.)
- GGP 335 Remote Sensing (3 cr.)
- GGP 340 Environmental Planning (3 cr.)
- GGP 345 Land Use Planning (3 cr.)
- GGP 355 Advanced GIS (3 cr.)
- GGP 365 Geography of Disease (3 cr.)
- GGP 370 Biogeography (3 cr.)
- GGP 390 Special Topics in Physical Geography (1-4)
- GGP 450 Internship in GIS (3 cr.)

### Required Minor: 18-24 cr.

Any of the minors offered by the university.

#### Minor Areas:

Accounting, Art or Design, Biology, Business Administration, Chemistry, Communication Arts, Criminal Justice Administration, Economics, English, Fine and Performing Arts, Geographic Information Systems (GIS), Geoscience (Human Geography Major), Global Studies, History, Interior Design, Legal Studies, Mathematics, Music, Peace Studies, Philosophy and Religion, Political Science, Psychology, Sociology, Spanish, Theatre.

### GE, MGE, LL, MLL Requirements:

Any General Education requirements imposed by the university.

### Electives:

Any electives needed to fulfill the graduation requirements of the university.

### Capstone Portfolio:

Consisting of an evaluation of the five core assessments from the core curriculum and how they connect with the program competencies.

**Geography** (Continued)

REQUIREMENTS FOR:

**MINOR – 18 OR MORE HOURS, 2.0 GPA**

The minor provides students interested in geography an opportunity to pursue their studies in geography. A variety of geography subjects are available and students may select courses in line with their specific academic and career goals.

A minimum of eighteen hours from any courses in Geography (GGH, GGP) can be taken to fulfill this requirement.

REQUIREMENTS FOR:

**GIS MINOR – 18-20 HOURS, 2.0 GPA**

The minor provides students interested in Geographic Information Systems (GIS) an opportunity to pursue their studies in this specialized field of Geography. This rapidly growing technology is proving to become a needed job skill in this computer age in virtually all fields, especially Natural, & Social Sciences and Business.

Eighteen to twenty hours from the following courses:

**Core (9 hours):**

GGP 350	GIS	3 cr.
GGP 355	Advanced GIS	3 cr.
GGP 450	Internship in GIS	3 cr.

**Select one (3 hours) of the following:** 3 cr.

GGP 270	Spatial Analysis
GGP 330	Cartography
GGP 335	Remote Sensing
GGP 340	Environmental Planning
GGP 345	Land Use Planning

**Select any two courses (6-8 hours) labeled**

**GGP, GGH, or GO.** 6-8 cr.

**TOTAL** 18-20 cr.

## Geoscience

AVAILABLE:

### MINOR

REQUIREMENTS:

MINOR:

18 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



This minor provides students interested in the earth sciences an opportunity to pursue their studies in an academically complete method. A variety of Geoscience subjects are available and students may select courses in line with their specific academic and career goals.

REQUIREMENTS FOR:

**MINOR – 18 OR MORE HOURS, 2.0 GPA**

The minor provides students interested in the geosciences an opportunity to pursue their studies in geography/geology. A variety of geoscience subjects are available and students may select courses in line with their specific academic and career goals.

A minimum of eighteen hours from any courses in Physical Geography (GGP) or Geology (GO) can be taken to fulfill this requirement.

Global Studies

AVAILABLE:

MINOR

REQUIREMENTS:

MINOR:  
21 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



REQUIREMENTS FOR:

MINOR – 21 HOURS, 2.0 GPA

Core: .....9 cr.

- PO 342 The United Nations (3 cr.)
- LS 304 Special Topics in Liberal Studies:  
International Internship (3 cr.)
- PO 216 International Relations (3 cr.)

Electives: .....12 cr.

Choose one course in each category.

History .....3 cr.

- HI 315 Contemporary Europe
- HI 340 Japan: Modernization of a Traditional People
- HI 373 History of Africa
- HI 378 History and Culture of India
- HI 319 History of Russia

Business, economics, and marketing .....3 cr.

- EC 407 International Trade and Finance
- IB 315 International Business Perspectives
- MK 395 International Marketing
- IB 451 International Business Seminar

Geography .....3 cr.

- GGH 202 Geography of Latin America
- GGH 203 Geography of Europe
- GGH 204 Geography of Asia
- GGH 205 Geography of Russia
- GGH 206 Geography of the Middle East

International humanities elective .....3 cr.

- AR 317 World Art
- EN 319 Modern Literature
- PC 315 Global Peace Issues
- RE 109 World Religions
- ML 315 Language Across the Curriculum
- MU 261 Introduction to Music II: Music of the World

TOTAL .....21 cr.



## Graphic Design

AVAILABLE:

**B.A.**

REQUIREMENTS:

**B.A. MAJOR:**  
69 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



Students majoring in Graphic Design produce most of their work in the digital environment of Park University's fully equipped Macintosh studio. Today, most artists earn a living by producing a wide range of visual materials for publication. Graphic Design students learn visual communication, typography, layout, illustration and photography while building professional quality design portfolios. Instruction models conditions in the professional environment. Internship opportunities in graphic design firms and other professional settings provide real world experience and a transition to the world beyond the campus.

REQUIREMENTS FOR:

**B.A. MAJOR – 69 HOURS, 2.0 GPA****Freshman Core** .....15 cr.

- AR 115 Introduction to the Visual Arts (3 cr.)
- AR 150 Drawing I (3 cr.)
- AR 203 Three-Dimensional Design (3 cr.)
- AR 204 Two-Dimensional Design: Black & White (3 cr.)
- AR 208 Color Theory (3 cr.)

**Graphic Design** .....45 cr.

- AR 215 Art History I (3 cr.)
- AR 216 Art History II (3 cr.)
- AR 218 Graphic Design Software (3 cr.)
- AR 241 Photography I (4 cr.)
- AR 251 Drawing II (3 cr.)
- AR 260 Painting I (3 cr.)
- AR 314 History of Graphic Design (3 cr.)
- AR 318 Introduction to Graphic Design (3 cr.)
- AR 328 Intermediate Graphic Design (3 cr.)
- AR 329 Typography (3 cr.)
- AR 415 Internship in Graphic Design (3 cr.)\*
- AR 418 Advanced Graphic Design (3 cr.)
- AR 427 Web Page Design (3 cr.)
- AR 428 Graphic Design Portfolio (3 cr.)
- AR 497B Senior Seminar in Graphic Design (2 cr.)

\*Alternatives to the internship requirement are possible with departmental approval

**Electives (9 hours from the following)** .....9 cr.

- AR 313 Independent Study in Design (1-3 cr.)
- AR 315 Special Topics in Design (1-3 cr.)
- AR 341 Photography II (3 cr.)
- AR 415 Internship in Graphic Design  
(additional internship credit beyond the  
3-credit requirement)
- CA 380 Advertising (3 cr.)
- CS 144 Beginning Programming with  
Multimedia Projects (3 cr.)
- OR -
- CS 151 Introduction to Programming (3 cr.)
- KCASE Kansas City Area Student Exchange (3 cr.)

**TOTAL** .....69 cr.

**Graphic Design** (Continued)

**Portfolios**

All graduating art and design majors are required to individually document (either by means of color slide photography or digital photography) selected examples of their best work. These final portfolios are to be submitted to their major advisors as part of their Senior Seminar. These slides, CDs, zip disks, etc. will remain the property of the Department of Art and Design.

**Art Supplies**

Art and Design majors must plan, when preparing their yearly educational budgets, to spend at least \$250 per semester on art supplies. All studio art courses require varying amounts of personal equipment and supplies. Studio fees collected at registration for some art courses provide only a portion of the supplies needed. Supply lists will be provided on the first day of classes.

## History

AVAILABLE:

**B.A.  
MINOR**

REQUIREMENTS:

**B.A. MAJOR:**  
36 HOURS  
2.0 GPA  
**MINOR:**  
18 HOURS  
“C” OR BETTER

THIS PROGRAM IS  
OFFERED THROUGH:



The study of history encompasses the important events and intellectual achievements of the past. The present conditions of our species are illuminated by an understanding of the sweep of human experience. History at Park University includes study of the artistic expression of individuals and societies as well as humanity’s political and economic achievements.

REQUIREMENTS FOR:

**B.A. MAJOR – 36 HOURS, 2.0 GPA**

The major in history at Park University prepares students for careers in teaching, journalism, government, law, graduate school, and the rapidly growing area of historical reconstruction. A major consists of a program of 36 credit hours developed by the student with the consent of the department full-time faculty as advisors. Twelve credit hours must come from world history offerings; at least 3 of the 12 credit hours must come from a non-Western history course. The major requirements include HI 103, HI 405 or HI 410, HI 451, and HI 452.

The courses credited for a history major include many taught in other disciplines. They include courses in the history of art, of literature, of music and theatre, of philosophy, political science and religion.

REQUIREMENTS FOR:

**MINOR – 18 HOURS, “C” OR BETTER**

### Program Competencies:

By the time of graduation, a history major is expected to be able to:

- Investigate the history of numerous cultures and assess both United States and European history beyond Western and into Asian and African history.
- Demonstrate research skills necessary to describe, contrast, discuss, differentiate, interpret, restate, appraise, investigate, connect, evaluate, and conclude the history of various cultures and epochs.
- Distinguish the meaning of conceptual information and apply previously learned information.
- Articulate history in various presentation modes.
- Validate their ability to work with others, non-academics, in historical research and presentation of findings.
- Express an interest in and recognize various historical cultures and articulate the same to academics and non-academics.
- Differentiate the organizational structure of information, apply prior knowledge and research skills, and judge the relative value of historical information based on prior knowledge.

School for Natural and Applied Sciences

Information and Computer Science

AVAILABLE:

B.S.

REQUIREMENTS:

B.S. MAJOR:  
66 HOURS  
2.0 GPA

MINOR  
18 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from among these five options: Computer Science, Software Engineering, Systems Analysis, Data Management, or Networking. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: Web programmer, applications programmer, systems analyst, information technology (IT) project manager, database analyst, or network analyst.

Program Competencies:

- Apply problem-solving and critical-thinking skills and use popular computer technologies in producing technology solutions.
- Communicate effectively, ethically, and professionally in a team environment.
- ICS/CS and ICS/SE students: Design and implement elegant programs that utilize data structures and operating systems concepts.
- ICS/SA students: Identify appropriate information technologies for a given organizational context and explain how to incorporate such technologies into the given organizational context.
- ICS/NT students: Explain computer networking and security concepts and demonstrate proficiency in use of popular computer networking and security technologies.
- ICS/DM students: Design and implement elegant data management solutions.

All majors must pass the ICS department’s comprehensive examination.

The ICS Department works with Park's Career Development Center in helping to place students in computer internship positions. The ICS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

REQUIREMENTS FOR:

B.S. MAJOR – 66 HOURS, 2.0 GPA

Core Curriculum	30 cr.
CA 103 Public Speaking	3 cr.
CS 140 Introduction to Computers	3 cr.
CS 151 Introduction to Programming	3 cr.
CS 208 Discrete Mathematics	3 cr.
CS 219 Programming Fundamentals	3 cr.
CS 300 Technology in a Global Society	3 cr.
CS 365 Computer Networking	3 cr.
IS 205 Managing Information Systems	3 cr.
IS 361 Data Management Concepts	3 cr.
MA 120 Basic Concepts of Statistics	3 cr.

Specialty Areas:

Computer Science	36 cr.
CS 220 Computer Architecture	3 cr.
CS 225 Programming Concepts	3 cr.
CS 305 Introduction to Artificial Intelligence	3 cr.
CS 321 Web Programming I	3 cr.
CS 322 Web Programming II	3 cr.

**Information and Computer Science** (Continued)

CS 351	Computer Operating Systems	3 cr.
CS 352	Data Structures	3 cr.
CS 373	Computer Network Security	3 cr.
MA 150	Precalculus Mathematics	3 cr.
MA 210	Calculus and Analytic Geometry I	3 cr.
MA 211	Calculus and Analytic Geometry II	3 cr.
MA 311	Linear Algebra	3 cr.
<b>Software Engineering</b>		36 cr.
AC 201	Principles of Accounting I	3 cr.
CS 220	Computer Architecture	3 cr.
CS 225	Programming Concepts	3 cr.
CS 314	User Interface Design	3 cr.
CS 321	Web Programming I	3 cr.
CS 322	Web Programming II	3 cr.
CS 351	Computer Operating Systems	3 cr.
CS 352	Data Structures	3 cr.
CS 373	Computer Network Security	3 cr.
IS 317	Systems Analysis and Design	3 cr.
MG 352	Principles of Management	3 cr.
MG 365	Organizational Behavior	3 cr.
<b>Systems Analysis</b>		36 cr.
AC 201	Principles of Accounting I	3 cr.
CS 314	User Interface Design	3 cr.
CS 321	Web Programming I	3 cr.
EC 141	Principles of Macroeconomics	3 cr.
IS 317	Systems Analysis and Design	3 cr.
IS 320	Object-Oriented Modeling	3 cr.
IS 370	Information Security	3 cr.
IS 450	Systems Analysis Senior Seminar	3 cr.
MG 352	Principles of Management	3 cr.
MG 365	Organizational Behavior	3 cr.
CS 322	Web Programming II (3 cr.)	3 cr.
- OR -		
AR 427	Web Page Design (3 cr.)	3 cr.
<b>Select one course from this list:</b>		
AC 202	Principles of Accounting II	3 cr.
CA 104	Interpersonal Communication I	3 cr.
EC 315	Quantitative Research Methods	3 cr.
HR 422	Organizational Development and Change	3 cr.
MK 351	Principles of Marketing	3 cr.
MK 385	Consumer Behavior	3 cr.
<b>Data Management</b>		36 cr.
AC 201	Principles of Accounting I	3 cr.
CS 225	Programming Concepts	3 cr.
CS 314	User Interface Design	3 cr.
CS 352	Data Structures	3 cr.
CS 373	Computer Network Security	3 cr.
EC 141	Principles of Macroeconomics	3 cr.
IS 317	Systems Analysis and Design	3 cr.
IS 320	Object-Oriented Modeling	3 cr.

**Information and Computer Science** (Continued)

IS 362	Applied Database Management . . . . .	3 cr.
MG 352	Principles of Management . . . . .	3 cr.
MG 365	Organizational Behavior . . . . .	3 cr.
<u>Select one course from this list:</u>		
AC 202	Principles of Accounting II . . . . .	3 cr.
CA 104	Interpersonal Communication I . . . . .	3 cr.
EC 315	Quantitative Research Methods . . . . .	3 cr.
HR422	Organizational Development and Change . . . . .	3 cr.
MK 351	Principles of Marketing . . . . .	3 cr.
MK 385	Consumer Behavior . . . . .	3 cr.

<b>Networking and Security</b> . . . . .		36 cr.
CS 220	Computer Architecture . . . . .	3 cr.
CS 225	Programming Concepts . . . . .	3 cr.
CS 321	Web Programming I . . . . .	3 cr.
CS 351	Computer Operating Systems . . . . .	3 cr.
CS 367	Network and Security Administration . . . . .	3 cr.
CS 368	Distributed Computing . . . . .	3 cr.
CS 373	Computer Network Security . . . . .	3 cr.
EC 141	Principles of Macroeconomics . . . . .	3 cr.
IS 317	Systems Analysis and Design . . . . .	3 cr.
MG 352	Principles of Management . . . . .	3 cr.
MG 365	Organizational Behavior . . . . .	3 cr.
CS/IS	Elective (any 3-credit CS/IS course level 300 or above that is not required by this specialty area) - OR - . . . . .	3 cr.
AR 427	Web Page Design (3 cr.)	

REQUIREMENTS FOR:  
**MINOR – 18 HOURS, 2.0 GPA**  
CS 140, CS 151, CS 208, CS 219, IS 205, and  
either CS 365 or IS 361

# Interior Design

AVAILABLE:

**B.A.**

REQUIREMENTS:

**B.A. MAJOR:**  
69 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



“The professional interior designer is qualified by education, experience and examination to enhance the function and quality of interior spaces for the purpose of improving the quality of life, increasing productivity and protecting the health, safety and welfare of the public.” (Foundation for Interior Design Education and Research.)

Students majoring in Interior Design at Park University combine the common body of knowledge in interior design with the intellectual development found in a liberal arts education. A sequence of design studios and graphic communications studios with supporting lecture courses provides the practical content integral to the profession. Park University education, combined with work experience, will enable students to sit for the National Council for Interior Design Qualifications examination and become registered interior designers.

REQUIREMENTS FOR:

**B.A. MAJOR – 69 HOURS, 2.0 GPA**

<b>Freshman Core</b>	.....15 cr.
AR 115 Introduction to the Visual Arts	.....3 cr.
AR 150 Drawing I	.....3 cr.
AR 203 Three-Dimensional Design	.....3 cr.
AR 204 Two-Dimensional Design: Black & White	3 cr.
AR 208 Color Theory	
<b>Interior Design Curriculum</b>	.....54 cr.
AR 290 Interior Design Materials and Resources	3 cr.
AR 292A Interior Design Studio I:	
Visual Communications	.....3 cr.
AR 292B Interior Design Studio I:	
Introduction to Interior Design	.....3 cr.
AR 296 Textiles for Interior Design	.....3 cr.
AR 298 History of the Designed Environment I:	
Antiquity to Mid-Nineteenth Century	...3 cr.
AR 299A Interior Design Studio II:	
Drawing Systems I	.....3 cr.
AR 299B Interior Design Studio II:	
Fundamentals of Interior Design	.....3 cr.
AR 390 History of the Designed Environment II:	
Mid-Nineteenth Century to the Present	3 cr.
AR 392 Human Factors in Interior Design	.....3 cr.
AR 393 Lighting Fundamentals	
for Interior Design	.....3 cr.
AR 396A Interior Design Studio III:	
Drawing Systems II	.....3 cr.
AR 396B Interior Design Studio III:	
Furniture Design	.....3 cr.
AR 397A Interior Design Studio IV:	
Visual Communications II	.....3 cr.
AR 397B Interior Design Studio IV: Office Design	3 cr.
AR 491 Interior Design Professional Practice	...3 cr.
AR 495 Building Construction Systems	.....3 cr.
AR 498 Senior Seminar I: Thesis	.....3 cr.
AR 499 Senior Seminar II: Project and Portfolio	3 cr.
<b>TOTAL</b>	.....69 cr.

**Interior Design** (Continued)

**Portfolios:**

All graduating art and design majors are required to individually document (either by means of color slide photography or digital photography) selected examples of their best work. These final portfolios are to be submitted to their major advisors as part of their Senior Seminar. These slides, CDs, zip disks, etc. will remain the property of the Department of Art and Design.

**Art Supplies**

Art and Design majors must plan, when preparing their yearly educational budgets, to spend at least \$250 per semester on art supplies. All studio art courses require varying amounts of personal equipment and supplies. Studio fees collected at registration for some art courses provide only a portion of the supplies needed. Supply lists will be provided on the first day of classes.



# Legal Studies

AVAILABLE:

**B.A.  
MINOR**

REQUIREMENTS:

MAJOR:  
54-63 HOURS  
2.5 GPA  
MINOR:  
18 HOURS  
2.5 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The Bachelor's Degree in Legal Studies is meant to prepare students to be successful in law school or in graduate schools leading to legal careers. The program emphasizes critical thinking, logical reasoning, and analysis of contemporary legal and social issues, reading and writing. The internship allows students to see the practical application of their studies.

REQUIREMENTS FOR:

**B.A. MAJOR – 54-63 HOURS, 2.5 GPA**

AC 201	Principles of Accounting	.3 cr.
CJ 105	Criminal Law	.3 cr.
CJ 400	Constitutional Law in Criminal Justice	.3 cr.
EC 141	Principles of Macroeconomics (3 cr.)	
	- OR -	.3 cr.
EC 142	Principles of Microeconomics (3 cr.)	
EN 319	Modern Literature	.3 cr.
EN	English Elective above 300	.3 cr.
MG 260	Business Law I	.3 cr.
MG 261	Business Law II	.3 cr.
PH 211	Fundamentals of Logic	.3 cr.
PO 100	American Politics and Citizenship	.3 cr.
PO 200	American National Government	.3 cr.
PO 220	History of Political Philosophy	.3 cr.
PO 302	Legal Analysis	.3 cr.
PO 303	Legal History	.3 cr.
PO 304	Constitutional Law	.3 cr.
PO 329	Law School and LSAT Preparation	.3 cr.
PO 440	Senior Project in Legal Studies	.3 cr.
PO 450	Internship	.3-12 cr.

TOTAL . . . . .54-63 cr.

**Senior Examinations**

Students must pass both of the following:

- a. A four to six hour written comprehensive examination in Political Science.
- b. A one to one and a half hour oral comprehensive examination in Political Science.

REQUIREMENTS FOR:

**MINOR – 18 HOURS, 2.5 GPA**

PO 100, PO 200, PO 302, PO 304, EC 141  
or EC 142, and PH 316

**Senior Examination**

Students must pass a one to one and a half hour written comprehensive examination in Political Science.

Liberal Arts

AVAILABLE:

A.A.  
B.A.

REQUIREMENTS:

A.A. MAJOR:  
27 HOURS  
2.0 GPA

B.A. MAJOR  
51 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)



KANSAS CITY 8 WEEK PROGRAM

ASSOCIATE OF ARTS

REQUIREMENTS FOR:

A.A. MAJOR – 27 HOURS, 2.0 GPA

CS 140	Introduction to Computers	3 cr.
EN 201	Introduction to Literature	3 cr.
EN 317	Earlier American Literature	3 cr.
EN 318	Later American Literature	3 cr.
HI 205	Themes in American History, 1492-1865	3 cr.
HI 206	Themes in American History, 1865-1945	3 cr.
LS 211	Introduction to the Humanities	3 cr.
LS 212	Introduction to the Arts	3 cr.
PH 101	Introduction to Philosophical Thinking	3 cr.

TOTAL .....27 cr.

BACHELOR OF ARTS

An understanding of the basic elements of modern civilization is important to making informed decisions. The program in liberal arts provides a variety of experiences in the various aspects of a liberal arts education. Courses are provided to cover topics in the Humanities, Social Sciences, Natural and Applied Sciences, and Mathematics, with each area contributing to a fundamental understanding of our world today.

REQUIREMENTS FOR:

B.A. MAJOR – 51 HOURS, 2.0 GPA

CA 104	Interpersonal Communication	3 cr.
CA 218	Public Relations	3 cr.
CS 140	Introduction to Computers	3 cr.
EN 201	Introduction to Literature	3 cr.
EN 311	Creative Writing	3 cr.
EN 317	Earlier American Literature	3 cr.
EN 318	Later American Literature	3 cr.
EN 319	Modern Literature	3 cr.
HI 202	Europe, 1914-1950s	3 cr.
HI 205	Themes in American History, 1492-1865	3 cr.
HI 206	Themes in American History, 1865-1945	3 cr.
LS 211	Introduction to the Humanities	3 cr.
LS 212	Introduction to the Arts	3 cr.
PH 101	Introduction to Philosophical Thinking	3 cr.
PH 221	Ethics and Society	3 cr.
PH 307	Analytical Thinking	3 cr.
PH 311	History of Ideas	3 cr.

TOTAL .....51 cr.

Liberal Studies

AVAILABLE:

B.A.

REQUIREMENTS:

B.A. MAJOR:  
53 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The liberal studies major allows the student a major composed of various disciplines rather than one discipline only. It therefore emphasizes breadth, while requiring a concentration of 15 credits in a single discipline. It is intended that, by broadening the student's cultural perspective, heightening the student's analytical powers, and providing models for understanding experience, the liberal studies major will make a valuable contribution to whatever vocation the students elects. It may be taken along with vocational courses, or as a second major, or as preparation for a graduate or professional degree.

REQUIREMENTS FOR:

**B.A. MAJOR – 53 HOURS, 2.0 GPA**

**Core Curriculum.** . . . . . 15 cr.

- LS 211 Introduction to the Humanities . . . . . 3 cr.
- LS 212 Introduction to the Arts . . . . . 3 cr.
- LS 301 Contemporary Issues . . . . . 3 cr.
- LS 400 Senior Project (3 cr., 3 cr.) . . . . . 6 cr.

**Any two of the following:** . . . . . 6 cr.

- EN 319 Modern Literature . . . . . 3 cr.
- EN 351 Foundations of Literature . . . . . 3 cr.
- EN 450 Romanticism in Literature . . . . . 3 cr.
- HI 320 Ancient Greeks & the Classical Tradition . 3 cr.
- HI 321 19th Century Romantics  
& the Romantic Tradition . . . . . 3 cr.
- HI 322 Modernism in the 20th Century . . . . . 3 cr.
- PH 316 Philosophy and Skepticism . . . . . 3 cr.
- PO 216 International Relations . . . . . 3 cr.

**Concentration in one of these disciplines:** . . . . . 15 cr.

History, Philosophy, Religion, English, Language  
Arts, Art, Music, or Theatre. (Concentrations in Art,  
Music, and Theatre are not available through Park  
Accelerated Programs or Portfolio).

**Upper-level electives** chosen from among the following  
disciplines, but not in the discipline of the concentration. . . . . 9 cr.

History, Philosophy, Religion, English, Communication  
Arts, Art, Music, or Theatre.

**Modern Language** . . . . . 8 cr.

Parkville Daytime Campus Center students will meet this requirement by satisfying the modern language graduation requirement. Park Accelerated Program and Portfolio will satisfy this requirement by taking six credit hours of modern or classical language courses, not necessarily in one language.

**TOTAL** . . . . . 53 cr.

**Liberal Studies** (Continued)

**Senior Oral Examination**

All Majors must pass a two-hour oral examination covering the above concentrations (including the student's official area of concentration and one other to be selected by the student.) The examination should be taken a full semester prior to graduation for Parkville Daytime Campus Center students or a full term prior to graduation for Park Accelerated Program and Portfolio students. The examination board will be composed of five members including the liberal studies department chair/program coordinator, the Park Accelerated Program-Parkville Campus Center Director, one faculty member from each concentration to be examined, and one other person selected by the candidate.

**Stipulations**

1. The senior project normally is in the discipline of concentration, but may be interdisciplinary. It is proposed by the student and completed through independent study.
2. Courses counted toward the 53-hour major requirement may not be used to fulfill the Liberal Learning (LL) requirement.

# Management

AVAILABLE:

**A.S.  
B.S.**

REQUIREMENTS:

**A.S. MAJOR:**  
30 HOURS  
2.0 GPA  
**B.S. MAJOR**  
54 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



## ASSOCIATE OF SCIENCE

(School for Extended Learning and Kansas City 8 Week Program)

REQUIREMENTS FOR:

### A.S. MAJOR – 30 HOURS, 2.0 GPA

AC 201	Principles of Accounting I.....	3 cr.
AC 202	Principles of Accounting II.....	3 cr.
CS 140	Introduction to Computers .....	3 cr.
EC 141	Principles of Macroeconomics .....	3 cr.
EC 142	Principles of Microeconomics.....	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 260	Business Law I .....	3 cr.
MG 261	Business Law II.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 365	Organizational Behavior.....	3 cr.
TOTAL .....		30 cr.

## BACHELOR OF SCIENCE

Students taking the Management core receive a broad education covering the major functional areas of management. This degree will help a student prepare for business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It will also give one the background to organize and manage his/her own family business. Graduates in Management typically find jobs in business such as production management, personnel management, marketing management, or financial management. The intent of this program is also to meet the educational needs of students who intend to enroll in graduate work in business administration. The program is designed to provide the student with the necessary background to satisfy the demands for alternatives while at the same time developing a breadth of knowledge in the liberal arts tradition.

REQUIREMENTS FOR:

### B.S. MAJOR – 54 HOURS, 2.0 GPA

AC 201	Principles of Accounting I.....	3 cr.
AC 202	Principles of Accounting II.....	3 cr.
CS 140	Introduction to Computers .....	3 cr.
EC 141	Principles of Macroeconomics .....	3 cr.
EC 142	Principles of Microeconomics.....	3 cr.
EC 301	Intermediate Macroeconomics.....	3 cr.
EC 315	Quantitative Research Methods.....	3 cr.
FI 360	Financial Management .....	3 cr.
FI 363	Financial Institutions and Markets.....	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 260	Business Law I .....	3 cr.
MG 261	Business Law II.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 365	Organizational Behavior.....	3 cr.
MG 375	Production and Operations Management.....	3 cr.
MG 420	Labor Relations.....	3 cr.
MG 495	Business Policy .....	3 cr.
MK 351	Principles of Marketing .....	3 cr.
TOTAL .....		54 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

# Management / Accounting

AVAILABLE:

A.S.  
B.S.

REQUIREMENTS:

A.S. MAJOR:  
33 HOURS  
2.0 GPA

B.S. MAJOR:  
69 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)



KANSAS CITY 8 WEEK PROGRAM

## ASSOCIATE OF SCIENCE

REQUIREMENTS FOR:

### A.S. MAJOR – 33 HOURS, 2.0 GPA

AC 201	Principles of Accounting I.....	3 cr.
AC 202	Principles of Accounting II.....	3 cr.
AC 309	Individual Income Tax.....	3 cr.
AC 315	Cost Accounting.....	3 cr.
CS 140	Introduction to Computers.....	3 cr.
EC 141	Principles of Macroeconomics.....	3 cr.
EC 142	Principles of Microeconomics.....	3 cr.
FI 360	Financial Management.....	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 260	Business Law I.....	3 cr.
MG 352	Principles of Management.....	3 cr.
TOTAL.....		33 cr.

## BACHELOR OF SCIENCE

The management/accounting major is designed to prepare students for a professional career in public accounting, managerial accounting, tax accounting, or governmental accounting. The curriculum stresses professional ethics. It is excellent preparation for graduate study in accounting, business administration, or law.

REQUIREMENTS FOR:

### B.S. MAJOR – 69 HOURS, 2.0 GPA

AC 201	Principles of Accounting I.....	3 cr.
AC 202	Principles of Accounting II.....	3 cr.
AC 309	Individual Income Tax.....	3 cr.
AC 312	Business Income Tax.....	3 cr.
AC 315	Cost Accounting.....	3 cr.
AC 320	Intermediate Accounting I.....	3 cr.
AC 325	Intermediate Accounting II.....	3 cr.
AC 420	Advanced Accounting I.....	3 cr.
AC 425	Advanced Accounting II.....	3 cr.
AC 430	Auditing.....	3 cr.
CS 140	Introduction to Computers.....	3 cr.
EC 141	Principles of Macroeconomics.....	3 cr.
EC 142	Principles of Microeconomics.....	3 cr.
EC 315	Quantitative Research Methods.....	3 cr.
FI 360	Financial Management.....	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 260	Business Law I.....	3 cr.
MG 261	Business Law II.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 365	Organizational Behavior.....	3 cr.
MG 375	Productions and Operations Management.....	3 cr.
MG 495	Business Policy.....	3 cr.
MK 351	Principles of Marketing.....	3 cr.
TOTAL.....		69 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

## Management / Aviation

AVAILABLE:

**A.S.  
B.S.**

REQUIREMENTS:

**A.S. MAJOR:**  
27 HOURS  
2.0 GPA

**B.S. MAJOR**  
57 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)

### ASSOCIATE OF SCIENCE

REQUIREMENTS FOR:

#### A.S. MAJOR – 27 HOURS, 2.0 GPA

AC 201	Principles of Accounting I.....	3 cr.
AV 103	Air Transportation .....	3 cr.
AV 104	General Aviation Management.....	3 cr.
AV 262	Aviation Marketing.....	3 cr.
AV 267	Aviation Law and Regulations .....	3 cr.
CS 140	Introduction to Computers .....	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 365	Organizational Behavior.....	3 cr.
<b>TOTAL .....</b>		<b>27 cr.</b>

### BACHELOR OF SCIENCE

This degree program will prepare graduates for aviation-related managerial and supervisory positions in industry and government. In government, positions with the Federal Aviation Agency, U.S. Department of Transportation, State, County and City aviation authorities and regulatory agencies, require a knowledge of aviation industry practices, problems, law, economics, safety, and managerial principles. In industry, graduates will seek managerial and administrative careers with airlines, air cargo, airport management, fixed-based operations, aviation supply and maintenance firms, and in aviation sales and marketing. A bachelor's degree is considered by many airlines as added requirement for pilot positions, and this aviation-related degree program will fulfill that prerequisite.

REQUIREMENTS FOR:

#### B.S. MAJOR – 57 HOURS, 2.0 GPA

AC 201	Principles of Accounting I.....	3 cr.
AC 202	Principle of Accounting II.....	3 cr.
AV 103	Air Transportation .....	3 cr.
AV 104	General Aviation Management.....	3 cr.
AV 262	Aviation Marketing.....	3 cr.
AV 267	Aviation Law and Regulations .....	3 cr.
AV 370	Airline Management .....	3 cr.
AV 402	Special Topics in Aviation Management .....	3 cr.
AV 403	Airport Management .....	3 cr.
AV 426	Aviation Safety .....	3 cr.
AV 428	Senior Project in Aviation Management .....	3 cr.
CS 140	Introduction to Computers .....	3 cr.
EC 315	Quantitative Research Methods.....	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 365	Organizational Behavior.....	3 cr.
MG 420	Labor Relations.....	3 cr.
MG 495	Business Policy .....	3 cr.
PO 330	Public Administration.....	3 cr.
<b>TOTAL .....</b>		<b>57 cr.</b>

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

# Management / Computer Informations Systems

AVAILABLE:

**B.S.**

REQUIREMENTS:

**B.S. MAJOR:**

66 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)



KANSAS CITY 8 WEEK PROGRAM



SCHOOL OF ONLINE LEARNING



PORTFOLIO PROGRAM

Today, to be a successful manager one needs to understand how computers can be used to support the organization as a whole as well as for the individual worker. This major specifically prepares the student in computer usage while enhancing knowledge and tools of business management and organizational theory. It is both a theoretical and practical program which can prepare the student for careers in computer management, systems applications and other computer related positions in business, government, and industry.

## Program Competencies:

- Apply problem-solving and critical-thinking skills and use popular computer technologies in producing technology solutions.
- Communicate effectively, ethically, and professionally in a team environment.
- Identify appropriate information technologies for a given organizational context and explain how to incorporate such technologies into the given organizational context.

The information and Computer Science (ICS) Department works with Park's Career Development Center in helping to place students in computer internship positions. The ICS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

All majors must pass the ICS department's comprehensive examination.

## REQUIREMENTS FOR:

### B.S. MAJOR – 66 HOURS, 2.0 GPA

AC 201	Principles of Accounting I . . . . .	3 cr.
AC 202	Principles of Accounting II . . . . .	3 cr.
CS 140	Introduction to Computers . . . . .	3 cr.
CS 151	Introduction to Programming . . . . .	3 cr.
CS 208	Discrete Mathematics . . . . .	3 cr.
CS 219	Programming Fundamentals . . . . .	3 cr.
CS 300	Technology in a Global Society . . . . .	3 cr.
CS 360	Database Management . . . . .	3 cr.
CS 365	Computer Networking . . . . .	3 cr.
EC 141	Principles of Macroeconomics . . . . .	3 cr.
EC 142	Principles of Microeconomics . . . . .	3 cr.
EC 315	Quantitative Research Methods . . . . .	3 cr.
FI 360	Financial Management . . . . .	3 cr.
IS 205	Managing Information Systems . . . . .	3 cr.
IS 315	Computer Systems Analysis & Design I . . . . .	3 cr.
IS 316	Computer Systems Analysis & Design II . . . . .	3 cr.
MA 120	Basic Concepts of Statistics . . . . .	3 cr.
MG 352	Principles of Management . . . . .	3 cr.
MG 365	Organizational Behavior . . . . .	3 cr.
MG 375	Production and Operations Management . . . . .	3 cr.
MG 495	Business Policy . . . . .	3 cr.
MK 351	Principles of Marketing . . . . .	3 cr.
TOTAL . . . . .		66 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.



# Management / Engineering Administration

AVAILABLE:

**B.S.**

REQUIREMENTS:

**B.S. MAJOR:**

72 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)

The Bachelor of Science degree in Engineering Administration has an “applied” orientation whereby the student is prepared to put to practical use the knowledge gained from the program. Courses in the program are designed to develop technical, administrative, and leadership skills required in managing construction personnel and activities. Skills developed in the program may be applied to management career in private construction company, as an owner, in preparing for senior management careers in a large construction firm, or in managing construction personnel and projects within a military environment.

REQUIREMENTS FOR:

## **B.S. MAJOR – 72 HOURS, 2.0 GPA**

AC 201	Principles of Accounting I.....	3 cr.
AC 202	Principles of Accounting II.....	3 cr.
CO 111	Intro. To Eng. Const. Tech/Design/and Materials	3 cr.
CO 121	Plans Analysis .....	3 cr.
CO 215	Construction Safety and Health.....	3 cr.
CO 225	Building Codes .....	3 cr.
CO 235	Construction Planning .....	3 cr.
CO 245	Construction Estimating .....	3 cr.
CO 360	Critical Path Analysis .....	3 cr.
CS 140	Introduction to Computers .....	3 cr.
EC 142	Principles of Microeconomics.....	3 cr.
EC 315	Quantitative Research Methods.....	3 cr.
EG 360	Environmental Impact of Engineering.....	3 cr.
EG 390	Eng. Admin. Decision-Making Models.....	3 cr.
EG 470	Engineering Administration Economics.....	3 cr.
EG 491	Senior Seminar in Engineering Administration...	3 cr.
FI 360	Financial Management .....	3 cr.
HR 353	Introduction to Human Resources Management .	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 260	Business Law I .....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 375	Production and Operations Management.....	3 cr.
MG 420	Labor Relations.....	3 cr.
MG 495	Business Policy .....	3 cr.
<b>TOTAL .....</b>		<b>72 cr.</b>

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

School of Business and Management

Management / Finance

AVAILABLE:

B.S.

REQUIREMENTS:

B.S. MAJOR:  
63 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



This program is designed to impart an understanding of the various areas and principles of finance and provide the student with a body of specialized knowledge and analytical methods. The intent of the program is to meet the educational needs of students who wish to pursue careers in private or public organizations or graduate studies in finance or business administration. In addition, the finance curriculum should be of interest to students wishing to enhance their academic background.

REQUIREMENTS FOR:  
**B.S. MAJOR – 63 HOURS, 2.0 GPA**

AC 201	Principles of Accounting I . . . . .	3 cr.
AC 202	Principles of Accounting II . . . . .	3 cr.
CS 140	Introduction to Computers . . . . .	3 cr.
EC 141	Principles of Macroeconomics . . . . .	3 cr.
EC 142	Principles of Microeconomics . . . . .	3 cr.
EC 301	Intermediate Macroeconomics. . . . .	3 cr.
EC 315	Quantitative Research Methods . . . . .	3 cr.
FI 360	Financial Management . . . . .	3 cr.
FI 363	Financial Institutions and Markets. . . . .	3 cr.
FI 410	Problems in Corporate Finance. . . . .	3 cr.
FI 415	Financial Analysis and Planning. . . . .	3 cr.
FI 417	Investment Analysis and Management . . . . .	3 cr.
MA 120	Basic Concepts of Statistics. . . . .	3 cr.
MG 352	Principles of Management . . . . .	3 cr.
MG 260	Business Law I . . . . .	3 cr.
MG 261	Business Law II. . . . .	3 cr.
MG 365	Organizational Behavior. . . . .	3 cr.
MG 375	Production and Operations Management. . . . .	3 cr.
MG 495	Business Policy . . . . .	3 cr.
MK 351	Principles of Marketing . . . . .	3 cr.

**One course from the following:. . . . .3 cr.**

FI 405	Public Finance (3 cr.)
FI 201	Personal Financial Management (3 cr.)
FI 325	Risk and Insurance (3 cr.)
FI 425	Principles of Real Estate (3 cr.)
FI 430	Public Financial Management (3 cr.)
IB 431	International Finance (3 cr.)

TOTAL . . . . .63 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

# Management / Health Care

AVAILABLE:

**B.S.**

REQUIREMENTS:

**B.S. MAJOR:**

66 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)



SCHOOL OF ONLINE LEARNING



KANSAS CITY 8 WEEK PROGRAM

The intent of this program is to meet the educational needs of students who intend to pursue active careers in health care fields or enroll in graduate work in health administration. This program is designed to provide the student with the necessary background to satisfy the demands of either alternative while at the same time developing a breadth of knowledge in the liberal arts tradition.

REQUIREMENTS FOR:

## **B.S. MAJOR – 66 HOURS, 2.0 GPA**

AC 201	Principles of Accounting I.....	3 cr.
AC 202	Principles of Accounting II.....	3 cr.
BI 214	Personal and Community Health.....	3 cr.
CS 140	Introduction to Computers .....	3 cr.
EC 141	Principles of Macroeconomics .....	3 cr.
EC 142	Principles of Microeconomics .....	3 cr.
EC 315	Quantitative Research Methods.....	3 cr.
FI 360	Financial Management .....	3 cr.
HC 260	Legal Issues in Health Care Delivery.....	3 cr.
HC 351	Organ. & Admin. of Health Care Programs ....	3 cr.
HC 451	Health Care and the Political Process .....	3 cr.
HC 465	Basic Issues in Community Based Health Care Delivery.....	3 cr.
HC 491	Senior Seminar in Health Care Management ....	3 cr.
HR 353	Introduction to Human Resources Management .	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 365	Organizational Behavior.....	3 cr.
MG 420	Labor Relations.....	3 cr.
MG 495	Business Policy .....	3 cr.
MK 351	Principles of Marketing .....	3 cr.

The student is required to take two of the following courses: ... 6 cr.

HC 461	The Hospital & The Community (3 cr.)
HC 463	Third Party Reimbursement & Risk Management (3 cr.)
HC 466	Planning & Organizing Community Health Services (3 cr.)
PS 301	Social Psychology (3 cr.)

TOTAL .....66 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

School of Business and Management

Management / Human Resources

AVAILABLE:

B.S.

REQUIREMENTS:

MAJOR:  
57 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



This program focuses on the study of organizations and the use of personnel as a primary institutional resource. Emphasis is placed on a behavioral science/management approach in which the understanding of individual behavior and group processes is combined with the techniques of the management of personnel within an organization. This interdisciplinary approach draws from the fields of Management, Social Psychology, and Organizational Behavior to create skills in interpersonal and intergroup relations.

REQUIREMENTS FOR:  
**B.S. MAJOR – 57 HOURS, 2.0 GPA**

AC 201	Principles of Accounting I.....	3 cr.
AC 202	Principles of Accounting II.....	3 cr.
CA 104	Interpersonal Communications .....	3 cr.
CS 140	Introduction to Computers .....	3 cr.
EC 141	Principles of Macroeconomics .....	3 cr.
EC 142	Principles of Microeconomics .....	3 cr.
EC 315	Quantitative Research Methods.....	3 cr.
FI 360	Financial Management .....	3 cr.
HR 353	Intro. to Human Resources Management.....	3 cr.
HR 421	Corporate Training and Development.....	3 cr.
HR 422	Organizational Development & Change.....	3 cr.
HR 434	Compensation Management.....	3 cr.
HR 491	Sr. Seminar in Human Resources Development..	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 365	Organizational Behavior.....	3 cr.
MG 420	Labor Relations.....	3 cr.
MG 495	Business Policy .....	3 cr.
MK 351	Principles of Marketing .....	3 cr.
TOTAL .....		57 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

## Management / Logistics

AVAILABLE:

**A.S.  
B.S.**

REQUIREMENTS:

**A.S. MAJOR:**  
36 HOURS  
2.0 GPA

**B.S. MAJOR:**  
75 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)

### ASSOCIATE OF SCIENCE

REQUIREMENTS FOR:

#### **A.S. MAJOR – 36 HOURS, 2.0 GPA**

AC 201	Principles of Accounting I . . . . .	3 cr.
AC 202	Principles of Accounting II . . . . .	3 cr.
CS 140	Introduction to Computers . . . . .	3 cr.
EC 141	Principles of Macroeconomics . . . . .	3 cr.
EC 142	Principles of Microeconomics . . . . .	3 cr.
LG 324	Contract Management and Law . . . . .	3 cr.
LG 415	Quality Control . . . . .	3 cr.
LG 424	Purchasing and Vendor Management . . . . .	3 cr.
LG 426	Logistics Management . . . . .	3 cr.
MA 120	Basic Concepts of Statistics . . . . .	3 cr.
MG 352	Principles of Management . . . . .	3 cr.
MG 260	Business Law I . . . . .	3 cr.
TOTAL . . . . .		36 cr.

### BACHELOR OF SCIENCE

The Bachelor of Science Management/Logistics is a program designed to meet the educational and professional needs of students who wish to pursue careers in operations and/or industrial management with emphasis on logistical processes, systems, and functions. The program focuses on the study of theories, concepts, practices, and techniques in both general management and the management of logistics systems. In addition, the program is designed to provide the student with the necessary preparation for graduate work in business administration and to assist with further advanced study and experience in preparing for the professional certification sponsored by the American Production and Inventory Control Society and the National Association of Purchasing Management.

REQUIREMENTS FOR:

#### **B.S. MAJOR – 75 HOURS, 2.0 GPA**

AC 201	Principles of Accounting I . . . . .	3 cr.
AC 202	Principles of Accounting II . . . . .	3 cr.
AC 315	Cost Accounting . . . . .	3 cr.
CA 103	Public Speaking . . . . .	3 cr.
CS 140	Introduction to Computers . . . . .	3 cr.
EC 141	Principles of Macroeconomics . . . . .	3 cr.
EC 142	Principles of Microeconomics . . . . .	3 cr.
EC 315	Quantitative Research Methods . . . . .	3 cr.
EN 306A	Professional Writing in the Disciplines: Scientific and Technical Writing (3 cr.)	3 cr.
	- OR - . . . . .	
EN 306B	Professional Writing in the Disciplines: Business Communications (3 cr.)	3 cr.
FI 360	Financial Management . . . . .	3 cr.
HR 353	Intro. to Human Resource Management . . . . .	3 cr.
LG 201	Systems Engineering and Analysis . . . . .	3 cr.
LG 302	Logistics Engineering . . . . .	3 cr.
LG 312	Transportation and Distribution Systems . . . . .	3 cr.
LG 324	Contract Management and Law . . . . .	3 cr.

**Management / Logistics** (Continued)

LG	415	Quality Control . . . . .	3 cr.
LG	424	Purchasing and Vendor Management . . . . .	3 cr.
LG	426	Logistics Management . . . . .	3 cr.
MA	120	Basic Concepts of Statistics . . . . .	3 cr.
MG	352	Principles of Management . . . . .	3 cr.
MG	260	Business Law I . . . . .	3 cr.
MG	365	Organizational Behavior . . . . .	3 cr.
MG	375	Production and Operations Management . . . . .	3 cr.
MG	495	Business Policy . . . . .	3 cr.
MK	351	Principles of Marketing . . . . .	3 cr.
TOTAL . . . . .			75 cr.

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

## Management / Marketing

AVAILABLE:

**B.S.**

REQUIREMENTS:

**B.S. MAJOR:**

60 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)



KANSAS CITY 8 WEEK PROGRAM



SCHOOL OF ONLINE LEARNING

This program is designed to provide students an in-depth understanding of the various marketing disciplines. The marketing major will provide students with the skills and knowledge necessary to find jobs in advertising, personal selling, marketing management, international marketing, retailing, marketing research and transportation among other careers. The curriculum is designed to cover trends in business and industry while considering professional ethics and social responsibility. A number of students with this major move to graduate study in management, marketing or other business specialties.

REQUIREMENTS FOR:

### **B.S. MAJOR – 60 HOURS, 2.0 GPA**

AC 201	Principles of Accounting I . . . . .	3 cr.
AC 202	Principles of Accounting II . . . . .	3 cr.
CS 140	Introduction to Computers . . . . .	3 cr.
EC 141	Principles of Macroeconomics . . . . .	3 cr.
EC 142	Principles of Microeconomics . . . . .	3 cr.
EC 315	Quantitative Research Methods . . . . .	3 cr.
FI 360	Financial Management . . . . .	3 cr.
MA 120	Basic Concepts of Statistics . . . . .	3 cr.
MG 352	Principles of Management . . . . .	3 cr.
MG 260	Business Law I . . . . .	3 cr.
MG 261	Business Law II . . . . .	3 cr.
MG 365	Organizational Behavior . . . . .	3 cr.
MG 495	Business Policy . . . . .	3 cr.
MK 351	Principles of Marketing . . . . .	3 cr.
MK 385	Consumer Behavior . . . . .	3 cr.
MK 395	International Marketing . . . . .	3 cr.
MK 401	Sales Management . . . . .	3 cr.
MK 411	Marketing Management . . . . .	3 cr.
MK 455	Promotional Policies and Strategies . . . . .	3 cr.
MK 491	Seminar in Marketing . . . . .	3 cr.
	<b>TOTAL . . . . .</b>	<b>60 cr.</b>

ALL MAJORS MUST PASS A COMPREHENSIVE WRITTEN EXAMINATION.

School of Business and Management

Management / Medical Records Management

AVAILABLE:

A.S.

REQUIREMENTS:

A.S. MAJOR:  
33 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)

REQUIREMENTS FOR:

A.S. MAJOR – 33 HOURS, 2.0 GPA

This program does not lead to certification by AHIMA

BI 210	The Human Body.....	3 cr.
CS 140	Introduction to Computers .....	3 cr.
HC 250	Principles of the Health Care Process.....	3 cr.
HC 260	Legal Issues in Health Care Delivery.....	3 cr.
MA 120	Basic Concepts of Statistics.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MR 205	Medical Terminology I.....	3 cr.
MR 206	Medical Terminology II .....	3 cr.
MR 220	Coding.....	3 cr.
MR 242	Medical Records I.....	3 cr.
MR 243	Medical Records II .....	3 cr.
TOTAL .....		33 cr.



# Mathematics

AVAILABLE:

**B.A.  
MINOR**

REQUIREMENTS:

**B.A. MAJOR:**  
39 HOURS  
2.0 GPA

**MINOR:**  
19-21 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



Mathematics is both a body of knowledge concerning a class of symbols and the relation between them, as a system of thought and communication, as well as the application of that system to other areas of human experience. As a system of thought, it derives from philosophy and provides a language, which has particular beauty and clarity. Applied to other areas of human experience mathematics has provided great power and precision to a wide range of endeavors, and thereby has supplied an essential contribution to the rise of modern civilization. The study of mathematics prepares students for graduate studies in mathematics, related sciences, economics and business administration. Other options include beginning actuarial work, teaching at the secondary level and beginning work in the area of data processing. Third and fourth year MA courses will be determined in consultation with the student's advisor.

REQUIREMENTS FOR:

## **B.A. MAJOR – 39 HOURS, 2.0 GPA**

MA 210	Calculus and Analytic Geometry I . . . . .	3 cr.
MA 211	Calculus and Analytic Geometry II . . . . .	3 cr.
MA 212	Calculus and Analytic Geometry III . . . . .	3 cr.
MA 213	Calculus and Analytic Geometry IV . . . . .	3 cr.
MA 301	Mathematical Thought . . . . .	3 cr.
MA 305	Probability . . . . .	3 cr.
MA 311	Linear Algebra . . . . .	3 cr.
MA 312	Abstract Algebraic Structures . . . . .	3 cr.
MA 450	Seminar in Mathematics . . . . .	3 cr.

**At least four courses of the following:** . . . . .12 cr.

MA 302	Ordinary Differential Equations (3 cr.)
MA 350	History of Mathematics (3 cr.)
MA 360	Modern Geometries (3 cr.)
MA 370	Number Theory (3 cr.)
MA 380	Mathematical Statistics (3 cr.)
MA 401	Analysis (3 cr.)
MA 402	Topology (3 cr.)
MA 406	Special Topics (3 cr.)

TOTAL . . . . .39 cr.

Written or oral examinations may be required for the major.  
Two semesters of French or German are recommended.

## **Recommended major courses for Secondary Teachers:**

The core requirements and MA 312, MA 360, MA 370, MA 406 (Enrichment Topics)

## **Recommended major courses for actuarial or other technical preparations:**

The core requirements and MA 370, MA 380, MA 401, MA 406 (Selected Problems)

## **Recommended major courses to be coupled with majors in chemistry, biology, physics or other science:**

The core requirements and MA 302, MA 312, MA 380, MA 406 (Selected Problems)

## Mathematics (Continued)

### **Recommended major courses to be combined with a major in Computer Science:**

The core requirements and MA 302, MA 312, MA 380, MA 406 (Numerical Analysis)

(Students doing a double major in mathematics and computer science should seriously consider the major in computational sciences.)

### **Recommended major courses for the student preparing for graduate study in Mathematics:**

The core requirements and MA 312, MA 380, MA 401, MA 406 (Numerical Analysis)

### **REQUIREMENTS FOR:**

#### **MINOR – 19-21 HOURS, 2.0 GPA**

MA210, MA211, MA212, and four additional courses numbered at the 205 level or above. Written or oral examinations may be required for the minor.

### **Curricular concentration for the elementary teacher:**

Any 21 hours selected from the MA-prefixed courses will suffice. Recommended: MA110, MA120, MA131, MA210, MA311, MA370, MA406 (Enrichment topics).

## Music

AVAILABLE:

### B.A. MINOR

REQUIREMENTS:

B.A. MAJOR:  
65-66 HOURS  
2.0 GPA

MINOR:  
24-27 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The objective of the music curriculum is to develop within students, excellence in creating, performing, and appreciating music. The program's course offerings provide the opportunity to: (1) pursue careers in music; (2) develop one's perception of the intrinsic aesthetic values within musical expression; (3) understand the interrelatedness of music to culture; (4) prepare for service in local and global community; and (5) relate music to life-long learning.

The program serves the total student body by providing ensembles, lessons, and courses, which are open to all students. Also, the program makes available to the student body concerts and recitals throughout the year in the Graham Tyler Memorial Chapel.

Programs of study for students choosing music are a Bachelor of Arts in Music with an Emphasis in Applied or General Music, or Music Minor with Emphasis in Applied, Music History or Music Theory.

REQUIREMENTS FOR:

### B.A. MAJOR – 65-66 HOURS, 2.0 GPA

#### Core Curriculum

MU 115	Computer Music Editing . . . . .	1 cr.
MU 160	Introduction to Music Theory (lab required). . . . .	4 cr.
MU 161	Music Theory (lab required) . . . . .	4 cr.
MU 240	Advanced Music Theory I (lab required) . . . . .	4 cr.
MU 241	Advanced Music Theory II (lab required) . . . . .	4 cr.
MU 341	Choral Conducting . . . . .	3 cr.
MU 345	Music History: Medieval, Renaissance, & Baroque . . . . .	3 cr.
MU 346	Music History: Classic, Romantic and Modern. . . . .	3 cr.
MU 365	Orchestration . . . . .	3 cr.
MU 465	Counterpoint. . . . .	3 cr.
MU 470	Forms and Analysis. . . . .	3 cr.

#### Applied Emphasis

Designed for students interested in music performance and private studio teaching

Major performance medium . . . . .	16 cr.
Ensemble. . . . .	8 cr.

#### Voice Majors

MU 331	Diction for Singers . . . . .	3 cr.
MU 372	Voice Methods (or pedagogy) . . . . .	3 cr.
Voice majors must take University French, German or Italian as their language requirement.		

#### Piano Majors

MU 373	Piano Methods (or pedagogy) . . . . .	3 cr.
Three elective upper division music credits . . . . .		3 cr.

#### Other instrument majors

MU 374	Directed Study-Methods . . . . .	3 cr.
Three elective upper division music credits . . . . .		3 cr.

One recital during each the junior and senior year.

#### General Music Emphasis

Designed to give the student a general background in music, a working knowledge of its elements and, as a cultural artifact, its place in the global community.

**Music** (Continued)

Major Applied .....	8 cr.
Ensemble .....	8 cr.
MU 261 Introduction to Music II: Music of the World ...	3 cr.
MU 359 Folk Music in America .....	3 cr.
MU 415 Independent Study in Music .....	3 cr.

**Two multi-cultural courses selected from: ..... 6 cr.**

AR 317	World Art
EN 351	Foundations of Literature
EN 355	American Ethnic Literature
HI 315	Contemporary Europe
HI 319	Russia in the 20th Century
HI 340	Japan: Modernization of a Traditional People
HI 370	The American Indian
HI 375	The American Frontier
LA 305	History & Culture of Latin America
LA 306	History & Culture of Mexico
LA 307	History & Culture of South America
LA 308	History & Culture of Central America and the Caribbean
PH 217	Ancient and Medieval Philosophy
PH 316	Modern Philosophy
PH 321	Eastern Philosophy
RE 109	World Religions
RE 223	Ancient Christianity
RE 305	Traditional Religions of Africa

**Additionally, music majors are required to:**

- Participate in a minimum of one ensemble each semester
- Participate in four semesters in the major ensemble appropriate for their performance medium
- Study privately each semester in their performance medium (voice or instrument). An additional fee required.
- Pass a juried examination in their performance medium each semester. A minimum of six examinations must be on file to qualify for graduation in music. Exceptions will only be by permission from the Music Program Director
- Pass a keyboard proficiency (determined by examination)
- Attend ten approved recitals or concerts during each semester (determined by instructor of major performance medium)

**Music** (Continued)**MUSIC MINOR**

REQUIREMENTS FOR:

**B.A. MINOR – 24-27 HOURS, 2.0 GPA****Core Curriculum**

MU 115	Computer Music Editing . . . . .	1 cr.
MU 160	Introduction to Music Theory . . . . .	4 cr.
MU 161	Music Theory (lab required). . . . .	4 cr.
MU 415	Independent Study in Music . . . . .	3 cr.

**Performance Emphasis**

Applied Music. . . . .	8 cr.
Ensemble. . . . .	4 cr.
Select one of the following: . . . . .	3 cr.

MU 345	Music History: Medieval, Renaissance and Baroque	
MU 346	Music History: . . . . . Classic, Romantic and Modern	

Perform a half recital in the senior year.

**Music History Emphasis**

Applied Music. . . . .	2 cr.
Ensemble. . . . .	4 cr.

MU 345	Music History: Medieval, Renaissance and Baroque . . . . .	3 cr.
MU 346	Music History: Classic, Romantic and Modern . . . . .	3 cr.

Write a major research paper on a topic approved by  
the Music Program Director**Music Theory Emphasis**

Applied Music. . . . .	2 cr.
Ensemble. . . . .	4 cr.

MU 240	Advanced Music Theory I (lab required) . . . . .	4 cr.
MU 241	Advanced Music Theory II (lab required). . . . .	4 cr.

Write an original composition that is subsequently  
performed in recital**Additionally music minor are required to:**

- Participate in four semesters in the major ensemble appropriate for their performance medium
- Pass a juried examination in their performance medium each semester of study. A minimum of two examinations must be on file to qualify for graduation in music. Exceptions will only be by permission from the Music Program Director.
- Attend five approved recitals or concerts during each semester (determined by instructor of major performance medium)

School for Natural and Applied Sciences

Natural Science

AVAILABLE:

B.A.

REQUIREMENTS:

B.A. MAJOR:  
57 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The purpose of the Natural Science major is to give the student a broad background in the natural sciences, while still allowing the coverage of one field in some depth, both for the subject matter and problem solving methods. Completion of the core requirements and the “secondary certification additions” will prepare those who are planning to teach in secondary schools. Completion of the core curriculum plus the professional science concentration will prepare students to enter most graduate programs in interdisciplinary biology. Those with other career or postgraduate goals should confer with an advisor about additional core work.

REQUIREMENTS FOR:  
**B.A. MAJOR – 57 HOURS, 2.0 GPA**

**Core Curriculum**

BI 115	Human Biology.....	4 cr.
BI 225	Botany .....	4 cr.
BI 306	Biological Literature (3 cr.)	
	- OR - .....	3 cr.
CH 306	Chemical Bibliography (3 cr.)	
CH 107	Introduction to Chemistry I.....	3 cr.
CH 107L	Introduction to Chemistry I Laboratory.....	1 cr.
CH 108	Introduction to Chemistry II .....	3 cr.
CH 108L	Introduction to Chemistry II Laboratory .....	1 cr.
MA 210	Calculus & Analytic Geometry I* .....	3 cr.
MA 211	Calculus & Analytic Geometry II* .....	3 cr.
NS 401	Natural Science Colloquium.....	2 cr.
PY 205	Introduction to Physics I* .....	5 cr.
PY 206	Introduction to Physics II* .....	5 cr.

**Concentration**

Complete 20 hours from one of the following four areas: . . . . 20 cr.

Biology	BI 226, BI 231, BI 300, BI 301, BI 304, BI 320, BI 330, BI 337, BI340, BI 342, BI 344, BI 350, BI 360, BI 378, BI422, and BI 490
Chemistry	CH 310, CH 317/CH 317L, CH 318/CH 318L, CH 321, CH 328, CH 329, CH 337/CH 337L, CH 400, CH 407, CH 408, CH 429, and CH 490
Geoscience	GO 125, GO 130, GO 141, GO 151, GO 200, GO 205, GO 215, GO 315, GO 330, and GGP 315
Professional Science	NS 315 or BI 422 or CH 490 (3), CH 317/317L (4), CH 318/318L (4), approved BI or CH upper division electives. (9)
TOTAL .....57 cr.	

**Natural Science** (Continued)

Students seeking middle school or secondary science teaching certification must complete the following course in addition to the major:

GO 141	Introduction to Physical Geology . . . . .	4 cr.
NS 218	Foundations of Science (3 cr.) - OR - . . . . .	3 cr.
NS 241	Cultural & Historical Aspects of the Scientific Endeavor (3 cr.) - OR -	
NS 304	Science, Technology, and Society (3 cr.)	
PY 130	Astronomy (4 cr.) - OR - . . . . .	4 cr.
GO 130	Astronomy (4 cr.)	
GO 205	Introduction to Meteorology . . . . .	4 cr.
BI 226	Zoology . . . . .	4 cr.
BI 378	Ecology . . . . .	4 cr.
TOTAL . . . . .		23 cr.

\* Students seeking middle school science teaching certification should substitute PY 155 and PY 156 for PY 205/PY 206 and MA 141 and a CS elective for MA 210/MA 211 in the major.

Nursing

AVAILABLE:

A.S.

REQUIREMENTS:

- A.S. MAJOR:
  - 69 HOURS
  - 2.5 GPA
- NURSING COURSES
  - 2.0 GPA
- NON-NURSING COURSES

THIS PROGRAM IS  
OFFERED THROUGH:



The Associate Degree in Nursing of the Ellen Finley Earhart Program of Nursing is designed to provide upward mobility and career advancement for Licensed Practical Nurses. This program will prepare the LPN to take the Registered Nurse Licensure Exam (NCLEX-RN) and will serve as a foundation to pursue a baccalaureate degree in nursing. Practical nursing graduates must pass the NCLEX-RN to remain in nursing courses. Admission is limited to 40 students on the Parkville campus. Selection is based on nursing validation test scores and completed files.

The deadline for accepting the Park University Online application and the entrance testing fee payment is April 30.

The deadline for accepting official transcripts, copies of practical nursing licenses and letters of eligibility for practical nursing students is May 15.

The Nursing Program is also a member of the National League for Nursing Accrediting Commission, which serves as a repository for information about curriculum, tuition and fees for the nation's nursing profession. They may be contacted at the National League for Nursing Accrediting Commission, 61 Broadway, New York, New York 10006; phone (212) 363-5555 ext. 153; fax (212) 812-0390; website [www.nlnac.org](http://www.nlnac.org).

SUGGESTED TWO-YEAR PLAN FOR NURSING

Level I -

Programs of Practical Nursing

Park University credit is granted for general courses and areas of nursing taught in state-accredited schools of practical nursing.

General Courses	10 cr.
NU 120 Anatomy & Physiology for Nurses	4 cr.
BI 122 Human Nutrition	3 cr.
PS 121 Human Growth & Development	3 cr.

Areas of Nursing (after validation testing)	15 cr.
NU 101 Fundamentals of Nursing	6 cr.
NU 110 Maternal/Child Nursing	3 cr.
NU 140 Medical/Surgical Nursing	6 cr.

REQUIREMENTS FOR:

- A.S. MAJOR – 69 HOURS,
  - 2.5 GPA - NURSING COURSES
  - 2.0 GPA - NON-NURSING COURSES

Core Curriculum

Level I (by VLE and validation testing)	25 cr.
Level II - Parkville Campus	

August

NU 200 Nursing Transitions	3 cr.
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Fall

NU 210 Adult Health Nursing I	3 cr.
NU 220 Adult Health Nursing II	3 cr.
NU 235 Clinical Adult Health Nursing	5 cr.
NU 238 Nursing Health Assessment	3 cr.
EN 105 Writing Strategies and Concepts	3 cr.



## School for Natural and Applied Sciences

### Nursing (Continued)

#### Spring

NU 240	Maternal/Child Health Nursing.....	3 cr.
NU 255	Mental Health Nursing.....	3 cr.
NU 265	Clinical Nursing Practice Applications.....	5 cr.
NU 275	Management & Issues in Nursing.....	3 cr.
EN 106	Writing Purposes and Research.....	3 cr.
BI 223	Clinical Microbiology.....	4 cr.

#### May

PS 101	Introduction to Psychology.....	3 cr.
	- OR -	
SO 141	Introduction to Sociology.....	
	- OR -	
SW 205	Introduction to Social Work.....	
	- OR -	
	Any 200-level elective in Psychology or Sociology	

TOTAL .....69 cr.

A flat rate fee is charged for the A.D.N. (Level II)  
and includes (partial list):

- Tuition for Nursing courses
- School Pin
- Name Pin
- Photographs
- Clinical Nursing Fees (includes liability insurance)

Contact the Nursing Program Office for a complete list of expenses.

## School of Business and Management

### Office Management

AVAILABLE:

**A.S.**

REQUIREMENTS:

MAJOR:

21 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)

REQUIREMENTS FOR:

#### A.S. MAJOR – 21 HOURS, 2.0 GPA

CS 140	Introduction to Computers.....	3 cr.
HR 353	Intro. to Human Resources Management.....	3 cr.
MG 352	Principles of Management.....	3 cr.
MG 268	Office Administration.....	3 cr.
MG 271	Principles of Supervision.....	3 cr.
MG 273	Records Management.....	3 cr.
MG 365	Organizational Behavior.....	3 cr.

TOTAL .....21 cr.

Peace Studies

AVAILABLE:

MINOR

REQUIREMENTS:

MINOR:  
21 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



Peace Studies encompass the interdisciplinary study of war and the conditions for peace. The focus of the Peace Studies Program consists of three broadly defined areas: the causes and consequences of violence, norms, and institutions of peace. Each of these foci is viewed from an individual, group, and international perspective. Peace Studies is an interdisciplinary minor of 21 credits. While no part of Park University’s curriculum is exempt from providing thoughts about peace, focus, structure and context are needed. The Peace Studies courses provide this emphasis, with suggested electives providing complementary material.

REQUIREMENTS FOR:  
**MINOR – 21 HOURS, 2.0 GPA**

Twelve hours of Peace Studies core courses listed below . . . . . 12 cr.

- PC 200 Introduction to Peace Studies . . . . . 3 cr.
- PC 300 Nations at War: People of Peace . . . . . 3 cr.
- PC 308 Religion, Conflict & Visions of Peace . . . 3 cr.
- PC 315 Global Peace Issues . . . . . 3 cr.
- PC 320 The Practice of Peacemaking . . . . . 3 cr.
- PC 321 Interpersonal Conflict Resolution . . . . . 3 cr.
- PC 385 The History of Peace . . . . . 3 cr.

Nine hours of electives selected from the following: . . . . . 9 cr.

- BI 301, CA 301, CA 402, EC 309, PH 302, RE 109, RE 307,  
SO 304, SO 302, SO 315, SO 402, SO 490

TOTAL . . . . . 21 cr.

## Philosophy and Religion

AVAILABLE:

### MINOR

REQUIREMENTS:

MINOR:

18 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



The principal objective of philosophy and religion courses is to assist students of all disciplines in their personal quest for meaning, to broaden their understanding of life and to sharpen their analytical powers.

Since they deal with values, meanings and problem solving, philosophy and religion courses also constitute valuable preparation for careers in public and social services and in the business world. Their value in career preparation may be enhanced by taking career-specific courses from other disciplines. Also, these courses may be used as a foundation for a graduate or professional degree.

The concentration in religion has been arranged to give students the opportunity to prepare themselves as effective lay church leaders at the same time they are preparing for careers in other fields.

Concentration in philosophy or religion may be achieved through the Liberal Studies major, the Personal major, the minor in philosophy or the minor in religion. (Note that there is not concentration in philosophy and religion although appropriate courses from the one discipline may be counted in a concentration in the other with departmental approval). Courses are offered on a schedule which allows students to complete requirements for a concentration in either philosophy or religion in any continuous four semesters of residency.

REQUIREMENTS FOR:

### MINOR – 18 HOURS, 2.0 GPA

A concentration of 18 hours in either philosophy or religion (see note above) is approved by the discipline. For the religion minor, RE 103, RE 223 or 224 and RE 109 World Religions or PH 321 Eastern Philosophy are strongly recommended. For the philosophy minor PH 217 Ancient and Medieval Philosophy and/or PH 223 Modern Philosophy, PH 316 Philosophy and Skepticism and an ethics course are strongly recommended.

### Pre-Seminary Studies

A program of courses in preparation for seminary studies, designed to fit the needs of individual students, is available by consultation with the Program Coordinator.

Political Science

AVAILABLE:

B.A.  
MINOR

REQUIREMENTS:

B.A. MAJOR:  
33-42 HOURS  
2.0 GPA

MINOR:  
18 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The Bachelor's Degree in Political Science provides students with information and abilities to become participative citizens and cope with problems of modern politics. The degree also seeks to prepare well-rounded students for careers in the public sector and to prepare those who seek admission to graduate school.

Specific requirements have been kept to a minimum, with an emphasis on breadth rather than specialization. Analytic skills, especially critical thinking, are stressed in all courses. The Senior Project provides an opportunity for students to develop research skills while the Internship exposes the students to opportunities for practical applications of what they have learned.

REQUIREMENTS FOR:

B.A. MAJOR – 33-42 HOURS, 2.0 GPA

EC 315	Quantitative Research Methods . . . . .	3 cr.
PO 100	American Politics and Citizenship . . . . .	3 cr.
PO 200	American National Government (3 cr.)	
	- OR - . . . . .	3 cr.
PO 201	State and Local Government (3 cr.)	
PO 210	Comparative Political Systems (3 cr.)	
	- OR - . . . . .	3 cr.
PO 216	International Relations (3 cr.)	
PO 220	History of Political Philosophy (3 cr.)	
	- OR - . . . . .	3 cr.
PO 221	Political Ideologies (3 cr.)	

Two of the following: . . . . . 6 cr.

PO 310	Parties and Elections (3 cr.)	
PO 320	American Foreign Policy (3 cr.)	
PO 330	Public Administration (3 cr.)	
PO 340	Public Policy (3 cr.)	
PO 350	Special Topics in Politics (3 cr.)	
PO 399	Scope and Methods of Political Science . . . . .	3 cr.
PO 400	Senior Project in Political Science . . . . .	3 cr.
PO 405	Senior Thesis . . . . .	3 cr.
PO 450	Internship . . . . .	3-12 cr.

TOTAL . . . . .33-42 cr.

Senior Examinations

Students must pass both of the following:

- a) A four to six hour written comprehensive examination in Political Science.
- b) A one to one and a half hour oral comprehensive examination in Political Science.

REQUIREMENTS FOR:

MINOR – 18 HOURS, 2.0 GPA

PO 100, PO 200 or PO 201, PO 210 or PO 216, PO 220  
or PO 221 and two of the following: PO 310, PO320, PO 330,  
PO 340, PO 350

Senior Examination

Students must pass a one to one and a half hour written comprehensive examination in Political Science.

Psychology

AVAILABLE:

B.A.  
MINOR

REQUIREMENTS:

B.A. MAJOR:  
42 HOURS  
2.0 GPA

MINOR:  
18 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



Psychology is both a science and an applied profession. Psychology is a broad discipline that deals with behavior and mental process. Career opportunities work in counseling, personal, business, industry, research and development, advertising, college teaching, medical settings, basic research, criminal justice, and government. For those students interested in becoming licensed psychologists or professional researchers, the major is designed to prepare them for possible graduate training.

REQUIREMENTS FOR:

B.A. MAJOR – 42 HOURS, 2.0 GPA

<b>Psychology Core</b>	<b>27 cr.</b>
PS 101 Introduction to Psychology	3 cr.
PS 315 Theories of Personality	3 cr.
PS 398 Junior Seminar in Psychology	1 cr.
PS 404 History and Systems of Psychology	3 cr.
PS 406 Experimental Psychology	3 cr.
PS 407 Field Placement in Psychology	3 cr.
PS 408 Cognitive Psychology	3 cr.
PS 498 Senior Seminar in Psychology	2 cr.
SO 307 Statistics for Social Sciences	3 cr.
SO 308 Principles of Social Research	3 cr.

At least five of the following electives: 15 cr.

NU 120 Anatomy and Physiology (5 cr.)	
PS 121 Human Growth and Development (3 cr.)	
PS 205 Child Psychology (3 cr.)	
PS 206 Introduction to Guidance and Counseling (3 cr.)	
PS 221 Adolescent Psychology (3 cr.)	
PS 222 Adult Development and Aging (3 cr.)	
PS 301 Social Psychology (3 cr.)	
PS 302 Tests and Measurements (3 cr.)	
PS 309 Human Sexuality (3 cr.)	
PS 317 Psychology of Language (3 cr.)	
PS 358 Applied Behavioral Analysis (3 cr.)	
PS 361 Cross-Cultural Psychology	
PS 374 Organizational Psychology (3 cr.)	
PS 388 Learning and Motivation (3 cr.)	
PS 390 Special Topics in Psychology (3 cr.)	
PS 401 Abnormal Psychology (3 cr.)	
PS 402 Systems of Psychotherapy (3 cr.)	
PS 403 Special Problems in Psychology (3 cr.)	
PS 405 Independent Study in Psychology (3 cr.)	
PS 407 Field Placement (additional credits beyond core requirement) (3 cr.)	
PS 410 Social Influences and Persuasion (3 cr.)	
<b>TOTAL</b>	<b>42 cr.</b>

Senior Examination

Students must pass a comprehensive examination in Psychology, with a pass percentage of 70 or higher in order to graduate. A student may take examination up to three times only, per semester.

REQUIREMENTS FOR:

MINOR – 18 HOURS, 2.0 GPA

18 hours which must include PS 101, PS 406, PS 315, and PS 404.

Public Administration

AVAILABLE:

B.A.  
B.P.A.  
MINOR

REQUIREMENTS:

B.A. MAJOR:  
39-48 HOURS  
2.5 GPA

MINOR:  
21 HOURS  
2.5 GPA

B.P.A. MAJOR:  
39 HOURS  
2.5 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



BACHELOR OF ARTS

(Parkville 16-Week program)

The Bachelor's Degree in Public Administration is meant to provide students with the abilities and skills to enter government service directly from their undergraduate work; or to prepare students for success in Masters of Public Administration programs or other advanced degree

programs. All areas of the field of Public Administration are presented to give breadth of knowledge for use in entry-level positions, but also so students can choose an area for concentration if they enter graduate school. The internship provides practical application of what they have learned.

REQUIREMENTS FOR:

B.A. MAJOR – 39-48 HOURS, 2.5 GPA

EC 315	Quantitative Research Methods . . . . .	3 cr.
PO 200	American National Government . . . . .	3 cr.
PO 201	State and Local Government . . . . .	3 cr.
PO 330	Public Administration . . . . .	3 cr.
PO 332	Public Budget and Finance . . . . .	3 cr.
PO 333	Public Management and Leadership . . . . .	3 cr.
PO 334	Public Personnel Administration . . . . .	3 cr.
PO 340	Public Policy . . . . .	3 cr.
PO 450	Internship . . . . .	3-12 cr.
SW 205	Introduction to Social Work . . . . .	3 cr.

Three of the following: . . . . . 9 cr.

AC 201	Principles in Accounting I (3 cr.)
PO 331	Public Organizations (3 cr.)
PO 335	Administrative Politics (3 cr.)
PO 336	The Media and Public Administration (3 cr.)
PO 337	Administrative Law (3 cr.)
PO 430	Research in Public Administration (3 cr.)

TOTAL . . . . . 39-48 cr.

Senior Examinations

Students must pass both of the following:

- a) A four to six hour written comprehensive examination in Public Administration.
- b) A one to one and a half hour oral comprehensive examination in Public Administration.

REQUIREMENTS FOR:

B.A. MINOR – 21 HOURS, 2.5 GPA

PO200, PO330, PO331, PO332, PO333, and two of the following: PO334, PO335, AC201.

**Public Administration** (Continued)

**BACHELOR OF PUBLIC ADMINISTRATION**  
(Kansas City 8-Week Program, School of Extended Learning  
(select campus centers), and Portfolio Program)

The intent of this program is to meet the educational needs of persons interested in the field of Public Administration whether at the municipal, state, or federal level. In addition, this program provides a necessary background at the undergraduate level for those students intending to pursue graduate studies in the disciplines of management, public administration, or business administration or entry level positions.

REQUIREMENTS FOR:  
**B.P.A. MAJOR – 39 HOURS, 2.5 GPA**

CS 140	Introduction to Computers . . . . .	3 cr.
MA 120	Basic Concepts of Statistics . . . . .	3 cr.
PO 200	American National Government . . . . .	3 cr.
PO 201	State and Local Government . . . . .	3 cr.
PO 330	Public Administration . . . . .	3 cr.
PO 331	Public Organizations . . . . .	3 cr.
PO 332	Budget and Finance . . . . .	3 cr.
PO 333	Public Management and Leadership . . . . .	3 cr.
PO 334	Public Personnel Administration . . . . .	3 cr.
PO 403	Senior Project in Public Administration . . . . .	3 cr.
Three of the following: . . . . .		9 cr.
AC 201	Principles of Accounting	
PO 335	Administrative Politics	
PO 336	Media and Public Administration	
PO 337	Administrative Law	
PO 350	Special Topics in Politics	
PO 430	Research in Public Administration	
TOTAL . . . . .		39 cr.

# Social Psychology

AVAILABLE:

A.S.  
B.S.

REQUIREMENTS:

A.S. MAJOR:  
27 HOURS  
2.0 GPA

B.S. MAJOR:  
51 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



KANSAS CITY 8 WEEK PROGRAM



SCHOOL OF EXTENDED LEARNING  
(SELECTED CAMPUSES)



SCHOOL OF ONLINE LEARNING



PORTFOLIO PROGRAM

## ASSOCIATE OF SCIENCE

(Kansas City 8 Week Program, School of Extended Learning)

REQUIREMENTS FOR:

### A.S. MAJOR – 27 HOURS, 2.0 GPA

PS 101	Introduction to Psychology .....	3 cr.
PS 121	Human Growth and Development .....	3 cr.
PS 315	Theories of Personality .....	3 cr.
SO 141	Introduction to Sociology .....	3 cr.
SO 208	Social Inequality .....	3 cr.
SO 210	Social Institutions .....	3 cr.
SO 220	Ethical Issues in Social Science .....	3 cr.
PS 301	Social Psychology .....	3 cr.
SO 307	Statistics for Social Sciences .....	3 cr.

TOTAL .....27 cr.

## BACHELOR OF SCIENCE

Social Psychology blends the strengths of psychology and sociology. It studies the “person in the situation,” and integrates knowledge about individual, group, and organizational processes. It is an adaptable major that trains students for a wide range of career options, and it is personally useful in every facet of your life beyond mere employment. Social psychology trains you to see yourself, others, and the cultures and societies we live in more clearly, critically, and completely. It equips you with a set of tools useful for a wide range of careers in business and industry, government, applied social research, data analysis and interpretation, policy and program implementation, the helping and service professions, or continued graduate study in psychology or sociology.

The Park University Social Psychology major combines a solid core in the field with a number of flexible, specialized concentrations that allow you to tailor the degree to your needs and interests. Students may either take any 12 hours of 300 or 400 level PS and SO electives to complete their major **or** choose among courses in four program concentrations to best meet their needs: (1.) Theories and Methodologies (for students intending advanced study); (2.) Human Developmental (focuses on factors affecting each stage of human development over the life course); (3.) Clinical and Abnormal (focuses on psychological abnormalities and social dysfunctions); or (4.) Cultural, Organizational, and Institutional (focuses on human in formal organizations and cross-cultural issues). All students also leave the major with a set of technical and conceptual tools that will allow them to collect, analyze, and interpret social research data and apply those findings in a number of careers.



## Social Psychology (continued)

### REQUIREMENTS FOR:

**B.S. MAJOR – 51 HOURS, 2.0 GPA**

### Core:

#### Psychology Core (9 cr.)

PS 101	Introduction to Psychology	3 cr.
PS 121	Human Growth and Development	3 cr.
PS 315	Theories of Personality	3 cr.

#### Sociology Core (9 cr.)

SO 141	Introduction to Sociology	3 cr.
SO 208	Social Inequality	3 cr.
SO 210	Social Institutions	3 cr.

#### Integration (6 cr.)

PS 301	Social Psychology	3 cr.
SO 304	Social Problems	3 cr.

#### Technical Skills (12 cr.)

SO 220	Ethical Issues in Social Science	3 cr.
SO 306	Writing for Social Sciences	3 cr.
SO 307	Statistics for Social Sciences	3 cr.
SO 308	Principles of Social Research	3 cr.

#### Professional Development (3 cr.)

PS 398	Junior Seminar in Psychology	1 cr.
PS 498	Senior Capstone in Psychology	2 cr.

### Electives:

Students must complete their degree with 12 hours of PS and SO electives at the 300 or 400 level. For the basic degree in Social Psychology, they may choose any four electives listed in Concentrations 1 through 4 below. They may also select their 12 elective hours from one of the following four sets to earn that designated concentration.

### Concentrations:

#### 1. Theories and Methodologies

A t least 12 hours from the following:

PS 302	Tests and Measurements	3 cr.
PS 358	Applied Behavior Analysis	3 cr.
PS 388	Learning and Motivation	3 cr.
PS 404	History and Systems of Psychology	3 cr.
PS 406	Experimental Psychology	3 cr.
PS 408	Cognitive Psychology	3 cr.
SO 403	Social Theory	3 cr.
SO 451	Advanced Social Psychology	3 cr.
SO 455	Programs & Policy Evaluation	3 cr.
SO 459	Survey Methodology	3 cr.

#### 2. Human Developmental

A t least 12 hours from the following:

PS 205	Child Psychology	3 cr.
PS 221	Adolescent Psychology	3 cr.
PS 222	Adult Development and Aging	3 cr.
PS 309	Human Sexuality	3 cr.

## Social Psychology (continued)

PS 317	Psychology of Language . . . . .	3 cr.
SO 302	The Study of the Family . . . . .	3 cr.
SO 329	Sociology of the Life Course. . . . .	3 cr.
SO 330	Sociology of Youth and Youth Cultures. . . . .	3 cr.
SO 332	Dying, Death, and Bereavement . . . . .	3 cr.

### 3. Clinical and Abnormal

A ~~least~~ at least 12 hours from the following:

PS 206	Intro to Guidance and Counseling . . . . .	3 cr.
PS 302	Tests and Measurements. . . . .	3 cr.
PS 401	Abnormal Psychology . . . . .	3 cr.
PS 402	Systems of Psychotherapy . . . . .	3 cr.
SO 315	Minority Group Relations . . . . .	3 cr.
SO 325	Social Deviance. . . . .	3 cr.
SO 326	Sociology of Conflict, War and Terror . . . . .	3 cr.
SO 327	Sociology of Mental Health and Illness . . . . .	3 cr.

### 4. Cultural, Organizational and Institutional

A ~~least~~ at least 12 hours from the following:

PS 361	Cross-Cultural Psychology . . . . .	3 cr.
PS 374	Organizational Psychology. . . . .	3 cr.
PS 410	Social Influence and Persuasion. . . . .	3 cr.
SO 303	Urban Sociology . . . . .	3 cr.
SO 318	Military Sociology . . . . .	3 cr.
SO 328	Sociology of Religion . . . . .	3 cr.
SO 421	Organizational Sociology . . . . .	3 cr.
SO 425	Sociology of Work and Professions . . . . .	<u>3 cr.</u>

TOTAL. . . . . 51 cr.

### Senior Examination:

Students must pass the comprehensive examination process as part of their Senior Capstone experience.

## Social Studies

AVAILABLE:

**B.A.**

REQUIREMENTS:

**B.A. MAJOR:**

54 HOURS

2.0 GPA

THIS PROGRAM IS

OFFERED THROUGH:



REQUIREMENTS FOR:

**B.A. MAJOR – 54 HOURS, 2.0 GPA**

<b>American History</b> .....	12 cr.
HI 205 Themes in American History, 1492-1865 (3 cr.)	
HI 206 Themes in American History, 1865-1945 (3 cr.)	
HI 314 American Civilization Since 1945 (3 cr.)	
One American history course from the following:	
HI 311, HI 312, HI 313, HI 330, HI 335, HI 343,	
HI 350, HI 351, HI 353, HI 370, HI 375, or	
HI 378 (3 cr.)	
<b>World History</b> .....	15 cr.
HI 101 Western Civilization I (3 cr.)	
HI 201 Europe, 1789-1914 (3 cr.)	
HI 202 Europe, 1914-1950s (3 cr.)	
HI 315 Contemporary Europe (3 cr.)	
HI 399 World History (3 cr.)	
<b>Political Science</b> .....	9 cr.
PO 200 American National Government (3 cr.)	
PO 201 State and Local Government (3 cr.)	
PO 210 Comparative Political Systems (3 cr.)	
<b>Geography</b> .....	3 cr.
GGP 315 World Physical Geography (3 cr.)	
<b>Behavioral Sciences</b> .....	6 cr.
PS 101 Introduction to Psychology (3 cr.)	
SO 141 Introduction to Sociology (3 cr.)	
<b>Anthropology</b> .....	3 cr.
AN 100 General Anthropology (3 cr.)	
<b>Economics</b> .....	6 cr.
EC 141 Principles of Macroeconomics (3 cr.)	
EC 142 Principles of Microeconomics (3 cr.)	
<b>TOTAL</b> .....	54 cr.

The general curriculum may be proposed as:

<b>Humanities</b> .....	6 cr.
MU 205, AR 115, Modern Language, Western and	
Non-Western Cultures, Philosophy, Literature,	
Classical Studies, Theatre and Drama.	
<b>Communication Skills</b> .....	9 cr.
EN 105 (Required), EN 106 (Required) CA 103,	
CA 104 or TH 105	
<b>Social Studies</b> .....	6 cr.
HI 205 (Recommended), HI 206 (Recommended), Political	
Science ( PO 100 or PO 200 recommended).	
<b>Natural Science</b> .....	7 cr.
BI 111, Physical/Earth Science	
<b>Mathematics</b> .....	3 cr.
MA 131	

Social Work

AVAILABLE:

B.S.W.

REQUIREMENTS:

B.S.W. MAJOR:  
45 HOURS  
2.5 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The Social Work degree program prepares students for beginning professional social work practice in a wide variety of human service and treatment settings. As generalist social work practitioners, graduates will be prepared to work collaboratively with diverse populations, particularly those who are vulnerable and at risk. Eco-systems theory and strengths perspective serve as overarching conceptual frameworks throughout the curriculum. All aspects of student learning in the classroom are integrated with the senior year field practicum experience.

ADMISSION TO THE  
BACHELOR OF SOCIAL WORK DEGREE

Criteria for admission to the Bachelor of Social Work Degree include:

- 1. Completion of 60 credit hours of college coursework.
- 2. A cumulative GPA of 2.50 or higher. GPA is computed on all college credit, transfer and Park University.
- 3. Two letters of reference, one of which must be a college/university faculty member; the second letter may be from a faculty member or another person known in a professional capacity.
- 4. Successful completion of Park University’s Writing Competency Test.
- 5. Completion of the following courses: EN 105 and EN 106 or equivalent English composition courses, SO 141 Introduction to Sociology, PS 101 Introduction to Psychology, MA 120 Basic Concepts of Statistics, or SO 307 Statistics for Social Sciences, and SW 205 Introduction to Social Work course with a grade of C or better.
- 6. Completion of all required materials in the Bachelor of Social Work admission packet, which includes a personal narrative that relates the student’s interest, experiences and goals in the social work profession.

In accordance with CSWE accreditation standards, the Social Work program does not grant course credit for life experience or previous work experience.

REQUIREMENTS FOR:

B.S.W. MAJOR – 45 HOURS, 2.5 GPA

Core Curriculum

PS 309	Human Sexuality.....	3 cr.
SO 315	Minority Group Relations .....	3 cr.
SW 205	Introduction to Social Work.....	3 cr.
SW 325	Human Diversity & Social Justice .....	3 cr.
SW 330	Social Welfare Policy and Programs.....	3 cr.
SW 335	Social Work Research .....	3 cr.
SW 305	Human Behavior in Social Environment I .....	3 cr.
SW 405	Human Behavior in Social Environment II .....	3 cr.
SW 310	Social Work Practice I Individuals & Families ...	3 cr.
SW 320	Social Work Practice II Groups.....	3 cr.
SW 410	Social Work Practice III Org. & Communication.	3 cr.
SW 420	Field Instruction I.....	5 cr.
SW 421	Field Instruction Seminar I .....	1 cr.
SW 430	Field Instruction II.....	5 cr.
SW 431	Field Instruction Seminar II.....	1 cr.
TOTAL .....		45 cr.

**Social Work** (Continued)

.Conditional Admission to the Social Work Major (referred to as Pre-Major status). Students who have successfully completed Criteria 1 through 3 may be conditionally admitted to the Social Work Major and begin taking those social work courses not restricted to social work majors. Full admission to the major is contingent upon completion of Criteria 1 through 7.

NOTE: The BSW program at Park University was granted full accreditation by the Council on Social Work Education (CSWE) in June, 2006. The program will apply for “re-affirmation” in 2010.

Sociology

AVAILABLE:

B.A.

REQUIREMENTS:

B.A. MAJOR:  
45 HOURS  
2.0 GPA

MINOR:  
18 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



Sociology is the study of people in groups, their interactions, identities, and the societies, institutions, and cultures they create. As a social science, it combines the scientific and humanistic perspectives to study the full range of human experience and helps us understand pressing social issues and connect them to individual human concerns. It is a valuable liberal arts major that prepares students for a variety of careers in business, government, human and social services, and social research and data analysis. It teaches students to collect, analyze, interpret, and apply valid and reliable data and explanations to personal decisions and to public and organizational policies.

REQUIREMENTS FOR:  
**B.A. MAJOR – 45 HOURS, 2.0 GPA**

Sociology Core (18 cr.)

SO 141	Introduction to Sociology	3 cr.
SO 208	Social Inequality	3 cr.
SO 304	Social Problems	3 cr.
SO 325	Social Deviance	3 cr.
SO 403	Social Theory	3 cr.
PS 301	Social Psychology	3 cr.

Technical Skills (12 cr.)

SO 220	Ethical Issues in Social Sciences	3 cr.
SO 306*	Writing for Social Sciences	3 cr.
SO 307	Statistics for Social Sciences	3 cr.
SO 308	Principles of Social Research	3 cr.

\*Program specified substitution for EN 306 writing requirement.

Integrative Experience

SO 498	Senior Capstone (3 cr.)	
or		3 cr.
SO 496	Senior Project (3 cr.)	

Electives:

SO electives at the 300 or 400 level	12 cr.
TOTAL	45 cr.

Senior Examination:

Students must pass the comprehensive examination process as part of their Senior Capstone experience.

REQUIREMENTS FOR:  
**MINOR – 18 HOURS, 2.0 GPA**

SO 141	Introduction to Sociology	3 cr.
SO 220	Ethical Issues in Social Science	3 cr.
SO 304	Social Problems	3 cr.

One of the following courses: 3 cr.

SO 208	Social Inequality (3 cr.)
SO 210	Social Institutions (3 cr.)

Any two additional PS/SO courses at the 300 or 400 levels. . . . 6 cr.

## Spanish

AVAILABLE:

### B.A. MINOR

REQUIREMENTS:

B.A. MAJOR:  
39 HOURS  
2.0 GPA

MINOR:  
18 HOURS  
2.5 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



The Spanish Major is designed to assist students in the acquisition of this language as a tool of communication to be utilized in the local, national, and global communities. Along with the study of the Spanish language, the study of the Hispanic and indigenous cultures is an integral part of the program. The emphasis of this program is cultural studies and the development of skills for communication in the present day world. The study of literature will serve as a vehicle to a better understanding of the language and culture.

### TEACHER CERTIFICATION

Students seeking Teacher Certification must fulfill the requirements of the Missouri Department of Elementary and Secondary Education, in addition to the completion of the major. Course work in Education may be completed at Park University. Please consult with an Education advisor regarding the option.

REQUIREMENTS FOR:

### B.A. MAJOR – 39 HOURS, 2.0 GPA

ML 315L	Selected Topics in Literature & Culture: U.S. Latino Culture & Literatures . . . . .	3 cr.
SP 201	Intermediate Spanish I . . . . .	3 cr.
SP 202	Intermediate Spanish II . . . . .	3 cr.
SP 294	Intermediate Spanish Conversation . . . . .	3 cr.
SP 295	Intermediate Spanish Composition . . . . .	3 cr.
SP 301	Advanced Spanish Conversation . . . . .	3 cr.
SP 302	Advanced Spanish Composition & Grammar . . . . .	3 cr.
SP 311	Culture and Civilization of Spain . . . . .	3 cr.
SP 312	Culture and Civilization of Spain America & the Hispanic Caribbean . . . . .	3 cr.
SP 394	Introduction to Literature of Spain . . . . .	3 cr.
SP 395	Introduction to the Literatures of Spanish America & the Hispanic Caribbean . . . . .	3 cr.
SP 399	The Major Capstone Project . . . . .	3 cr.
	Elective-300-level . . . . .	3 cr.
SP 310	Independent readings in Spanish may be utilized in lieu of Spanish 394 or Spanish 395, but not both. No more than six hours of credit may be earned by this substitution. Native speakers may take an additional three hours of credit through Spanish 310, in order to substitute Spanish 201.	

TOTAL . . . . .39 cr.

REQUIREMENTS FOR:

### MINOR – 18 HOURS, 2.5 GPA

Students with a good high school background in Spanish are encouraged to start their studies at the 200-level. In this case, students may take 300-level courses in order to complete the minor. Credit for Elementary Spanish I and II may be granted by examination, i.e. AP or “end-of-course examination.” Credit for Level I and II Spanish may be granted by a satisfactory score on the CLEP examination. A standard placement test may be utilized for students who are uncertain about the appropriate starting point for their studies.

The Spanish Minor is designed to assist students in gaining proficiency in oral and written communication in this world language, along with a solid understanding of Hispanic cultures. Students

**Spanish** (Continued)

majoring in Business Administration with an international business emphasis, in Communication Arts, Education, English with a Language and Literature concentration should consider the completion of this minor.

Minor Tracks in Spanish:

**Culture Track** ..... 18 cr.

- SP 201 Intermediate Spanish I ..... 3 cr.
- SP 202 Intermediate Spanish II ..... 3 cr.
- SP 294 Intermediate Spanish Conversation ..... 3 cr.
- SP 295 Intermediate Spanish Composition ..... 3 cr.
- ML 315 L Selected Topics in Literature & Culture:  
U. S. Latino Cultures & Literatures ..... 3 cr.
- plus one 300-level SP elective in a  
cultural and/or literary topic. .... 3 cr.

**Business Track** ..... 18 cr.

- ML 315 L Selected Topics in Literature & Culture:  
U. S. Latino Cultures & Literatures ..... 3 cr.
- SP 203 Business Spanish I ..... 3 cr.
- SP 204 Business Spanish II ..... 3 cr.
- SP 205 Issues in International Business ..... 3 cr.
- SP 294 Intermediate Spanish Conversation ..... 3 cr.
- SP 299 Capstone Project ..... 3 cr.

**Communications Track** ..... 18 cr.

- ML 315L Selected Topics in Literature and Culture:  
U. S. Latino Cultures and Literatures ..... 3 cr.
- SP 223 Spanish for Global Communications I ..... 3 cr.
- SP 224 Spanish for Global Communications II ..... 3 cr.
- SP 225 Issues in Global Communication ..... 3 cr.
- SP 294 Intermediate Spanish Conversation ..... 3 cr.
- SP 299 Capstone Project ..... 3 cr.

**Education Track** ..... 18 cr.

- ML 315L Selected Topics in Literature and Culture:  
U. S. Latino Cultures and Literatures ..... 3 cr.
- SP 201 Intermediate Spanish I ..... 3 cr.
- SP 202 Intermediate Spanish II ..... 3 cr.
- SP 230 Spanish for Educators ..... 3 cr.
- SP 294 Intermediate Spanish Conversation ..... 3 cr.
- SP 299 Capstone Project ..... 3 cr.

**Medical Track:** ..... 18 cr.

- ML 315L Selected Topics in Literature & Culture:  
U.S. Latino Cultures and Literatures ..... 3 cr.
- SP 213 Spanish for Health Care I ..... 3 cr.
- SP 214 Spanish for Health Care II ..... 3 cr.
- SP 215 Cultural Issues in Medicine ..... 3 cr.
- SP 294 Intermediate Spanish Conversation ..... 3 cr.
- SP 299 Capstone Project ..... 3 cr.



## Theatre

### AVAILABLE:

### B.A. MINOR

### REQUIREMENTS:

B.A. MAJOR:  
45-48 HOURS  
2.0 GPA

MINOR:  
21 HOURS  
2.0 GPA

THIS PROGRAM IS  
OFFERED THROUGH:



### REQUIREMENTS FOR:

### B.A. MAJOR – 45-48 HOURS, 2.0 GPA

In recognition that theatre is the one art and one science that encompasses all other arts and sciences in its practice and execution, the Park University Bachelor of Arts in Theatre degree is a truly multi-disciplinary program that incorporates courses from a variety of disciplines to ensure a well-rounded and well-grounded graduate with an integrated liberal arts degree.

The dual emphasis in performance and design provides the student with a wealth of course-of-study options. Included in the Performance emphasis are three required courses in Psychology and a required English course in Shakespeare. Integral to the Design emphasis are six required courses in Art, Interior Design, and the computer-assisted design process. Inclusion of these courses in the major curricula creates very accessible opportunities to acquire a double-major (or a minor) in the areas of Psychology, Art, Design, or English. Additionally, the interdisciplinary nature of the program requires intensive attention to oral and written skills in addition to the development of the creative, “out-of-the-box” style thinking that is currently in great demand by a broad spectrum of professions.

Park’s theatre tradition is as expansive and multi-faceted as the history of Park itself. Park’s current program is dedicated to serving both the academic and artistic needs of its theatre-interested students as well as the surrounding Parkville community. In addition to the academic curriculum (which also includes the option of a Theatre minor), two main stage presentations are offered each year. An experimental theater space creates an additional arena for student-mounted projects. These departmental activities allow students (with or without prior experience) the opportunity to participate in the process of theatrical presentation from a wealth of different perspectives and levels of involvement. Park University’s Department of Theatre enjoys a unique partnership with the Unicorn Theatre, Kansas City’s award winning, innovative, cutting-edge professional theatre company whose artistic staff, led by Park alumna Cynthia Levin, offers two courses per semester along with production-based internships for Park students. In addition to the Unicorn partnership, the Kansas City theatre scene boasts more than 100 active theatre companies, making it one of the most active theatre cities in the country.

The guiding philosophy of the Park University Theatre program is that study of the arts in general is a vital element of contemporary education. Study of and exposure to the dramatic arts in particular provides not only an aesthetic experience to the participant, but should also serve as an essential resource for the student striving to attain a fully-rounded emotional, intellectual, and creative insight into the universal truths of the human spirit.

**Theatre** (Continued)

**PERFORMANCE EMPHASIS - 45 HOURS**

**Theatre Core**

TH 101	Basic Principles of Acting . . . . .	3 cr.
TH 115	Technical Theatre Production . . . . .	3 cr.
TH 216	Directing I . . . . .	3 cr.
TH 301	Acting Workshop I . . . . .	3 cr.
TH 305	Acting Workshop II . . . . .	3 cr.
TH 307	History and Literature of the Theatre I . . . . .	3 cr.
TH 308	History and Literature of the Theatre II . . . . .	3 cr.
TH 316	Directing II . . . . .	3 cr.
TH 495	Senior Project . . . . .	3 cr.
TH	Theatre Course Electives . . . . .	6 cr.

**Interdisciplinary Core**

EN 440	Shakespeare . . . . .	3 cr.
PS 101	Introduction to Psychology . . . . .	3 cr.
PS 301	Social Psychology . . . . .	3 cr.
PS 315	Theories of Personality . . . . .	3 cr.

**DESIGN EMPHASIS - 48 HOURS**

**Theatre Core**

TH 115	Technical Theatre Production . . . . .	3 cr.
TH 216	Directing I . . . . .	3 cr.
TH 217	Design I . . . . .	3 cr.
TH 307	History and Literature of the Theatre I . . . . .	3 cr.
TH 308	History and Literature of the Theatre II . . . . .	3 cr.
TH 317	Design II . . . . .	3 cr.
TH 495	Senior Project . . . . .	3 cr.
TH	Theatre Course Electives . . . . .	6 cr.

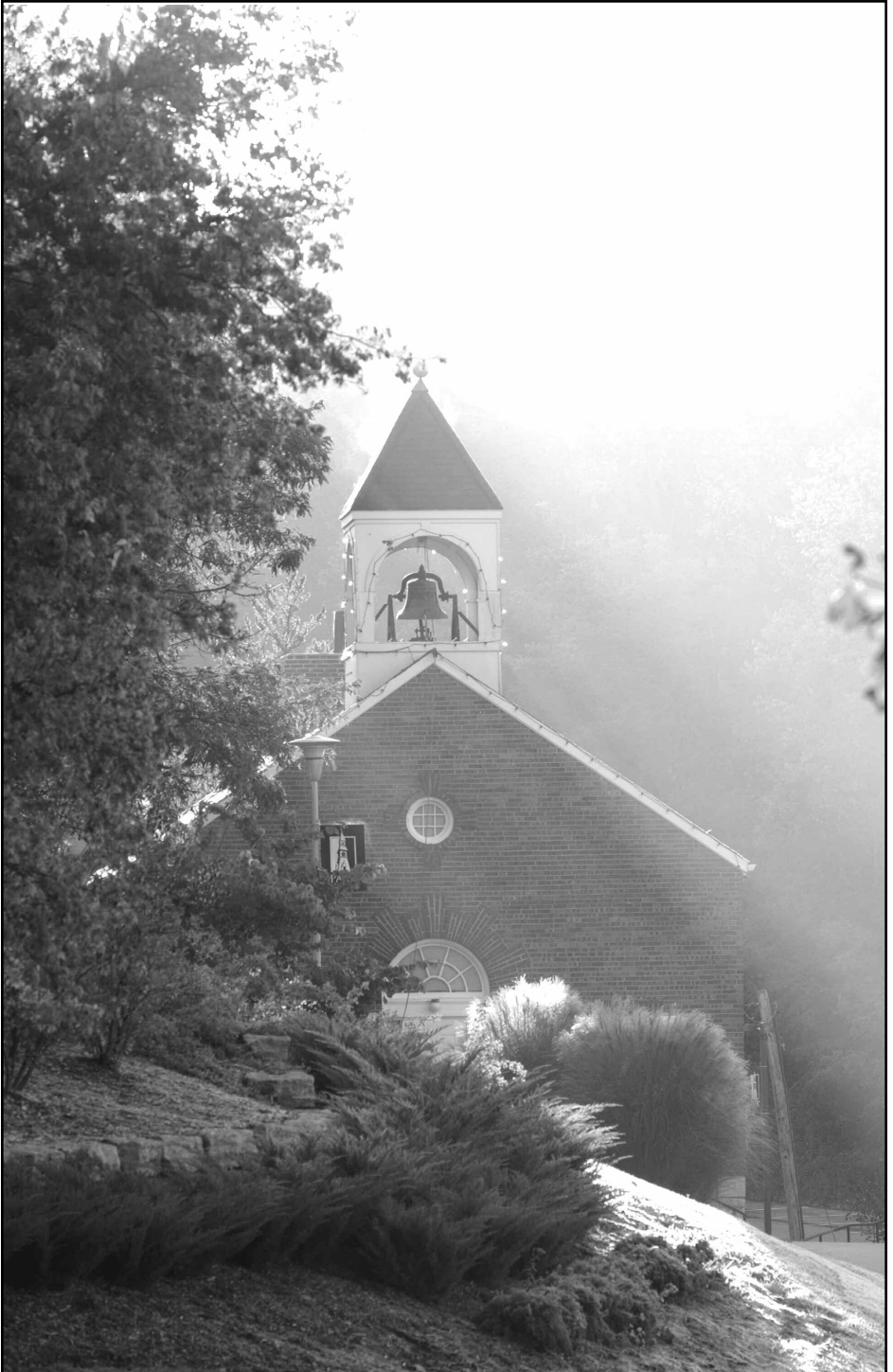
**Interdisciplinary Core**

AR 150	Drawing I . . . . .	3 cr.
AR 203	Three-Dimensional Design . . . . .	3 cr.
AR 204	Two-Dimensional Design: Black and White . . . . .	3 cr.
AR 208	Color Theory . . . . .	3 cr.
AR 298	History of the Designed Environment: Mid-19th Century . . . . .	3 cr.
AR 299A	Interior Design Studio II: Drawing Systems I . . . . .	3 cr.
AR 390	History of the Designed Environment: Mid-19th Century to Present . . . . .	3 cr.

**REQUIREMENTS FOR:**

**MINOR – 21 HOURS, 2.0 GPA**

TH307 or TH308, TH115, and TH Theatre electives (to include not more than 6 hours total of practicum and/or internship credit.)  
Total of 21 credits.



## COURSE DESCRIPTIONS

Suggested prerequisites are recommended to enhance the probability of success in specific courses. Courses listed are not offered at every Campus Center.

- NS – Natural and Life Sciences
- H – Humanities and Performing Arts
- SS – Social and Administrative Sciences
- C- Composition  
(may not be used for Humanities credit)

### (GE/MGE) (100-200; no pre-requisites) General Education Courses

A General Education Course at Park University is one that aims at meeting the definition of general education as being, one that develops an awareness of human potentials. It also develops proper attitudes for realizing such potentials through critical and informed judgments that foster concern for individual and social well-being. It develops a love for learning by encouraging activities that promote knowledge of the basic concepts, methodologies, and rewards of learning. It builds skills and competencies that help students acquire the distinctive outcomes defined in the University mission statement. While it may emphasize the literacy of its discipline, it should develop concern for individual and social well-being, and foster open-mindedness and professionalism.

### (LL/MLL)(300-400; no pre-requisites) Liberal Learning Courses

Focuses on a contemporary problem(s) or theme, gives consideration to a multi-disciplinary perception of the issue or theme, and aims to stimulate the intellectual life of the student. Each course requires completion of at least one major assignment (research, journalistic, or creative writing), or an art work or an artistic performance. All Liberal Learning courses should include multicultural or global dimensions.

## COURSES OF INSTRUCTION

The lettered prefix before each course number represents an abbreviation of the course's discipline. The first digit of the course number represents the level of the course. The following course numbering system is used:

100 – 199	Freshman
200 – 299	Sophomore
300 – 399	Junior
400 – 499	Senior

Freshman and sophomore students may not enroll in courses more than one level above their academic classification without explicit permission from their advisor **and** Associate Dean (e.g., Freshmen may not enroll in 300 level courses without permission; sophomores may not enroll in 400 level courses without permission).

Each course description is followed by a 3-number sequence providing the following information: first digit, number of lecture hours per week; second digit, number of laboratory hours per week; third digit, number of credit hours granted for the course. For example, a class described as 3:1:4 would have three lecture hours, one lab hour, and four hours of total credit.

All courses are valued in semester hours.

**AC 201**

**Principles of Accounting I**

Introduction to financial accounting, including the concepts, procedures and terminology of modern accounting. Generally accepted accounting principles will be discussed and applied to various business concerns. 3:0:3

**AC 202**

**Principles of Accounting II**

PREREQUISITE: AC 201 or equivalent.

Continuation of AC 201 with an emphasis on managerial uses of cost information for planning and controlling a business. 3:0:3

**AC 230**

**Computer-Based Accounting Systems**

PREREQUISITE: AC 201 and CS 140.

An introduction to integrated accounting systems with emphasis on hands-on applications based on simulated accounting practice. 3:0:3

**AC 309**

**Individual Income Tax**

PREREQUISITES: AC 201 and CS 140

A study of the current Federal Income Tax law with emphasis on its application to individuals as part of a cooperative effort with the Internal Revenue Service. 3:0:3

**AC 309A**

**Income Tax Practicum**

PREREQUISITE: Consent of Instructor.

Under supervision, students prepare federal, state and city income tax returns. Students must either be enrolled in or have previously completed AC 309 or equivalent and CS140. This course may be repeated for one-hour additional credit each time repeated. Course is offered in odd-numbered spring semesters. 2:30:2

**AC 312**

**Business Income Tax**

PREREQUISITES: AC 309, AC 320 and CS 140 or equivalents.

A study of the current federal income tax law. Emphasis is on tax research and the problems faced by partnerships and organizations. 3:0:3

**AC 315**

**Cost Accounting**

PREREQUISITES: AC 202 and CS 140

A study of the basic principles of cost accounting applied to manufacturing, merchandising, and service businesses. Emphasis is on various accepted cost methods such as job order, process, and standard cost system. 3:0:3

**AC 320**

**Intermediate Accounting I**

PREREQUISITES: AC 202 and CS 140 or equivalents.

A study of the theoretical and technical basis of current accounting practices. Course includes basic theory, analysis of financial statements and accounting changes. Emphasis is on compliance with generally accepted accounting principles applied to business problems. 3:0:3

**AC 325**

**Intermediate Accounting II**

PREREQUISITES: AC 320 and CS 140 or equivalents.

Continuation of AC 320. Course includes current assets and liabilities, plant, property and equipment; long term liabilities; and shareholders equity. 3:0:3

**AC 335**

**Fund Accounting**

PREREQUISITES: AC 202 and CS 140 or equivalents.

A study of the financial accounting and reporting in non-profit service organizations such as governments, hospitals, colleges, and human service organizations. 3:0:3

**AC 420**

**Advanced Accounting I**

PREREQUISITES: AC 325 and CS 140 or equivalents.

Continuation of AC 325. Selected topics in advanced financial accounting with emphasis on current accounting problems and pronouncements of the Financial Accounting Standards Board. 3:0:3

**AC 425**

**Advanced Accounting II**

PREREQUISITES: AC 420 and CS 140 or equivalents.

Continuation of AC 420. Course includes consolidated financial statements and fund accounting. 3:0:3

**AC 430**

**Auditing**

PREREQUISITES: AC 325 and CS 140 or equivalents.

A study of auditing theory and procedures, the development and use of internal controls, and the ethical and professional standards of an independent professional accountant. 3:0:3

**AC 440**

**Special Topics in Accounting**

An in-depth examination of specific areas in the field of accounting. Topics include, but are not limited to: governmental accounting, current problems, theory of income determination, budgetary control, information systems, and independent research. Variable credit: 1-3 hours.

(SS) Social and Administrative Sciences

## **AC - Accounting** (Continued)

### **AC 451**

#### **Accounting Internship**

Open to accounting majors and minors who have demonstrated excellence in accounting and want to explore practical applications to the academic body of knowledge in the professional environment. Variable credit: 1-12 hours.

(SS/NS) Social and Administrative Sciences/Natural and Life Sciences

## **AN - Anthropology**

### **AN 100 (MGE) (NS)**

#### **General Anthropology**

This course is an introduction to the principles and processes of physical and cultural anthropology. Course topics include areas of human evolution, prehistoric archaeology, population genetics, development of cultural and social systems, ethnology and linguistics. Concepts examined include research and ideas form the various schools of anthropological thought. 3:0:3

### **AN 207 (SS)**

#### **Field Study in Archaeology**

Combines theoretical studies in archaeology with extensive fieldwork. Lectures delivered on site provide a conceptual framework, which makes meaningful the actual dig experience. Course requirements include a minimum of thirty-two hours excavation, identification, and classification of material; ten hours lecture; and extensive reading from a variety of sources. 3:0:3

### **AN 221 (MGE) (NS)**

#### **Urban Anthropology**

The anthropology of urban centers focuses on the study of human beings and their cultural institutions in cities. The course focuses on strategies of people and how they cope with demands imposed by urban environments. The ethnographic study of cities explore questions related to the nature of urban experiences, the differences and similarities between different settings and the vexing question of "what is a city?" The course will require supplemented field trips to Kansas City. 3:0:3

### **AN 241 (MGE) (NS)**

#### **Culture and Globalization**

This course studies refugees and forced migration as a means to understand certain processes, systems, and relationships that compose the phenomenon termed globalization. The course will examine the global directions of people across national frontiers from an anthropological perspective that is one which examines how these

processes are experienced locally. Focus will explore the issues of refugee categories, identity construction, nation-state membership, migrant networks and the humanitarian support system that facilitates the migration of peoples. 3:0:3.

### **AN 301 (MLL) (NS)**

#### **Cultural Anthropology**

Cultural anthropology, or ethnography, is a study of humans as social beings, an analysis of society in a cross-cultural and global perspective, and the study of issues of cultural transformation and processes of globalization. The course will study the interrelated aspects of culture and world regions, including language, human cultural diversity, cultural pluralism, the existence and perpetuation of inequality in human society, human interaction with the environment, race, ethnicity nationalism, world-views, social organization, and the arts. 3:0:3

### **AN 410 (MLL) (NS)**

#### **American Theoretical Culture**

Anthropological culture and the study of American society examines the ideas surrounding mainstream or dominant American culture. The course will focus on issues related to themes that shape American culture, inform national conversations, and narratives related to citizenship, democracy, political participation, and the role of media in shaping opinions. The foundation of race, class, gender, and religion will form the basis, which are central themes of the discussion and study of American culture. 3:0:3.

**AR 100 (GE)**

**Art for Non-Majors**

An introduction to a variety of two-dimensional and three-dimensional art media for the non-major. Students complete a number of studio projects. Emphasis is on personal visual expression within the limitations and craftsmanship imposed by each medium. Demonstrations and fieldtrips are included. 1:5:3

**AR 115 (MGE)**

**Introduction to the Visual Arts**

A basic art appreciation course, which introduces the formal language of painting, sculpture, and architecture, relating them to the philosophical premises and historical events that they reflect. This course provides a frame of reference for appreciation of art as well as a basis for further study. While slide lecture is the usual format, demonstrations, fieldtrips and gallery tours augment classroom instruction. 3:0:3

**AR 150 (GE)**

**Drawing I**

An introduction to drawing as the artist's first and most basic skill, as a way of seeing and solving problems and as a means of personal expression that anyone can learn. The techniques of drawing in line and value (overall shading) in a variety of media (graphite, charcoal and ink) are covered. Subject matter includes still life, landscape, portraiture, and linear perspective. 1:5:3

**AR 203**

**Three-Dimensional Design**

The basic principles of three-dimensional design that underlie all sculpture and such diverse fields as package, furniture, and interior design are systematically explored in a series of studio assignments in a variety of media. Additive, subtractive, constructive, and simple casting techniques are taught. 1:5:3

**AR 204**

**Two-Dimensional Design: Black & White**

Basic principles of two-dimensional design, in black and white, which underlie all art and design are systematically explored in a series of studio assignments in a variety of media. 1:5:3

**AR 208**

**Color Theory**

The basic principles of color theory, which apply to and underlie all the disciplines of design and fine art, are systematically explored in a series of studio assignments in a variety of media. 1:5:3

**AR 215 (MGE)**

**Art History I**

A chronological survey of the history of art from the prehistoric and ancient eras through the medieval. Instruction is not limited to the western tradition but includes sections on Asia, India, Africa and the Americas. Art is studied within historical and cultural contexts. Gallery tours augment slide-lecture instruction. 3:0:3

**AR 216 (MGE)**

**Art History II**

A chronological survey of the history of art from the Renaissance through the twentieth century. Instruction is not limited to the western tradition but includes sections on Asia, Oceania, India, Africa and the Americas. Gallery tours augment slide-lecture instruction 3:0:3

**AR 218**

**Graphic Design Software**

This course introduces the use of primary design programs and the discipline of design in a Macintosh environment as a foundation for the upper level graphic design classes. 1:5:3

**AR 241 (CA 241)**

**Photography I**

PREREQUISITE: Permission of instructor.

An introduction to the basic techniques of black and white photography. Cameras, lenses, films, lighting, composition are discussed. Students must provide an acceptable camera and expendable supplies. Darkroom work is required and a darkroom fee is charged. 2:6:4

**AR 251**

**Drawing II**

PREREQUISITE: AR 150

An introduction to drawing the human figure in action and repose. Gesture, anatomy and the figure in an environment are studied in a range of media. 1:5:3

**AR 260**

**Painting I**

PREREQUISITE: AR 150

An introduction to painting emphasizing direct observation of nature in opaque media such as acrylic, oil, gouache or pastel. Draftsmanship and strong color, form, value and compositional relationships are stressed as well as the craftsmanship of painting. 1:5:3

**AR 261**  
**Painting II**

PREREQUISITE: AR 260

A continuation of AR 260. Students may elect to study transparent painting media such as watercolor (All levels of painting are taught concurrently.) 1:5:3

**AR 290**  
**Interior Design Materials and Resources**

AR 290 is a survey of materials used by interior designers for architectural elements and finishes for both residential and public space design. The student will learn to evaluate and select the appropriate materials for a design project, and will be introduced to life safety ratings for finish materials. The student will be introduced to manufacturers and suppliers of materials through field trips, guest speakers, manufacturer's catalogues and research. The student will be introduced to writing specifications for interior design materials. 3:0:3

**AR 292A**  
**Interior Design Studio I:**  
**Visual Communications I**

CO-REQUISITE: AR 292B

Students will be introduced to various two dimensional methods of presenting design concepts. Methods will include drafting with tools, freehand drawing, sketching and diagramming techniques, color rendering techniques, presentation board construction techniques and graphic layout of design presentations. Hand drafting will be introduced with emphasis on understanding orthographic drawings and developing line quality and architectural lettering skills. 1:5:3

**AR 292B**  
**Interior Design Studio I:**  
**Introduction to Interior Design**

Course must be taken concurrently with AR 292A.

Students are introduced to the interior design profession and its role in shaping the environment. Students are introduced to the design process as it is followed in a professional office. The elements, vocabulary and principles of design are applied to a series of simple interior design projects, including both residential and public space interior design. Students are introduced to life safety codes and accessibility guidelines. Skills and knowledge of pre and co-requisite studio and lecture courses are applied to design projects. 1:5:3

**AR 296**  
**Textiles for Interior Design**

PREREQUISITE: AR 290

Students will learn to identify textiles by fiber content, yarn construction, weave and finish, and will understand the effect of these components on the

performance of textile products. Students will apply knowledge of textile component properties to the various end uses to which textile products are applied with emphasis on textiles used for finishes, furnishings and soft goods. Students will understand life safety ratings for textile products in various applications. 3:0:3

**AR 298**  
**History of the Designed Environment:**  
**Antiquity to Mid-Nineteenth Century**

Students will study architecture, interiors, furniture and the decorative arts in the context of the history of Western culture. Students will understand the impact the built environment of the past has on our current environment and design practices. Connections will be made between past and present and between art, literature, film, architecture, and interior design. The study begins with antiquity and progresses through the mid-1800s. 3:0:3

**AR 299A**  
**Interior Design Studio II: Drawing Systems I**

PREREQUISITES: AR 292A and AR 292B

Course must be taken concurrently with AR 299A. An introduction to the two dimensional methods of graphic communication used by architects and interior designers, with an emphasis on orthographic drawings used for construction drawings. Students will use tools and techniques to hone hand-drafting skills as well as be introduced to computer aided drafting using AutoCAD. Students will learn to read, organize and produce a set of construction drawings. 1:5:3

**AR 299B**  
**Interior Design Studio II:**  
**Fundamentals of Interior Design**

PREREQUISITES: AR 292A and AR 292B

Course must be taken concurrently with AR 299B. Interior Design Studio II builds on the concepts introduced in AR 292A Interior Design Studio I, applying the design process to a series of residential and public space design projects, using the elements, vocabulary and principles of design. Life safety codes and accessibility guidelines are applied to projects. Skills and knowledge from pre and co-requisite studio and lecture courses are applied to design projects. 1:5:3

**AR 313**  
**Independent Study in Art or Design**

Designed for students who have taken all courses in a particular area but wish to continue in it, or who wish to explore in an area for which there is no appropriate course offered. Admission to independent study is by permission of the Chair of the Department with evidence of the student's ability to work independently at an appropriate



level. Students seeking admission to Independent Study must submit an approved proposal. The student and teacher write a contract stating goals, amount of work and critique times, etc. Variable credit: 1-6 hours.

**AR 314**  
**History of Graphic Design**

PREREQUISITE: AR115

A chronological survey of the history of graphic design, that is visual communication, from before the invention of writing, to calligraphy, to the invention of moveable type, to the computer generated fonts and images of today. The historical impact of changing technology and the cross-cultural nature of design will be addressed. 3:0:3

**AR 315**  
**Special Topics in Art or Design**

A specialized workshop or seminar focused on a particular subject, issue or medium. May be repeated for credit when topics change. Variable 1-3 credits

**AR 316 (LL)**  
**Modern Art**

The study of modern painting, sculpture, and architecture from the late nineteenth century to the present. Gallery tours are combined with slide-lecture instruction. 3:0:3

**AR 317 (MLL)**  
**World Art**

An introduction to the art of a selected number of cultures from Africa, Oceania and the Americas which will be studied within their historical and cultural contexts, and which will include examples of contemporary art. Gallery tours, studio exercises, and guest lectures will augment slide-lecture instruction. 3:0:3

**AR 318**  
**Introduction to Graphic Design**

PREREQUISITES/CO-REQUISITES: AR204, 208 & 218

An introductory class that prepares students with basic hand skills through drawing and presentations, introduces typography, layout, vocabulary, technique, and the process of critique to produce professional graphic design projects. Abstraction, imagery, layout, and sequencing are studied through assignments and critiques. 1:5:3

**AR 320**  
**Ceramics I**

An introduction to clay processes emphasizing hand building techniques, glazing and firing. 1:5:3

**AR 321**  
**Ceramics II**

PREREQUISITE: AR 320

A continuation of AR 320 that includes wheel throwing and other more advanced building techniques. Basic glaze calculation and explanations for firing techniques are covered. 1:5:3

**AR 328**  
**Intermediate Graphic Design**

PREREQUISITE: AR318

Intermediate Graphic Design examines the photograph and its use in graphic arts. The use of Adobe Photoshop coupled with study in type design and design history are the focuses of the course. The process of developing design discipline is emphasized while producing portfolio quality projects that reflect a growing understanding of industry standards and practice. 1:5:3

**AR 329**  
**Typography**

PREREQUISITE OR CO-REQUISITES: AR318 & 328

An introduction to the fundamentals of typography and the study of letterforms that builds on the work of previous graphics classes. Progressive assignments develop hand drawing skills and craftsmanship while addressing problems of increasing complexity. Both historical and contemporary type are explored and type is considered both as visual form and visible language. 1:5:3

**AR 341 (CA 341)**  
**Photography II**

This course explores the language of photography with particular attention to the photographic essay and the photographic illustration. Both black and white and color photography are included. A variety of techniques in photographic printmaking are explored with an emphasis on self-expression and craft. A lab fee may be required. 3:0:3

**AR 350**  
**Drawing III**

PREREQUISITE: AR 251

Continuation of AR 251. An advanced level drawing course stressing increasing mastery of media, technique, composition and personal expression. (All levels of drawing beyond AR 150 are taught concurrently.) 1:5:3

**AR 351**  
**Drawing IV**

PREREQUISITE: AR 350

A continuation of AR 350. 1:5:3

**AR 360**

**Painting III**

PREREQUISITE: AR 261

A continuation of AR 261. The student chooses media in consultation with instructor. Increased autonomy in choice of subject matter and emphasis on personal visual expression. (All levels of painting are taught concurrently.) 1:5:3

**AR 361**

**Painting IV**

PREREQUISITE: AR 360.

A continuation of AR 360. 1:5:3

**AR 370**

**Fiber I**

An introduction to fiber that will emphasize handmade papermaking, basketry techniques and fiber as both two-dimensional surface and three-dimensional form. 1:5:3

**AR 371**

**Fiber II**

PREREQUISITE: AR 370.

An advanced fiber workshop in which the student chooses the media, technique and number of projects in consultation with the instructor. Taught concurrently with Fiber I. 1:5:3

**AR 390**

**History of the Designed Environment:  
Mid-Nineteenth Century to the Present**

PREREQUISITE: AR 298

This continuation of the study of architecture, interiors, furniture and the decorative arts in the context of Western culture begins with the aesthetic movements of the late 19th Century and progresses through the modern and post-modern movements of the 20th Century, ending with a survey of present and future design trends. Students will understand modern design movements in the context of the immense social changes that took place beginning with the industrial revolution and continuing through the information age. Students will learn to identify the work of individual 20th Century architects and furniture designers. 3:0:3

**AR 392**

**Human Factors in Interior Design**

Human Factors is the study of the relationship between the individual and the built environment. Under the umbrella term "human factors" falls the study of ergonomics and anthropometrics, environmental and spatial behavior, universal design and the Americans with Disabilities Act, life safety issues and issues of social responsibility. Human Factors issues will be discussed in the context of various types of design, including private residence

design, retail and hospitality design, offices, and design for special populations. Study will emphasize the phases of design that deal most directly with human factors issues: programming and post-occupancy evaluation. 3:0:3

**AR 393**

**Lighting Fundamentals for Interior Design**

CO-REQUISITES: AR 397A and AR 397B

Lighting will be considered within the framework of the mechanical, electrical and plumbing systems of a building. Students will study the technical, aesthetic and psychological aspects of lighting in an environment. Principles of lighting design and selection will be applied to the selection of luminaries and lighting sources. Lighting design competencies will be applied to a co-requisite studio design project. 3:0:3

**AR 396A**

**Interior Design Studio III: Drawing Systems II**

PREREQUISITES: AR 299A and AR 299B

CO-REQUISITE: AR 396B

Drawing Systems II builds on the concepts introduced in Drawing Systems I, with emphasis on architectural detailing, including millwork, furniture and cabinetry. Computer aided drafting using AutoCAD will be the primary method of graphic communication in this course. 1:5:3

**AR 396B**

**Interior Design Studio III: Furniture Design**

PREREQUISITES: AR 299A and AR 299B

CO-REQUISITE: AR 396A

This intermediate studio will build on the design concepts introduced in AR 292B and AR 299A, with an emphasis on furniture design. Students will design furniture as well as incorporate furniture selection and design into both residential and public space design projects. As in previous studios, the design process will be the framework for all project development. Material from co-requisite courses will be incorporated into design projects. 1:5:3

**AR 397A**

**Interior Design Studio IV:  
Visual Communications II**

PREREQUISITES: AR 396A and AR 396B

CO-REQUISITES: AR 393 and AR 397B

Three-dimensional design and presentation techniques will be developed in this continuation of Visual Communications I. Students will learn to construct one and two point perspective drawings and will practice three-dimensional sketching. Students will apply black and white and color rendering techniques to their drawings. Students will learn model-building skills and be introduced to techniques to generate three-dimensional drawings on the computer. 1:5:3

**AR 397B**

**Interior Design Studio IV: Office Design**

PREREQUISITES: AR 396A and AR 396B

CO-REQUISITES: AR 393 and AR 397A

The emphasis in Interior Design Studio IV is programming and space planning for a complex office design. Students will become familiar with several office furniture systems and choose one for use in their office design. As in all studios, the design process will be the framework for all project development. Material from pre- and co-requisite studio and lecture courses will be incorporated into the design project. 1:5:3

**AR 415**

**Internship in Art or Design**

Off-campus placement in a professional environment such as a graphic design studio, art gallery, or art organization, to gain insight into a particular art or design career and work experience in the field. Many different internships are possible. Variable credit from 3 to 6 hours (i.e., a minimum of 6 to 12 hours per week). Departmental approval required. Intended for seniors. Variable credit: 3-6 hours.

**AR 418**

**Advanced Graphic Design**

PREREQUISITE: AR328 & 329

This course emphasizes teamwork and group effort to create effective advertising campaigns. The student experiences the network of ideas and research necessary to reach a public targeted by the manufacturer or service. It also explores the history and methods of publication design and examines the processes involved in coordinating art and typography with verbal and visual content. 1:5:3

**AR 420**

**Ceramics III**

PREREQUISITE: AR 321

A continuation of AR 321 in which students work to develop their own techniques and with an emphasis on glaze formulation to enhance the work. 1:5:3

**AR 421**

**Ceramics IV**

PREREQUISITE: AR 420

A continuation of AR 420 in which the student develops a sustained project idea. Students take responsibility for their own firings. 1:5:3

**AR 427**

**Web Page Design**

PREREQUISITE: AR 328 OR CS 314.

This course concentrates on training the graphic designer to develop effective design interfaces for

web page design. Students combine text, images, sound and interactivity to Web presentations. Students explore new software (for example FLASH MX) and technical information for Web page development and Web servers. Current and future directions of the information superhighway, online services, search engines and World Wide Web development are investigated. 1:5:3

**AR 428**

**Graphic Design Portfolio**

PREREQUISITE: 418

This course offers an intense investigation of the design of ones portfolio including marketing techniques, format, binding, layout and reproduction. The second half of the course concentrates on training to develop effective graphic design interfaces for Web page design. Students combine text, images, sound and interactivity to Web presentations. 1:5:3

**AR 450**

**Drawing V**

PREREQUISITE: AR 351

Continuation of AR 351. 1:5:3

**AR 451**

**Drawing VI**

PREREQUISITE: AR 450

Continuation of AR 450. 1:5:3

**AR 460**

**Painting V**

PREREQUISITE: AR 361

Continuation of AR 361. 1:5:3

**AR 461**

**Painting VI**

PREREQUISITE: AR 460

Continuation of AR 460. 1:5:3

**AR 470**

**Fiber III**

PREREQUISITE: AR371

Continuation of AR371. An advanced level fiber course stressing increasing mastery of media, technique and personal expression. Although projects are developed in consultation with the instructor, the student will demonstrate growing artistic autonomy. (All levels of Fiber are taught concurrently.) 1:5:3

**AR 471**

**Fiber IV**

PREREQUISITE: AR470.

A continuation of AR470. (All levels of Fiber are taught concurrently.) 1:5:3

## **AR - Art (Continued)**

### **AR 491**

#### **Interior Design Professional Practice**

Students are exposed to the range of career possibilities in the interior design profession through personal exploration, speakers, lectures, and discussions. Students will apply this knowledge to an evaluation of personal career goals and preparation of a cover letter and resume. Students will be exposed to the business structure and internal organization, marketing techniques, fee structures, and project management procedures of both residential and contract/commercial interior and architectural design firms. Class will include discussions of ethics, education and professional organizations. 3:0:3

### **AR 495**

#### **Building Construction Systems**

Students will be introduced to the various components that make up the major building systems: the structural systems, the building envelope, and Mechanical, Electrical and Plumbing systems, with an emphasis on methods and materials of residential and commercial construction, and the interface between furniture systems and interior products with building systems. Students will learn to apply the construction specifications institute method for organizing drawings, specifications and architectural materials libraries. 3:0:3.

### **AR 497**

#### **Senior Seminar**

This capstone course focuses on the completion of the portfolio that documents the students development throughout his or her time at Park (a copy to be retained in the Art Office) and preparation for the transition to professional practice in art, education or design. This can include research on careers, graduate schools, galleries,

resume preparation, etc. Fine Art and Art Education students are required to plan, publicize and install an exhibition of their work in the Campanella Gallery. The exhibition is optional for Graphic Design and Interior Design majors. 1:2:2

Section A: Fine Arts

Section B: Graphic Design

### **AR 498**

#### **Senior Seminar I: Thesis**

PREREQUISITES: AR 397A and AR 397B

Students will select a topic or design area for research, which will lead to a thesis statement and concept for a design project. Students will then prepare a written program for the design of a project that will be completed in AR 499. Students will begin collecting material for a portfolio and develop a concept for portfolio design. Both the design project and the portfolio will be completed in AR 499, Senior Seminar II. 3:0:3

### **AR 499**

#### **Senior Seminar II: Project and Portfolio**

PREREQUISITE: AR 498.

Students will develop a design that meets the requirements of the program developed in AR 498. The project will be a culmination of the skills and knowledge gained in the student's academic experience. The project will include schematic design exploration, space planning, furniture, and finish selections, selection of finish materials and detailing of design elements. Issues of structure, lighting and mechanical/electrical and plumbing systems will be addressed. Life safety codes and accessibility standards will be applied. The final design will be presented to a committee of professional designers. In addition, students will prepare a portfolio of work that includes the senior project as well as a representation of work completed in their academic career. 1:5:3

## **AT - Athletic Training/Sports Medicine**

### **AT 144**

#### **Introduction to Athletic Training I**

This entry-level course introduces athletic training students to the profession of athletic training. This course is designed as a laboratory for students to explore different policies and procedures, the use of equipment and supplies, medical terminology, and basic care and prevention of injuries. In addition students will be required to obtain observation hours. Enrollment is reserved for athletic training majors or permission from instructor. 1:0:1

### **AT 145**

#### **Introduction to Athletic Training II**

PREREQUISITE: AT 144

This course is designed to allow the student to practice taping and wrapping techniques, demonstrate the applications of cryotherapy and thermotherapy, practice care and prevention of injuries, wound care, and emergency procedures. In addition students will be required to obtain observation hours. 1:0:1

## **AT - Athletic Training/Sports Medicine (Continued)**

### **AT 231**

#### **First Aid and Emergency Procedures**

The theory and practice of first aid and cardiopulmonary resuscitation skills. Emphasis on life saving emergency skills, accident prevention, first aid, AED training, and transportation of the sick and injured. A standard first aid and professional rescuer certificate will be awarded to those who qualify. 3:0:3

### **AT 236**

#### **Kinesiology**

PREREQUISITES: BI 212

A course that studies the principles and concepts of human movement, normal anatomical structures, directional terms and cardinal planes, functional classification of joints, biomechanics, and range of motion including active, passive, and resisted movements to all major joints in the body. Finally, the course demonstrates the use of palpation techniques and measurement of manual muscle testing. 3:0:3

### **AT 246**

#### **Clinical Education I**

PREREQUISITE: AT 145.

This course is designed to allow students to demonstrate the mechanics of modality application. Secondly, the course will review the response of the human body from an injury to allow the student to utilize the beginning levels of injury evaluation methods such as constructing and phrasing appropriate questions and creating written medical documentation. Also the student will demonstrate assessment and management of overuse and chronic injuries, strains, sprains, compartment syndromes, fractures, subluxations, dislocations. Finally, in addition to the didactic segment, athletic training students will be required to participate in a clinical assignment. 3:0:3

### **AT 250**

#### **Exercise Physiology**

PREREQUISITES: BI 114 and BI 211 or equivalents.

A study of the physiological adjustments that occur within the body during exercise. Emphasis is placed on the circulatory, respiratory, and metabolic systems, nutrition, and training systems. 3:0:3

### **AT 261**

#### **Care and Prevention of Athletic Injuries**

PREREQUISITES: BI 211 and AT 231

This course will focus on the history, organization and the overall general practices of the athletic training profession. In addition, the course will provide the athletic training student with the fundamental foundations needed to effectively recognize the cause of injuries, help prevent injuries from occurring, and effectively manage injuries once

they have occurred through the allied health care team. 3:0:3

### **AT 347**

#### **Clinical Education II**

PREREQUISITE: AT 246

A course that involves the student demonstrating the use of a goniometer to aid evaluation and the structuring of a care plan. Secondly, students will learn techniques in proprioceptive neuromuscular facilitation strengthening, stretching and diagonal patterns. In addition, students will demonstrate how to perform joint mobilization techniques and develop, implement, and adjust rehabilitation or reconditioning programs. Finally, in addition to the didactic segment, athletic training students will be required to participate in a clinical assignment. 3:0:3

### **AT 348**

#### **Field Experience in Athletic Training**

PREREQUISITES AT 347

This course is designed to allow students to explore and experience other allied health care professions. The athletic training student will see first hand the roles and responsibilities of various health care professions and their professional relations within the health care community. 2:0:2

### **AT 350**

#### **Pathology in Athletics**

PREREQUISITE: AT 365

This course is designed to provide the student with working knowledge of the pathophysiology and management of common diseases and medical conditions. Recognition, treatment, medial referral and recommendations for exercise are explored. Management and considerations in treatment of common disabilities among physically active individuals are investigated. A laboratory dedicated to clinical techniques and applications will accompany the class. 4:0:4

### **AT 351 (BI 351 / CH 351)**

#### **Introduction to Pharmacy and Pharmacology**

PREREQUISITE: Acceptance in AT program or permission of instructor.

A non-laboratory course intended for athletic training majors. Emphasis is placed on the types and classification of drugs, their modes of action at the cellular, systemic, and organismal level, their contraindications and possible long term effects. 3:0:3.

### **AT 355**

#### **Therapeutic Modalities in Athletic Training**

PREREQUISITE: AT 261.

This course introduces the theory and application of therapeutic modalities such as hydrotherapy, electrotherapy, thermotherapy, cryotherapy and

## **AT - Athletic Training/Sports Medicine (Continued)**

manual techniques for the prevention and care of athletic injuries. 4:0:4

### **AT 356**

#### **Administration of Athletic Training**

PREREQUISITE: AT 261

This course discusses the policies, procedures, issues and supervision involved with the administration of athletic training. Emphasis is placed on facility organization and design, supervision, legal liability, budgeting, record keeping, equipment maintenance, counseling and public relations. 3:0:3

### **AT 365**

#### **Advanced Athletic Training**

PREREQUISITE: AT 261

This course reviews the management of the competitive athlete and athletic training programs at every level. Emphasis is placed upon mechanisms of sport injury and techniques of injury. This course will also provide review of anatomical structures and provide knowledge to the student in the areas of postural screenings, common injuries, development of prevention programs, treatment of pathological conditions, neuro and musculoskeletal screenings, measurement of joint motion, MMT, ligament and capsular instability, the use of appropriate terminology and functional return to activity. 4:0:4

### **AT 366**

#### **Therapeutic Exercise and Rehabilitation**

PREREQUISITE: AT 365

Theory and application of exercise, rehabilitation techniques and therapeutic equipment for the prevention and care of athletic injuries. 4:0:4

### **AT 421**

#### **Special Topics in Athletic Training**

PREREQUISITE: AT 365.

A capstone course providing the student with opportunities for practicing mock certification exams. In addition the students will examine specific areas and current issues in the field of athletic training allowing to engage in professional research and presentation. 3:0:3

### **AT 449**

#### **Clinical Education III**

PREREQUISITE: AT 347.

This course is designed to provide advanced clinical assessment and rehabilitation techniques of the face, head, and cervical, thoracic, lumbar, and sacroiliac regions of the spine. In addition this course is designed to incorporate assessment of posture into the evaluation process. Finally, in addition to the didactic segment, athletic training students are required to participate in a clinical assignment. 3:0:3

### **AT 450**

#### **Clinical Education IV**

PREREQUISITE: AT 449

This course will review clinical assessment and rehabilitation techniques of the upper and lower extremities and common injuries associated with these regions. In addition to the didactic segment, athletic training students will be required to participate in a clinical assignment. 3:0:3



## AV - Aviation

### AV 103

#### Air Transportation

A study of air transport system development up to the present. Emphasis is on the characteristics of each part of the system such as the effects of regulation, competition, and environmental control. 3:0:3

### AV 104

#### General Aviation Management

A practical view of the management of aviation enterprises. Covers basic management concepts, the importance of profit and the impact of many regulations on the aviation industry. Review of the decision making process and a look into the future of general aviation business. 3:0:3

### AV 262

#### Aviation Marketing

The function of marketing in airline and general aviation operations, market research, demand analysis, advertising and promotion, sales, traffic, and theory of price determination. 3:0:3

### AV 267

#### Aviation Law and Regulations

The development of aviation law as a distinctive body of statutes, treaties, regulations and case law. Topics include federal and state jurisdictional problems, criminal law, aviation accident litigation, environmental law and international law of air and space. 3:0:3

### AV 370

#### Airline Management

Study of management development of various domestic, local and international air carriers. Designed to cover the complex area of operational techniques and problems confronting airlines today. 3:0:3

### AV 402

#### Special Topics in Aviation Management

In-depth examination of contemporary issues in the field of aviation management. Topics include, but are not limited to: passenger trends, deregulation criteria for transport aircraft, airport security, air cargo operation problems, environmental impact and conservation problems. May be repeated for credit with change in topic. 3:0:3

### AV 403

#### Airport Management

The major functions of airport management operations, zoning, adequacy, financing, revenues and expenses, design, and safety. A study of the airport master plan; federal, state, and local agencies; and the socioeconomic effect on the community. 3:0:3

### AV 426

#### Aviation Safety

Designed to develop an awareness of the broad areas involved in the pursuit of safety in the air. The basic principles of aviation accident prevention in government, airlines, corporate, and other aspects of aviation. Includes the technological aspects of flight as well as the human aspects. 3:0:3

### AV 428

#### Senior Project in Aviation Management

A special project undertaken by the student with the approval and guidance of the Program Coordinator. Topics include but are not limited to: airport management, air cargo operations, fixed base operations, airline marketing, and corporate flight operations. It is strongly recommended that all major core courses be completed prior to enrolling in this course. 3:0:3

## BI - Biology

### BI 101 (Online only)

#### Biological Concepts

Biological Concepts offers an overview of the fundamental facts and principles of modern biology. The course is designed for the non-science student who wishes to gain an understanding of current biological concepts and their relevance to problems of human society. Emphasis will be on life, its origin, chemistry, energy transformations, reproduction, genetics, evolution, and ecology. At home laboratory activities are included. 3:3:4

### BI 106 (GE)

#### Introduction to Biology

A first course in biology stressing the functions of science, heredity, evolution, and ecology with emphasis on man's role in the ecological system. (Does not apply to biology majors.) 3:0:3

### BI 111 (GE)

#### Environmental Biology

Environmental science is the study of the position and impact of humans as an organism in the environment and consideration of the sociological, political, and economic implications of mankind's

## BI - Biology (Continued)

relationship to the ecosystem. Problems of world population, world hunger, international implications, etc. will be included. Specific considerations of energy availability, usage, and controversies, as well as pollution topics will be addressed. 3:3:4

### BI 115

#### Human Biology

Human Biology is intended to give the student a broad overview of biology with respect to humans. The complexity of the human organism, both in its present form and over the course of its evolution is studied. This course includes a survey of human physical systems, an overview of genetic theory, and the placement and evolution of the human species within the context of Earth history, and interactions with the environment. Emphasis will be placed on student understanding of the scientific method, ways of evaluating scientific evidence, and the recognition of uncertainty in scientific theory. 3:3:4

### BI 122 (MGE)

#### Human Nutrition

A discussion of the basic requirements of nutrition necessary for good health. Agencies which regulate foods are discussed. Dietary needs of special groups and ages are addressed. 3:0:3

### BI 210

#### The Human Body

Structure and function of the principal systems of the human body. Topics include: muscular, nervous, skeletal, circulatory, digestive, endocrine, and urinogenital systems. 3:0:3

### BI 211

#### Human Anatomy and Physiology I

A study of the structure and function of the human body at the cellular through system level of organization. Laboratory emphasis is on the gross structure of muscular, nervous and skeletal systems. 3:3:4

### BI 212

#### Human Anatomy and Physiology II

PREREQUISITE: BI 211 or equivalent.

A continuation of BI 211. Emphasis is placed on the circulatory, digestive, endocrine and urinogenital systems. 3:3:4

### BI 214 (MGE)

#### Personal and Community Health

Educational in nature with emphasis on personal hygiene, community health and health education, this course covers diverse topics such as wellness, mental health, stress, nutrition, weight management, communicable disease, non-communicable disease, reproductive health, parenting, substance abuse, aging, and ecology. Socioeconomic and sociocultural

factors that impact the wellness of specific cultural groups will also be discussed. This course does not count toward a biology major. 3:0:3

### BI 223

#### Clinical Microbiology

Prerequisite: CH 105 or equivalent.

A study of microorganisms that commonly affect man, including their morphology, physiology, taxonomy, and ecology. Epidemiology of representative diseases and other applied aspects are discussed. Emphasis in the lab is on techniques: staining, culturing, and standard identification methods. 3:3:4

### BI 225

#### Botany

PREREQUISITE: BI 115 or permission of instructor.

A study of the plant kingdom with an emphasis on the structure and physiology of the flowering plants. 3:3:4

### BI 226

#### Zoology

PREREQUISITE: BI 115 or permission of the instructor.

This course is a broad introduction to Kingdom Animalia. The anatomy, physiology, systematic, evolution, and ecology of animals will be discussed. Laboratory will include dissection, microscopic and macroscopic examination of organisms representative of the major animal phyla. 3:3:4

### BI 231

#### Introductory Molecular Cell Biology

PREREQUISITES: BI 115, CH 108 and CH 108L.

An introductory course in cell structure and function at the molecular level. Topics include cell structure; the flow and transduction of mass, energy, and genetic information; genetic engineering; and regulation of cell growth. 3:0:3

### BI 300 (LL)

#### Evolution

A study of the historical development of the concept of natural selection and modern concepts of evolution. 3:0:3

### BI 301 (LL)

#### Human Ecology

The relation of man to his physical and biological world. Topics include population, food supply, energy, industry, pollution, and natural resources as well as the cultural patterns of humans and their effects on the environment. 3:0:3



## BI - Biology (Continued)

### BI 306

#### Biological Literature

PREREQUISITES: EN 105, EN 106, passing WCT and 60 accumulated hours.

A one-semester study of the biological thoughts and the methods of biological communication.

Emphasis is placed on the acquisition and use of biological literature. Writing and evaluation of scientific papers is stressed. This course is to be taken during the junior year. The course will satisfy the EN 306 requirement for Biology and Athletic Training majors. 3:0:3

### BI 318

#### Introduction to Genetics

PREREQUISITE: BI 106 or equivalent.

A study of the principles of heredity and variation in both plants and animals including man. Modern theories of gene action are stressed. 3:0:3

### BI 320

#### Genetics

PREREQUISITES: BI 231, CH 317 and CH 317L.

A study of the principles of heredity and variation in both plants and animals including man. Modern theories of gene action are stressed. Laboratory work is included. 3:3:4

### BI 326

#### Ethics in Science

An examination of the complex ethical issues that arise as a result of modern science. Issues such as genetic therapy, cloning and stem cell research, death and dying, reproductive technologies, genetic privacy, and the allocation of resources will be examined. Topics that arise from the use of humans and other animals in academia and research will also be discussed. The course will include a general overview of ethical theories, moral and religious attitudes from different cultures, and the fundamental principles of scientific integrity. 3:0:3

### BI 330 (GO 330)

#### Paleobiology

The study of the earth's past life, which will be examined in two parts: (1) an introduction to invertebrate and vertebrate paleontology that will focus on classification, relationships, and evolutionary history and (2) the uses of paleontological data in evolution, systematics, paleoecology and extinctions. 3:3:4

### BI 337 (CH 337)

#### Biochemistry

PREREQUISITES: CH 318 and CH 318L.

Biochemical systems and the relation of chemical structure to biochemical function are discussed. 3:0:3

### BI 337L (CH 337L)

#### Biochemistry Laboratory

CO-REQUISITE: BI 337. 0:3:1

### BI 340

#### Comparative Anatomy

PREREQUISITE: BI 226.

A study of the phylogeny and gross structure of the organ systems of the vertebrates. Major systems of the shark and cat are dissected and correlations are made with other groups of vertebrates. 3:3:4

### BI 344

#### Animal Physiology

PREREQUISITES: BI 226 and CH 108, or permission of the instructor.

A study of living processes as they occur in cells, tissues, and systems in vertebrates and invertebrates. Laboratory work is correlated with classroom discussion. 3:3:4

### BI 350

#### Microbiology

PREREQUISITES: BI 231 and CH 317L.

A study of the biology of the major groups of microorganisms. Research skills are stressed in the laboratory. 3:3:4

### BI 351 (AT 351 / CH 351)

#### Introduction to Pharmacy and Pharmacology

PREREQUISITE: Acceptance in AT program or permission of instructor.

A non-laboratory course intended for athletic training majors. Emphasis is placed on the types and classification of drugs, their modes of action at the cellular, systemic, and organismal level, their contraindications and possible long term effects. 3:0:3

### BI 360

#### Cell Biology

PREREQUISITES: BI 231, CH 317 and CH 317L.

A study of ultrastructure of the cell and its organelles. Laboratory includes studies in molecular biology and tissue culture. 3:3:4

### BI 378

#### Ecology

PREREQUISITES: BI 115 and CH 107.

A study of the interrelationships between organisms and their environment. Laboratory is included. 3:3:4

### BI 380 (MLL)

#### Issues in Biodiversity

An introduction to biodiversity from the perspective of ecosystems and the biosphere. Topics covered include extinction, characteristics, special problems of the various biomes, conservation economics,

## BI - Biology (Continued)

endangered species management, and theory of nature preserve design. 3:0:3

### BI415

#### Senior Research

This hands-on research course is the third component of the four-course Senior Research Capstone. Students will be expected to conduct research following the creation of a proposal in BI 306 that will culminate in the production of a research paper and presentation. Projects will vary depending upon the interest and capabilities of the student and selected mentor. The final work will be evaluated by the Biology faculty. The completed research paper will be the core assessment as judged by the Biology Program faculty. 3:0:3

### BI 417

#### Developmental Biology

PREREQUISITES: BI 231, CH 317 and CH 317L.

A study of the molecular and cell biology of pattern formation in developing embryos. Systems surveyed include *Drosophila*, sea urchin, frog, salamander, chicken, and human. 3:3:4

### BI 422

#### Individual Research & Independent Investigation

A small original biological investigation and a written report of the findings, prepared in proper form. Prerequisite: permission of instructor. Variable credit 1-3 hours.

### BI 470

#### Internship in Biology

Practical work experience in biology in an industrial, academic or other setting. Internship must be approved by the instructor prior to starting work. Variable credit: 1-4 hours.

### BI 490

#### Advanced Topics in Biology

PREREQUISITE: permission of instructor.

Selected topics in biology. Topics left to the discretion of the instructor and student. Plant taxonomy, histology, cellular physiology, advanced field ecology, entomology, etc. are possible topics. Laboratory work may be required. May be repeated for credit if topics differ. Variable credit: 1-4 hours.

## CA - Communication Arts

### CA 103 (GE)

#### Public Speaking

A development of the ability to speak clearly and express ideas effectively before an audience. Students plan, compose, and deliver various kinds of speeches and talks. Principles of effective rhetorical presentation are related to basic purposes and forms of public speech-communication. 3:0:3

### CA 104 (GE)

#### Interpersonal Communication I

An introduction to the knowledge and skills of interpersonal communication. The course content includes facilitation of more effective and supportive behavior, reduction of communication barriers and development of increased skill and confidence in relationships. 3:0:3

### CA 115

#### Introduction to Electronic Communication

A survey of the emerging vehicles for electronic communication from Internet to radio and television. Includes discussion of how electronic communication affects the audience, research and the methodology used to analyze that effect, introduction to the skills of electronic communication, and consideration of the specific ethical issues often associated with electronic images. 3:0:3

### CA 125

#### Journalism Workshop

This course provides an opportunity for freshman and sophomores to participate in professional writing in a guided environment for credit. Variable credit. 1-3 hours.

### CA 201

#### Reporting I

This course focuses on the fundamentals of reporting. It discusses techniques of fact gathering and news writing and provides opportunities to develop those skills through practical application. 3:0:3

### CA 218

#### Public Relations

A study of the dissemination of public information through mass media; intraorganizational information; public opinion analysis, research techniques to establish psychographics within groups, applications in business, government, education, and politics. 3:0:3

### CA 221

#### Radio Production

Orientation in the basic techniques of radio performance and production. Major emphasis on radio announcing skills and basic editing techniques. Students learn news writing and

## CA - Communication Arts (Continued)

newscast performance skills. Students work on KGSP-FM. 3:0:3

### CA 231

#### Television Production

An introduction to basic television production techniques. Students will produce news and feature stories for Cable Channel 2. Orientation will include a look at basic news and script writing techniques, and will include instruction on use of video equipment and videotape editing. Students will learn basic producing and directing skills. 3:0:3

### CA 240

#### Popular Photography

A lecture and discussion course covering the fundamentals of photography. Students must provide an acceptable camera, expendable supplies, and arrange for outside processing and printing. Lab demonstrations will be a part of the course but students will not receive darkroom training. Designed for accelerated program students. Students who need or desire dark room practice should enroll in CA 241. 3:0:3

### CA 241 (AR241)

#### Photography I

PREREQUISITE: Permission of instructor.

An introduction to the basic techniques of black and white photography. Cameras, lenses, films, lighting, composition, etc, are discussed. Students must provide an acceptable camera and expendable supplies. Darkroom work is required and a darkroom fee is charged. 2:6:4

### CA 242

#### Color Photography

PREREQUISITE: CA 241 or equivalent.

Special problems of basic color photography in terms of color picture taking and printing. Students must provide acceptable camera and supplies. Darkroom work is required and a darkroom fee is charged. 3:0:3

### CA 250

#### Special Topics in Communication Arts

This course is for students interested in writing, editing, or photography in a magazine format. This course is for those who want to apply what they learned in News and Feature Writing; Layout, Editing and Design; or Photojournalism to magazine production. It provides an opportunity to hone each of those skills. Non-majors are welcome. 3:0:3

### CA 301

#### Interpersonal Communication II

PREREQUISITE: CA 104.

A study of the nature of and problems in communication. Areas of study include: mental process in communication, perception, content, amount of communication, interpersonal and task behaviors, norms, conflict, creativity, touch, distance, time usage, manipulation of environment, intervention, attitude change and opinions, and how communication fosters attraction, productivity, and leadership. The course focuses on the development of a framework for analyzing the various approaches to interpersonal communication. 3:0:3

### CA 302

#### Communication Ethics and Law

A study of laws and ethics for journalists and other communicators. The course will analyze libel law, privacy, and objectivity, responsibility, freedom of speech and censorship, and the role of the press in society. 3:0:3

### CA 311

#### Editing, Layout and Design

Study and practical application of editing news, features, and investigative stories. Includes rewriting, headline writing, and the principles of layout and design. 2:2:3

### CA 313

#### Script Writing Workshop

This course is designed to acquaint the student with various types of scriptwriting; news, entertainment, documentary, commercials, copywriting, educational, industrial, and dramatic. Students will write original scripts for production in selected media. For students with exceptional preparation, this may be a theatrical feature, series pilot, TVM, or mini-series lead show. 3:0:3

### CA 315

#### Journalism Practicum

Journalism practica provide an opportunity to apply the skills of journalism as a member of a publication team, usually on the staff of the Stylus or the Narva. The course is conducted in an independent manner as students fill roles on the publication team then submit their work to the instructor for critique. The Stylus or Narva editor may enroll for 4 credit hours. The usual enrollment is for 3 credit hours. Variable credit: 1-4 hours.

Section A: News and Feature Writing

Section B: Newspaper and Magazine Editing

Section D: Photojournalism

Section G: Magazine Journalism

## CA - Communication Arts (Continued)

### CA 316

#### Reporting II

PREREQUISITE: CA201.

Focus on information gathering, international reporting, and on using multimedia tools and outlets to disseminate information. Students write, shoot still images and video, collect audio, and utilize other new forms of media communication for publishing on the Internet. Other course topics include civic journalism, citizen journalism, and freedom of the press, including freedom of information and sunshine laws. 3:0:3

### CA 317

#### Feature Writing

This course provides an opportunity to develop writing skills in the gathering and creation of in-depth magazine and news features. Primarily focused on writing, it aims to develop the student's voice and style in print. 3:0:3

### CA 318

#### Public Relations II

Advance study of persuasive communications with emphasis on design and execution of public relations campaigns, the role of the public information officer, development of the comprehensive information package, and creation of effective internal publications. Includes discussion of specific ethical issues of persuasive communications. 3:0:3

### CA 321 (LL) (PC 321)

#### Interpersonal Conflict Solution

Presents various strategies for dealing with conflict in a positive manner. Emphasizes the development and practice of skills of listening, assertiveness, problem solving, conflict management, and mediation. 3:0:3

### CA 322 (LL)

#### Theory and History of Mass Media

Analysis of mass media content and the role media play in modern society. The course includes study of the history of that role, functions of the media, effects on society, and the persuasive abilities of media. This course focuses on contemporary media criticism and related ethical issues. 3:0:3

### CA 325

#### Radio Practicum

PREREQUISITES: CA 221.

Under faculty supervision, students are assigned staff responsibilities for the operation of the radio station KGSP-FM. The student will gain working experience on operating this station for actual broadcasting to the public. Variable credit: 1-4 credits

### CA 330 (MLL)

#### Multicultural Communication

A study of communication and culture that examines cultural variability in interpersonal relationships. Emphasis is placed on facilitation of more effective communication episodes across gender, race, life-styles, culture and other barriers. 3:0:3

### CA 335

#### Television Practicum

PREREQUISITE: CA 231.

Students work as staff members of Northland News, a cable TV show produced, reported, written, and anchored by Park students. Emphasis is placed on writing and reporting skills. Students will also produce original programming to air over Cable Channel 2. 1:9:3

### CA 341 (AR 341)

#### Photography II

This course explores the language of photography with particular attention to the photographic essay and the photographic illustration. Both black and white and color photography are included. A variety of techniques in photographic printmaking are explored with an emphasis on self-expression and craft. A lab fee may be required. 3:0:3

### CA 380 (MK 380)

#### Advertising

PREREQUISITE: MK 351 or equivalent.

Designed to give the student an understanding of the creation, design, and production of material for advertising campaigns in all media. Suggested 3:0:3

### CA 385 (MK 385)

#### Consumer Behavior

An integrated approach to the study of various behavioral concepts and theories useful for understanding consumer behavior and its relevance to the development of effective marketing strategies. 3:0:3

### CA 390

#### Marketing Planning

PREREQUISITE: MK 351.

A course designed to analyze the process of planning or implementing and controlling promotional efforts in retail, wholesale, manufacturing, finance, service, and nonprofit organizations. 3:0:3

### CA 400

#### Interviewing Theories and Practice

Development and analysis of the interviewing process from the viewpoints of the interviewer and the interviewee. Consideration is given to strategies, ethics, the interview as a management tool, and a broad understanding of the communication

## CA - Communication Arts (Continued)

variables involved in the interviewing context. Both practical and theoretical perspectives are examined. 3:0:3

### CA 402

#### Organizational Communication

PREREQUISITE: CA 104.

Examines the role of communication in organizations and the people and patterns making up the many sides of complicated issues, which arise in organizational life. The course also examines the communication messages sent and received within an organization including the organization's formal structure and its informal social groups. 3:0:3

### CA 404

#### Seminar: Special Topics in Communication Arts

PREREQUISITE: Advanced standing or permission of instructor.

Revolving topic seminar for advanced students, which may be repeated under different topic headings. Topics deal with such matters as social responsibility in mass media, effects of technological change upon the communication industry, film criticism, promotional strategies and case studies, or issues and problems in broadcast management or public relations. 3:0:3

### CA 420

#### Human Relations in Group Interaction

PREREQUISITE: Advanced standing or permission from the instructor.

A course designed to facilitate the authentic exploration of feelings and communication obstacles. The focus is on interaction and interdependency in the small group context. 3:0:3

### CA 441

#### Photojournalism

PREREQUISITE: CA 241 or equivalent competency.

Learn to use the camera to tell a story with a single photograph or with a series. The course is directed toward newspapers, but includes magazine photography. 3:0:3

### CA 450

#### Seminar: Special Topics in Journalism

Advanced standing or permission of instructor.

Specialized study and practice in various aspects of print journalism. May be repeated for credit when topics are changed. [Topics may include Investigative Reporting, Feature Writing, Editorial and Interpretive Writing, History of Journalism, Advanced Layout and Design.] 3:0:3

### CA 455

#### Seminar in Journalism Education

The course explores methods in journalism education, the needs of student journalists, and

professional standards sought by journalists in the field. 3:0:3

### CA 485

#### The City Hall Project

PREREQUISITE: CA 201, PO 201.

The City Hall Project is a capstone course in the study of political journalism. The course will have two components: A theoretical component in political science and a practical component in reporting. The student will work independently or as part of a seminar team covering events in local government. The course is open to print journalists, broadcast journalists, public information officers and others interested in government communications. 3:0:3

### CA 490

#### Communication Arts Internship

PREREQUISITES: CA 311 and at least 3 hours of CA 315.

#### Section A: Journalism

Extensive work under faculty or professional supervision. Three credit hours required on the staff of an area publication; additional credit hours may be earned by repeating the course using more advanced activities. Variable credit: 3-9 hours.

#### Section B: Broadcasting

Involves extensive work off campus in a professional environment with direct supervision by employers. Students function in a "real job" capacity with media employers such as commercial radio and television stations, corporate, and religious settings. Prerequisites: permission of the Communications Arts Faculty. Variable Credit: 3-6 hours.

#### Section C: Human Resources and Public Relations

PREREQUISITE: Permission of the Communication Arts faculty.

Students gain extensive experience in organizational settings including social service agencies, nonprofit companies and corporate environments. Credit can be earned for work in public relations, advertising, marketing, consulting, and related areas. Variable credit: 3-6 hours.

### CA 491

#### Senior Project

This course may not be taken before senior year. It is a capstone course in which the student designs a practical project aimed at publication in a commercial newspaper or magazine (or broadcast outlet), researches the project, completes the writing (or broadcast production), and may offer it to the appropriate editors. 3:0:3

## CH - Chemistry

### **CH 101 (MGE)** **Chemistry in the World**

This course is designed to acquaint non-science majors with the impact of chemistry on their world. This course provides a general introduction to both inorganic and organic chemistry and stresses applications of chemistry in the commercial, industrial and technological components of society. 3:2:4

### **CH 102** **Contemporary Chemistry**

(Taught in accelerated programs only).

CH 102 will introduce the non-science major to the impact that the science of chemistry has on their world. The course provides a general introduction to the principles of the science of chemistry, in the commercial, industrial, and technological components of society. 3:0:3

### **CH 105 (MGE)** **Introductory Chemistry**

A survey of general chemistry, organic chemistry, and biochemistry. Basic principles as applied to health science will be covered. The lab will be a practical application of the principles covered in lecture. 4:3:5

### **CH 107 (MGE)** **Introduction to Chemistry I**

PREREQUISITE: high school algebra or equivalent.  
CO-REQUISITE: CH 107L (except in accelerated programs).

An introduction to chemistry by developing fundamental tools such as problem solving methods and the concept of the mole. Major topics covered will include stoichiometry, atomic and molecular structure and the states of matter. Three lectures and one hour discussion per week. 3:0:3

### **CH 107L** **Introduction to Chemistry Laboratory I**

CO-REQUISITE: CH 107.

Students are introduced to basic laboratory techniques. Experiments will reinforce materials covered in the lecture components of this course. 0:3:1

### **CH 108** **Introduction to Chemistry II**

PREREQUISITE: 'C' or better in CH 107 or permission of instructor.  
CO-REQUISITE: CH 108L.

A continuation of CH 107 with major topics covered including solutions, chemical kinetics, thermodynamics, equilibria, and an introduction to descriptive chemistry. Three lectures and one hour discussion per week. 3:0:3

### **CH 108L** **Introduction to Chemistry Laboratory II**

PREREQUISITE: 'C' or better in CH 107L or permission of instructor.  
CO-REQUISITE: CH 108.

A continuation of CH 107L with experiments relating to kinetics, equilibria, thermodynamics, and qualitative analysis. 0:3:1

### **CH 300 (LL)** **Chemistry Seminar**

A series of case studies of legal, economic and social problems occasioned by the advance of science and technology in contemporary society. Open to all students. 3:0:3

### **CH 301 (MLL)** **Chemistry and Society**

The history and nature of the science of chemistry with emphasis upon its role as a human activity and its relationship to humanity. Open to all junior and senior level students. 3:0:3

### **CH 306** **Chemical Bibliography**

PREREQUISITES: EN 105, EN 106, passing the WCT and 60 accumulated hours.

Access to the chemical literature is surveyed. The use of index journals, primary and secondary sources, the patent literature, the online search, and the literature organization is explained and illustrated. Submission of a written, formal proposal of an original research problem, together with the records of the literature search validating the proposal, is required. This course will satisfy the EN 306 requirement for Chemistry and the Athletic Training majors. 3:0:3

### **CH 310** **Introduction to Inorganic Chemistry**

PREREQUISITE: CH 108.

Instruction in the modern synthetic and instrumental techniques currently used in inorganic chemistry. 3:3:4

### **CH 317** **Organic Chemistry I**

PREREQUISITE: CH 108.  
CO-REQUISITE: CH 317L (except in accelerated programs.)

An introduction to the chemistry of carbon based compounds. Nomenclature, structure, bonding, and reaction mechanisms of organic importance in pharmaceuticals. 3:0:3

**CH 317L**

**Organic Chemistry Laboratory I**

CO-REQUISITE: CH 317.

Introduction to lab techniques in organic chemistry; extraction, purification, and chromatographic analysis. Basic qualitative analysis of functional groups and separation of compounds of different functional groups. 0:4:1

**CH 318**

**Organic Chemistry II**

PREREQUISITE: CH 317.

CO-REQUISITE: CH 318L.

Application of principles learned in CH 317 to members of each homologous series. Importance of organic compounds in our daily lives. Introduction to bio-organic chemistry(amino acids, nuclear bases, carbohydrates, lipids). 3:0:3

**CH 318L**

**Organic Chemistry Laboratory II**

CO-REQUISITE: CH 318.

Application of techniques learned in 317L to carry out synthesis. Modifications of introduction of functional groups of a given substrate. 0:4:1

**CH 321**

**Introduction to Medicinal Chemistry**

PREREQUISITE: CH 318.

This course covers an introductory level medicinal chemistry. The following topics will be covered; drug development process; drug approval processes; receptors; drug interaction; pharmacodynamics; pharmacokinetics, quantitative structure activity relationships. Some of the following classes of drugs will be discussed in detail - antibacterial drugs; drugs that work on the central nervous system, analgesics, etc. Case studies of current drugs going through approval process. 3:0:3

**CH 328**

**Analytical Chemistry**

PREREQUISITES: CH 108 and CH 108L.

An in-depth study of classical analytical chemistry techniques. Subjects include the statistical evaluation of data, gravimetric and titrimetric methods of analysis, acid-base chemistry, complexation chemistry, and redox process. Laboratory includes practical examples of the methods covered in lecture. 3:4:4

**CH 329**

**Introduction to Instrumental Analysis**

PREREQUISITE: CH 328.

An introduction to modern instrumental chemical analysis. The course will span theory of operation, instrument design and methodology, and applications of instrumental techniques.

Electrochemical methods including potentiometry, voltammetry, and coulometry; spectroscopic methods including infrared, UV/VIS, and NMR; chromatographic methods including gas, liquid and thin layer; thermal methods of analysis and kinetic methods of analysis will be covered. 3:3:4

**CH 337 (BI 337)**

**Biochemistry**

PREREQUISITE: CH 318.

CO-REQUISITE: CH 337L.

Biochemical systems and the relation of chemical structure to the biochemical function are discussed. 3:0:3

**CH 337L (BI 337L)**

**Biochemistry Laboratory**

CO-REQUISITE: CH 337. 0:3:1

**CH 351 (AT 351 / BI 351)**

**Introduction to Pharmacy and Pharmacology**

PREREQUISITE: Acceptance in AT program or permission of instructor.

A non-laboratory course intended for athletic training majors. Emphasis is placed on the types and classification of drugs, their modes of action at the cellular, systemic, and organismal level, their contraindications and possible long term effects. 3:0:3

**CH 400**

**Special Topics in Chemistry**

PREREQUISITE: Permission of instructor.

A seminar devoted to selected topics in modern chemistry of interest to students requiring more depth in the field. The course may involve laboratory work. Variable credit: 1-4 hours.

**CH 405**

**Fundamentals of Physical Chemistry**

PREREQUISITES: MA 211 and PY 206 or concurrent enrollment therein.

A one-semester survey of physical chemistry for students not intending to pursue advanced work in chemistry. Topics include an introduction to thermodynamics, phase equilibria, chemical equilibrium, electrochemistry, kinetics, atomic structure, bonding, and molecular spectroscopy. 3:3:4

**CH 407**

**Physical Chemistry I**

PREREQUISITES: CH 108 and PY 206 and MA 211.

CO-REQUISITE: MA 212.

An introduction to quantitative chemical theory.

The primary emphasis will be in the areas of thermodynamics. The principles of thermodynamics

(NS) Natural and Applied Sciences

## CH - Chemistry (Continued)

will be applied to phase and chemical equilibria. 3:3:4

### CH 408

#### Physical Chemistry II

PREREQUISITES: CH 407 and one of the following: MA 213, MA 302, or MA 311.

A continuum of quantitative chemical theory. Topics covered will include the chemical kinetics and quantum chemistry. Modern theories of atomic and molecular structure will be investigated. 3:3:4

### CH 429

#### Advanced Analytical Chemistry

PREREQUISITES: CH 318, CH 329.

Advanced methods of chemical analysis stressing, but not limited to, the instrumental techniques. An in-depth study of the theory of electrochemical measurements, spectroscopic techniques, and chromatographic theory will be covered. Students will be introduced to several modern techniques including Raman, X-ray, and flame and furnace atomic absorption spectroscopy, thermal methods of analysis and NMR techniques. Some applications

of advanced methods of classical analysis will be covered. 3:4:4

### CH 450

#### Organic Synthesis

PREREQUISITE: CH 318.

In depth study of various classes of reactions on different classes of organic compounds. Applications of those reactions in synthesis and retrosynthesis of natural products and importance of medicinal chemistry. Lab involved multistep procedures and qualitative analysis of organic compounds based on their chemical properties. 3:6:5

### CH 451

#### Internship to Chemistry

Practical work in chemistry in an industrial, academic or other professional setting. Prior to the start of work, the department must approve the internship. Variable credit: 1-6 hours.

### CH 490

#### Research in Chemistry

Open to advanced chemistry majors with permission of the instructor. Variable credit: 1-3 hours.

(SS) Social and Administrative Science

## CJ - Criminal Justice

### CJ 100 (MGE)

#### Introduction to Criminal Justice Administration

This course is an introduction to the history, nature, structure, and function of the criminal justice system in America, with comparisons to systems in other nations. Examinations of the various aspects of the administration of the justice systems, including law enforcement, courts, correctional agencies (including probation and parole), and including the increasing role of private entities in the system will be conducted. 3:0:3

### CJ 105

#### Criminal Law

This course is a survey of the history and nature of criminal law in the United States. Substantive Criminal Law, defenses, and criminal responsibility will be studied within the context of the criminal justice process and rules of evidence. 3:0:3

### CJ 200

#### Criminology

This basic course provides an examination of the nature and extent of crime and theories of crime causation, as well as the societal reaction of criminal behavior will be covered in this class. 3:0:3

### CJ 205

#### Juvenile Delinquency

This is an introduction to the origins, philosophy and objectives of the juvenile justice system. Focus is on the operation, legal processes, current trends, and roles of the various actions within the juvenile justice system. 3:0:3

### CJ 220

#### Criminal Justice and the Community

This basic course emphasizes programming techniques for benefiting the agency-citizen relationship. Prominence is placed on utilizing the resources of the criminal justice agencies to engage in effective conflict resolution with citizens, develop citizen and agency awareness, community crime prevention and community relations. 3:0:3

### CJ 221

#### Criminal Procedure

This basic course examines the procedures to be followed in law enforcement, the courts, and the corrections in the processing of the criminal case, from the crime to the end of punishment. The law of search and seizure and the right to counsel in each of the three segments of the criminal justice system are among the topics that will be examined. 3:0:3



**CJ 231**

**Introduction to Law Enforcement**

This is an introduction to the law enforcement segment of the criminal justice system, with an examination of the history and development of law enforcement, especially in the United States. The various job and career opportunities in law enforcement will be reviewed. 3:0:3

**CJ 232**

**Introduction to Corrections**

This basic course discusses correctional concepts from their historical background to the present. An emphasis will be placed on the multi-faceted approach to corrections in our society, including the use of alternatives to incarceration. 3:0:3

**CJ 233**

**Introduction to Security**

This course covers the basic principles of security and loss prevention that is common and fundamental to all areas of protection of personal property from historical and modern day points of view. Topics of discussion will include: the security industry, the threat environment, risk analysis, fundamentals of physical security, safety, and accident prevention, and common security problems. 3:0:3

**CJ 250**

**Selected Topics in Criminal Justice**

This course is a specialized introductory study of a particular subject in criminal justice that is not otherwise available in the criminal justice department. The course may be repeated for credit when topics are changed. 3:0:3

**CJ 300**

**Agency Administration**

PREREQUISITES: CJ 100 and either CJ231, CJ232, or CJ233.

This intermediate course examines management models, administrative techniques and patterns or organizational structure characteristic of criminal justice agencies. 3:0:3

**CJ 302 (MLL)**

**Media and Criminal Justice**

This is an advanced level, interdisciplinary course wherein students will learn about the relationship between the media and various elements of the criminal justice system. It is team-taught by experts in communication arts and criminal justice. 3:0:3

**CJ 310 (MLL)**

**Leadership and Team Building**

This intermediate course examines the principles of leadership and team building, with an application of the principles of real life situations will be

implemented. Exercises to use in building a team will be developed. 3:0:3

**CJ 311**

**Criminal Investigation**

PREREQUISITES: CJ 100 and CJ 105.

This intermediate course includes a discussion of the nature and purpose of criminal investigation, historical background, tools employed skills development, and techniques useful in the reconstruction of criminal activity. 3:0:3

**CJ 312**

**Criminalistics**

PREREQUISITES: CJ 100 and CJ 105.

This intermediate course covers topics such as the discovery, recognition, observation, identification, and collection and comparison of physical evidence, including a review of various current techniques in the testing of physical evidence. 3:0:3

**CJ 313**

**The Law of Evidence**

This intermediate course examines the rules of evidence as they relate to the prosecution and defense of criminal cases, general provisions, judicial notice, presumptions, relevancy, privileges, witnesses, hearsay, expert testimony, authentication, and identification. 3:0:3

**CJ 315**

**Special Topics in Criminal Justice**

PREREQUISITES: permission of instructor and at least junior standing.

This advanced course is a specialized study of a particular subject in criminal justice not otherwise available in the department. This course may be repeated for credit when topics are changed. 3:0:3

**CJ 322**

**Probation, Parole, and Community Corrections**

PREREQUISITE: CJ 232.

This intermediate course explores the use of probation and parole as alternatives or as adjuncts to confinement. The rules and functions of the parole and probation system and their supervision are discussed. Various techniques and methods for achieving the goals are considered, including community related programs. 3:0:3

**CJ 323**

**Corrections Management**

PREREQUISITE: CJ 232.

This intermediate course examines the principles, problems, and trends in the correctional administration and management, methods of achieving organizational change and the evaluation of correctional units. 3:0:3

## **CJ - Criminal Justice (Continued)**

### **CJ 332**

#### **Industrial Security**

PREREQUISITES: CJ 233.

This intermediate course examines the principles, methods, requirements, and standards for industrial security systems. 3:0:3

### **CJ 333**

#### **Security Administration**

PREREQUISITES: CJ 332.

This intermediate course examines organization and management of security programs in business, government and industry with emphasis on selection and implementation of security. 3:0:3

### **CJ 350**

#### **Criminal Justice Management and Planning**

PREREQUISITE: CJ 300.

This intermediate course examines budgeting, personnel, and planning. This course is designed to develop a working knowledge of management planning in criminal justice. 3:0:3

### **CJ 365 (MLL)**

#### **Financial Investigations**

This intermediate course studies how current perspectives dominate in the field of financial investigations. Discussions of the concepts of law and evidence, sources of information, accounting, methods of tracing funds, banking and financial record keeping, and interviewing as they apply to detecting and resolving financial crimes will be discussed. Primary emphasis will be placed on theoretical principles and applications of financial investigative techniques. 3:0:3

### **CJ 400**

#### **Constitutional Law in Criminal Justice**

PREREQUISITE: Junior standing.

This advanced course is an in-depth study of the U.S. Constitution as it applies to law enforcement, the courts, and corrections, including an examination of recent decisions by the U.S. Supreme Court. 3:0:3

### **CJ 420**

#### **Forensic Science**

PREREQUISITE: Senior standing or permission of the instructor.

This advanced course is a theoretical and practical examination of techniques in the identification, examination, and comparison of physical evidence using both historical and current methods. Laboratory performance is a portion of the course-work. 3:0:3

### **CJ 425 (MLL)**

#### **Comparative Criminal Justice Systems**

PREREQUISITES: Senior standing and permission of the instructor.

This advanced course is an in-depth examination of criminal justice systems other than the U.S. system. The course allows students to make comparisons of these systems to the U.S. system. 3:0:3

### **CJ 430**

#### **Research in Criminal Justice**

PREREQUISITES: Senior standing and permission of instructor.

This capstone course is an examination of the research methods with application most commonly utilized in criminological and criminal justice research. Development and implementation of an original data-gathering instrument is required. A paper summarizing and evaluating the data-gathering instruments and comparing the data to published articles is required. 3:0:3

### **CJ 440**

#### **Internship in Criminal Justice**

PREREQUISITES: Permission of Department Chair.

This capstone course provides practical application through service with a criminal justice agency. Opportunities are available in both the public and private sectors. Variable credit: 3-6 hours.

### **CJ 441**

#### **Senior Writing Project**

This capstone course may be taken instead of CJ 440, Internship in Criminal Justice. It is designed for students ~~currently~~ employed in a criminal justice field who do not need the practical experience of an internship. Students in this course must design, implement, evaluate, analyze, and/or critique a project connected to their work environment in written format. This course may be taken online or an independent study in a face to face setting. The student's advisor or the department chair must approve students to substitute this course for the internship. 3:0:3

### **CJ 540**

#### **Senior Seminar in Criminal Justice**

PREREQUISITES: EN 105, EN 106, passing the WCT and senior standing.

This capstone course addresses current issues and trends in criminal justice with emphasis on group discussion. Each student will be required to prepare, submit and defend a senior thesis. Successful completion of the thesis is mandatory. This course will satisfy the EN 306 requirement for Criminal Justice majors. 3:0:3

(SS) Social and Administrative Science

## **CJ - Criminal Justice (Continued)**

### **CJ 460**

#### **Senior Honors Thesis**

**PREREQUISITES:** CJ 430, senior standing, 3.2 GPA, and permission of instructor.

This advanced course allows the student to make a special investigation into a specific area of criminal justice administration. The student will have completed the major courses in his/her program before enrolling in this course. 3:0:3

(SS) Social and Administrative Science

## **CO - Construction**

### **CO 111**

#### **Introductions to Engineer Construction Technology/Design/and Materials**

Introduction to the field of engineering calculations, technical reporting, presentation of data, and the fundamental steps of construction designs. Emphasis will be on the analysis, identification, selections and specifications of the materials of construction required to achieve the desired project quality. 3:0:3

### **CO 121**

#### **Plans Analysis**

Introduction to the architectural, structural, and mechanical requirements as they relate to the construction field. Emphasis is on the blueprint interpretation, craft resources, material requirements, code compliance, and work scheduling. 3:0:3

### **CO 215**

#### **Construction Safety and Health**

Orientation and enforcement of the construction trades sub-parts of the Occupational Safety and Health Act. The student will develop knowledge in record-keeping requirements and the recognition, avoidance, and prevention of safety hazards within construction trades. 3:0:3

### **CO 225**

#### **Building Codes**

Basic principles and methods significant in contract relationships and appreciation of the legal considerations in construction work. Emphasis is placed on the National Building Code and its application to local situations. 3:0:3

### **CO 235**

#### **Construction Planning**

Basic construction management functions: preparation of work schedules, requests for progress payments, evaluation of alternative methods of construction, and equipment usage. 3:0:3

### **CO 245**

#### **Construction Estimating**

Basic cost estimating of construction projects. Topics include types of estimates, quantity take off, unit price, material and labor costs, overhead, profit contingencies, job cost data sources, and cost indices. 3:0:3

### **CO 360**

#### **Critical Path Analysis**

**PREREQUISITE:** CO 235.

Study of planning and control of a schedule by network techniques including the time cost analysis of CPM scheduling for application on construction projects, job shop scheduling, and related problems. 3:0:3

## CS - Computer Science

### CS 140 (MGE)

#### Introduction to Computers

This course introduces computer concepts, terminology, and applications to enable students to use computers in their environment and career. This class will feature lectures, written assignments, and demonstrations of computer concepts. The lab will concentrate on hands-on computer lab projects using the dominant Windows operating system and Office applications. Software will include Word, Excel, Access, PowerPoint, and Internet browsers. Students will be introduced to the structure and use of personal computer hardware, peripherals, comparison of popular operating systems, recent history of technology and some ethical implications. 3:0:3

### CS 144

#### Beginning Programming with Multimedia Projects

This course introduces students to the fundamentals of programming and design using multimedia projects. In a "hands-on" class, students will use pseudocode design and the three programming constructs (sequence, selection, and repetition) in creating 3-D Worlds with animation and use XHTML in creating Web pages. Students will learn how to combine text, graphics, audio, video, and animation in their projects. 3:0:3

### CS 151

#### Introduction to Programming

PREREQUISITE: Any math course  $\geq$  MA 131 or ACT math score  $\geq$  22 or SAT math score  $\geq$  520 or COMPASS math score  $\geq$  46 or CS 144.

This course introduces students to algorithmic design and structured/modular programming. Programming concepts will be put into practice by using Java for programming projects. These basic programming concepts and constructs will be covered: variables, data types, strings, arithmetic and logical operators, branching statements, loops, and debugging. Additionally, these object-oriented programming concepts will be covered: classes, instance variables, methods, and constructors. 3:0:3

### CS 208 (MA 208)

#### Discrete Mathematics

PREREQUISITE: Any math course  $\geq$  MA 131.

This course introduces the student to selected finite systems pertinent to the study of computer science. Course topics will include combinatorial problem solving, logic, Boolean algebra, combinatorial circuits, sets, relations, functions, proofs, mathematical induction, recurrence relations, graphs, trees, and counting techniques. 3:0:3

### CS 215

#### Selected Topics in Computers

PREREQUISITE: Dependent upon course topic.

This course provides an in-depth study into a particular area of computers. CS 215 may be repeated once for credit for a different course topic. 3:0:3

### CS 219

#### Programming Fundamentals

PREREQUISITES: Any math course  $\geq$  MA 131, a grade of C or better in CS 151.

SUGGESTED PREREQUISITE: CS 140.

This course continues the development of the programming and problem solving skills introduced in CS 151. Programming concepts will be put into practice by using Java for programming projects. Students will learn about object-oriented programming and two of its key components - inheritance and polymorphism. Additionally, students will learn about these topics: arrays, graphical user interface components, event-driven programming, exception handling. 3:0:3

### CS 220

#### Computer Architecture

PREREQUISITES: CS 208, CS 219.

The student will learn about the various hardware components of a computer system. Course topics include: data representation, number systems, Boolean algebra, combinational logic, sequential logic, CPU layout, registers, adders, buses, and memory devices. 3:0:3

### CS 225

#### Programming Concepts

PREREQUISITE: A grade of C or better in CS 219.

This course continues the development of the programming and problem solving skills introduced in CS 219. Programming concepts will be put into practice by using C++ for programming projects. Since C++ is so similar to Java and since students should already know Java from their prerequisite courses, this course will cover C++ basics (control constructs, operators, data types, functions) very quickly. More time will be spent on those features of C++ that differ from Java. For example, more time will be spent on pointers, object-oriented programming techniques, and operator overloading. 3:0:3

### CS 300 (MLL)

#### Technology in a Global Society

This course presents the social, political, economic, multicultural, and ethical issues surrounding the use of computers and computer technology. Course work includes class discussion, readings, collaborative projects and formal term papers on selected topics. 3:0:3

**CS 301**

**Assembly Language**

PREREQUISITES: CS 220 and CS 352.

The student will learn to program in assembly language. The student will work with binary and hexadecimal numbering systems, computer architecture, and an assembly language instruction set(s). The student will write assembly language programs. 3:0:3

**CS 305**

**Introduction to Artificial Intelligence**

PREREQUISITE: CS 352.

The student will learn the terminology and methods used in a variety of artificial-intelligence (AI) areas. These topics will be covered: history of artificial intelligence, search techniques, knowledge representation. In addition, one or more of these topics will be covered: expert systems, uncertainty, case-based reasoning, neural networks, vision, robotics. The student may use various AI tools, Lisp, and/or Prolog for AI projects. 3:0:3

**CS 314**

**User Interface Design**

PREREQUISITE: CS 219.

PREREQUISITE OR Co-REQUISITE CS 360 or IS 361.

The student will learn techniques of programming a user interface in a graphic environment. Topics include the common tools for creating graphic interfaces, rules for consistency, human factors, intuitive design, and feedback. Interface downfalls in common software packages will be identified. Students will work in groups to test an interface of their own design. Students will be expected to implement an application that utilizes a database back-end. 3:0:3

**CS 321**

**Web Programming I**

PREREQUISITE: CS 219.

This course provides an introduction to the various languages, tools, and programming techniques used to program on the World Wide Web. The fundamentals of client-server programming will be emphasized. These topics will be covered: XHTML, cascading style sheets, Dynamic HTML, JavaScript, applets. Due to the particularly dynamic nature of the Web environment, course content will change as appropriate. 3:0:3

**CS 322**

**Web Programming II**

PREREQUISITE: CS 321.

This course continues the development of the Web programming skills introduced in CS 321. While CS 321 emphasizes client-side Web programming, CS

322 emphasizes server-side Web programming. Server-side concepts will be put into practice by using an HTML-embedded language such as JSP and/or ASP.NET. Students will be expected to implement applications that utilize database back-ends. Students may be introduced to Server-Side Includes, servlets, and/or XML. Due to the particularly dynamic nature of the Web environment, course content will change as appropriate. 3:0:3

**CS 351**

**Computer Operating Systems**

PREREQUISITES: CS 208 and CS 225.

This course presents the theory of operating systems and an overview of one or more operating system environments. Operating system concepts covered should include (but are not limited to): process management, memory management, I/O management, file management, and security. Theory concepts will be put into practice with exercises, some requiring college algebra skills and/or basic programming knowledge. Operating system environments may include (but are not limited to): Windows, UNIX, and Linux. 3:0:3

**CS 352**

**Data Structures**

PREREQUISITES: CS 208, a grade of C or better in CS 225.

This course introduces the student to various data structures and advanced algorithmic concepts. Students will put what they learn into practice by using C++ for programming projects. These data structures will be covered: linked lists, stacks, queues, and trees. These concepts will be covered: recursion, searching, sorting, and time-complexity analysis. 3:0:3

**CS 360**

**Database Management**

PREREQUISITE: CS 219.

This course provides an overview of database system concepts. The course deals with file organization methods, database models, data integrity and security, and database administration issues. The student will be introduced to application program development in a database environment with emphasis on setting up, modifying, and querying a database. 3:0:3

**CS 365**

**Computer Networking**

PREREQUISITES: CS 208 and CS 219.

This course provides an overview of computer networking concepts. Course topics include (but are not limited to): protocol layer stack, circuit switching vs. packet switching, connectionless vs. connection-oriented services, routing, Ethernet, LAN

topologies, transmission media. Optionally, the course may provide hands-on projects. For example, students may be asked to install and configure a LAN, install and use Linux network applications, or write network programs. 3:0:3

**CS 367**

**Network and Security Administration**

PREREQUISITE: CS 365.

This course provides an overview of the role of a network and security administrator. It covers the elements of the network and security for which the administrator is responsible: servers, end-user machines, routers, local interconnection devices, and network security-related tasks and issues. It covers the configuration and trouble shooting of local area networks and wide area networks, and network protection from external and internal security threats. This is a hands-on, project-intensive course. 3:0:3

**CS 368**

**Distributed Computing**

PREREQUISITES: CS 321 and CS 365.

This course provides an overview of distributed computing; that is, programs that operate on multiple computers that are connected by a network. The course will be programming intensive, and will include, but not be limited to, course topics such as: the basic client/server programming model, the sockets programming API, client and server development in C and Java, remote procedure calls (RPC), remote method Invocation (Java), connectionless v. connection-oriented clients and servers, and multi-threaded servers. 3:0:3

**CS 373**

**Computer Network Security**

PREREQUISITE: CS 365.

This course introduces students to various security concepts, issues, and countermeasures in both computer systems and computer networks. The topics to be examined include, but are not limited to, cryptographic techniques and applications, attack and vulnerability identification, defenses and countermeasures, security tools and techniques, and ethical and legal issues. Several of these concepts may be put into practice using laboratory exercises. 3:0:3

**CS 380**

**Compilers**

PREREQUISITE: CS 352.

The student will learn the principles of compiler construction. In particular, the student will learn about lexical analysis, symbol tables, parsing, type checking, and code optimization. Some or all of these concepts will be put into practice with programming projects. 3:0:3

**CS 415**

**Special Topics in Computers**

PREREQUISITE: dependent on course topic.

This course serves as an in-depth study in a specific field of computer science. Course topics may include (but are not limited to): architecture, advanced networking concepts, computer graphics, modeling and simulation, programming language theory, software engineering, VLSI circuits. CS 415 may be repeated once for credit for a different course topic. 3:0:3

**CS 451**

**Computer Science Internship**

(Parkville Daytime Campus Center Only)

PREREQUISITES: Consent of the advisor, student should be entering or completing his/her senior year.

The student arranges to work in a professional environment. The student's duties must be sufficiently complex to require the expertise of a senior level computer student. Internship duties may include (but are not limited to): developing or updating a program(s) or application(s), installing computer hardware or software, installing or administering a network, writing technical documentation. Prior to enrolling in CS 451, the student and the student's job supervisor must jointly prepare an internship proposal. The proposal must be submitted to the advisor and approved no later than four weeks prior to the enrollment deadline. Variable credit: 1-6 hours.

**CS 490**

**Senior Project in Computers**

(Parkville Daytime Campus Center Only)

The student finds a computer-related field of interest and performs in-depth work in that field. The project must be sufficiently complex to require the expertise of a senior level computer student. Project topics may include (but are not limited to): developing or updating a program(s) or application(s), installing computer hardware or software, installing or administering a network, writing technical documentation, writing a research paper. Prior to enrolling in CS 490, the student must prepare a project proposal. The proposal must be submitted to the advisor and approved no later than four weeks prior to the enrollment deadline. Prerequisites: consent of the advisor, student should be entering or completing his/her senior year. 3:0:3

**EC 101 (MGE)**

**Survey of Economics**

A survey of economic methods and thought. This course begins with an outline of the history of economic thought and proceeds to study economics of the private sector and how they are affected by government activity and regulation. The first half of this course focuses on the economics of the individual and the firm and how they interact to maximize their benefit. The second half of the course deals with the United States economy as a whole and considers the forces that contribute to unemployment, inflation, and economic growth. Integrated throughout the course is a global concern with how domestic economic activity affects the foreign sector and, especially, foreign trade. 3:0:3

**EC 141**

**Principles of Macroeconomics**

A study of the contemporary American economy; the role of investment, consumption, and government on income determination; and an analysis of the foreign sector. Emphasis is on contemporary problems: unemployment, inflation, and growth. 3:0:3

**EC 142**

**Principles of Microeconomics**

A study of the market mechanism and the organization of production and distribution activities in society. A major focus is on the determination of prices of goods and factors of production. Analysis of the firm as the main institution in the market. 3:0:3

**EC 290**

**Selected Topics in Economics**

PREREQUISITE: EC 142.

An in-depth examination of specific areas of economics. May be repeated once for credit with a change in topic. Variable credit: 1-3 hours.

**EC 300**

**Intermediate Microeconomics**

PREREQUISITE: EC 142

An analysis of the considerations underlying economic value. Emphasis is on the pricing process under different market conditions and the evaluation of the functioning of the enterprise system. 3:0:3

**EC 301**

**Intermediate Macroeconomics**

PREREQUISITE: EC 141.

This course begins with a review of national income concepts including national income accounting. It analyzes fiscal and monetary policy using the ISLM model. The primary course focus is on the critical

analysis of fiscal, monetary, new Keynesian, and new classical models and their success in explaining economic stability and the stimulation of economic growth. 3:0:3

**EC 302**

**Labor Economics**

PREREQUISITE: EC 142.

A study of wages, working hours, conditions of work, fringe benefits. Also, an analysis of purchasing power of wages, and productivity. Attention is given to labor unions and to government attitudes toward labor. 3:0:3

**EC 303**

**Money, Credit and Banking**

PREREQUISITES: EC 141 and EC 142 or permission of the instructor.

A study of commercial banking, money markets, capital markets, monetary standards, foreign exchange; also, an analysis of the Federal Reserve System (central banking system) and its impact on the control of the money supply, and a survey of financial institutions. 3:0:3

**EC 305**

**Special Issues in Economics**

This course consists of the study and analysis of some major aspects of economic theory at the junior level. Permission required from the instructor. Variable credit: 1 to 3 credit hours.

**EC 308 (MLL)**

**Transition to a Market Economy**

An examination of problems of transitioning from a centrally directed, statist economic system to a system in which the market establishes what and how much the economy produces and consumes. The role of the price system and the function of profit in a market economy are discussed. Formal and informal institutional barriers to the transition will be evaluated. 3:0:3

**EC 309**

**Economic Development**

PREREQUISITES: EC 141 and EC 142.

A study of the principles of growth applied to developed countries, newly industrialized countries, and developing countries. Analysis begins with a discussion of the early gains from socialist collectivization and Latin American early gains due to import substitution. The development failure that led to the collapse of the USSR and the development failures in the current non-communist countries are analyzed. 3:0:3

(SS) Social and Administrative Sciences

## EC - Economics (Continued)

### EC 315

#### Quantitative Research Methods

PREREQUISITES: MA 120 and CS 140.

This intermediate level statistics course covers the fundamentals of conducting quantitative research for the social and administrative sciences. The course is organized around a research project on quantitative analysis of data. 3:0:3

### EC 401 (LL)

#### History of Economic Thought

This course provides an overview of the historical development of economic doctrines from ancient times to the mid-20th century. Included in the discussion are the Greek and Roman slave society, the feudal society, mercantilism, and the historical transition to socialism and capitalism. 3:0:3

### EC 402

#### Comparative Economic Systems

PREREQUISITES: EC 141 and EC 142.

A study of several economies which discusses the impact of various ideologies on economic structures. Major areas: capitalism, socialism, communism (theory and practice). Term paper required. 3:0:3

### EC 404

#### Managerial Economics

PREREQUISITES: EC 141, EC 142, and EC 315.

A second statistics course and CS 140 may be substituted for EC 315.

This course uses linear regression and linear programming computer packages to analyze various economic and business management problems. 3:0:3

### EC 407

#### International Trade and Finance

PREREQUISITES: EC 141, EC 142 and EC 300.

The course entails an examination of trade theory, commercial policy and selective trade problems of global economics; an investigation of the nature of international payments, balance of payments and foreign exchange markets; a study of international monetary arrangements and their adjustment mechanisms. 3:0:3

### EC 450

#### Senior Seminar in Economics

PREREQUISITES: EC 300, EC 301, EN 306B, plus at least two of the following: EC 302, EC 303, EC 307.

This is the economics capstone course. The student will take a comprehensive final exam over four subject areas that focus on the United States economy. These areas will include microeconomics and macroeconomics. The other two tested areas will be selected from Labor Economics; Money, Credit, and Banking; and/or International Trade and Finance. In addition, the student will be given a country other than the United States to analyze in the four economic areas. 3:0:3.

### EC 490

#### Special Topics in Economics

PREREQUISITE: Permission required.

This course consists of the study and analysis of some major aspect(s) of economic theory at the senior level. Variable credit: 1 to 3 credit hours.

(SS) Social and Administrative Sciences

## ED - Education

### ED 333

#### Literacy I for the International Educator: An Introduction

This course provides an overview of language and reading development and how they are connected to the components of a comprehensive reading program. The focus of this course is to understand the development of language and reading. The course integrates the key elements of reading instruction (outlined by the Report of the National Reading Panel) and includes the following: phonemic awareness, phonics, fluency, vocabulary, and comprehension while addressing language development and culture. 3:0:3

### ED 334

#### Literacy II for the International Educator: Comprehension and Community Involvement

This course provides an overview of the essential components of a comprehensive reading program. These include: reading aloud, shared reading, guided reading, independent reading, and word study. The focus of this course is comprehension and community involvement. The course integrates the key elements of reading instruction (outlined by the Report of the National Reading Panel) and includes the following: phonemic awareness, phonics, fluency, vocabulary, and comprehension. 3:0:3



## ED - Education (Continued)

### ED 343

#### **Syllabus for Foundation of Mathematical Fluency in Elementary School for the International Educator**

Three of the fundamental mathematical activities and foundations of school mathematics – comparing quantities, generalizing, and problem solving – will be the themes around which participants will work on mathematical content knowledge, knowledge of the language of mathematics, understanding of how children learn and do mathematics, and seeing the opportunities for “making mathematics” in their classrooms/communities/cultures. 3:0:3

### ED 363

#### **Issues in Multi-Grade Education for the International Educator**

“Multiage Education: An Introduction” provides an introduction to the history, theory, and practice of multiage education world-wide and then applies this knowledge to local contexts. The course traces the development of educators’ interest in the pedagogical potential and possibilities of learning environments in which students of different age levels are grouped for instruction. Students will have the opportunity to examine the growing body of multiage research and literature (local, national, international), as well as theoretical perspectives on how children learn and develop which lend support to multiage learning environments. Practical ideas for implementing a multiage classroom environment, curriculum, strategies, and assessment will be explored. The course is intended to meet the needs of educators who work in both remote and urban areas and whose interests in classrooms with multiple grade levels may be prompted by having to

make the best of an imposed situation or having embraced the concept of multiage (or multi-grade) for its educational potential. 3:0:3

### ED 451

#### **Action Research I: An Application Project for the International Educator**

The concluding course in the Bachelor of Science Degree for the International Educator. This course is designed to focus on current issues in education and is the reflection/application part of the experience. Each participant will research, write a major paper and make a presentation of that paper. 3:0:3.

### ED 492

#### **Fieldwork/Practicum for the International Educator**

An eight-week experience in directed teaching in an area school. Included will be 27 contact hours of seminar: an intensive meeting time before fieldwork teaching begins and bi-weekly meetings during the experience of directed teaching and a culminating session following the directed teaching experience. The purpose of the seminar is to allow exploration of issues and experiences in a reflective way to enhance the directed teaching experience. Prerequisites: admission to the International Educator program of Study and cumulative GPA of 2.75. **9 credit hours**

## EDU - Education

To enroll in courses EDU, EDC, EDE, EDM, EDS 350 and above a student must first be admitted to the appropriate program in the School for Education, which requires a formal application after passing the C-BASE test (Early Childhood Education and Leadership majors excluded from C-BASE), maintaining a 2.75 GPA, and successfully completing basic general education courses, EDU 105, writing and math competencies, a letter of reference and a portfolio.

### EDU 105

#### **Career Inquiry in Education**

Students will visit a variety of schools, ranging from preschool to high school, including both public and private. Students will be expected to react both orally and in writing to these observations as well as to issues involved in choosing teaching as a career. Frameworks, standards and portfolios will be introduced. 2:1:3

## **EDU - Education** (continued)

### **EDU 110 (MA 110)**

#### **Geometry for Teachers**

A consideration of selected topics from basic Euclidean geometry with emphasis on proper terminology and unification of concepts. Techniques available for teaching the basics are discussed. 3:0:3

### **EDU 203**

#### **Educational Psychology**

Application is made of the fundamental principles of psychology to the teaching-learning process. 3:0:3

### **EDU 210 (MGE)**

#### **The School as a Social System**

A survey of the historical, philosophical, and legal foundations of American education. Also a study of the various school systems in the United States. Selected educational problems, issues and practices will be examined in light of current social conditions. 3:0:3

### **EDU 300**

#### **Writing in Education**

PREREQUISITES: EN 105 and EN 106 with at least a "C", passing the WCT, and accumulation of at least 60 hours, 15 of which must be in education.

A writing intensive course for those preparing to teach. Emphasis will be on writing appropriate for classroom teachers including community communication, reflective thinking and writing, and critical analysis of education literature. This course will satisfy the EN 306 requirement for Education majors.. 3:0:3

### **EDU 325 (EN 325)**

#### **Modern Grammar**

This course concentrates on modern approaches to English grammar and its teaching after a brief historical perspective of transformational, structural, and traditional methodologies. 3:0:3

### **EDU 330 (MLL)**

#### **Issues in Diversity**

A course that deals with the issues of multicultural education with emphasis on equity and justice dealing with gender, race, and class. Students will be exposed to classrooms that are examples of diversity at work. The expectation will be for critical analysis of society and the impact of diversity in the school. 3:0:3

### **EDU 361**

#### **Ethics and Professionalism in the Classroom**

PREREQUISITES: EDU 210 and admission to the School for Education. To be taken simultaneously with Practicum.

An introduction to the legal values and ethical stan-

dards of behavior that govern the profession of teaching. Focus is on the legal and ethical duties owed by educators to student, parents, colleagues and the school district. Emphasis is placed on appropriate intervention and response strategies to problems frequently faced by new teachers. 1:0:1

### **EDU 367**

#### **Assessment in Education**

PREREQUISITES: EDU 203 and admission to the School for Education. Ideally it should be taken simultaneously with the appropriate 359 "Strategies" class. To be taken simultaneously with Practicum.

This course is designed to address issues relating to formal and informal assessment, teacher-made tests, authentic assessment, as well as standardized tests. Emphasis will be on tests utilized in Missouri. Fieldwork in the schools will be required. 3:0:3

### **EDU 375 Exceptional Children**

PREREQUISITES: PS 101 or EDU 203, and admission to the School for Education.

A course designed to study the varied educational, developmental, and behavioral characteristics of children with special intellectual, physical, emotional, or social needs. This course includes completion of out-of-class experiences such as visits to inclusion classrooms in area schools, and home visits with families. To be taken simultaneously with Practicum. 3:0:3

### **EDU 383**

#### **Technology in Education**

PREREQUISITES: EDU 203 and CS 140 or permission of instructor, and admission to the School for Education. To be taken simultaneously with the appropriate EDx 360 Practicum.

An introduction to the technology of the classroom, including instructional media and computers. Emphasis on effective use of media, operation of equipment, production of resources, and selection and evaluation of hardware and software. There will be an opportunity to work on the education portfolio. 3:0:3

### **EDU 398**

#### **Content Area Methodology for K-12 Teachers**

PREREQUISITE: Admission to the School for Education. To be taken simultaneously with Practicum or Directed Teaching.

The purpose of this course is to allow the student to identify and practice appropriate teaching techniques and methods in the area of K-12 certification. The areas of concentration are: A. Art B. Spanish 2:0:2

(SS) Social and Administrative Sciences

## **EDU - Education (continued)**

### **EDU 400**

#### **Independent Reading in Education**

**PREREQUISITE:** Permission of the instructor.

A course designed to meet individual interest areas in the field of education. Variable credit: 1-3 hours.

(SS) Social and Administrative Sciences

## **EDC - Early Childhood Education**

### **EDC 220**

#### **Child Growth and Development for Early Childhood and Elementary Teachers**

A study of the growth and development of children, birth through the years of middle childhood. Emphasis will be placed on contemporary multicultural dimensions of development and child rearing, and their implications for teachers. Students will spend five contact hours in each of three early childhood settings: Infants/Toddler, Pre-K-Kindergarten, and Primary K-3. 3:0:3

### **EDC 222**

#### **Early Childhood Principles**

An introduction to early childhood principles and their implications for teaching. Students will be familiar with the philosophical framework of developmentally appropriate practices as a basis for making professional decisions. Students will observe for a total of five (5) hours in each of the following early childhood settings: Infant/Toddler, Pre-Kindergarten, and Primary K-3. 3:0:3

### **EDC 353**

#### **Language and Literacy Development in Early Childhood**

**PREREQUISITE:** Admission to the School for Education or the Early Childhood Education and Leadership Program.

A study of language and literacy development in young children. Emphasis will be placed on the roles of teachers and families in facilitating reading, writing, speaking and listening in young children, from birth through age 5. Students will observe and interact with children for (5) five hours in each of the following early childhood settings: Infancy/Toddler, Pre-K-Kindergarten, and Primary K-3. 3:0:3

### **EDC 354**

#### **Observation, Assessment & Screening in Early Childhood Education**

**PREREQUISITE:** Admission to the School for Education or the Early Childhood Education and Leadership Program.

A course exploring appropriate assessment procedures for evaluating, monitoring, reporting, and planning experiences to support and extend the development and learning of young children. Students will practice the skills of observation and assessment in each of the following settings: Infant/Toddler, Pre-K-Kindergarten, and Primary K-3. 3:0:3

### **EDC 355**

#### **Social and Emotional Learning in Early Childhood**

**PREREQUISITE:** Admission to the School for Education or the Early Childhood Education and Leadership Program.

This course will examine the theories that support the problem solving approach to guiding young children's behavior in the early childhood classroom. The adult role in developing relationships of mutual trust and respect and helping young children see themselves as a member of a learning community will be emphasized. Developmentally appropriate strategies, including preventive strategies, will be explored. Students will observe and analyze guidance and classroom management practices in different early childhood settings. 3:0:3

### **EDC 356**

#### **Families in a Pluralistic Society**

**PREREQUISITE:** Admission to the School for Education or the Early Childhood Education and Leadership Program.

A course exploring family systems; cultural, socio-economic, political, and community influences; and the effects of stress/crisis on families. Emphasis

## EDC - Early Childhood Education (Continued)

will be placed on 1) examining community resources designed to address the challenges confronting families from diverse cultural, linguistic, and socio-economic backgrounds, and 2) analyzing various approaches to family support. 3:0:3

### EDC 357

#### Family Involvement in Early Childhood Education

PREREQUISITE: Admission to the School for Education or the Early Childhood Education and Leadership Program.

A course designed to provide students with the knowledge and skills necessary to promote and support family involvement in early childhood settings (including Infant/Toddler, Pre-K-Kindergarten, and Primary K-3). Emphasis will be placed on learning to work effectively with families and other adults from a variety of cultural/linguistic and socio-economic backgrounds. 3:0:3

### EDC 358

#### Early Childhood Program Management

PREREQUISITE: Admission to the School for Education or the Early Childhood Education and Leadership Program.

A course examining the issues of management in early childhood programs, including supervision; planning environments, curriculum, and evaluation procedures; health, safety, nutrition; guidance and classroom management; professional decision-making; working with families and community; and advocacy. Students will visit and participate in a variety of different programs serving children from birth through grade 3. 2:0:2

### EDC 359A

#### Infants and Toddlers

PREREQUISITE: Admission to the School for Education or the Early Childhood Education and Leadership Program.

Students will plan, implement and evaluate developmentally appropriate materials, activities and strategies for children, birth through age 2. ECE Certification students must be concurrently enrolled in EDC 360A K-3 Infant and Toddler Practicum for ECE Certification. Early Childhood Education and Leadership students must be concurrently enrolled in EDC 361A Infant and Toddler Practicum for Early Childhood Education and Leadership. 3:0:3

### EDC 360 A

#### Infant and Toddler Practicum for ECE Certification

PREREQUISITE: Admission to the School for Education.

A supervised field experience in an infant/toddler setting that supports the integration of teacher knowledge, skills, and dispositions necessary for working with young children, birth through age 2,

and their families. The student is required to be in the infant/toddler setting one full day or two half days during the semester. The practicum is coordinated with Phase I courses in the ECE Professional Curriculum. The student must be concurrently enrolled in EDC 359A and must earn at least a "B" in the practicum to continue in the program. 0:2:2

### EDC 361 A

#### Infant and Toddler Practicum for Early Childhood Education and Leadership

PREREQUISITE: Admission to the School for Education or the Early Childhood Education and Leadership Program.

A supervised field experience in an infant/toddler setting that supports the integration of teacher knowledge, skills, and dispositions necessary for working with young children (birth-age 2) and their families. The student is required to be in the infant/toddler setting one half day per week during the semester. The student must earn at least a "B" to continue in the program. The student must be concurrently enrolled in EDC 359A Infants and Toddlers. 0:1:1

### EDC 359B

#### Integrating the Curriculum: PreK

PREREQUISITE: Admission to the School for Education or the Early Childhood Education and Leadership Program.

Students will plan, implement and evaluate developmentally appropriate materials, activities and strategies in a PreK setting. ECE Certification students must be concurrently enrolled in EDC 360B PreK Practicum for ECE Certification. (2cr.) Early Childhood Education and Leadership students must be concurrently enrolled in EDC 361B PreK Practicum for Early Childhood Education and Leadership. 3:0:3.

### EDC 360B

#### PreK Practicum for ECE Certification

PREREQUISITE: Admission to the School for Education.

A supervised field experience in a PreK setting that supports the integration of teacher knowledge, skills, and dispositions necessary for working with young children, 3-5 years of age, and their families. The student is required to be in the PreK setting one full day or two half days during the semester. The practicum is coordinated with Phase II courses in the ECE Professional Curriculum. The student must be concurrently enrolled in EDC 359B Integrating the Curriculum: PreK and must earn at least a "B" in the practicum to continue in the program. 0:2:2

## EDC - Early Childhood Education (Continued)

### EDC 361B

#### **PreK Practicum for Early Childhood Education and Leadership**

**PREREQUISITE:** Admission to the School for Education or the Early Childhood Education and Leadership Program.

A supervised field experience in a PreK setting that supports the integration of teacher knowledge, skills, and dispositions necessary for working with young children (3-5 years of age) and their families. The student is required to be in the PreK setting one half day per week during the semester. The student must earn at least a "B" to continue in the program. The student must be concurrently enrolled in EDC 359B Integrating the Curriculum: PreK. 0:1:1

### EDC 359C

#### **Integrating the Curriculum: K-3**

**PREREQUISITE:** Admission to the School for Education.

Students will plan, implement and evaluate developmentally appropriate materials, activities and strategies in a primary setting, grades K-3. ECE Certification students must be concurrently enrolled in EDC 360C K-3 Practicum for ECE Certification. 3:0:3.

### EDC 360C

#### **K-3 Practicum for ECE Certification**

**PREREQUISITE:** Admission to the School for Education.

A supervised field experience in a primary setting that supports the integration of teacher knowledge, skills, and dispositions necessary for working with young children, (K-grade 3), and their families. The student is required to be in the K-3 setting one full day or two half days during the semester. The practicum is coordinated with Phase III courses in the ECE Professional Curriculum. The student must be concurrently enrolled in EDC359C Integrating the Curriculum: K-3 and must earn at least a "B" in the practicum to continue in the program. 0:2:2

### EDC 365

#### **Financial Aspects of Early Childhood Programs**

**PREREQUISITE:** Admission to the Early Childhood Education and Leadership program or permission of the instructor.

The course will examine the financial aspects of early childhood programs related to establishing and operating early education centers and family child care homes. Issues of quality, compensation and affordability will be addressed. Steps in planning a budget based on the program's vision, mission and goals and a regular analysis of the budget as a planning tool will be emphasized. Financial records necessary to provide evidence of

a sound fiscal management system will be addressed. Fiscal policies and procedures and insurance needed to protect program integrity and assets will be analyzed. Effective marketing, public relations, and community outreach strategies will be explored. 2:0:2

### EDC 366

#### **Human Resources in Early Childhood Programs**

**PREREQUISITE:** Admission to the Early Childhood Education and Leadership program or permission of the instructor.

A course designed to examine aspects of supervising and supporting personnel in early care and education settings. Policies and legalities of recruiting, screening and hiring will be addressed. 2:0:2

### EDC 367

#### **Program Planning and Evaluation in Early Childhood Programs**

**PREREQUISITE:** Admission to the Early Childhood Education and Leadership program or permission of the instructor.

This course examines the systematic and ongoing evaluation of various components of an early childhood program, and the use of that information to determine the vision and goals for the program, and allocation of resources to meet those goals. The process of change and the role leadership will be explored. 2:0:2

### EDC 380

#### **Advanced Practicum: Leadership in Early Childhood Education**

**PREREQUISITES:** Completion of EDC 359D (or permission of advisor and instructor), EDC 361 (or permission of advisor and instructor), EDC 359B (or permission of advisor and instructor) and EDC 361 B (or permission of advisor and instructor). EDC 365 Financial Aspects of Early Childhood Programs, EDC 366 Human Resources in Early Childhood Programs, EDC 367 Program Planning and Evaluation in Early Childhood Programs may be taken concurrently with the practicum.

A field experience designed to examine the role of leadership in early care and education. Students will participate at the practicum site for a minimum of 15 hours per week for a total of at least 240 hours. Sixteen hours of seminar meetings will provide an opportunity to support of the development of students as leaders who empower, encourage and support others as they strive to meet goals and become agents of change in early childhood programs. Degree portfolio will be completed in this course. 8:0:8

## EDE - Elementary Education

### **EDE 205 (PS 205)**

#### **Child Psychology**

PREREQUISITE: PS 101.

A study of biological, cognitive, and socio-cultural development from the prenatal period through childhood. Attention will be given to theory and research, practical examples and policy implications. 3:0:3

### **EDE 311**

#### **Children's Literature for Early Childhood and Elementary Teachers**

A survey of traditional and modern literature best suited to children from early childhood through the elementary grades. An attempt is made to develop an appreciation for prose and poetry suitable for children of different ages. 3:0:3

### **EDE 355**

#### **Classroom Management for Elementary Teachers**

PREREQUISITES: EDU 203 and Admission to the School for Education. To be taken simultaneously with Practicum.

Theory and skills necessary to implement classroom management strategies are presented through lecture, discussion and classroom observations. Students will explore the theoretical foundations, knowledge, skills and dispositions necessary to create supportive teacher-student relationships and to implement developmentally appropriate guidance and classroom management strategies. The course includes guidance procedures for integrating children with and without disabilities. Students will observe and analyze guidance and management practices in a variety of appropriate early childhood, elementary, middle school and secondary settings. 3:0:3

### **EDE 359**

#### **Elementary Teaching Strategies**

PREREQUISITE: Admission to the School for Education. Students must earn at least an "B" in this course before enrolling in directed teaching. Will be taken concurrently with Practicum.

This course develops the curriculum and instructional strategies appropriate to the elementary learner. An emphasis is focused on developing knowledge of the Missouri Standards, lesson plans, teaching strategies, and reflection techniques. The course is designed to provide the student with the skills to plan, implement, and evaluate both the teaching and learning processes for the elementary social studies classroom. 5:0:5

### **EDE 360**

#### **Practicum**

PREREQUISITE: Admission to the School for Education.

- A - Concurrent enrollment in EDE 359 and EDE 380 required unless previously completed.
- B - Concurrent enrollment in EDE 375 and EDE 379 or approval of Program Chair.
- C - Concurrent enrollment in EDE 367 and EDE 391 or approval of Program Chair.

This field experience in a classroom supports the integration of teacher knowledge, skills, and dispositions in the observation and application of classroom management, professional practices, and instructional techniques. The student is required to be in the regular classroom a full day or 2 half days during the semester. Students must earn a "B" grade or higher before continuing in the practicum sequence; may be repeated. 0:2:2

### **EDE 376**

#### **Art, Music and Movement for Early Childhood and Elementary Teachers**

PREREQUISITE: EDU 203 and admission to the School for Education. To be taken concurrently with Practicum.

A course in which students plan, implement and evaluate developmentally appropriate materials, activities and strategies for teaching art, music and physical education in early childhood settings and the elementary grades. Combines theoretical knowledge about effective instruction with the development and application of reflective teaching skills. 3:0:3

### **EDE 378**

#### **Science for Early Childhood and Elementary Teachers**

PREREQUISITES: EDE 359 and admission to the School for Education. To be taken concurrently with Practicum.

A course designed to explore how children develop an interest in scientific exploration. Students will observe, design, implement and evaluate activities appropriate for early childhood programs and elementary classrooms. 2:0:2

### **EDE 379**

#### **Mathematics for Early Childhood and Elementary Teachers**

PREREQUISITES: EDE 359 or EDC 359 and admission to the School for Education. To be taken concurrently with Practicum.

A study of the current methods for developing meaningful mathematical concepts in children, from the early years of childhood through the primary grades. 3:0:3

(SS) Social and Administrative Science

## **EDE - Elementary Education (Continued)**

### **EDE 380**

#### **Literacy for Early Childhood and Elementary Teachers**

**PREREQUISITES:** EN231 or EDU/EN 325 and admission to the School for Education. To be taken concurrently with Practicum.

Teaching literacy as a lifelong endeavor including reading research, emergent literacy/reading readiness, writing, listening and speaking in order to prepare students to become competent communicators. Emphasis on the development and organization of an authentic language arts program including the principles and practices which will lead to literacy. Observations in a variety of settings, including early childhood programs and elementary classrooms enable the student to learn about the support of emergent literacy and the delivery of literacy instruction in the primary grades. 6:0:6

### **EDE 391**

#### **Diagnosis & Remediation of Reading Difficulties**

**PREREQUISITE:** EDE 380 and admission to the School for Education.

A survey of the instruments which teachers can use in their classroom to screen reading difficulties. The instruments will be demonstrated and mastered as part of the course. Methods and materials available to the classroom teacher for remediation reading difficulties are also a focus of this course. Pre-service students are required to work with elementary school students in a classroom setting and/or one on one for 32 hours of combined assessment and remedial tutoring in a school setting during regularly scheduled course hours set reserved for this purpose. This course is designed to prepare teachers to individualize reading instruction within a literacy program in the elementary school. 6:0:6

(SS) Social and Administrative Sciences

## **EDM/EDS - Middle School & Secondary Education**

### **EDM/EDS 221 (PS 221)**

#### **Adolescent Psychology**

Developmental factors and problems common to the period from puberty to adulthood. Topics include self-identity, sexuality, lifestyles, parent-adolescent relationships, and conditions leading to optimal development. 3:0:3

### **EDM/EDS 320 (EN 320)**

#### **Literature for Young Adults**

Students in this course will survey literature appropriate for school children grades six through twelve. Students will also determine criteria for selecting and evaluating literature for adolescents, and will develop lesson plans for teaching literature at various grade levels. 3:0:3

### **EDM/EDS 355**

#### **Classroom Management for Middle School and Secondary**

**PREREQUISITES:** EDU 203 and admission to the School for Education. To be taken simultaneously with Practicum.

Theory and skills necessary to implement classroom management strategies are presented through lecture, discussion and classroom observations. Students will explore the theoretical foundations, knowledge, skills and dispositions necessary to create supportive teacher-student relationships and to implement developmentally appropriate guidance and classroom management strategies. The course includes guidance procedures

for integrating children with and without disabilities. Students will observe and analyze guidance and management practices in a variety of appropriate early childhood, elementary, middle school and secondary settings. 3:0:3

### **EDM/EDS 397**

#### **Methodology in Teaching Content Area in Middle and Secondary Classrooms**

**PREREQUISITE:** Admission to the School for Education . To be taken simultaneously with Practicum or Directed Teaching.

The purpose of this course is to allow the student to identify and practice appropriate teaching techniques and methods in the area of certification. The areas of emphasis will be offered on a rotating basis as need dictates: A. English B. Social Studies C. Science D. Mathematics E. Journalism. 2:0:2

### **EDM 359**

#### **Teaching Strategies**

**PREREQUISITE:** Admission to the School for Education. Students must earn at least a "B" in this course to be allowed to do directed teaching.

This course develops curriculum and instructional strategies appropriate to the pre-service teacher. An emphasis is focused on developing knowledge of the Missouri Standards, lesson plans, and reflection techniques. The course is designed to provide the student with the skills to plan, implement, and evaluate both the teaching and learning processes for the classroom. 5:0:5

**EDM 360**

**Practicum**

**PREREQUISITE:** Admission to the School for Education.

This field experience in a classroom supports the integration of teacher knowledge, skills, and dispositions in the observation and application of classroom management, professional practices, and instructional techniques. The student is required to be in the regular classroom a full day or 2 half days during the semester. Students must earn a "B" grade or higher before continuing in the practicum sequence; may be repeated. 0:2:2

- A - Concurrent enrollment in EDM 359 and EDM 380 required unless previously completed.  
B - Concurrent enrollment in EDU375 recommended

**EDM 380**

**Literacy for Middle School Teachers**

**PREREQUISITE:** Admission to the School for Education. To be taken simultaneously with EDM 359 and practicum.

Theories and techniques of teaching reading and study skills in the middle school classroom are explored. Included will be the connection between reading, writing, thinking, speaking, and listening. Students are expected to do actual tutoring of a student or students for the laboratory portion of this course. 5:1:6

**EDS 359**

**Teaching Strategies**

**PREREQUISITE:** Admission to the School for Education. Students must earn at least a "B" in this course to be allowed to do directed teaching.

This course develops curriculum and instructional strategies appropriate to the pre-service teacher. An emphasis is focused on developing knowledge of the Missouri Standards, lesson plans, and reflection techniques. The course is designed to provide the student with the skills to plan, implement, and evaluate both the teaching and learning processes for the classroom. 5:0:5

**EDS 360**

**Practicum**

**PREREQUISITE:** Admission to the School for Education.

- A - Concurrent enrollment in EDS 359 and EDS 380 required unless previously completed.  
B - Concurrent enrollment in EDU375 recommended

This field experience in a classroom supports the integration of teacher knowledge, skills, and dispositions in the observation and application of classroom management, professional practices, and instructional techniques. The student is required to

be in the regular classroom a full day or 2 half days during the semester. Students must earn a "B" grade or higher before continuing in the practicum sequence; may be repeated. 0:2:2

**EDS 380**

**Literacy in the Secondary Classroom**

**PREREQUISITES:** Admission to the School for Education. To be taken simultaneously with EDS 359 and Practicum.

Theories and techniques of teaching reading and study skills in the secondary classroom are explored. Included will be the connection between reading, writing, hearing, talking, and thinking. Students are expected to do actual tutoring of a student or students for the laboratory portion of this course. 3:1:4

Student must pass appropriate PRAXIS before enrolling in Directed Teaching with Seminar.

**EDC 410**

**Early Childhood Directed Teaching with Seminar**

**PREREQUISITES:** EDE 378, EDE 379, EDE 380 and admission to the School for Education and cumulative GPA of 2.75.

A twelve-week experience of directed teaching in two different early childhood settings (Infant/Toddler, PreK, or Primary K-3). Interactions with children and families from a variety of backgrounds will be an integral part of the directed teaching experience. Included will be 30 contact hours of seminar, including intensive meeting time before student teaching begins and weekly meetings during the experience of directed teaching and a culminating session following the directed teaching experience. The purpose of the seminar is to allow exploration of issues and experiences in a reflective way to enhance the directed teaching experience, and to articulate an appropriate philosophy of early childhood education as a basis for making professional decisions. 2:12:14

**EDE 410**

**Elementary Directed Teaching with Seminar**

**PREREQUISITES:** EDE 359 (with at least a grade of "B"), EDE 379, EDE 380, and admission to the School for Education and cumulative GPA of 2.75.

A ten-week experience in directed teaching in an area school. The student will observe and actually teach in a classroom. Included will be 30 contact hours of seminar, an intensive period before teaching begins, bi-weekly meetings during the experience of directed teaching and immediately at the conclusion. The purpose of the seminar is to allow exploration of issues and experiences in reflective way to enhance the directed teaching experience. 2:10:12



## **EDM/EDS - Middle School & Secondary Education (Continued)**

### **EDM 410**

#### **Middle School Directed Teaching with Seminar**

**PREREQUISITES:** EDM 359 (with at least a grade of "B") and at least 15 hours in discipline to be taught and admission to the School for Education and cumulative GPA of 2.75.

A ten-week experience in directed teaching in an area school. The student will observe and actually teach in a classroom. Included will be 30 contact hours of seminar, an intensive period before teaching begins, weekly meetings during the experience of directed teaching and immediately at the conclusion. The purpose of the seminar is to allow exploration of issues and experiences in reflective way to enhance the directed teaching experience. 2:10:12

### **EDS 410**

#### **Secondary Directed Teaching with Seminar**

**PREREQUISITES:** EDS 359C (with at least a grade of "B" and 24 hours in discipline to be taught and admission to the School for Education and cumulative GPA of 2.75.

A ten-week experience in directed teaching in an area school. The student will observe and actually teach in a classroom. Included will be 30 contact

hours of seminar, an intensive period before teaching begins, weekly meetings during the experience of directed teaching and immediately at the conclusion. The purpose of the seminar is to allow exploration of issues and experiences in reflective way to enhance the directed teaching experience. 2:10:12

### **EDU 410**

#### **Directed Teaching with Seminar for K-12**

**PREREQUISITES:** EDS 359 (with at least a grade of "B") and at least 30 hours in the discipline to be taught, and admission to the School for Education and cumulative GPA of 2.75.

A twelve-week experience in directed teaching, six weeks in grades 1-5, six weeks in grades 6-12, in area schools. The student will observe and actually teach in a classroom. Included will be 30 contact hours of seminar which can include intensive meeting time before the directed teaching experience and weekly meetings during the directed teaching experience and upon its conclusion. The purpose of the seminar is to allow exploration of issues and experiences reflectively to enhance the directed teaching experience. 2:12:14

## **EG - Engineering**

### **EG 101**

#### **Introduction to Engineering Management**

The introduction to the responsibilities and requirements for engineer administration. The management of technical activities, with emphasis on planning and organizing; requirements for managing projects, team building, techniques of control, data requirements and analysis, communication, time management, and project analysis. 3:0:3

### **EG 360**

#### **Environmental Impact in Engineering**

Course includes legal and administrative activities leading toward improved environmental management and responsibility of engineers. National Environmental Policy Act and court decision implications, and preparation and processing of environmental impact statements. 3:0:3

### **EG 390**

#### **Engineer Administration Decision-Making Models**

**PREREQUISITES:** CO 360, EC 142 or consent of the instructor.

Development of the formal problem solving process. Identification of the types of decisions made by engineer administrators. Development of techniques for lay-out and organization of the engineer project using milestone scheduling, Gantt chart, and CPM to determine resource requirements, equipment scheduling, and time estimates. Forecasting what is needed, where and when, and alternatives. 3:0:3

### **EG 470**

#### **Engineer Administration Economics**

**PREREQUISITE:** EC 142.

Techniques for capital investment decision making, time-value of money, the evaluation of investment alternatives, depreciation cost, materials and equipment accounting information systems. 3:0:3

**EG 491**

**Senior Seminar in Engineering Administration**

**PREREQUISITE:** Completion of construction/engineering core courses or permission of instructor.

Advanced case study of engineering management of engineering projects with emphasis on a construction project and the associated construction management. Includes the engineering administration and management responsibilities from project inception to completion. A capstone course bringing together previous course work into the analysis, research, data collection and presentation for the case study. 3:0:3

**EI - English as an International Language**

**EI 101**

**Beginning Reading and Writing I**

This course introduces the beginning level speaker of English to basic reading texts and elementary writing tasks. Students learn to identify topic sentences, main ideas, and conclusions; various methods of building vocabulary; and to recognize basic sentence constituents. Writing tasks will be based mainly, but not exclusively, on the readings. Students compare and analyze each other's work for errors and strengths. As beginning writers of English, they practice and become familiar with simple grammatical structures. 3:0:3

**EI 102**

**Beginning Reading and Writing II**

This course continues to introduce the beginning level speaker of English to basic reading texts and elementary writing tasks. In this course, students encounter more challenging reading assignments, ranging from 500 - 800 vocabulary words. More varied writing tasks will be assigned. Students continue to practice grammatical and textual analysis. 3:0:3

**EI 111**

**Beginning Listening and Speaking I**

This course introduces the beginning level speaker of English to basic listening, speaking, and pronunciation skills. Students learn the elements of phonetics to facilitate the development of superior pronunciation skills as well as self-monitoring techniques. They are exposed to graduated (in terms of difficulty) selections of aural English. They also practice routinized and common patterns of speech such as may be found in the classroom, in the cafeteria, in stores, in the dorm, and so on. Finally, students acquire strategies to improve their comprehension, as well as others' comprehension of them. 3:0:3

**EI 112**

**Beginning Listening and Speaking II**

This course continues to introduce the beginning level speaker of English to basic listening, speaking, and pronunciation skills. Building on the knowledge of phonetics gained in EI111, which it follows, students practice and hone their pronunciation skills, including suprasegmental elements such as intonation and rhythm. As listening and speaking material grows more challenging, students continue to develop both listening comprehension and fluency in spoken English, in more contexts. 3:0:3

**EI 121**

**Beginning Grammar I**

This course introduces the beginning level student to the basic grammar of English. The principal tenses and aspects of the verb system will be covered, as well as the noun system, fundamentals of the way the English article works, and basic adjectives, adverbs, prepositions, and conjunctions. The focus at this level is on simple sentences. 3:0:3

**EI 122**

**Beginning Grammar II**

This course continues the introduction of basic English grammar begun in EI121. Concepts and grammatical categories encountered in EI 121 will continue to be practiced and reviewed; most will be expanded. Completion of these two courses provides the beginning student with a solid grounding in fundamental English grammar, and increased awareness of grammar itself. 3:0:3

**EI 130**

**Beginning Integrated Skills I**

This course provides students opportunity to practice and apply all of the skills, concepts, and content being acquired in the other beginning level courses. Themes introduced in the other courses

## **EI - English as an International Language (Continued)**

are developed holistically by means of various types of projects and presentations. The focus in integrated skills courses is on using and producing the appropriate language to express, discuss and demonstrate content. 3:0:3

### **EI 140**

#### **Beginning Integrated Skills II**

This course provides students with further opportunity to practice and apply skills, concepts, and content being acquired in the other beginning level courses. Themes introduced in the other courses are developed holistically by means of various types of projects and presentations. The focus in integrated skills courses is on using and producing the appropriate language to express content. 3:0:3

### **EI 145**

#### **American Culture**

This course introduces students to American culture from anthropological, sociological, and historical perspectives. We examine customs and rituals, social structures, and where shared attitudes, myths, and values come from, and how they are expressed. In this class students develop an awareness of not only how to behave in a linguistically appropriate manner in a given social situation, but also to a certain extent why they should do so. 3:0:3

### **EI 201**

#### **Intermediate Reading and Writing**

This course introduces the intermediate level speaker of English to readings of more challenging vocabulary and more varied type, such as newspaper articles, short stories, and brief technical selections. An emphasis is placed on vocabulary building skills and reading skills such as scanning for detail. Writing tasks are based mainly, but not exclusively, on the readings and include short essay-length compositions of different rhetorical categories, as well as summaries, outlines, paraphrases, and letters. 3:0:3

### **EI 202**

#### **Intermediate Reading and Writing II**

Students continue to develop their reading and writing skills and expand their vocabulary in preparation for advanced level classes. Students will read longer and more challenging texts of varying types; writing assignments will be based mainly, but not exclusively, on these readings. 3:0:3

### **EI 210**

#### **Intermediate Speaking and Listening for International Students**

This class teaches students speaking and listening skills necessary for academic success. Students will focus on improving spoken grammar, vocabulary, listening comprehension, pronunciation and fluency.

Class activities will include in-class discussions, individual and group oral presentations, pronunciation exercises and spoken instruction. Students will be exposed to American rhetorical forms, including political debate, music lyrics, academic lectures and sports/entertainment/cultural commentary. 3:0:3

### **EI 211**

#### **Intermediate Speaking and Listening II**

Students continue to develop the speaking and listening skills necessary for academic success. They will be exposed to listening material of an academic nature, such as recorded lectures, news broadcasts, etc. and will participate in oral activities of an academic nature, such as presentations, debates, discussions, and so on. The course will also emphasize communicative skills and strategies to enable students to check on meaning, clarify misunderstandings, and get their own meaning across more clearly. 3:0:3

### **EI 221**

#### **Intermediate Grammar**

Students in EI221, Intermediate Grammar, revisit and expand their acquaintance with basic verb tense/aspect categories, adding the perfect aspect. The different aspects of English verbs are contrasted, in order to better explain and demonstrate their use and distribution. Students' knowledge of categories (such as nouns, etc.) and structures (such as phrases, clauses, etc.) is expanded. The passive voice and factual, future, and present unreal conditionals are introduced. Students' use and become more familiar with modals. 3:0:3

### **EI 222**

#### **Intermediate Grammar II**

Students continue to consolidate their grasp of basic English grammar. In the verb system of English, particular attention is paid to the various forms of the perfect aspect, conditionals and modals. In the noun system, students' knowledge of what may constitute a noun is expanded; and other structures such as noun, adjective, and adverb phrases, and independent/dependent clauses are examined. 3:0:3

### **EI 230**

#### **Integrated Skills I**

This course teaches students to integrate diverse English skills, including speaking, listening, reading and writing, into holistic language use. Students will build on language skills by increasing reading comprehension, writing fluency and speaking fluency. May be taken as independent study. 3:0:3

## EI - English as an International Language (Continued)

### EI 245

#### Advanced American Culture

This course broadens and deepens students' exposure to American culture through examination and analysis of American music, movies, TV, literature, art, and other media. Students in this course put their English into practice and demonstrate knowledge of American culture by producing a project elucidating an aspect which interests them. It is designed to build upon the skills of cultural analysis taught in EI145, American Culture, but may be taken on its own. 3:0:3

### EI 301

#### Academic Reading and Writing

This advanced course introduces students to increasingly more sophisticated reading selections, such as they will encounter in academic courses. Students continue to increase their vocabulary and develop advanced reading skills such as skimming. Writing tasks are based mainly, but not exclusively, on the readings and include essay-length compositions of different rhetorical categories, as well as an autobiography, cover letters and resumes. 3:0:3

### EI 310

#### Academic Speaking and Listening for International Students

This class teaches students speaking and listening skills necessary for academic success. Students will focus on improving their spoken grammar, vocabulary, listening comprehension, pronunciation and fluency. Class activities will include in-class discussions, individual and group oral presentations, pronunciation exercises and grammar instruction. Students will learn how to participate in complicated speaking/listening situations, as participants in debate, and presenting academic oral presentations. 3:0:3

### EI 321

#### Academic Grammar

This advanced course provides a comprehensive overview of the English noun/verb system, and in addition introduces students to the most complex areas of English grammar, including a survey of different types of phrases and clauses, as well as advanced work in the passive voice, modals, and conditionals. We examine different styles of speech and writing and how these differences are manifested grammatically. 3:0:3

### EI 330

#### Academic Integrated Skills I

This class provides students with additional and highly advanced language acquisition, focusing on further development of reading, writing, speaking and listening skills, with emphasis on academic communication. Content will reinforce learning in other academic subjects, helping students to succeed in 300-400s levels of computer science, natural science, psychology and liberal studies. 3:0:3

### EI 340

#### Study Skills for International Students

This course prepares non-native speakers of English for academic work. All the skills that students need to succeed in the academic classroom are covered in this class: reading, directed listening, note-taking, vocabulary building, organizational skills, library and internet use, referencing techniques, and review strategies. 3:0:3

### EI 350

#### Academic Integrated Skills III

This class provides students with additional and highly advanced language acquisition, focusing on further development of reading, writing, speaking and listening skills, with emphasis on academic communication. Content will reinforce learning in other academic subjects, helping students to succeed in 300-400s levels of computer science, natural science, psychology and liberal studies. 3:0:3

## EN - English

### EN 105 (C)

#### Writing Strategies and Concepts

The course involves students in various modes of writing while exploring contemporary issues. It also helps strengthen their ability to think critically, read and listen intelligently, and write clearly and effectively. 3:0:3

### EN 106 (C)

#### Writing Purposes and Research

The course teaches students to write effectively for various purposes and audiences. It also helps to develop further skills in critical thinking and reading. Special emphasis is given to information retrieval and writing a research paper. 3:0:3

**EN 201 (GE)****Introduction to Literature**

Develops skills in reading, interpreting, and evaluating literature and surveys some of the major concerns and movements in literary criticism. 3:0:3

**EN 203 (MGE)****Explorations in Language and Literature**

Introductory study of language and literature as they relate to popular culture and other areas of contemporary interest. May be repeated for credit when topics change. 3:0:3

**EN 221 (MGE)****Afro-American Literature**

An introduction to major Afro-American writers from the earliest expressions to the present. An examination of the cultural milieu from which the writing arose, the ideological stance of each writer studied, and the styles and structure of the works considered. 3:0:3

**EN 231****Introduction to Language**

As an introduction to a general study of language, the course deals with the origin, nature and function of language as a uniquely human phenomenon. The history of English language and a survey of approaches to the analysis of languages are important components. 3:0:3

**EN 232 (MGE)****Introduction to Poetry**

A study of approaches to reading, understanding, and analyzing poetry in English and American literature. 3:0:3

**EN 233 (GE)****Introduction to Drama**

A study of dramatic literature with emphasis on Anglo-American drama. 3:0:3

**EN 234 (GE)****Introduction to Fiction**

Close reading of selected works of English and American prose fiction, emphasizing the historical development of the novel and short story. 3:0:3

**EN 304****Special Topics in Language and Literature**

PREREQUISITE: Permission of instructor.

A seminar course treating various topics of contemporary interest. 3:0:3

**EN 306 (C)****Professional Writing in the Disciplines**

PREREQUISITES: EN 105, EN 106, passing the Writing Competency Test, and 60 credit hours.

This course is the third course in the required writing sequence at Park University. It emphasizes professional writing skills and expectations in various disciplines while developing further basic writing skills. Specific departmental courses may be deemed equivalent and will be used to satisfy this course. The course will have three sections as follows:

**A. Scientific and Technical Writing**

This course helps students do scientific and technical research and prepare reports that will address the needs of various audiences in science, government, and industry. 3:0:3

**B. Business Communications**

This course will emphasize knowing and preparing various kinds of communications in business and related fields: business letters, reports, proposals, surveys, field studies, visual aids, group presentations, and public lectures. 3:0:3

**C. Advanced Expository and Research Writing**

This course develops further skills in advanced expository writing: long essays or articles for publication in journals or trade magazines, arts or literary publications, the teaching of writing, and general critical or argumentative pieces. 3:0:3

**EN 307 (C)****Professional Writing in English Studies**

PREREQUISITES: EN 105, EN 106, passing the WCT, and 60 accumulated hours.

Experience in research, writing, and editing in the professional context of contemporary work in English studies. English majors only. This course fulfills the EN 306 requirements for English majors. 3:0:3

**EN 311****Creative Writing**

RECOMMENDED PREREQUISITE: One or more literature courses.

Practice in various forms of imaginative writing, particularly prose fiction and drama, and lyric and narrative poetry. May be repeated with permission of instructor. Recommended Prerequisite: one or more literature courses. 3:0:3

**EN 315****Earlier English Literature**

A survey of major authors and works from the medieval beginnings of English literature to approximately 1700. Special attention to Chaucer, Spenser, Shakespeare, and Milton. 3:0:3

## EN - English (Continued)

### EN 316

#### Later English Literature

A survey of major authors, works, and movements from approximately 1700 to 1900. Special attention to the Romantic and Victorian periods. 3:0:3

### EN 317 (MLL)

#### Earlier American Literature

Study of significant American writers from the colonial period to the Civil War with attention to the historical and cultural contexts of their works. 3:0:3

### EN 318 (MLL)

#### Later American Literature

Study of significant American writers from the Civil War to the present with attention to the historical and cultural contexts of their works. 3:0:3

### EN 319 (LL)

#### Modern Literature

A study of European literature, particularly English, of the first half of the twentieth century, considered in its historical and cultural contexts. 3:0:3.

### EN 320 (EDM/EDS 320)

#### Literature for Young Adults

Students in this course will survey literature appropriate for children in grades six through twelve. Students will also determine criteria for selecting and evaluating literature for adolescents and will develop lesson plans for teaching literature at various grade levels. 3:0:3

### EN 325 (EDU 325)

#### Modern Grammar

This course concentrates on modern approaches to English grammar and its teaching after a brief historical perspective of transformational, structural, and traditional methodologies. 3:0:3

### EN 341 (LL)

#### Literature and Film

Investigation of the relationship between written literature and the moving image of film and video as media for both narrative and lyrical expression, with close study of selected examples. 3:0:3

### EN 351 (MLL)

#### Foundations of Literature

A study of major texts that form a foundation for modern literature. The course includes texts from around the world which function as models for modern writers and provide hints regarding the origins of 20th Century thought and culture. 3:0:3

### EN 354

#### Reading and Writing Nonfiction Prose

A study of creative nonfiction prose for English majors concentrating in writing, and for other

serious students of advanced writing. Emphasis will be on reading at least 2-3 major works of nonfiction prose and on student writing. 3:0:3

### EN 355 (MLL)

#### American Ethnic Literature

The course presents American ethnic literary expressions including selected short stories, poems, personal narratives, essays, and plays from the earliest examples to the present. The heaviest concentration of works is from the 20th Century. Examination of the cultures from which the literature emerges and of literary styles and structures is a regular feature of the course. 3:0:3

### EN 356 (MLL)

#### Women's Literature

A study of literary works by and about women which will encourage students to explore the historical, political, and social contexts in which women live and write. 3:0:3

### EN 359 (MLL)

#### Mythology and Science Fiction

The first half of this course examines the myths and legends of a variety of western and non-western cultures while the second half of the course examines science fiction as a tool for understanding and interpreting the world in which we live. 3:0:3

### EN 361

#### Contemporary Novel: 1940-1965

In this course the student reads a wide variety of novels by American, British, and other English speaking writers. The novels differ widely in theme, style, and subject matter. The aim is to teach the student the techniques of literary criticism as they apply to the novel. 3:0:3

### EN 362

#### Contemporary Novel: 1965 to Present

In this course the student reads a wide variety of novels by American, British, and other English speaking writers. The novels differ widely in theme, style, and subject matter. The aim is to teach the student the techniques of literary criticism as they apply to the novel. 3:0:3

### EN 380

#### Literary Theory and Criticism

An examination of key questions in contemporary theory and its historical roots, along with the practice of literary criticism today. English Majors only. 3:0:3

## EN - English (Continued)

### EN 401

#### **Independent Project in Language, Literature, or Writing**

PREREQUISITE: EN 201.

An opportunity for advanced students to pursue special interests not covered in regular course offerings, including writing projects. Material and credit arranged by the instructor. May be repeated for credit with permission of the discipline coordinator. Variable credit: 1-6 hours.

### EN 440

#### **Shakespeare**

A survey of major comedies, histories, tragedies, and non-dramatic poetry. 3:0:3

### EN 450 (LL)

#### **Romanticism in Literature**

A study of the Romantic movement in European literature, particularly English, with particular emphasis on the later eighteenth and early nineteenth centuries. 3:0:3

### EN 490

#### **Capstone Seminar**

The seminar will focus on a general topic in English studies on the model of an academic conference. Students will develop 20-minute conference papers in the first portion of the course and deliver them before the class and an invited audience in a series of seminar meetings late in the semester. Attention will be paid to both the research and the rhetorical demands of this task and to the relationship between each individual contribution and the wider topic. 3:0:3

## FI - Finance

### FI 201 (GE)

#### **Personal Financial Management**

A study of individual and family financial management concepts and techniques which assist persons to become informed consumers and efficient managers of personal resources. 3:0:3

### FI 325

#### **Risk and Insurance**

An introduction to the basic principles of insurance and risk management from the perspective of the individual and family consumer; consideration is given to business risk management. 3:0:3

### FI 360

#### **Financial Management**

PREREQUISITES: AC 201 and AC 202.

The role of financial management through the development of a framework appropriate for financial decision making. Emphasis on obtaining and effectively utilizing the funds necessary for the operation of an enterprise. Elements of financial planning, capital budgeting, and consideration of alternative sources of funds. 3:0:3

### FI 363

#### **Financial Institutions and Markets**

PREREQUISITE: EC 301.

A study of the macrofinancial environment with emphasis on the structure, functions, and economic role of financial institutions and markets. This includes the role of commercial banks, the central banking system and international finance. 3:0:3

### FI 400

#### **Special Topics in Finance**

This course consists of the study and analysis of some major aspect(s) of finance concepts at the senior level. Permission required from the instructor.

Variable credit: 1-3 credit hours.

### FI 405

#### **Public Finance**

PREREQUISITES: EC 141 and EC 142.

The impact of public finance on individual and business economic decisions; detailed consideration of the principles of taxation, public expenditures, the federal budgeting process, and state and local fiscal systems. 3:0:3

### FI 410

#### **Problems in Corporate Finance**

PREREQUISITE: FI 360.

A study of selected problems in financial management including short and long-term financial analysis and planning, trade-credit analysis, capital budgeting; use of case analysis. 3:0:3

### FI 415

#### **Financial Analysis and Planning**

PREREQUISITE: FI 360.

Analysis of the financial aspects of corporate business planning, evaluation of financial performance, valuation analysis, risk analysis, management of growth. 3:0:3

(SS) Social and Administrative Science

## **FI - Finance (Continued)**

### **FI 417**

#### **Investment Analysis and Management**

**PREREQUISITE:** FI 360 or permission of the instructor.

A study of investment alternatives, selection criteria, and portfolio management. Emphasis is placed on economic, financial, and market factors which affect the values of alternative investments, while studying risk management associated with investment management. 3:0:3

### **FI 425**

#### **Principles of Real Estate**

**PREREQUISITE:** FI 360 or permission of the instructor

A study of real property, its legal title, transfer, ownership, finance, and management. 3:0:3

### **FI 430**

#### **Public Financial Management**

**PREREQUISITES:** AC 201 and AC 202.

A study of financial functions performed in public and not-for-profit organizations with emphasis on financial reporting, budgeting, and accounting processes. 3:0:3

(SS) Social and Administrative Sciences

## **GGH - Human Geography**

### **GGH 110 (MGE)**

#### **Cultural Geography**

The course is an introduction into cultural differences and spatial interactions within and between groups (religion, language, and customs) from around the globe. The course will also focus on human organization of space and how it impacts upon environment. 3:0:3

### **GGH 140 (MGE)**

#### **Economic Geography**

The course will introduce the basic concepts and processes underlying the spatial distribution (international and regional) of economic activities. Topics such as agriculture, forestry, industry, and mining will be discussed. 3:0:3

### **GGH 200 (MGE)**

#### **Geography of the United States and Canada**

This introductory course is designed to closely examine variations in cultural and physical differences in North America. Topics will include water supply, climate, dialect, economics, and population. 3:0:3

### **GGH 201 (MGE)**

#### **Geography of Africa**

This comprehensive course will study the physical and cultural geography of the regions of the African continent. Topics will include: neocolonialism, slavery, health issues, environmental problems, population, and current political geographical issues. 3:0:3

### **GGH 202 (MGE)**

#### **Geography of Latin America**

This comprehensive course will study the physical and cultural geography of the regions of the South

American and Middle American Realms. Topics will include: the economic climate, environmental problems, population, and current political geographical issues. 3:0:3

### **GGH 203 (MGE)**

#### **Geography of Europe**

This comprehensive course will study the physical and cultural geography of the regions of the European continent. Topics will include: economic problems, environmental problems, population dynamics, and current political geographical issues. 3:0:3

### **GGH 204 (MGE)**

#### **Geography of Asia**

This comprehensive course will study the physical and cultural geography of the regions of the Asian continent. Topics will include: economic problems, environmental problems, population dynamics, and current political geographical issues of South, East, and Southeast Asia. 3:0:3

### **GGH 206 (MGE)**

#### **Geography of the Middle East**

This comprehensive course will study the physical and cultural geography of the regions of the Southwestern Asia, Central Asia, and the Eastern Mediterranean. Topics will include: economic problems, environmental problems, population dynamics, and current political geographical issues. 3:0:3



(SS) Social and Administrative Sciences

## **GGH - Human Geography (Continued)**

### **GGH 290**

#### **Selected Topics in Human Geography**

This course will consist of an in-depth examination of specific areas of geography at the lower level. It may be repeated once for credit with a change of topic. Variable credit: 1-4 hours.

### **GGH 305**

#### **Geography of Russia**

This comprehensive course will study the physical and cultural geography of the regions of Russia and the former Soviet Union (Near Abroad). Topics will include: economic problems, environmental problems, population dynamics, and current political geographical issues involving Russia and its neighbors. 3:0:3

### **GGH 309**

#### **Geography of Missouri and Kansas**

Missouri and Kansas will be studied in detail with respect to physical, historical, cultural, economic, environmental, and social geography. 3:0:3

### **GGH 310 (MLL)**

#### **Geography of Terrorism**

This is an in-depth study of terrorist groups and their members in order to understand their origins and goals. The course will discuss the structure of terrorism in America, Africa, Asia, Europe, Latin America, and the Middle East and the current approach to counterterrorism. 3:0:3

### **GGH 312 (MLL)**

#### **Military Geography**

An examination of human and physical geography and the role it plays in military planning of operations, its role in the eventual military outcomes, and a detailed analysis of how their results impacted the local and global society. Historic examples from around the world will be utilized for investigations. 3:0:3

### **GGH 323**

#### **Urban Geography**

The course is an in-depth study of the concepts of the physical characteristics of cities and the current and future problems urbanization presents humans on a global scale. 3:0:3

### **GGH 326**

#### **Resources and People**

This course is an in-depth study of the interactions between physical systems and human activities, and their effects on the environment. Topics will include: population growth, food production, water supply, air pollution, and natural resource consumption. 3:0:3

### **GGH 390**

#### **Special Topics in Human Geography**

This course will consist of an in-depth examination of specific areas of geography at the upper level. It may be repeated once for credit with a change of topic. Variable credit: 1-4 hours.

(NS) Natural and Applied Sciences

## **GGP - Physical Geography**

### **GGP 270**

#### **Spatial Analysis**

This course will introduce student learners to techniques for the statistical analysis of spatial data. The course will cover issues in characterizing spatial data, methods and problems in spatial data sampling and the relevant statistical tests for solving a variety of spatial problems when they are applied to 2D and 3D space. 3:0:3

### **GGP 290**

#### **Selected Topics in Physical Geography**

This course will consist of an in-depth examination of specific areas of geography at the lower level. It may be repeated once for credit with a change of topic. Variable credit: 1-4 hours.

### **GGP 315 (MLL)**

#### **World Physical Geography**

Examination of the major physical elements that comprise the earth's environmental surface on a global basis-water, landforms, climate, vegetation, and soil; their continuous interaction and relevance to man's occupancy of the earth on a global basis. 3:0:3

### **GGP 330**

#### **Cartography**

The course is designed to prepare student learners for the basics of map compilation, design, and construction. Laboratory projects involving student learner use of computers will be required. 3:0:3

## **GGP - Physical Geography (Continued)**

### **GGP 335**

#### **Remote Sensing**

The course is designed to prepare student learners for the basics of using remotely sensed imagery from space. Laboratory projects involving student learner use of computers will be required. 3:0:3

### **GGP 340**

#### **Environmental Planning**

This course is designed to study and evaluate the air and water environments, solid waste, noise pollution, and toxic wastes for the purpose of achieving environmental quality. An emphasis will be placed on how urbanization is impacting the environmental and will be studied by interpretive maps, soil surveys, remote sensors, and computers. 3:0:3

### **GGP 345**

#### **Land Use Planning**

An examination and application of the methods associated with land use planning, especially in the small town and rural context. Emphasis is placed upon the tools and techniques associated with land use planning such as interpretive maps, soil surveys, remote sensors, and computers. A major focus will be the use of the land planning process in community planning. Also included is an introduction to state and local land use law in community development. 3:0:3

### **GGP 350**

#### **Geographic Information Systems (GIS)**

This course introduces the student learner to the theoretical, conceptual, and practical aspects of the collection, storage, analysis, and display of spatial data. Emphasis will be placed on the application of geographic information systems. Laboratory projects involving student learner use of computers will be required. 3:0:3.

### **GGP 355**

#### **Advanced GIS**

This course is an advanced course that will have the student learner performing theoretical, conceptual, and practical aspects of the collection, storage, analysis, and display of spatial data. Emphasis will be placed on the applications of geographic information systems. Laboratory projects involving student learner use of computers will be required. 3:0:3

### **GGP 365 (MLL)**

#### **Geography of Disease**

This course will study the origin, distribution patterns, and cultural biases of disease. Topics to be emphasized include: disease classification, spread of diseases, and major types of diseases (HIV+). 3:0:3

### **GGP 370**

#### **Biogeography**

The purpose of this course is to study the distribution of plants and animals across the Earth's surface. This Physical Geography course will expand upon principles of Ecology and Biology, and will focus on understanding ecosystem processes that impact both fauna and flora. Topics will include the study of communities, ecosystems, biomes, biodiversity, and island biogeography. 3:0:3

### **GGP 390**

#### **Special Topics in Physical Geography**

This course will consist of an in-depth examination of specific areas of geography at the upper level. It may be repeated once for credit with a change of topic. Variable credit: 1-4 hours.

### **GGP 450**

#### **Internship in GIS**

The student arranges to work in a professional environment. Internship duties will be based on the needs of the cooperating business/organization. Prior to beginning the internship experience, the student and the student's intended job supervisor must jointly prepare an internship proposal specifying the objectives to be accomplished. The proposal must be submitted to the instructor and approved before any internship work takes place. Prerequisite: permission of instructor, student should have completed GGP350 and GGP355. 3:0:3

## GO - Geology

### GO 101

#### Introductory Geology

Course includes identification of rocks and minerals; their origin, destruction, recycling; surface processes of wind, water, and ice in changing the earth's surface; interior forces that cause earthquakes; mountain building; and plate tectonics. 3:0:3

### GO 105

#### Weather and Climate

An examination of meteorological processes that will provide students with an understanding of Earth's fluid atmosphere and an appreciation of the role of these processes play in producing weather. Topics include: the origin and evolution of the Earth's atmosphere, the structure and characteristics of the atmosphere, the Earth/Sun relationships and their influence on the seasons, controls of weather elements, energy exchange, and heat and water budgets. There is no laboratory component. 3:0:3

### GO 125 (MGE)

#### Natural Disasters

This course will study the earth's natural processes and phenomena that impact the earth. These natural impacts will be studied which result in massive damage to the earth and to its inhabitants. The course will explore how humans cope with natural disasters. Humans typically measure the damage in terms of loss of life or economic loss, but the end result is that these natural disasters influence human culture and population distribution. 3:0:3

### GO 130 (MGE) (PY 130)

#### Astronomy

This course will study the complexities of the universe. It will examine the physical, chemical and meteorological, and geological aspects of the universe, including planets, suns, asteroids, and nebulae. 3:3:4.

### GO 141 (MGE)

#### Introduction to Physical Geology

The study of the earth, the materials which make it up and the mechanisms which change it. Students will explore these materials and processes in the laboratory. 3:3:4

### GO 151 (MGE)

#### History of the Earth

This is a survey of the history of the earth, including its continents, oceans, and life. The course will be divided into two parts: (1) An introduction into how the earth's history is recognized from the earth's materials and structures and (2) an examination of the past life and major geologic events that have been recorded. 3:3:4

### GO 200 (MGE)

#### Oceanography

This course will study the complexities of the global oceans. It will examine the physical, chemical, meteorological, biological, and geological aspects of the oceans while evaluating the oceans' role on humans. 3:3:4

### GO 205 (MGE)

#### Introduction to Meteorology

The study of the atmosphere and atmospheric phenomena and how they interact globally with the earth's surface, oceans, and life. In the laboratory, students will learn and use the methods used to study meteorological processes. Topics will include: controls of weather elements, energy exchange, heat/water budgets, and economic/social impacts of weather and climate. 3:3:4

### GO 215

#### Selected Topics in Geology

This course will consist of an in-depth examination of specific areas of geology at the lower level. It may be repeated once for credit with a change in topic. Variable credit: 1-4 hours.

### GO 300 (MLL)

#### Introduction to Dinosaurs

This course is an introduction to the paleontology of dinosaurs. The preservation, history of dinosaur studies, evolution, classification, behaviors, extinction, and current topics concerning dinosaurs are discussed. This course satisfies the Liberal Learning requirement for the Natural Sciences majors. 3:0:3

### GO 310

#### Sedimentology and Stratigraphy

The purpose of this course is to study the origin of sedimentary rocks and the physical processes that commonly influence them (deposition to diagenesis). The other portion of the course focuses on knowing the various types of stratigraphic units and methods of dating and correlation. The laboratory exercises will reinforce these concepts. 3:3:4

### GO 315

#### Special Topics in Geology

This course will consist of an in-depth examination of specific areas of geology at the upper level. It may be repeated once for credit with a change of topic. Variable credit: 1-4 hours.

### GO 320

#### Geomorphology

The study of the earth's surface and the processes that shape it. Processes discussed include those associated with weathering, streams, glaciers, ground

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## **GO - Geology (Continued)**

water, wind, oceans, and tectonics. Laboratory exercises will reinforce these concepts. 3:3:4

### **GO 330 (BI 330)**

#### **Paleobiology**

The study of the earth's past life, which will be examined in two parts: 1) an introduction to invertebrate and vertebrate paleontology that will focus on classification, relationships, and evolutionary history and 2) the uses of paleontological data in evolution, systematics, paleoecology and extinctions. 3:3:4

(SS) Social and Administrative Sciences

## **HC - Health Care**

### **HC 250**

#### **Principles of the Health Care Process**

An introduction to the area of Medical Records Management, including ethical and legal issues. Topics include: history of medicine and medical records, identification of current trends in health care, departmental relationships and quality assurance in delivery of health care. 3:0:3

### **HC 260**

#### **Legal Issues in Health Care Delivery**

Private and public law related to health care organizations, personnel, ethics, care standards, and breach of care liability. Topics include: torts, contracts, statutory law, patients' rights, antitrust law, finance, medical records, and licensure, as well as constitutional and administrative law related to state and federal health care programs. 3:0:3

### **HC 351**

#### **Organization and Administration of Health Care Programs**

Structure and implementation of various types of health care organizations and their internal departments, administrative theory; utilization; facilities management; accreditation; strategic planning; decision making theory; medical, nursing, and support staff supply, supervision, and evaluation; financial management; human relations; research and development; organizational culture and change theory; and other internal and external forces. 3:0:3

### **HC 451**

#### **Health Care and the Political Process**

Analysis of the process of health policy formation at the federal, state, and local levels from historical and contemporary perspectives. Specific topics will include cost controls, utilization review, methods of

changing public and private health policies, and political factors in health care delivery. 3:0:3

### **HC 461**

#### **The Hospital and the Community**

Issues specific to the organization and administration of hospitals, their scope of services in relation to community need, and relationships with community health care services. Topics covered dealing with the unique aspects of administration of hospitals and internal departments include improvement of organizational performance, personnel productivity, strategic planning, cost containment, materials management, image in the community, medical staff recruitment, patient census and utilization of services, and contracting for services from external suppliers. 3:0:3

### **HC 463**

#### **Third Party Reimbursement and Risk Management**

Public and private insurance, case management, preferred provider organizations, health maintenance organizations, and other forms of third party payment for health care services. Loss prevention for the health care organization through risk management and cost containment. 3:0:3

### **HC 465**

#### **Basic Issues in Community Based Health Care Delivery**

Historical and philosophical factors defining the functions and scope of current community and public health based health care delivery. Introduction to the concepts of epidemiology, ecology, community needs assessment, and social and cultural influences on utilization of health care by community aggregates. 3:0:3

## HC - Health Care (Continued)

### HC 466

#### **Planning and Organizing Community Health Services**

Organization and management of community based and public health agencies. Strategic planning for national, state, and local trends, community needs, and projected changes in society and health care. Administration of personnel, information systems, accreditation requirements, facilities, finances, external services contracts, community relations, and technology in clinics, home health, schools, industry, and other community based agencies. 3:0:3

### HC 491

#### **Senior Seminar in Health Care Management**

Capstone course in which students study selected topics on health care administration in-depth. It is highly recommended that all major core courses be passed before enrolling in this course. 3:0:3

## HI - History

### HI 103

#### **Introduction to the Ethics of the Historical Profession**

The profession of historical inquiry, research and instruction composes review of primary and secondary sources. An additional component addresses professional and ethical presentations of that historical inquiry, research, and instruction. History majors shall explore the ethics of research and scholarship; will be introduced to historiographical theories, employ primary and secondary sources; form proper historical citations; understand plagiarism; draft and present proper curriculum vitae's; draft and write personal statements; and draft and write historical abstracts. The course is required for freshmen or transfer students majoring in history within two semesters following initial enrollment. 3:0:3

### HI 101 (MGE)

#### **Western Civilization I**

A study of the development of Western civilization from antiquity through the Middle Ages. Critical literacy and writing are emphasized. 3:0:3

### HI 102 (MGE)

#### **Western Civilization II**

A study of the development of Western civilization from the Renaissance through modern times. Continued emphasis on critical literacy and writing. 3:0:3

### HI 201 (GE)

#### **Europe, 1789-1914**

A survey of the great movements of the 19th century beginning with the revolutions that rocked Europe from 1789-1848. The emphasis is on the French Revolution and the development of capitalism in England. 3:0:3

### HI 202 (GE)

#### **Europe, 1914-1950s**

A study of the major developments of the 20th century - the world wars, the international peace movement, the development of fascism and communism in the 1920s and 1930s as answers to industrial problems, and the remarkable revival of Europe after World War II. 3:0:3

### HI 205 (GE)

#### **Themes in American History, 1492-1865**

An introductory course that traces distinctly American themes through the major events of early American history. The major themes include the promised land, the pursuit of money and land, and manifest destiny. The major events are the exploration of North America, settlement, conflict among European colonial powers, the Revolution, formation of a constitutional republic, and division of North and South into separate economic, political and cultural areas. 3:0:3

### HI 206 (GE)

#### **Themes in American History, 1865-1945**

In this continuation of HI 205, the themes are applied to the major events of post Civil War America: industrialization, mass immigration of East Europeans, the birth of the great cities, the emergence of America as a world power, and the inability of the American economy to provide stability with prosperity. 3:0:3

### HI 307 (LL)

#### **Europe in the Middle Ages**

The course opens with a study of the rise of European institutions (church and state) from the ashes of the Roman Empire. It closes with a study of art, architecture, courtly love and literature, music, folklore and daily life, based on student research interests. 3:0:3

## HI - History (Continued)

### HI 311

#### Antebellum American Culture

A study of the distinctive regions of early American culture: industrial Northeast, plantation South and rapidly expanding frontier West. Other topics include: Jacksonian Democracy and the great American urge to reform; romanticism in writing; music and painting; popular culture and folk arts. 3:0:3

### HI 312

#### America in the 1890s

The industrialization of America is the major theme. American cities, giant corporations, capitalists and workers are discussed as well as the artistic reaction to industrialism, realism in literature and painting, ragtime and popular music and America's determination to possess a respectable culture. Focus is on the World's Columbian Exposition (Chicago) of 1893. 3:0:3

### HI 313 (MLL)

#### America and the World in the 1920s

A research and writing course that focuses on the world of the 1920s from an American perspective. Following the most disheartening war in world history, the Twenties were a time of liberation and creativity, not in politics, but in international relations, in technology, science, business, literature, art and architecture, music, religion, philosophy, theater, and science. 3:0:3

### HI 314 (LL)

#### American Civilization Since 1945

Reviews the developments of the last 50 years-phenomenal prosperity, suburbanization, expansion of individual rights, threat to the natural environment, decline of institutional loyalties, mass entertainment, the Cold War and America's leadership role in the world-within the context of the American tradition. It introduces students to contemporary American magazines and writers and provides an opportunity to write family histories. 3:0:3

### HI 314 A

#### Family History

CO-REQUISITE: HI 314.

A one hour family research project that may be taken by students enrolled in HI 314. 1:0:1

### HI 315 (MLL)

#### Contemporary Europe

A survey of European development since World War II, emphasizing the prosperity created by Europe's political and economic integration. Also emphasized will be Europe's perception of itself, its role in world affairs and its attractiveness to others. 3:0:3

### HI 318 (MLL)

#### Africa Since 1800

Discussion of major themes, ideologies, events, historiography, and personalities in African history from 1800 to the present. Topics include abolition of the slave trade, European imperialism, impact of colonial rule, emigration, artistic expressions, archeological and anthropological impacts, literature, language, geographical movements, decolonization, African resistance, religious and cultural movements, economic development and subordination, rise of nationalism, pan-Africanism, cultural imperialism, issues of ethnicity, and "tribalism" in modern Africa. 3:0:3

### HI 319 (MLL)

#### Russia in the 20th Century

Begins with the failure of the democratic revolution of 1905, emphasizing the Revolution of 1917 and Russia under Lenin. The rise of Stalin, collectivization of agriculture and industrialization, World War II and the Cold War. New democratic stirrings and the collapse of the Soviet system. 3:0:3

### HI 320 (LL)

#### Ancient Greeks and the Classical Tradition

A style of art, literature and life, classicism in ancient Greece promoted balance and harmony as the goal of life. Harmony is seen against the strife created by conflicting claims of individuals, families, gods and states. The course traces the influence of classicism on later eras of Western history, particularly on the Enlightenment in Europe and America, and suggests the power of the classical ideal today. 3:0:3

### HI 321 (LL)

#### 19th Century Romanticism and the Romantic Tradition

With the French Revolution, a new culture developed in Europe. Emphasizing freedom, feelings and personal experience, romanticism expressed some of the aspirations of the middle class and opposed the narrow views of elitists. Students study some of the faces of romanticism (revolutionary politics, music, art, literature and religion), emphasizing the romantics enthusiasm for life. 3:0:3

### HI 322 (LL)

#### Modernism in the 20th Century

A study of the twentieth century European and Western cultures. Dominant ideas are realism (in contrast to romanticism), irrationalism (in contrast to classicism) and alienation from family, institutions and general culture. War, politics, art, literature and science illustrate these ideas. 3:0:3

## HI - History (Continued)

### HI 330

#### U.S. Military History

Studies the effect of the armed forces on American philosophy, history and government, covering the development of the U.S. military establishment from a largely provincial force (Spanish-American War, 1898) into an instrument of national policy in world-wide operations. Emphasis is on the role of a professional military organization in a democratic society, with an in-depth study and critique of military operations in the twentieth century. 3:0:3

### HI 335 (MLL)

#### U.S. Military History: The African American Experience

This course examines the contribution of the African-American soldier, sailor, and airman to American military operations from the Revolutionary War to Desert Storm, and the many contemporary social, political, and economic factors which shaped, exploited, and sometimes limited their use in these wars. The course will also serve as a survey of U.S. military history. 3:0:3

### HI 340 (MLL)

#### Japan: Modernization of a Traditional People

Japanese are remarkable in combining traditional ways with modern industrial necessities. The first half of the semester is a study of traditional Japan-Shinto, Buddhism, feudalism, samurai, tea ceremony and aristocratic aesthetics. The second half-semester traces industrialization in the 20th century and the Japanese persistent pursuit of harmony in all aspects of life. 3:0:3

### HI 343 (MLL)

#### The American Civil War: 1854-1865

The period between 1854 and 1865 represented bloodshed, turmoil, fear, adventure, jubilation, and excitement. The eleven year strife that tore the United States apart was based on centuries of political, sectional, social, economic, racial and military differences. The experience represented by the Civil War defined American and Americans. This course will study the causes, conflicts, and the consequences of the Civil War. 3:0:3

### HI 350 (MLL)

#### American Environmental History

This course implements both a topical and chronological approach to the major historical issues Americans have faced through interaction with the natural environment. The major themes include, but are not limited to: Native American ecology and European contact, the rise of science, Romanticism and Transcendentalism, effects of tobacco and cotton southern soils, farm ecology in the early republic, nature versus civilization, the

extraction of minerals in the west, parks and forests, Great Plains settlement, resource conservation in an industrializing society, wilderness preservation, irrigation and reclamation, urban pollution, and twentieth-century ecology. 3:0:3

### HI 351

#### American Constitutional and Legal History

A study of selected eras and themes, ranging from British legal principles of the 17th century, through the principles of the American Revolution, the development of civil rights, the Civil War, the rise of big business and big government, "liberal" and "conservative" views of the constitution emerging from the 1960s. 3:0:3

### HI 353 (MLL)

#### American Foreign Policy in the Twentieth Century

An examination of the strengths and weaknesses of American diplomacy from the opening of Asia in 1898 through World War I and II, Korea and the Cold War, and the demise of the Soviet empire. 3:0:3

### HI 355 (MLL)

#### World War II

World War II is often considered to be the most influential event of the twentieth century. More than 57 million people died, over half of those civilians; it involved every continent, and more than 60 countries; it included the Holocaust and the development of the world's most destructive weapon. In this course, we will study the causes of the war (about which historians disagree), the major battles, technology, the who's who, prisoners-of-war, the Holocaust and other atrocities, the atomic bomb, civilian involvement, politics, economics, and the post-war world. 3:0:3

### HI 360 (MLL)

#### American Sports History

This course implements both a topical and chronological approach to the major historical issues Americans have faced through athletic competition including (but not exclusively) sports in the colonial era, the rise of a modern sporting culture, sports and higher education, sports and industrial urbanization, sports and issues of social class, commercialization and professionalization of sports, women in sports, issues of race and ethnicity in sports, and image and hero emulation. 3:0:3

### HI 365 (LL)

#### Kansas City: The City of the Heartland

From an Osage hunting ground, Kansas City developed as an outfitting post for Indians, traders and wagoners, then as a rail, mill and packing center, and recently as a balanced center of commerce and

## HI - History (Continued)

manufacturing. Emphasis is on the process of urban growth. Students examine local writers and artists as they try to express the spirit of the Midwest. The blues and barbecue won't be forgotten. 3:0:3

### HI 367 (MLL)

#### The European City in History

A survey of European urban tradition from the Roman Empire to the present. The study of selected cities (e.g., Athens, Amsterdam, Tallinn, St. Petersburg) provides a singular perspective on European history. The positive characteristics of these cities include the attainment of political democracy and individual freedom, and the creation of major works of art, music and thought. Negative characteristics include environmental despoliation, crowding, and disease. 3:0:3

### HI 370 (MLL)

#### The American Indian

Using Indian and white sources, this course attempts to reconstruct life in selected Indian tribes before the onslaught of the whites and studies the conflict between Native Americans and Euro-American cultures. 3:0:3

### HI 373 (MLL)

#### History of Early Africa to the 18th Century

The history of Africa and the African people spans both millennia and the African continent. The course will provide a broad interdisciplinary survey-based on history, literature, religion, archeology, geography, anthropology, culture, society, politics, economics, and tribes of African institutions from the earliest trace of human culture to the conclusion of the 18th century. 3:0:3

### HI 375 (MLL)

#### The American Frontier

A study of the American frontier from the point of view of those who created it and participated in its development. We will examine the art, music and literature of and about the frontier. We will, throughout the course, note the participation of non-Anglos along American frontiers, and contrast the American frontier with those of other continents. 3:0:3

### HI 378

#### Special Topics in History

Selected periods, ideas, and movements are studied. Variable credit: 1-3 hours.

### HI 385 (MLL)

#### India: Its People, Culture and History

This course is an attempt to explain the development of one of the most fascinating of the world's nation states and cultures. While providing students with a narrative that explains the religious, political and economic development of India, we

will also examine the major cultural developments of interest to the international community: its caste system, yoga, its concepts of sex and marriage, its arts and architecture, its food and movies, its clothing industry. 3:0:3

### HI 399

#### World History: A Summary of the Human Experience

PREREQUISITES: Senior standing and 15 credit hours of history.

Designed for history and social studies majors, this course attempts to put the human experience into a global perspective and to help students fill gaps in their knowledge of world civilizations. It is taught in seminar style, with each student making presentations in areas previously unfamiliar to them. The course also helps students to develop their own interpretations of history. 3:0:3

### HI 405

#### History as Art and Discipline

Advanced students explore the history of history, the evolution of its form and content, noting major theories and the kinds of evidence used. Students will become conversant with the major journals in the field today. This course prepares the road to the senior and examination in which students evaluate their own education as historians. 3:0:3

### HI 410

#### Internship: Historical Institutions

For advanced students interested in careers involving historical preservation and wishing to work at one of the many historical institutions in the Kansas City area. A total of 120 clock hours of internship experience at a selected institution must be completed. 3:0:3

### HI 451

#### Thesis I

PREREQUISITES: EN 105, EN 106, HI 100, passing the WCT and completion of a minimum of 75 credit hours.

All Majors are required to complete a two-semester thesis under the guidance of a full-time history faculty member. The goal of the course is to give each history major the experience of a sustained, independent research project, including: formulating a historical question, considering methods, devising a research strategy, locating and critically evaluating primary and secondary sources. Research topics will be selected by students in consultation with the instructor. Classes will involve student presentations on various stages of their work and mutual critiques, as well as discussions of issues of common interest. The collaboration occurs in a seminar-like setting, in which a small group of students work with one professor for the entire semester, refining their



## HI - History (Continued)

historical skills and presenting their research findings. The students have to pursue a historical subject of their choice, in consultation with their professor. Students gain a better understanding of historical investigation through a careful analysis of primary and secondary sources and development of a well-argued thesis. By the end of the semester, majors have emerged with a sense of fulfillment in producing a thesis proposal, state of the field essays, historiographical critique, and historical abstract. Students are required to enroll and successfully complete HI 451 during the spring semester of their junior year. On rare occasions, with departmental and advisor approval given for compelling written and documented reasons, a thesis may be started two semesters prior to graduation. The determination of the acceptance rests with the department chair and may not be appealed. All Majors are required to attend regularly scheduled thesis seminar workshops as scheduled. 3:0:3

### HI 452

#### Thesis II

PREREQUISITES: EN 105, EN 106, HI 100, HI 451 passing the WCT and completion of a minimum of 90 credit hours.

All Majors are required to complete a two-semester thesis under the guidance of a full-time history faculty member. HI 452 is a continuation of HI 451. The goal of the course is to give each history major the experience of a sustained, independent research

project, including: continuing formulating a historical question, considering methods, devising a research strategy, locating and critically evaluating primary and secondary sources. . Classes will involve student presentations on various stages of their work and mutual critiques, as well as discussions of issues of common interest. The collaboration occurs in a seminar-like setting, in which a small group of students work with one professor for the entire semester, refining their historical skills and presenting their research findings. The students have to pursue a historical subject of their choice, in consultation with their professor. Students gain a better understanding of historical investigation through a careful analysis of primary and secondary sources and development of a well-argued thesis. By the end of the semester, majors have emerged with a sense of fulfillment in producing a thesis prospectus, historical citations, an annotated bibliography, critical book review, and final thesis. Students are required to enroll and successfully complete HI 452 during the fall semester of their senior year. On rare occasions, with departmental and advisor approval given for compelling written and documented reasons, a thesis may be started two semesters prior to graduation. The determination of the acceptance rests with the department chair and may not be appealed. All Majors are required to attend regularly scheduled thesis seminar workshops as scheduled. This course will satisfy the EN 306 requirement for History majors. 3:0:3

(PDCC) Parkville Daytime Campus Center - By Invitation Only

## HN - Degree with Honors Program

### By Invitation Only

(Parkville Daytime Campus Center)

### HN 110

#### College and Community

This course acts as an orientation to the Honors Program for first-semester freshmen. It meets once weekly for the purpose of cohort building and examining the relationship of education to local and global citizenship. 1:0:1

### HN 111

#### College and Cultural Identity

This course acts as a continuation of HN 101 and introduces planning for scholarship and service abroad. It meets once weekly for the purpose of cohort building and investigating scholarship and service opportunities in the global community. 1:0:1

### HN 210

#### Academic Exploration and Responsibility

This course focuses on portfolio design for application for scholarships and other opportunities and provides discussion of Opportunities in Academic Disciplines, Part I. 1:0:1

### HN 211

#### Academic Exploration and Opportunity

This course acts as continuation of HN 201 in planning for scholarship and service abroad and provides discussion of Opportunities in Academic Disciplines, Part II. It meets once weekly to investigate scholarship and academic opportunities in the global community. 1:0:1

## **HN - Degree with Honors Program** (Continued)

### **HN 300**

#### **Research and Writing Orientation**

This course provides a foundation for the completion of the final project in the Honors Option Program as well as opportunities to gain experience in conducting research. 1:0:1

### **HN 302**

#### **Honors Scholarship**

PREREQUISITE: HN 300.

This course must be taken a minimum of two (2) semesters and can be taken for an additional semester. The continued participation in the Program requires approval of the advisor(s) and the Honors Committee. The advisor(s) will directly oversee and guide the student and the student must continue to progress in their plan of study. 2:0:2

### **HN 400**

#### **Honors Seminar**

PREREQUISITES: HN 300, HN 302.

This course requires final development of the public presentation of the project conducted by the student under guidance of their advisor(s). A major component of this course is the public presentation or other proper forum which allows exposure of the final product. 3:0:3

## **HR - Human Resources**

### **HR 290**

#### **Selected Topics in Human Resources**

An in-depth examination of a specific area(s) of Human Resources. May be repeated once for credit with a change in topic. Permission required from the instructor. Variable credit: 1-3 credit hours.

### **HR 353**

#### **Introduction to Human Resource Management**

PREREQUISITE: MG 352 or HC 351.

Theory, methodology and application of human resource planning and development techniques, staffing analysis and planning, career management, management succession and development, and performance improvement. 3:0:3

### **HR 421**

#### **Corporate Training and Development**

PREREQUISITE: HR 353 and MG 365.

A study of education, training and development in corporations. On-the-job training, computer based training, executive education and the role of outside vendors will be discussed. 3:0:3

### **HR 422**

#### **Organizational Development and Change**

PREREQUISITES: HR 353, HR 421, and MG365.

This course will provide the student with an understanding of the basic theories and techniques of organizational development. We will focus on practical information regarding the design, management and control of organizational development programs in business, public sector and social services organizations. 3:0:3

### **HR 434**

#### **Compensation Management**

PREREQUISITES: AC202 and HR 353.

A study of compensation theories, policies, systems and practices with emphasis on the design of effective compensation programs. The course views compensation basically from the employer's point of view. 3:0:3

### **HR 490**

#### **Special Topics in Human Resources**

This course consists of the study and analysis of some major aspect(s) of Human Resources concepts at the senior level. Permission required from the instructor.

Variable credit: 1-3 credit hours.

### **HR 491**

#### **Senior Seminar in Human Resources Development**

PREREQUISITES: EN306B, HR353, HR422, and MG365.

This course is intended to integrate concepts and techniques from the Human Resources curriculum into a framework of applied programs. This course is designed for the advanced student and will give the student an opportunity to investigate and synthesize various concepts of Human Resources management and to relate them to "real world" situations. 3:0:3

(SS) Social and Administrative Sciences

## IB - International Business

### IB 315 (LL)

#### International Business Perspectives

This course examines international business, especially the multinational corporation, from several perspectives: historical, business, political, cultural, economic and environmental. Attention is given to the impact and effect of the MNC upon traditional societies and nationalistic governments. Its future also is considered in the rapidly changing economies of Europe and the Third World. 3:0:3

### IB 431

#### International Finance

PREREQUISITE: FI 360.

An in-depth study of the financing of international transactions and multinational business operations with emphasis on sources of funds, financial services, analysis of currency problems and exchange controls, and the functioning of foreign money and capital markets. 3:0:3

### IB 451

#### Seminar on International Business

PREREQUISITES: EN306B and completion or concurrent enrollment in all other international business core courses.

A study of strategic planning and international business policy using extensive reading and cases

in the international business field which includes insights into the historical, cultural, and political foundations that created problems and opportunities and the solutions and course of action taken in response. The course content is flexible and analyzes specific problem areas that are current at the time the course is offered. Each student will submit a capstone research paper reflecting the standards, substance and quality of a professional international business publication. 3:0:3

### IB 461

#### International Business Internship

Open only to seniors in international business that have completed most of their major requirements.

A field placement in an international firm or in the international department of a multinational firm in a professional career position usually filled by a college graduate. A minimum of 40 hours a week during summer term or 20 hours a week during a regular semester. 6 credit hours. Grading for this course is pass/fail.

(NS) Natural and Applied Sciences

## IS - Information Systems

### IS 205

#### Managing Information Systems

SUGGESTED PREREQUISITE: CS 140.

This course introduces the student to information systems concepts and the management concerns of information technology. The course focuses on the components, types, and management concerns of information systems which, when combined, support an enterprise. Students will explore the enterprise perspective on controlling the use of information systems and understanding project changes, risk, and quality management. 3:0:3

### IS 216

#### COBOL I

PREREQUISITE: CS 151.

The student will develop structured, modular algorithms. The student will implement algorithms using COBOL. The student will learn the basic features of COBOL. 3:0:3

### IS 217

#### COBOL II

PREREQUISITE: IS 216.

Continuation of IS 216. This course introduces the student to sorting, merging files, arrays, and data validation. The course also introduces sequential, indexed, and relative file processing. The student learns about interactive processing and the methodologies used for developing larger programs. 3:0:3

### IS 310 (MLL)

#### Business Applications

This course cannot be used as an LL for ICS or M/CIS majors.

Business Applications provides an opportunity for students to understand issues surrounding the effect of emerging technologies upon multiple organizational environments. Students will explore the use of technology by organizations to solve problems as well as gain strategic competitive advantage in the market place. Students will individually investigate the advanced capabilities of Productivity Software to

## IS - Information Systems (Continued)

solve relevant business problems. Upon completion of the course, group projects will demonstrate knowledge of concepts learned. The design of projects will necessitate the use of analysis, synthesis, and evaluation activities. 3:0:3

### IS 315

#### Computer Systems Analysis and Design I

PREREQUISITE: IS 205.

This course presents various philosophies, terminology, and techniques used in the analysis and implementation of the system development life cycle. The student will investigate such areas as project proposals, logical systems, flow diagrams, data modeling, dictionaries, and documentation. The student will learn how to use a CASE tool. 3:0:3

### IS 316

#### Computer Systems Analysis and Design II

PREREQUISITE: IS 315.

Continuation of IS 315. The student will continue to study the concepts and methods used in a system development life cycle. In addition, the student will gain practical experience by working on various projects. The student will use a CASE tool for his/her project work. 3:0:3

### IS 317

#### Systems Analysis and Design

PREREQUISITE: IS 205.

This course will study the concepts and methods used in the analysis, design and implementation of information systems development. The student will investigate such areas as project initiation, logical and physical design, modeling, prototyping, and use of multiple methodologies in information systems development. 3:0:3

### IS 320

#### Object-Oriented Modeling

PREREQUISITE: IS 317.

Object-Oriented modeling is utilized to decompose complex problems into smaller, more manageable components, objects, that can be easily created with object-oriented technologies. Students will explore the principles of object-orientation and utilize Unified Modeling Language (UML) to define objects, their behaviors, and relationships to other objects. The student will investigate approaches to object-oriented development and the relationship to implementation in such technologies as Java. 3:0:3

### IS 361

#### Data Management Concepts

PREREQUISITE: CS 219.

This course provides an overview of data management concepts. This course will explore the

enterprise perspective of managing data needs of an organization. This includes data integrity, database models, and integration of databases, security, and database administration issues. The student will be introduced to query processing within a database environment. 3:0:3

### IS 362

#### Applied Database Management

PREREQUISITE: IS 361.

This course builds on the Data Management Concepts course and focuses on the creation, administration and use of databases. This course assumes a knowledge of database system concepts. The student will be introduced to application program development in a database environment with emphasis on setting up, modifying, and querying a database. 3:0:3

### IS 370

#### Information Security

PREREQUISITE: CS 365.

This course introduces students to the field of information systems security from both managerial and technical perspectives. The topics to be examined include legal and ethical issues in information systems, risk identification and management, security planning, security technology, cryptography, and information system implementation and maintenance. 3:0:3

### IS 450

#### Systems Analysis Senior Seminar

PREREQUISITE: IS 317.

This is a capstone course in which seniors exhibit skills and knowledge gained in the analysis and design of an information systems solution. Students will apply best practices in solving an organizational problem with technology. Such concepts include: problem solving, methodology, project management, and use of related tools. 3:0:3

### IS 470

#### Security and Risk Management

PREREQUISITE: CS 365.

Explore the threats and risks present in organizations due to the pervasive use of technology. Learn risk evaluation techniques and identify security and control techniques used to minimizing threats and risk to the organization. Computer and information security topics emphasized include threat techniques, protective techniques, risk analysis, contingency planning, password techniques, encryption, network protocol and intercept devices. 3:0:3

## LA - Latin American Studies

### LA 305

#### History and Culture of Latin America

The historical portion of this course is designed to familiarize the student with both the pre-history and history of Latin America from the Paleolithic period to the present. It will be a combined anthropological and historical approach that will enable the student to better understand the Latin America of today through an awareness of the historical process that has largely shaped its present. The cultural portion will combine an ethnological and sociological approach in an effort to increase student awareness of the present state of Latin American culture. 3:0:3

### LA 306

#### History and Culture of Mexico

The historical portion of this course is designed to familiarize the student with both the pre-history and history of Mexico from the Paleolithic period to the present. It will be a combined anthropological and historical approach that will enable the student to better understand the Mexico of today through an awareness of the historical process that has largely shaped its present. The cultural portion will combine an ethnological and sociological approach in an effort to increase student awareness of the present state of Mexican society. 3:0:3

### LA 307

#### History and Culture of Spanish America

The historical portion of this course is designed to familiarize the student with both the pre-history and history of each of the nations. The emphasis will be upon the larger and more important of these nations, specifically: Argentina, Brazil, Venezuela, and Columbia. The cultural portion will be designed to lead to a greater awareness of the similarities and differences that characterize the social structure of each of these nations today. 3:0:3

### LA 308

#### History and Culture of Central America and the Hispanic Caribbean

The historical portion of this course is designed to familiarize the student with the pre-history and history of each of the seven nations that comprise Central America. Each will be taken in turn and considered from its beginning to the present. Attention will also be given to the historical development of the Caribbean Islands-Cuba, Jamaica, Puerto Rico, and Haiti. The cultural portion will be designed to lead to a greater awareness of the similarities and differences that characterize the social structure of each of these areas today. 3:0:3

## LG - Logistics

### LG 201

#### Systems Engineering and Analysis

PREREQUISITE: MA 120.

A study of the design, development, direction, management, and control of the systems engineering process. Emphasis is placed on the application of quantitative and qualitative techniques to systems analysis, evaluation and performance. 3:0:3

### LG 302

#### Logistics Engineering

PREREQUISITE: LG 201.

An overview of the general area of logistics, its nature, scope and process; a critical examination of logistics management functions and the interrelationships among strategic support and operational logistics. 3:0:3

### LG 312

#### Transportation and Distribution Systems

Principles and practices of transportation and its role in the distribution process. The physical

transportation system of the United States and its performance; carrier responsibilities and services; economic and legal bases of rates, freight classification and tariffs; public policy regarding regulation; transportation issues and problems. 3:0:3

### LG 324

#### Contract Management and Law

PREREQUISITE: MG 260.

A study of the procurement and contracting process with emphasis on the organization, policy formulation, procedures, and administration of purchasing activities and functions. 3:0:3

### LG 415

#### Quality Control

PREREQUISITE: MA 120.

A study of quality planning and control systems including application and statistical quality control theory to the design of quality control systems; the impact of quality on logistics and the procurement process. 3:0:3

## **LG - Logistics (Continued)**

### **LG 424**

#### **Purchasing and Vendor Management**

A study of the procurement and contracting process including planning, developing, and contracting for major systems. Topics include: purchasing policy and strategy, value, analysis engineering, quality assurance, make-or-buy decisions, principles of inventory management, institutional and government purchasing management. 3:0:3.

### **LG 426**

#### **Logistics Management**

PREREQUISITE: MG 101 or MG 352.

A critical examination of the logistics system with emphasis on managerial functions within the system and analytical techniques used in planning and control of the various subsystems. 3:0:3

## **LS - Liberal Studies**

### **LS 100**

#### **First-Year Seminar**

Required for all incoming first-time freshman. Highly encouraged for transfer students. Park University's First-Year Seminars are designed to offer incoming first-time freshman or transfer students an opportunity to engage in a course structured around independent research, small group discussion, and intensive writing across disciplines. The thematic seminars function as a means of a uniform writing requirement, stressing the importance of written expression in all disciplines; as an attractive and exciting supplement to the usual introductory survey course in many disciplines; as an early experience in the scholarship that is the foundation to upper-level courses; as a means to strengthen core academic skills, including reading comprehension, oral expression, and writing; and as an introduction to university life, adjustment issues, and enhancement of skills for success in the university. 3:0:3

### **LS 211 (MGE)**

#### **Introduction to the Humanities**

A study of disciplines and concerns that promote humanness (such as art, music, philosophy and religion) and critical thinking; moral values, myths, love, and freedom. 3:0:3

### **LS 212 (MGE)**

#### **Introduction to the Arts**

A study of the common elements in the visual, verbal and performing arts and how they reflect values of different cultural periods. The course also includes a survey of themes, genres, and representative work in the classical, romantic, and modern art forms. 3:0:3

### **LS 215**

#### **Selected Topics in Humanities**

An in-depth examination of specific areas in the humanities. May be repeated once for credit with change in topic. Variable credit: 1-3 hours.

### **LS 299**

#### **Field Trips in the Humanities**

Analysis of humanists and artistic works and events and exposure to those works through field trips in the Kansas City area. May be repeated with permission of advisor. 1:0:1

### **LS 301 (MLL)**

#### **Contemporary Issues**

Studies in leading contemporary issues, problems, and concerns viewed from interdisciplinary perspectives. The course also reviews different types of writing essential to success in college and professions. 3:0:3

### **LS 304**

#### **Special Topics in Humanities and Liberal Studies**

An in-depth examination of specific areas in the humanities. May be repeated once for credit with change in topic. Variable credit: 1-3 hours.

### **LS 400**

#### **Senior Project**

Liberal Studies majors must take a total of six hours. An independent project course for liberal studies majors. The project may be scholarly or creative and must have relevance to the student's concentration(s). It may be a study of a particular genre, theme, period or works of a particular writer or artist. The student and the major advisor must agree on the nature, area, scope, and method of evaluation of the project. 3:0:3

**MA 105**

**Introduction to College Mathematics**

**PREREQUISITE:** PK 118 or satisfactory score on mathematics placement examination. Students who have successfully completed MA 106 may not enroll in this course.

The course objective is to improve basic mathematical skills through a systematic application of these skills to contemporary problems. Topics considered include: various applications from consumer mathematics, tables and graphs, systems of measure. 3:0:3

**MA 106**

**Introduction to Business Mathematics**

**PREREQUISITE:** PK 118 or a satisfactory score on the mathematics placement examination.

An introduction to the basic mathematics via an application to business principles. An examination will be made of the quantitative aspects of business activities such as accounting, marketing, financial and managerial operations, and computer applications. Students who have successfully completed MA 105 may not enroll in this course. 3:0:3

**MA 110 (ED 110)**

**Geometry for Teachers**

A consideration of selected topics from basic Euclidean geometry with emphasis on proper terminology and unification of concepts. Techniques available for teaching the basics are discussed. 3:0:3

**MA 120 (GE)**

**Basic Concepts of Statistics**

A development of certain basic concepts in probability and statistics that are pertinent to most disciplines. Topics include: probability models, parameters, statistics and sampling procedures, hypothesis testing, correlation, and regression. 3:0:3

**MA 131**

**College Algebra**

Fundamentals of basic algebra. Topics include: the real number system, basic operations of algebra, linear and quadratic equations, inequalities and functions, and graphs. Additional topics may include exponents and logarithms, fundamental techniques of counting. 3:0:3

**MA 141**

**College Trigonometry**

**PREREQUISITE:** MA 131 or equivalent.

A study of the circular functions including identities, sum and difference formulas, double and half angle forms, triangle solutions, and trigonometric equations. 3:0:3

**MA 150**

**Precalculus Mathematics**

**PREREQUISITE:** MA 131 or equivalent.

A consideration of those topics in algebra and trigonometry necessary for the calculus. Topics include: mathematical analysis of the line, the conic sections, exponential and logarithmic functions, circular functions, polynomial and rational functions, mathematical induction, and theory of equations. 3:0:3

**MA 208 (CS 208)**

**Discrete Mathematics**

**PREREQUISITE:** any math course  $\geq$  MA 131.

This course introduces the student to selected finite systems pertinent to the study of computer science. Course topics will include combinatorial problem solving, logic, Boolean algebra, combinatorial circuits, sets, relations, functions, proofs, mathematical induction, recurrence relations, graphs, trees, and counting techniques. 3:0:3

**MA 210**

**Calculus and Analytic Geometry I**

**PREREQUISITE:** MA 150 or equivalent.

The study of the calculus begins with an examination of the real number system and the Cartesian plane. Additional topics to be considered include: functions and their graphs, limits and differentiation techniques, the mean value theorem, application of the derivative, indefinite integration, the trigonometric functions. 3:0:3

**MA 211**

**Calculus and Analytic Geometry II**

**PREREQUISITE:** MA 210 or equivalent.

The study of the calculus continues with the definite integral and its applications, transcendental functions, integration techniques, the conic sections, polar coordinates, parametric equations, indeterminate forms and improper integrals. 3:0:3

**MA 212**

**Calculus and Analytic Geometry III**

**PREREQUISITE:** MA 211.

The algebra and calculus of vectors and vector functions, constant termed sequences and series, power series and convergence criteria. 3:0:3

**MA 213**

**Calculus and Analytic Geometry IV**

**PREREQUISITE:** MA 212.

A study of multi-dimensional spaces, functions in multi-dimensional space, partial differentiation, multiple integration. 3:0:3

**MA 301**

**Mathematical Thought**

PREREQUISITE: permission of the instructor.

A transition course for the mathematics major, this offering provides an overview of the subject as a study of systems. Topics include: informal and formal logic, theory of sets, formal development of the number system of mathematics. 3:0:3

**MA 302**

**Ordinary Differential Equations**

PREREQUISITE: MA 212.

An introduction to ordinary differential equations and their solutions in the complex field. Topics include: series solutions and Laplace transforms. 3:0:3

**MA 305**

**Probability**

PREREQUISITE: MA 131 or equivalent.

Essentially a noncalculus approach to the theory and statistical application of probability. Topics include: discrete and continuous random variables, density and distribution functions, probability models, non-parametric statistics. 3:0:3

**MA 311**

**Linear Algebra**

PREREQUISITE: MA 211

Topics include the general methods of solving systems of equations, determinants and matrices, vector spaces, linear transformations and introduction to simplex algorithms. 3:0:3

**MA 312**

**Abstract Algebraic Structures**

PREREQUISITES: MA 212 and MA 301.

A study of several algebraic systems from a postulational viewpoint. Systems studied include groups, rings, integral domains, and fields. 3:0:3

**MA 350 (MLL)**

**History of Mathematics**

It is strongly recommended that the student has passed MA 131 or its equivalent.

An introduction to the history of mathematics with emphasis on the contributions of the many and diverse cultures which have influenced the development of the discipline. Cultures studied include: the Egyptians, Babylonians, Greeks, Romans, Arabs, Medieval Europeans, and Renaissance Europeans. Topics include: the Pythagorean Theorem, perfect numbers, classic construction problems, the Golden Ratio, noteworthy mathematicians and current trends. One field trip is required. 3:0:3

**MA 360**

**Modern Geometries**

PREREQUISITE: MA 212 and MA 301, or permission of the instructor.

A study of the foundations of modern Euclidean geometry as well as finite geometries and non-Euclidean geometries. 3:0:3

**MA 370**

**Number Theory**

PREREQUISITES: MA 212 and MA 301, or permission of the instructor.

An introduction to the theory of numbers. Topics include: congruences and residue classes, the theorems of Euler and Fermat, and number-theoretic functions. 3:0:3

**MA 380**

**Mathematical Statistics**

PREREQUISITE: MA 305

A calculus-based study of probability and statistics for mathematics and science majors. Topics include: sample spaces, random variables and probability distributions, moment generating functions, transformations of random variables, laws of large numbers and the central limit theorem, regression analysis, and analysis of variance. 3:0:3

**MA 401**

**Analysis**

PREREQUISITES: MA 212 and MA 301.

A rigorous treatment of functions, limits, continuity, differentiation and integration of functions of one and several real variables. Introduction to the calculus of functions of a complex variable. 3:0:3

**MA 402**

**Topology**

PREREQUISITE: MA 401 or permission of the instructor.

An introduction to the topology of Euclidean space, metric spaces, and general topological spaces. 3:0:3

**MA 406**

**Special Topics in Mathematics**

PREREQUISITE: permission of the instructor.

This course provides an opportunity for directed study in areas not necessarily included in formal course work. Variable credit: 1-3 hours.



(NS) Natural and Applied Sciences

## **MA - Mathematics** (Continued)

### **MA 450**

#### **Seminar in Mathematics**

PREREQUISITE: MA 301 and permission of the instructor.

A capstone course for the mathematics majors. Topics may include: selected readings and discussion of the history and philosophy of mathematics, the golden ages and crises in mathematics. Student presentations are required. One field trip required. 3:0:3

(SS) Social and Administrative Sciences

## **MG - Management**

### **MG 101**

#### **Introduction to Management**

Basic functions of management with emphasis on the behavioral problems management faces in adopting and implementing policy. 3:0:3

### **MG 110 (MGE)**

#### **Introduction to Business**

Provides for business and non-business students an overview of business in our modern American society. Examines the development of our business system, social responsibility of business, and the functions of management, marketing, personnel, production, accounting, finance investments, insurance, and business law. Career opportunities in business are explored. 3:0:3

### **MG 260**

#### **Business Law I**

Introduction to the law: contracts, agency, employment, and negotiable instruments; comparison of social responsibility and legal aspects of selected issues. 3:0:3

### **MG 261**

#### **Business Law II**

PREREQUISITE: MG 260

A continuation of the study of contracts, agency, employment, and negotiable instruments; comparison of social responsibility and legal aspects of selected issues. 3:0:3

### **MG 268**

#### **Office Administration**

Layout and organization of an office, design and control of equipment and supplies; business information processing systems; human relations; and cost reduction. 3:0:3

### **MG 271**

#### **Principles of Supervision**

A study of leadership skills for persons in supervisory positions. Topics include: methods of training employees, employee rating, improving personal leadership, interpreting organization policies, and obtaining the maximum results through the efforts of others. 3:0:3

### **MG 273**

#### **Records Management**

A study of the procedures, personnel, and equipment necessary to establish an efficient system of records management. Topics include: classification systems; creation and control of forms, correspondence, and reports; microforms; records inventory; evaluation and planning of records management programs; retention and disposition schedules; and supplies and equipment. 3:0:3

### **MG 280 (MGE)**

#### **Students in Free Enterprise (SIFE)**

In conjunction with Students in Free Enterprise (SIFE), students will develop and implement projects to foster the principles of free enterprise which help local business and the community. 3:0:3

### **MG 290**

#### **Selected Topics in Business**

An in-depth examination of specific areas of business and management. May be repeated once for credit with a change in topic. Variable credit: 1-3 hours.

**MG 352 (MLL)**

**Principles of Management**

Examines the functions, activities and principles of leadership in business and other institutions. Philosophy, history, current practice and issues in leading, planning, organizing, and controlling organizations such as communication, motivation and interpersonal relations. Lecture, discussion and cases are used. 3:0:3

**MG 354 (MLL)**

**Small Business Management**

A detailed study of the relationship and functions of accounting, management, financial management, and marketing in the successful initiation and operation of a small business. 3:0:3

**MG 365 (PS 374)**

**Organizational Behavior**

PREREQUISITE: MG 352.

Examines theoretical and practical perspectives and experiences in the areas of motivation and human relations; individual behavior, small group behavior, intergroup behavior; organizational effectiveness, and organizational development. Lecture, discussion and cases are used. 3:0:3

**MG 375**

**Production and Operations Management**

PREREQUISITES: MA 120, FI 360, MG 352 or equivalents.

Study of the design, planning and operations and control of manufacturing processes, material management, inventory quality control systems, work measurement and production standards. 3:0:3

**MG 401**

**Senior Seminar in Management**

PREREQUISITES: MG 352, MG 365, and EN 306B or equivalent. It is strongly recommended that all major core courses be completed prior to enrolling in this course.

Consideration of managerial problems and/or policies. Topics include: the role of values and assumptions in administrative situations, especially their influence on administrators choices among possible ends and means; the skills, attributes and personal qualities that enhance effectiveness of responsible individuals as they work with others in organizations; and the determinants of organization and executive action. 3:0:3

**MG 420**

**Labor Relations**

PREREQUISITES: MG 352, MK 351 and HR 353

Consideration of the development, legal environment, and current problems of the industrial relations system. Emphasis is placed upon the historical evolution of both the union movement and the legislative system that shapes its activities. 3:0:3

**MG 440**

**Complex Organizations**

PREREQUISITES: MG 352 and MG 365.

A sociological approach to the study of organizations. Focuses on theoretical perspectives, characteristics of organizations, the interrelationship of organizational variables, and other related topics. 3:0:3

**MG 460**

**Business Internship**

PREREQUISITE: MG 365 and completion of core courses in business and economics. Enrollment with the consent of the department.

Open to seniors who have demonstrated outstanding academic work in business who want to explore the practical applications of business theory in a professional work environment. Variable credit: 3-12 hours. Grading for this course is pass/fail.

**MG 465**

**Independent Study in Business**

PREREQUISITE: Major in business administration, economics or accounting.

Individual research dealing with secondary sources on an approved topic in business. Variable credit: 1-4 hours.

**MG 490**

**Special Topics in Business Administration**

PREREQUISITE: Permission of the instructor.

A course based on subjects outside the current offerings. Variable credit: 1-3 hours.

**MG 495**

**Business Policy**

PREREQUISITES: EC 141, EC 142, EC 315, EN 306B, FI 360, MG 260, MG 352, and MK 351 or permission of instructor.

A series of business cases and materials dealing with a variety of problems confronting general management selected to illustrate the major areas of managerial concern: environmental opportunities and constraints, formulation of business policy, organization for business activity and marshalling of resources for achieving objectives of the firm. 3:0:3

## MI - Military Science

COURSES OFFERED FOR PARKVILLE DAYTIME  
CAMPUS CENTER ARMY ROTC PROGRAM AND  
CAMPUS CENTERS WITH CROSS TOWN AGREEMENT

### MI 102

#### Leadership Practicum I

Examines leadership in basic tactical and patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students practice leadership according to 16 principles and learn basic individual soldier skills. 2:0:2

### MI 112

#### Leadership Practicum II

Continuation of MI102. Examines advanced squad and platoon tactical operations with emphasis on patrolling operations. Topics include: leadership techniques, basic first aid, and problem-solving exercises. A tactical field application exercise and physical fitness conditioning program are included as course requirements. Students perform duties as leaders of small units. 2:0:2

### MI 116

#### Foundations of Officership

The course introduces the student to issues and competencies that are central to a commissioned officer's responsibilities. These initial lessons establish a framework for understanding officership, leadership, and Army values. Additionally, the semester addresses "life skills" including fitness and time management. This course is designed to give the student an accurate insight into the Army profession and the officer's role in the Army. 1:0:1

### MI 126

#### Basic Leadership

PREREQUISITE: MI 116 or the consent of the Department Chairperson.

This course builds upon the fundamentals introduced in MI116 – Foundations of Officership, by focusing on leadership theory and decision making. "Life Skills" lessons in this semester include: problem solving, critical thinking, leadership theory, followership, group interaction, goal setting, and feedback mechanisms. Upon completion of this semester, students are prepared to advance to more complex leadership instruction concerning the dynamics of organizations. Additionally, students will be increasingly required to demonstrate knowledge of leadership fundamentals and communications (written and oral). 1:0:1

### MI 202

#### Leadership Practicum III

PREREQUISITE: To be taken concurrently and required for students in MI216.

Course examines squad and platoon offensive and

defensive operations and leadership procedures in patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students will perform various leadership roles and present classroom instruction. 2:0:2

### MI 212

#### Leadership Practicum IV

PREREQUISITES: To be taken concurrently and required for students in MI226.

Continuation of MI202 to examine advanced squad and platoon offensive and defensive operations, reaction to obstacles, and leadership procedures in patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students will perform in various leadership roles and present classroom instruction. 2:0:2

### MI 216

#### Individual Leadership Studies

PREREQUISITES: MI116 and ML126 or the consent of the Department Chairperson.

This semester is designed to develop within the student a knowledge of self, self-confidence and individual skills. Through experiential learning activities, students will develop problem solving and critical thinking skills, and apply communication, feedback and conflict resolution skills. Building upon the fundamentals introduced in MI116/MI126 this course delves into several aspects of communication and leadership theory. The focus of the semester is on critical "life skills" which will enable the student's future success. The course concludes with a major leadership and problem solving case study which draws upon previous instruction. 2:0:2

### MI 226

#### Leadership and Teamwork

PREREQUISITES: ML116, 126, 216 or the consent of the Department Chairperson. To be taken concurrently with MI212.

This course focuses on self-development guided by knowledge of self and group processes. Experiential learning activities are designed to challenge students current beliefs, knowledge and skills. This semester takes the approach of placing students in a wide variety of group exercises designed to emphasize various leadership competencies and insights. The instructor, acting as facilitator, helps guide student processing of the events to derive the leadership, group dynamics and problem solving lessons that the exercises offer. Practical "life skills" are emphasized throughout. 2:0:2

## **MI - Military Science (Continued)**

### **MI 302**

#### **Leadership Practicum V**

**PREREQUISITE:** Advanced-course status, to be taken concurrently, and required for students enrolled in MI 316.

Examines squad and platoon offensive and defensive operations, the patrol leader in patrolling operations, and a tactical application exercise.

Participation in physical fitness conditioning and a tactical application exercise is required. Students will perform in various leadership roles and present classroom instruction. 2:0:2

### **MI 312**

#### **Leadership Practicum VI**

**PREREQUISITE:** Advanced-course status, to be taken concurrently, and required for students enrolled in MI 316.

Familiarize squad and platoon offensive and defensive operations, the patrol leader in patrolling operations, and a tactical application exercise.

Participation in physical fitness conditioning and a tactical application exercise is required. Students will perform in various leadership roles and present classroom instruction. 2:0:2

### **MI 316**

#### **Leadership and Problem Solving**

**PREREQUISITES:** 6 credits in Military Science, and Department Chairperson approval and concurrent enrollment in MI 302.

Provides the student with no prior military or cadet experience the ability to quickly learn essential cadet knowledge and skills necessary for successful performance of cadet tasks. Following an introduction to the principles of physical fitness and healthy lifestyles lessons will cover: the Leader Development Program, how to plan and conduct individual and small unit training, basic tactical principles, reasoning skills and the military specific application of these skills in the form of the Army's troop leading procedures. The course concludes with a detailed examination of officership which culminates in a five-hour officership case study. 3:0:3

### **MI 326**

#### **Leadership and Ethics**

**PREREQUISITES:** MI316 and concurrent enrollment in MI312.

Continues the focus from MI316 on doctrinal leadership and tactical operations at the small unit level. Instructional modules include: Army branches, Army Leadership philosophy, dynamics of a group environment, oral and written presentation skills, culminating in instruction in National and Army values and ethics. This critical semester synthesizes the various components of training, leadership and team building. 3:0:3

### **MI 402**

#### **Leadership Practicum VII**

**PREREQUISITES:** Advanced-course status, to be taken concurrently, and required for students enrolled in MI416.

Practical applications in problem analysis, decision making, planning and organization, delegation and control, and development of interpersonal skills required for effective management. Participation in physical fitness conditioning and tactical application exercise is required. Students will perform in various leadership positions and present classroom instruction. 2:0:2

### **MI 412**

#### **Leadership Practicum VIII**

**PREREQUISITES:** Advanced course status, to be taken concurrently, and required for students enrolled in MI426.

Practical applications in problem analysis, decision making, planning and organization, delegation and control, and development of interpersonal skills required for effective management, includes a tactical application exercise. Participation in physical fitness conditioning is required. Students will perform various leadership roles and conduct classroom instruction. 2:0:2

### **MI 416**

#### **Leadership and Management**

**PREREQUISITES:** Advanced Course status and concurrent enrollment in MI402.

A series of lessons designed to enable students to make informed career decisions as they prepare for commissioning and service as Second Lieutenants. Classes concentrate on Army operations and training management, communications and leadership skills which support the final transition from cadet/student to Lieutenant/leader. Subjects include: The Army Training Management System, coordinating activities with staffs, and counseling skills. At the end of this semester students should possess the fundamental skills, attributes and abilities to operate as a competent leader in the cadet battalion. 3:0:3

### **MI 426**

#### **Officership**

**PREREQUISITES:** MI416; Advanced Course status and concurrent enrollment in MI412.

A series of lessons that provide a review of the ethical dimensions of leadership, Law in Leadership, Organizing for Military Operations to include historical case studies, Personnel, Supply and Maintenance administration and management, personal financial planning and entering the service. The semester concludes with a 12 lesson experiential exercise simulating assignment as a new Lieutenant in a unit. 3:0:3

## MI - Military Science (Continued)

### MI 450

#### Independent Research/Project

**PREREQUISITES:** Minimum of a 2.5 GPA and departmental approval.

Investigation of a research problem, project, or topic on an individual conference basis. Variable credit: 1-5 credit hours.

AEROSPACE STUDIES - COURSES OFFERED FOR PARKVILLE DAYTIME CAMPUS CENTER AIR FORCE ROTC PROGRAM AND CAMPUS CENTERS WITH CROSSTOWN AGREEMENTS.

### MI 101 AF

#### Introduction to the Air Force Today I

A survey course designed to introduce student to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include: mission and organization of the United States Air Force, officership, and professionalism, military customs and courtesies, Air Force opportunities and benefits, and written communications. A mandatory Leadership Laboratory (MI 499) complements this course by providing cadets with followership experiences. 1:0:1

### MI 102 AF

#### Introduction to the Air Force Today II

A survey course designed to introduce students to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include: mission and organization of the United States Air Force, a macro history of the United States military, Air Force opportunities and benefits, group leadership projects and oral communication. A mandatory Leadership Laboratory (MI 499) complements this course by providing cadets with followership experiences. 1:0:1

### MI 201 AF

#### The Air Force Way I

A survey course designed to facilitate the transition from ROTC cadet to Air Force ROTC officer candidate. Featured topics include: Air Force heritage and leaders, development of air-power doctrine from the invention of the airplane through the present, and written communications. A mandatory Leadership Laboratory (MI 499) complements this course by providing cadets with their first opportunity to apply leadership experiences discussed in class. 1:0:1

### MI 202 AF

#### The Air Force Way II

A survey course designed to facilitate the transition from ROTC cadet to Air Force ROTC officer candidate. Featured topics include: Introduction to leadership, quality Air Force management tools, ethics and values, oral-communication group,

leadership projects. A mandatory Leadership Laboratory (MI 499) complements this course by providing cadets with their first opportunity to apply leadership experiences discussed in class. 1:0:1

### MI 301 AF

#### Air Force Leadership and Management I

A study of leadership principles and perspectives, leadership ethics, and communication skills required of an Air Force junior officer. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of concepts being studied. A mandatory Leadership Laboratory (MI 499) complements this course by providing advanced leadership experiences in officer-type activities, giving the student an opportunity to apply leadership and management principles. 3:0:3

### MI 302 AF

#### Air Force Leadership and Management II

A study of quality management fundamentals, professional knowledge, Air Force Doctrine, and communication skills required of an Air Force junior officer. Case studies are used to examine management situations as a means of demonstrating and exercising practical applications of concepts being studied. A mandatory Leadership Laboratory (MI 499) complements this course by providing advanced leadership experiences in officer-type activities, giving the student an opportunity to apply leadership and management principles. 3:0:3

### MI 401 AF

#### National Security Affairs

An examination of the national security process, regional studies, advanced leadership ethics, Air Force doctrine, and current issues affecting military professionalism. Within this structure, emphasis is placed on refining communication skills. A mandatory Leadership Laboratory (MI 499) complements this course by providing advanced leadership experiences in officer-type activities, giving the student an opportunity to apply leadership and management principles. 3:0:3

### MI 402 AF

#### Preparation for Active Duty

This course is the final step in preparing an officer candidate for active duty. It includes examination of the military as a profession, officership, military justice, and civilian control of the military. It also familiarizes the student with the roles of various Air Force base agencies. Within this structure, emphasis is placed on refining communication skills. A mandatory Leadership Laboratory (MI 499) complements this course by providing advanced leadership experiences in officer-type activities, giving the student an opportunity to apply leadership and management principles. 3:0:3

(SS) Social and Administrative Sciences

## **MI - Military Science (Continued)**

### **MI 499 AF**

#### **Leadership Laboratory**

The MI 100 and MI 200 Leadership Laboratory (LLAB) courses include a study of Air Force customs and courtesies, drill ceremonies, military commands and Air Force opportunities. MI 300 and MI 400 courses provide advanced leadership experiences that involve planning, organizing, and executing cadet training activities, as well as, preparing and presenting briefing and other oral/written communications. 0 credit.

(SS) Social and Administrative Sciences

## **MK - Marketing**

### **MK 200**

#### **Selected Topics in Marketing**

PREREQUISITE: Instructor permission required.

An in-depth examination of a specific area(s) of Marketing. May be repeated once for credit with a change in topic. Variable credit: 1-3 credit hours.

### **MK 351**

#### **Principles of Marketing**

Examines factors relevant to the marketing mix (product, promotion, distribution, and price) and to marketing management. 3:0:3

### **MK 380 (CA 380)**

#### **Advertising**

PREREQUISITE: MK 351 or equivalent.

Designed to give the student an understanding of the creation, design, and production of material for advertising campaigns in all media. Suggested 3:0:3

### **MK 385 (CA 385)**

#### **Consumer Behavior**

An integrated approach to the study of various behavioral concepts and theories useful for understanding consumer behavior and its relevance to the development of effective marketing strategies. 3:0:3

### **MK 386**

#### **Retailing Administration**

PREREQUISITE: MK 351 or equivalent.

The basic concepts and analytical tools of retailing; types of organizational structure; store location; personnel; merchandising; promotion; services; and control techniques. 3:0:3

### **MK 389**

#### **Professional Selling**

PREREQUISITE: MK 351.

A study of the personal selling process with emphasis on the contributions of behavioral theories and on the legal, ethical, and social responsibilities of selling professionals. 3:0:3

### **MK 395**

#### **International Marketing**

PREREQUISITE: MK 351.

An in-depth study of the methods of establishing and servicing foreign markets with emphasis on pricing, promotion, and distribution channels given the complex effects of international, cultural, legal and business practice environments. Exporting, importing and tariff barriers are also covered. 3:0:3

### **MK 400**

#### **Special Topics in Marketing**

PREREQUISITE: Instructor Permission required.

This course consists of the study and analysis of some major aspect(s) of Marketing concepts at the senior level. Variable credit: 1-3 credit hours

### **MK 401**

#### **Sales Management**

PREREQUISITE: MK 351.

Review and analysis of approaches to planning, organizing, training, developing, compensating, directing, and controlling the sales force in support of marketing objectives. Use of case materials. 3:0:3

(SS) Social and Administrative Sciences

## **MK - Marketing** (Continued)

### **MK 411**

#### **Marketing Management**

PREREQUISITE: MK 351.

Study of the theoretical foundations, the methods and the environment of marketing, management. Topics include: consumer behavior, product policy, channel management, pricing and promotion. 3:0:3

### **MK 453**

#### **Marketing Research and Information Systems**

PREREQUISITES: EC 315 and MK 351.

Examines the application of research methods to the problems of marketing. Consideration is given to research procedures, sources of data and management's use of information for decision making. 3:0:3

### **MK 455**

#### **Promotional Policies and Strategies**

PREREQUISITE: MK 351.

A study of the specific role of the various promotional mix elements in relation to the overall marketing strategy. 3:0:3

### **MK 491**

#### **Seminar in Marketing**

PREREQUISITE: Twelve hours of marketing or instructor approval.

Intensive studies of selected current issues in marketing through seminars, workshops, and forums. 3:0:3

(H) Humanities

## **ML - Modern Languages**

### **ML 100-300**

#### **Exploring Modern Languages**

Course designed to allow the teaching of modern languages not found in the normal course offerings. Each 3:0:3

### **ML 215**

#### **Selected Topics in Languages**

An intermediate level language course that treats topics of contemporary interest. 3:0:3

### **ML 315**

#### **Selected Topics in Literature and Culture**

An advanced level course that examines issues pertaining to issues of culture, society, literature, and history. 3:0:3

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## **CHINESE**

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### **CN 101**

#### **Elementary Chinese I**

An introductory course with emphasis on pronunciation and the basic elements of grammar; practice in understanding, speaking, reading, and writing. 3:0:3

### **CN 102**

#### **Elementary Chinese II**

PREREQUISITE: CN 101 or equivalent.

The introduction of more complex elements of grammar; additional practice in understanding, speaking, reading, and writing. 3:0:3

### **CN 103**

#### **Elementary Chinese I**

An introductory course with emphasis on pronunciation and the basic elements of grammar; practice in understanding, speaking, reading, and writing. Some lab required. 3:1:4

### **CN 104**

#### **Elementary Chinese II**

PREREQUISITE: CN 103 or equivalent.

The introduction of more complex elements of grammar; additional practice in understanding, speaking, reading, and writing. Some lab required. 3:1:4

### **CN 201**

#### **Intermediate Chinese I**

PREREQUISITES: CN 101 and CN 102 or two years of high school Chinese.

Students will work on building vocabulary and comprehension and increasing speaking ability. Everyday life situations and current events will be discussed in class. A grammar review of CN 101 and CN 102 will also be included. 3:0:3

### **CN 202**

#### **Intermediate Chinese II**

PREREQUISITE: CN 201 or two and one half years of high school Chinese. A continuation of CN 201. Vocabulary is put to added work in composition. 3:0:3

### **CN 310**

#### **Independent Readings in Chinese**

PREREQUISITE: CN 202 or three years of high school Chinese.

## ML - Modern Languages (Continued)

Materials and credit to be arranged with the instructor. May be repeated for up to six hours of credit with permission of the instructor. Variable credit: 1-3 hours.

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### FRENCH

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#### **FR 101** **Elementary French I**

Areas covered in this course include vocabulary building, grammar, conversation, and introduction to French culture and civilization. Emphasis is on conversation. 3:0:3

#### **FR 102** **Elementary French II**

PREREQUISITE: FR 101 or one year of high school French.

This course continues the presentation of vocabulary and basic structural patterns begun in Elementary French I with emphasis on comprehension, speaking, reading, and writing skills. 3:0:3

#### **FR 103** **Elementary French I**

This course will introduce students to the four language skills (speaking, listening, reading and writing) that will enable them, on a limited basis, to understand and communicate about topics of everyday importance. Through various media, students will also learn about cultural differences in the French-speaking world. Some lab required. 3:1:4

#### **FR 104** **Elementary French II**

PREREQUISITE: FR 103 or equivalent.

This course continues to develop competency in producing the French language, both spoken and written. Emphasis is placed upon student's ability to communicate effectively in short conversations and basic writings, as well as to grasp the meaning of what they hear and read. Some lab required. 3:1:4

#### **FR 105** **Elementary Oral Fluency in French I**

PREREQUISITES: for students who have had at least one but no more than two semesters of college-level instruction in the language, or permission of the Department Chair.

This course offers two laboratory experiences each week to reinforce and develop oral fluency skills in French on an advanced beginning level. It comprises 1 hour a week in French-only conversation groups and 1 hour a week in the computerized language laboratory for research and group assignments. 0:2:1

#### **FR 106** **Elementary Oral Fluency in French II**

PREREQUISITES: for students who have had at least two but no more than three semesters of college-level instruction in the language, or permission of the Department Chair.

This course offers two laboratory experiences each week to reinforce and develop oral fluency skills in French. It comprises 1 hour a week in French-only conversation groups and 1 hour a week in the computerized language laboratory for research and group assignments. 0:2:1

#### **FR 201** **Intermediate French I**

PREREQUISITE: FR 102 or two years of high school French.

Students work on building vocabulary and comprehension and increasing speaking ability. Everyday life situations and current events are discussed in class. A grammar review of FR 101 and FR 102 will be included. 3:0:3

#### **FR 202** **Intermediate French II**

PREREQUISITE: FR 201 or two and one half years of high school French.

A continuation of FR 201. Vocabulary is put to added work in composition. 3:0:3

#### **FR 310** **Independent Readings in French**

PREREQUISITE: FR 202 or three years of high school French.

Materials and credit to be arranged with the instructor. May be repeated for up to six hours of credit with permission of the instructor. Variable credit: 1-3 hours.

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### GERMAN

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#### **GE 101** **Elementary German I**

Areas covered in this course include vocabulary building, grammar, conversation, and introduction to German culture and civilization. Emphasis is on conversation. 3:0:3

#### **GE 102** **Elementary German II**

PREREQUISITE: GE 101 or one year of high school German.

This course continues the presentation of vocabulary and basic structural patterns began in Elementary German I with emphasis on comprehension, speaking, reading, and writing skills. 3:0:3



## ML - Modern Languages (Continued)

### GE 103

#### Elementary German I

Areas covered in this course include: grammar, vocabulary building, conversation, comprehension and writing, with an introduction to German culture and civilization. Some lab required. 3:1:4

### GE 104

#### Elementary German II

PREREQUISITE: GE 103 or equivalent.

This course continues the development of speaking, comprehension, reading and writing skills and study of German culture and civilization begun in GE 103. Some lab required. 3:1:4

### GE 201

#### Intermediate German I

PREREQUISITE: GE 102 or two years of high school German.

Students work on building vocabulary and comprehension and increasing speaking ability. Everyday life situations and current events are discussed in class. A grammar review of GE 101 and GE 102 is also included. 3:0:3

### GE 202

#### Intermediate German II

PREREQUISITE: GE 201 or two and one half years of high school German.

A continuation of GE 201. Vocabulary is put to added work in composition. 3:0:3

### GE 310

#### Independent Readings in German

PREREQUISITE: GE 202 or three years of high school German.

Material and credit to be arranged with the instructor. May be repeated for up to six hours of credit with permission of the instructor. Variable credit: 1-3 hours.

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## JAPANESE

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### JP 101

#### Elementary Japanese I

An introductory course with emphasis on pronunciation and the basic elements of grammar; practice in understanding, speaking, reading, and writing. 3:0:3

### JP 102

#### Elementary Japanese II

PREREQUISITE: JP 101 or equivalent.

The introduction of more complex elements of grammar; additional practice in understanding, speaking, reading, and writing. 3:0:3

### JP 103

#### Elementary Japanese I

An introductory course with emphasis on pronunciation and the basic elements of grammar; practice in understanding, speaking, reading, and writing. Some lab required. 3:1:4

### JP 104

#### Elementary Japanese II

PREREQUISITE: JP 103 or equivalent.

The introduction of more complex elements of grammar; additional practice in understanding, speaking, reading, and writing. Some lab required. 3:1:4

### JP 201

#### Intermediate Japanese I

PREREQUISITES: JP 101 and JP 102 or two years of high school Japanese.

Students work on building vocabulary and comprehension and increasing speaking ability. Everyday life situations and current events are discussed in class. A grammar review of JP 101 and JP 102 is also included. 3:0:3

### JP 202

#### Intermediate Japanese II

Prerequisite: JP 101 or two and one half years of high school Japanese.

A continuation of JP 201. Vocabulary is put to added work in composition. 3:0:3

### JP 310

#### Independent Readings in Japanese

PREREQUISITE: JP 202 or three years of high school Japanese.

Materials and credit to be arranged with the instructor. May be repeated for up to six hours of credit with permission of the instructor. Variable credit: 1-3 hours.

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## SPANISH

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### SP 101

#### Elementary Spanish I

This course offers a basic introduction to the study of the language with a focus on grammatical structures in addition to oral and written skills. 3:0:3

### SP 102

#### Elementary Spanish II

Prerequisite: SP 101 or two years of high school Spanish.

This course continues the presentation of basic structural patterns and speaking skills began in

## ML - Modern Languages (Continued)

SP 101, with increased emphasis on comprehension of the spoken language. 3:0:3

### SP 103

#### Elementary Spanish I

This course offers a broad introduction to the study of the language in its diverse contexts with a focus on grammar, and oral and written comprehension. Some lab required. 3:1:4

### SP 104

#### Elementary Spanish II

PREREQUISITE: SP 103 or equivalent.

This course introduces more complex elements of grammar and includes student-generated dialogues, short interviews and brief essays as a basis for the practices of speaking, comprehension, reading and writing skills. Some lab required. 3:1:4

### SP 105

#### Elementary Oral Fluency in Spanish I

PREREQUISITES: for students who have had at least one but no more than two semesters of college-level instruction in the language, or permission of the Department Chair.

This course offers two laboratory experiences each week to reinforce and develop oral fluency skills in Spanish on an advanced beginning level. It comprises 1 hour a week in Spanish-only conversation groups and 1 hour a week in the computerized language laboratory for research and group assignments. 0:2:1

### SP 106

#### Elementary Oral Fluency in Spanish II

PREREQUISITES: for students who have had at least two but no more than two semesters of college-level instruction in the language, or permission of the Department Chair.

This course offers two laboratory experiences each week to reinforce and develop oral fluency skills in Spanish. It comprises 1 hour a week in Spanish-only conversation groups and 1 hour a week in the computerized language laboratory for research and group assignments. 0:2:1

### SP 201

#### Intermediate Spanish I

PREREQUISITE: SP 102 or three years of high school Spanish.

In this course students review basic concepts of the language while expanding reading comprehension and writing skills. Readings focus on the study of Hispanic cultures. 3:0:3

### SP 202

#### Intermediate Spanish II

PREREQUISITES: SP 201 or four years of high school Spanish.

A continuation of the grammatical and cultural studies undertaken in SP 201. This course includes content-based projects in the target language. 3:0:3

### SP 203

#### Business Spanish I

An intermediate level review of grammar through the study of business terminology and transactions. 3:0:3

### SP 204

#### Business Spanish II

An advanced intermediate review of grammar through the study of business terminology and cultural interaction. 3:0:3

### SP 205

#### Issues in International Business

A study of global markets accompanied by interactive role-playing, case studies and problem-solving. 3:0:3

### SP 213

#### Spanish for Health Care I

An intermediate level review of grammar through the study of cultural skills and medical terminology when interacting with patients. 3:0:3

### SP 214

#### Spanish for Health Care II

An advanced intermediate level review of grammar through the study of cultural skills and medical terminology when interacting with patients. 3:0:3

### SP 215

#### Cultural Issues in Medicine

A study of issues in Health Care and on-site interactions with an emphasis on specific areas of interest to individual students. 3:0:3

### SP 223

#### Spanish for Global Communication I

An intermediate level review of grammar through a focus on Spanish-speaking communities in the U.S., Spain and Latin America. 3:0:3

### SP 224

#### Spanish for Global Communication II

An advanced intermediate review of grammar through a focus on Spanish-speaking communities in the United States, and in Spain and Spanish America. 3:0:3

## ML - Modern Languages (Continued)

### SP 225

#### Topics in Global Communication

A diverse series of readings about international topics with a focus on cultural knowledge and linguistic dynamics. 3:0:3

### SP 230

#### Spanish for Educators

A study of contemporary issues in Education that emphasizes skills important to classroom needs and communication with students, families, and colleagues. 3:0:3

### SP 294

#### Intermediate Spanish Conversation

PREREQUISITE: SP 202 or equivalent, four years of high school Spanish or instructor's permission.

The course consists of a variety of sources and topics for the improvement of oral language skills. Forums for conversation include individual presentations, pair presentations and groups discussion in Spanish based on readings, individual research, movies, plays and excursions. This course includes a review of advanced grammar concepts. 3:0:3

### SP 295

#### Intermediate Spanish Composition

PREREQUISITE: SP 202 or equivalent.

Writing in Spanish at the intermediate level, including a review of grammar. Short essays and other practical exercises in composition. 3:0:3

### SP 299

#### The Minor Capstone Project

An individual or joint research project that involves hands-on learning and a final oral presentation in English of the work undertaken. 3:0:3

### SP 301

#### Advanced Spanish Conversation

PREREQUISITES: SP294 or equivalent.

Based on the viewing of U.S. Latino, Spanish and Spanish American films, this course emphasizes the practice of oral communication skills and analytical approaches to film reviews. Taught in Spanish. 3:0:3

### SP 302

#### Advanced Grammar and Composition

PREREQUISITES: SP295 or equivalent.

In this course the student develops advanced-level reading and writing skills through the analytical interpretation of short texts by Hispanic writers. Taught in Spanish. 3:0:3

### SP 310

#### Independent Readings in Spanish

PREREQUISITE: SP 202 or four years of high school Spanish or instructor's permission.

Material and credit to be arranged with the instructor. May be repeated for up to six hours of credit with permission of the instructor. Variable credit: 1-3 hours.

### SP 311

#### Culture and Civilization of Spain

PREREQUISITES: SP 294 and SP 295 or equivalent.

Further development of written and spoken Spanish through the study of the culture and civilization of Spain. This course is taught in Spanish. 3:0:3

### SP 312 (MLL)

#### Cultures and Civilization of Spanish America and the Hispanic Caribbean

Taught in English, this course examines aspects of the history and cultures of Spanish America and the Hispanic Caribbean from pre-Columbian to contemporary times. Topics covered include: indigenous civilizations, the Spanish Conquest and occupation, the legacies of empire, dilemmas of national development, the changing roles of women, military dictatorships, and the "disappeared," contemporary Indian cultures and social realities, the narcotic industry, "third-world" debt and issues of national sovereignty. 3:0:3

### SP 394

#### Introduction to the Literature of Spain

PREREQUISITES: SP 301, SP 302 or equivalent, or permission of instructor.

Presents key works of Spanish literature, from the Middle Ages to contemporary times. The selection of texts is designed not only to introduce major writers, but also to seek further insights into the Spanish culture. This course is taught in Spanish. 3:0:3

### SP 395

#### Introduction to the Literatures of Spanish America and the Hispanic Caribbean

PREREQUISITES: SP294 and SP295 or equivalent, or permission of the Department Chair.

Taught in Spanish, this course explores the literature of Mexico, Central and Spanish America. 3:0:3

### SP 399

#### The Major Capstone Project

An individual or joint research project that involves hands-on learning with a written report in Spanish and a final oral presentation in English of the work undertaken. 3:0:3

## MR - Medical Records

### MR 205

#### Medical Terminology I

Basic vocabulary of medical terms, stressing prefixes, suffixes, and roots with application to each system of the body. 3:0:3

### MR 206

#### Medical Terminology II

PREREQUISITE: MR 205 or equivalent.

Review of prefixes, suffixes and anatomical roots for each system of the body. Basic vocabulary of terms for diseases, operations, tumors, signs, symptoms, laboratory tests, and diagnostic procedures for each system of the body. 3:0:3

### MR 220

#### Coding

A study of the international medical nomenclature and classification systems for the comparison of disease data. Major topics include: characteristics of the nomenclature and classification systems and methods of quality control of coded information. 3:0:3

### MR 242

#### Medical Records I

Principles of medical record technology including the preparation, analysis, preservation, and retrieval of health information. The value of this information to the patient, the doctor, and the community will be stressed. 3:0:3

### MR 243

#### Medical Records II

PREREQUISITE: MR 242 or equivalent.

Medical records in a variety of health care facilities, release of information, medical staff organization, and requirements and survey procedures of licensing and accrediting agencies. Medicare law and other federal regulations will be presented. Students will be introduced to the basic principles of supervising and managing a medical records department. 3:0:3

## MU - Music

### MU 105

#### Ensemble

The study and performance of music for instrumental or vocal groupings. May be repeated for credit. 1:0:1

### MU 110

#### Class Voice

Group instruction of tone production, diction, breathing, and the basic techniques of singing. 2:0:1

### MU 115

#### Computer Music Editing

An introduction to computer assisted production of printing music using Finale. Open to all students. 1:2:1

### MU 160

#### Introduction to Music Theory

A study of the fundamentals of harmony and basic elements of sight-singing, melodic dictation, rhythmic dictation, keyboard, timbre, texture, and form used both in aural and visual analysis. Course has a required laboratory session. 3:2:4

### MU 161

#### Music Theory

PREREQUISITE: MU 160.

A continuation of the fundamentals of harmony and basic elements of sight-singing, melodic dictation, rhythmic dictation, keyboard, timbre, texture, and form used both in aural and visual analysis. Course has a required laboratory session. 3:2:4

### MU 191, 291, 391, & 491

#### Applied Music A

One-half-hour individual lessons are currently offered in voice, piano, and classical guitar. (Instruction in other instruments may be made available as demand and availability of instructors dictate.) Music minors electing any of these courses might be required to perform a recital during the semester. (First digit in course number refers to level of proficiency). May be repeated for credit. 1/2:5:1

### MU 192, 292, 392, & 492

#### Applied Music B

One hour individual lessons are currently offered in voice, piano, and classical guitar. (Instruction in other instruments may be made available as demand and availability of instructors dictate.) Music minors electing any of these courses might be required to perform a recital during the semester. (First digit in

## MU - Music (Continued)

course number refers to level of proficiency). May be repeated for credit. 1:10:2

### **MU 205 (GE)** **Music Appreciation**

A course designed to acquaint the student with the basic materials and history of music. Emphasis is on aural analysis and attendance at live performance. 3:0:3

### **MU 208** **Explorations in Music**

Introductory study of music as it relates to popular culture and other areas of contemporary interest. May be repeated for credit when topics change. 3:0:3

### **MU 210 (GE)** **Music and Society**

A study of the role that music and musicians have played voluntarily or otherwise in politics, religion and social issues. Specific works ranging from instrumental music through opera, liturgical music, musical theatre and popular music are discussed. 3:0:3

### **MU 215** **University Choir**

PREREQUISITE: Instructor's approval.

Membership is open to non-majors as well as majors. Personnel is chosen by audition. May be repeated for credit. 3:2:1

### **MU 240** **Advanced Music Theory I**

PREREQUISITES: MU 160 and MU 161.

A continuation of MU 160 and MU 161, with a further study and analysis of modulation, altered chords, modes, chromaticism, and devices used in contemporary music. Studies will be applied to written, aural, and keyboard skills. Course has a required laboratory session. 3:2:4

### **MU 241** **Advanced Music Theory II**

PREREQUISITE: MU 240.

A continuation of MU 240, with a further study and analysis of modulation, altered chords, modes, chromaticism, and devices used in contemporary music. Further studies will be applied to written, aural, and keyboard skills. Course has a required laboratory session. 3:2:4

### **MU 260 (GE)** **Introduction to Music I**

A comprehensive survey of Western music from its known beginnings to the present. 3:0:3

### **MU 261 (GE)** **Introduction to Music II: Music of the World**

An introductory study of the music of non-Western cultures. 3:0:3

### **MU 331** **Diction for Singers**

A study of Lyric Italian, German, French, and English diction employing the International Phonetic Alphabet. 3:0:3

### **MU 341** **Choral Conducting**

PREREQUISITE: Instructor's approval.

An introduction to the fundamentals of conducting techniques, rehearsal methods, and choral music scores. 3:0:3

### **MU 345 (LL)** **Music History: Medieval, Renaissance and Baroque**

An introduction to the music literature from ancient times to 1750. 3:0:3

### **MU 346 (LL)** **Music History: Classic, Romantic and Modern**

An introduction to the music literature from 1750 to the present. 3:0:3

### **MU 359 (MLL)** **Folk Music in America**

Introductory study of music as it relates to popular culture and other areas of contemporary interest. This topic is designed to familiarize the student with the legacy of American folk music. This course is designed to provide understanding of the theoretical principles used in American folk music, as they apply to its performance and its effect on society. 3:0:3

### **MU 365** **Orchestration**

PREREQUISITE: MU 241 or instructor's approval.

A study of the orchestral instrument families with exercises in writing scores for instrumental ensembles. Emphasis is placed upon full orchestra with secondary attention given to small ensembles and the special need of school and civic performing groups. 3:0:3

### **MU 372** **Voice Methods**

A study of voice production, teaching methods, and repertoire for the various voice classifications. 3:0:3

(H) Humanities

## **MU - Music (Continued)**

### **MU 373**

#### **Piano Methods**

A study of the teaching materials and methods for the beginner through college level. 3:0:3

### **MU 374**

#### **Directed Study**

(for all other pedagogy needs)

### **MU 415**

#### **Independent Study in Music**

PREREQUISITE: permission of department chair.

This course offers the student minoring in music the opportunity to research a focused topic in music, to compose a significant musical work, or to perform a significant work or set of works. The final product will be a fully developed research paper, a finished original musical score, or a significant musical performance. 3:0:3

### **MU 465**

#### **Counterpoint**

A study of 18th century counterpoint with emphasis on its influence on polyphonic writing of the 20th century. Prerequisite: MU 241. 3:0:3

### **MU 470**

#### **Forms and Analysis**

PREREQUISITE: MU 241.

A study of standard musical forms in music from the common practice period to the present. 3:0:3

(NS) Natural and Applied Sciences

## **NS - Natural and Life Sciences**

### **NS 215**

#### **Selected Topics in Math/Natural Sciences**

An in-depth examination of specific areas of mathematics and natural sciences. May be repeated once for credit with a change in topic. Variable credit: 1-4 hours.

### **NS 218**

#### **Foundations of Science**

A study of the interdependent development of science and culture including the philosophical and technological effects on society. 3:0:3

### **NS 220**

#### **Applied Statistics and Experimental Design**

PREREQUISITE: MA 131 or higher.

The applied use of statistics in the natural sciences. This course will provide an overview of statistics important to biological investigation, hypothesis testing, sampling protocol, and experimental design. Emphasis will be placed on computer statistical packages, natural science data, and application and interpretation of these statistics. Students will be introduced to several common statistical tests, including one- and two-sample hypothesis testing, analysis of variance (ANOVA), correlation, regression, and chi-squared tests with nonparametric alternatives briefly discussed. 3:0:3

### **NS 241 (MGE)**

#### **Cultural and Historical Aspects of the Scientific Endeavor**

A history of science is presented in terms of the multicultural aspects of our scientific heritage. Focus is upon the nature of scientific inquiry and the social factors affecting the participation of diverse groups of individuals in the advancement of science. 3:0:3

### **NS 304 (MLL)**

#### **Science, Technology, and Society**

Relationship between science, technology, and society. Topics include: the two cultures, the relationship between basic science and technology, the effects of technology upon society, and possible future technologies. 3:0:3

### **NS 306**

#### **Ethical Practices in Science**

The social and ethical implications of scientific advancement will be presented to encourage the free exchange of ideas, with an emphasis on the role scientists and health professionals should play. Topics are selected from current social and ethical issues in chemistry, biology, ecology, physics, and health care. 1:0:1

### **NS 315**

#### **Special Topics in Math/Natural Sciences**

An in-depth examination of specific areas of mathematics or the natural sciences. May be repeated once for credit with a change in topic. Variable credit: 1-3 hours.

(NS) Natural and Applied Sciences

## NS - Natural and Life Sciences (Continued)

### NS 319 (MLL)

#### International Health Issues

This course is designed to acquaint the student with health issues including the social, behavioral, and environmental influences on health and the delivery of health care in the United States and other countries. The concepts of health and illness will be explored from a multicultural viewpoint along with a variety of strategies for the promotion and protection of health, the prevention of disease, and the treatment modalities such as herbal medicine, therapeutic touch, acupuncture, etc. Current global issues will be discussed. 3:0:3

### NS 401

#### Natural Science Seminar

A regularly scheduled seminar based on formal presentations of students, faculty, and guests. The presentations are based upon current periodical literature, and the presentation of an abstract and bibliography is required. Required of all senior students within the school as designated by the department. May be repeated for credit. 0:2:1.

(NS) Natural and Applied Sciences

## NU - Nursing

### NU 120

#### Anatomy and Physiology for Nurses

This course is designed for nurses who have had an introduction to the nursing program. Exploration of human body and a discussion of their function. Emphasis is placed on identification of body parts, organization of systems and homeostatic mechanisms. 4:0:4

### NU 200

#### Nursing Transitions

Seminar/discussion course to introduce and orient the participant to the nursing program. Exploration of nursing history, nursing theory including nursing process, introduction to communication and teaching/learning theory are included in the course topics. Principles and application of pharmacology will be emphasized. 3:0:3

### NU 210

#### Adult Health Nursing I

PREREQUISITE: NU 200. Concurrent with NU 220, NU 238, and NU 235.

Enhances basic medical surgical knowledge of health promotion and alterations in fluid and electrolyte balance, respiratory, cardiovascular, gastrointestinal, hepatic, and urinary systems and surgical client care with an emphasis on evidence based nursing practice. 3:0:3.

### NU 220

#### Adult Health Nursing II

PREREQUISITE: NU 200. Concurrent with NU 210, NU 238, and NU 235.

Enhances basic medical surgical knowledge of health promotion and alterations in integumentary, musculoskeletal, neurological, endocrine, stress, immune, sensory or reproductive systems with an emphasis on evidence based nursing practice. 3:0:3

### NU 235

#### Clinical Adult Health Nursing

PREREQUISITE: NU 200. Concurrent with NU 210 and NU 220 and NU 238.

Application of the nursing process in a variety of clinical settings with emphasis placed on safe patient care, teaching / learning, pharmacology, communication, critical thinking and health promotion. 0:10:5

### NU 238

#### Nursing Health Assessment

PREREQUISITE: NU 200. Concurrent with NU 210, NU 220 and NU 235.

Application of the nursing process as it relates to the health assessment of normal and abnormal assessment findings across the life span. The use of nursing history, interview techniques and assessment techniques are emphasized in relationship to the adult (including geriatric population), pediatric population and pregnant population. 3:0:3

### NU 240

#### Maternal/Child Health Nursing

PREREQUISITE: NU 210, NU 220, NU 235 and NU 238. Concurrent with NU 255, NU 260 and NU 275.

An exploration of health care issues, health promotion, growth and development, and management of disease processes related to women, infants, children, and families based on evidence based nursing practice. 3:0:3

## NU - Nursing (Continued)

### NU 255

#### Mental Health Nursing

PREREQUISITES: NU 200, NU 210, NU 220, NU 235, NU 238. Concurrent with NU 240, NU 265, and NU 275.

An exploration of health care issues, health promotion, growth and development across the life span, and management of disease processes related to the mental health client population. Emphasis is placed on evidence based nursing practice with a focus on communication processes, relationship of biochemistry and genetics to mental health diagnosis and treatment, pharmacologic and group approaches to treatment, and development of therapeutic relationships. 3:0:3

### NU 265

#### Clinical Nursing Practice Applications

PREREQUISITES: NU 200, NU 210, NU 220, NU 235, NU 238 Concurrent with NU 240, NU 255, and NU 275.

Application of the Nursing Process in a variety of clinical settings with emphasis placed on health promotion, growth and development, management of disease processes across the life span, and nursing leadership and management based on evidence based nursing practice. 0:10:5

### NU 270

#### Selected Topics in Nursing

PREREQUISITES: NU 210, NU 220 and NU 230 or permission of the instructor.

Specialized study in contemporary topics related to transition to the role of the ADN professional nurse in the changing health care system. Emphasis will be placed on personal and professional development. May be repeated once for credit with change in topic. 3:0:3

### NU 275

#### Management and Issues in Nursing

PREREQUISITES: NU 200, NU 210, NU 220, NU 238, NU 235. Concurrent: NU 240, NU 255 and NU 265.

Exploration into nursing management and issues. Emphasis will be placed on nursing leadership, health care systems, health care financing and legal and ethical issues prevalent to nursing practice and patient care. 3.0:3

## PC - Peace Studies

### PC 200 (GE)

#### Introduction to Peace Studies

A survey course designed to provide a general overview of the interdisciplinary issues presented in peace studies programs today and the history of academic peace studies. Examines the causes of war and the variety of approaches to peacemaking. Explores in depth pacifism and nonviolence, the just war theory, crusade mentality and peace through strength. The diversity of the peace movement from 1945 to the present is given major attention. 3:0:3

### PC 300 (MLL)

#### Nations At War: People of Peace

A contemporary and historical study of current international conflicts. Considers perspectives and strategies of contemporary peacemakers and peace-making organizations. Analyzes the political, economic and cultural factors causing international conflict and students imagine concrete alternatives for peace building that maximizes justice. 3.0:3

### PC308 (MLL) (RE308)

#### Religion, Conflict and Visions of Peace

Religious communities frequently have bold visions of peace and justice and yet may be major contributors to violence and oppression. Students will engage in meeting first hand religious communities in metro Kansas City as well as exploring key beliefs and practices through readings and class discussion. Accurate and empathic understandings of different faiths will be combined with critical examination of their propensities for peace and justice-making historically and in contemporarily conflicts worldwide. Contemporary conflicts will include the USA, Northern Ireland, Bosnia, the Middle East, Africa, and the Indian sub-continent. 3:0:3

### PC 315 (MLL)

#### Global Peace Issues

An examination of current global peace issues in the context of globalization. Issues covered will include the nature of globalization, different ways of defining security, the phenomenon of new or post-modern wars, terrorism, human rights, poverty and development, climate change, gender, immigration,



## PC - Peace Studies (Continued)

international organizations, AIDS etc. Uses a symposium approach focusing on ideological visions and analyses of the issue and possible solutions that promote peace, security and human well being. 3:0:3

### PC 320 (LL)

#### The Practice of Peacemaking

A course in the theory and practice of nonviolence. Brief attention is given to violent approaches to peacemaking, such as peace through imperialism and militarism. Practical skills and activities that promote peace and justice at the local and global levels are presented, analyzed, critiqued, and skill practiced. 3:0:3

### PC 321 (LL) (CA 321)

#### Interpersonal Conflict Resolution

Presents various strategies for dealing with conflict in a positive manner. Emphasizes the development and practice of skills of listening, assertiveness, problem solving, conflict management, and mediation. 3:0:3

### PC 385 (LL)

#### The History of Peace

A study of the quest for peace and the partnership way of human community from pre-history to the present. The approaches to peace from as many cultures and academic disciplines as possible are pursued, acknowledged, and evaluated. The lessons from the dominant paradigm of social organization and the history of war are used to clarify the proposition that an equally valid history of peace exists. 3:0:3

## PE - Physical Education

### PE 101

#### Physical Fitness

An exploration of the body's need to function physiologically. Students will develop and implement a personal program of fitness. 0:2:1

### PE 102

#### Beginning Swimming

This course is designed to teach the beginner to swim. 0:2:1

### PE 103

#### Beginning Tennis

An introduction to playing tennis. This includes backhand stroke, forehand, volley and serve. 0:2:1

### PE 106

#### Beginning Golf

An exploration of the necessities of playing golf is the emphasis of this course. 0:2:1

### PE 107

#### Dance

An exploration of rhythmic body expression. 0:2:1

### PE 108

#### Jogging

A study of the regiments and the body's responses to a jogging program. The course includes, but is not limited to, implementation of a personal jogging program, equipment and safety measures. 0:2:1

### PE 109

#### Weight Training

An examination and implementation of weight training. Maximum benefits and body adaptation will be presented, and the safety features will be explained and implemented. 0:2:1

### PE 110

#### Karate

This course offers an introduction to the martial arts of karate. 0:2:1

### PE 119

#### Individual Sport Topics

There are several sports being offered under this topic. The common content is that students determine success for themselves. May be repeated for different sports. 0:2:1

### PE 120

#### Team Sport Topics

The sports requiring cooperation between team members are taught under this heading. May be repeated for different sports. 0:2:1

### PE 302

#### Advanced Lifesaving

An in-depth survey of the techniques of water rescue. 1:2:2

(NS) Natural and Applied Sciences

## PE - Physical Education (Continued)

### PE 304

#### Special Topics in Physical Education

An in-depth examination of specific areas in the field of physical education. Topics include, but are not limited to: psychology of coaching, exercise physiology and sports officiation. 2:0:2

### PE 402

#### Water Safety Instruction

PREREQUISITE: PE 302.

Mastery of all techniques in teaching swimming, advanced swimming and all levels of lifesaving. 1:2:2

(H) Humanities

## PH - Philosophy

### PH 101 (GE)

#### Introduction to Philosophical Thinking

An entry into philosophy by one of two routes: an exploration of philosophical problems through reading and discussing selections from the great thinkers or a lecture-discussion survey of philosophy conceived in the broadest fashion. 3:0:3

### PH 201 (GE)

#### Choosing and Using Values

A look at different proposals people have made about what things have the most worth and how human beings ought to live, together with an attempt to see how these proposals might work out if put into practice today. An introduction to philosophical ethics. 3:0:3

### PH 205 (GE)

#### The Meaning of Life

Students in this course participate in the quest for meaning in life through reading and discussion of the contributions of philosophers, religious prophets, poets and writers, and through talking with persons who seem to have achieved meaning in their own lives. Students are expected by the end of the course to have formulated in writing or some other medium a statement of where they are in their personal quests. 3:0:3

### PH 211 (GE)

#### Fundamentals of Logic

Principles of sound reasoning. Topics include: analysis of propaganda and sources of prejudice, fallacies in reasoning and speech; the logic of the syllogism with techniques for testing validity; and the basic apparatus of symbolic logic. 3:0:3

### PH 217 (MGE)

#### Ancient and Medieval Philosophy

A survey of the central figures of classical and medieval philosophy, including the early Greek thinkers, Socrates, Plato, Aristotle, Augustine, and Aquinas. Their contributions to the development of

science, religious thought, and social and political theory are studied. 3:0:3

### PH 220 (GE) (PO 220)

#### History of Political Philosophy

An analysis of political philosophy in its historical perspective, with a special examination of the influences of political philosophy on political institutions and on the development of political science. 3:0:3

### PH 221

#### Ethics and Society

Applies the insights of philosophical ethics to value questions that require public decision. Content of the course description will vary according to the choice of the instructor utilizing topics such as abortion, capital punishment, euthanasia, use of natural resources, nuclear concern or censorship. 3:0:3

### PH 223 (MGE)

#### Modern Philosophy

A survey of select figures in 16th-18th century European philosophy (e.g., Descartes, Spinoza, Leibniz, Hobbes, Locke, Berkeley, Hume, Kant) and how they have shaped modern scientific, religious, ethical and political thought. 3:0:3

### PH 250

#### Selected Topics in Philosophy

An in-depth examination of specific areas in philosophy not otherwise available in the department. May be repeated once for credit with change of topics. 3:0:3

### PH 301

#### Seminar: Exploration in Philosophy

Selected topics as announced. May be repeated for credit with permission of the department. 3:0:3

### PH 302 (LL)

#### Ethical Issues in Public Policy

Considers several controversial questions regarding values which require public decision, such as abortion, capital punishment, and discrimination

**PH - Philosophy (Continued)**

based on sexual preference. The insights of philosophical ethics are then applied to each—for example, how a utilitarian, formalist, or existentialist might handle each issue. 3:0:3

**PH 303****Philosophy of Science**

An examination of the philosophical assumptions of both the natural and the social sciences. Topics include: the distinction between science and non-science; the nature and types of scientific explanation; the structure and function of scientific laws and theories; the problems and paradoxes of confirmation and disconfirmation; the role of mathematics and models of science; the basis for probability and induction; and the relationship between science and values. 3:0:3

**PH 305 (LL)****Great Ideas**

An approach to Western philosophical thought which emphasizes the creative ideas which have made our culture what it is. Examines ideas at their point of origin, then investigates their modern application. 3:0:3

**PH 307****Analytical Thinking**

This logic course proceeds in two steps: First, the student is taught a basic pattern for constructing and analyzing arguments. This learning is facilitated by working a number of examples. Second, the discussion proceeds to variations upon this basic pattern which are found in specific areas of argumentation: art, business, law, politics, philosophy, etc. The overall goal is to increase the student's skill in detecting, analyzing, and constructing arguments. 3:0:3

**PH 308 (MLL)****Business Ethics**

An inquiry into the role of ethics in business situations. Topics considered include: the justice of various economic systems, corporate rate responsibility, conflict of interest, government regulation versus self-regulation, the ethics of investment, responsible advertising, discrimination, affirmative action, and sexual harassment. Emphasis is put upon the application of ethical theory to specific cases with attention to the sometimes conflicting demands of profit maximization and societal well-being. 3:0:3

**PH 310****Independent Study in Philosophy**

An opportunity for students to pursue a special interest not covered by regular course offerings. Material and credit arranged in consultation with instructor. May be repeated for credit with

permission of department. Variable credit: 1-3 hours.

**PH 311****The History of Ideas**

An examination of the following topics seeks to provide a historical framework for thinking about the major questions of mankind: What is the origin and nature of the universe and humanity? Does God exist and if so, what does God require of us? What can we know and how? 3:0:3

**PH 316 (MLL)****Philosophy and Skepticism**

An approach to Western philosophical thought by examining the use, meaning and tradition of skepticism within the philosophical tradition. Beginning with the Greeks and then focusing on the radical skepticism of the Hellenistic period, attention will be paid to how skepticism has shaped Western philosophical thought through figures such as Sextus Empiricus, Montaigne, Descartes, Hume, and selected contemporary thinkers. Particular attention will be paid to skepticism in ethics, politics, religion, literature, and scientific inquiry. 3:0:3

**PH 319****Philosophy of Religion**

Fundamental questions about religion are considered. Does God exist? If so, what is God's nature? Of what significance is mysticism? What happens (if anything) at death? 3:0:3

**PH 321 (MLL)****Eastern Philosophy**

An introduction to the philosophical traditions of India, China, and Japan. Topics include: (1) the development of the Upanishads and the orthodox Hindu schools and the emergence of Buddhist philosophy as a challenge to Hinduism; (2) the development and interaction of Confucianism and Daoism (and later, Buddhism) in Chinese history and culture; and (3) the transmission, development and transformation of Chinese philosophical schools in Japan. 3:0:3

**PH 350****Special Topics in Philosophy**

This course deals with various topics in philosophy, especially those which involve interdisciplinary studies or studies concerning contemporary issues in culture and society. May be repeated for credit with change in topic. 3:0:3

## PK - Park Basic Skills

VA benefits might not be available for these courses.

### **PK 103**

#### **College Reading Improvement**

A course for the student who needs individualized instruction to improve reading comprehension and vocabulary skills. The course will include instruction in basic study skills, note taking and test taking. VA benefits might not be available for this course. 3:0:3

### **PK 107**

#### **Mathematics in Review**

A developmental course for the student who needs review and further practice in the basic arithmetic operation needed in pre-algebra and algebra, including calculations involving whole numbers, fractions, and decimals. Elementary geometry and problem-solving techniques will also be covered. VA benefits might not be available for this course. 3:0:3

### **PK 110**

#### **Introduction to College Study Skills**

Provides students with strengthening skills necessary for success in college classes. Emphasizes basic communication skills. Students will learn to read textbooks and library materials, listen to lectures, write examinations, speak in class discussions, and give oral reports. VA benefits might not be available for this course. 3:0:3

### **PK 112**

#### **Effective Writing Skills**

(This course is not available to students who have successfully completed a college level writing course or who have otherwise satisfied the Prerequisite of EN 105). VA benefits might not be available for this course.

This course is intended to help students improve their skills in writing correct sentences, paragraphs, and short essays. Other concerns of the course are vocabulary building, correct usage and improvement of writing skills. 3:0:3

### **PK 115**

#### **Basic Skills Writing I**

May only be taken in conjunction with EN 105

This course is designed to help students improve their writing skills. A writing sample of each student is assessed on entry according to the writing process. Individual portfolio assessment will be used to monitor progress. 3:0:3

### **PK 116**

#### **Basic Skills Writing II**

This course may only be taken in conjunction with EN 106 and is designed to help students become proficient in using the library for research and then in writing research papers. Individual portfolio assessment will be used to monitor progress. 3:0:3

### **PK 117**

#### **Principles of Composition in Review**

An individualized program designed for students who need additional practice in composition skills in preparation for writing competency examination. 3:0:3

### **PK 118**

#### **Contemporary Mathematics and Pre-Algebra**

A developmental course for the student who needs instruction and practice performing calculations and solving equations. Topics include basis calculations using percentages, real numbers, geometry and other skills needed to succeed in MA 131 and MA 120. 3:0:3

### **PK 119**

#### **Self and Career Exploration**

This seven-week course is especially for the student who is unsure of what career or major to choose. Students learn through self-discovery exercises and various printed and computerized career resources. This course is geared toward teaching students to make thoughtful and more satisfying career/major choices. 1:0:1

### **PK 120**

#### **Computer Keyboarding**

Designed to offer techniques and basic skills of typing, with emphasis upon formation of correct typewritten techniques, mastery of the keyboard, and performance of basic typing operations. Credit may be given when the student passes a comprehensive test and demonstrates ability to type at 35-40 wpm. This is a pass/fail course requiring students to demonstrate the skills listed by the end of the term. 3:0:3

### **PK 308**

#### **Assertive Career Building**

This seven-week course is designed for the junior or senior who is preparing to graduate and enter the world of work. Course topics include effective resume writing, interviewing and contact building. 1:0:1

**PO 100 (MGE)**

**American Politics and Citizenship**

An examination of the role of the citizen in the American political system on the local, state and national levels of government. The impact of urbanization, bureaucratization and technology will be emphasized with reference to their historical development and international dimensions. 3:0:3

**PO 200 (GE)**

**American National Government**

A survey of the functions and processes of the three branches of American national government. The changing roles of the branches and their relationship to the public will be emphasized. 3:0:3

**PO 201**

**State and Local Government**

A critical survey of the major trends in state and local government in the United States, with special emphasis on the governmental practices of the State of Missouri and problems of municipal government in Kansas City. 3:0:3

**PO 202 (MGE)**

**Introduction to Law**

Descriptions of American law, language and processes. Subjects include, but are not limited to: the purposes of law, civil law, criminal law, torts, contracts, family law, rights and liberties. 3:0:3

**PO 210 (MGE)**

**Comparative Political Systems**

Introduction to the concepts and approaches in the field of comparative politics and government. Included is the comparative analysis of political institutions, processes, and problems in selected countries. 3:0:3

**PO 216**

**International Relations**

An introduction to the study of international relations focusing on the interactions of post-World War II international systems, politics, and organizations. 3:0:3

**PO 220 (GE) (PH 220)**

**History of Political Philosophy**

An analysis of political philosophy in its historical perspective, with a special examination of the influences of political philosophy on political institutions and on the development of political science. 3:0:3

**PO 221**

**Political Ideologies**

A study of the major ideologies and philosophies shaping the political thinking of our days. Democracy is the center of attention, but other ideologies are also examined. 3:0:3

**PO 250**

**Special Topics in Fire Service Management**

This course is designed specifically for the Bachelor of Public Administration/Fire Services Management program and includes such topics as: fire investigation, fire administration, fire inspection, building and fire codes, environmental laws, regulations, and environmental management, marketing and public relations, applied environmental laws and regulations, and hazardous materials management and planning. May be repeated up to a total of 12 hours (permission of department chair required). 3:0:3

**PO 302**

**Legal Analysis**

**PREREQUISITES:** EN 105, EN 106, passing the WCT and 60 accumulated hours.

An introduction to the theory, method and actual process of legal reasoning. Particular attention is paid to identifying legal principles which underlie statutes and judicial precedents; understanding their logical basis and assessing their substantive significance; and applying them analytically and creatively in various factual contexts. This course will satisfy the EN 306 requirement for Legal Studies majors. 3:0:3

**PO 303**

**Legal History**

A survey of the history of law, with emphasis on major historical periods and codifications. A major portion of the course deals with the development of the law in the United States. Special attention is paid to theories of law such as natural law, trends in today's law, and the relationship of law to government and society. 3:0:3

**PO 304**

**Constitutional Law**

A seminar-type study of the basic principles of American government and fundamental rights as interpreted by the Supreme Court. Briefs of selected cases are discussed. 3:0:3

**PO 310**

**Parties and Elections**

A study of the structure and uses of pressure groups, political parties and elections in the United States. The central concern of the course is the development of a realistic understanding of the political process. 3:0:3

**PO 320**

**American Foreign Policy**

Contemporary foreign relations policy of the United States. An analysis of the factors affecting American foreign policy is undertaken. The governmental institutions concerned with development and execution of foreign policy are examined. 3:0:3

**PO 329**

**Law School and LSAT Preparation**

This course is a requirement for Legal Studies majors and minors. It will provide students with a means to prepare themselves for the rigors of law school. It will present students with strategies for getting into the law school of their choice. A significant amount of time will be spent on developing a personal statement that will improve their chances in the competition for scarce positions in law schools. It will also spend a good deal of time helping students to prepare for taking the Law School Admissions Test. Readings on the law school experience, presentations from those who have been to law school, significant work on a personal statement usually required for law school applications, and intense preparation for the LSAT will be the methodologies employed. 3:0:3

**PO 330 (LL)**

**Public Administration**

Principles and problems of public administration in America. Special attention is given to the problems of democratic control and the development of basic concepts of the field. 3:0:3

**PO 331**

**Public Organizations**

A study dealing with public organization design and the impact public organizations have upon those who work in them or deal with them. Topics include: public organization information and control systems, decision making in public organizations, the environment of public organizations, organizational behavior, and innovation in public organizations. 3:0:3

**PO 332**

**Public Budget and Finance**

An analysis of public budgeting at the national, state and local levels of government, including the relationship of the federal budget to fiscal policy. The politics of the budgetary process are examined as well as various types of budgets. The influence of intergovernmental transfer payments is also reviewed. 3:0:3

**PO 333**

**Public Management and Leadership**

The study of managerial functions, processes, ethics and practices in public organizations. Topics may include: goals, objectives, policies, organizational structures, and decision-making theory and practice in public organizations. 3:0:3

**PO 334**

**Public Personnel Administration**

Analysis of the various functions of public personnel administration including: recruitment, placement, training, salary, evaluation, retirement, person-

nel problems, labor relations, collective bargaining, ethics, merit systems, and EEO programs. 3:0:3

**PO 335**

**Administrative Politics**

Examines the skills involved in interacting with the public, private groups, legislative bodies, advisory committees, political appointees, other administrative agencies, and other levels of government. The ethical problems of such relationships are also considered. 3:0:3

**PO 336**

**The Media and Public Administration**

An analysis of the relationship between public administrators and the media from the standpoints of (a) the public relations efforts of administrators, and (b) the reporting of the media. 3:0:3

**PO 337**

**Administrative Law**

The study of administrative agencies, their rule making powers, adjudicatory functions and judicial control over such agencies. Areas covered include: the scope of administrative power, judicial review, regulatory law, due process, and personal liability of public servants. 3:0:3

**PO 340**

**Public Policy**

Policies and functions of American government with the emphasis on the policy problems confronting the United States and the process of policy making. 3:0:3

**PO 342 (MLL)**

**The United Nations**

This course will introduce students to the history, purposes, structure, principal arms, and specialized agencies of the United Nations. It will increase understanding of peacekeeping, arms control, development, trade, human rights, global resource management, and other global issues as well as the role of the United Nations in developing a consensus among countries on how to best address these issues. 3:0:3

**PO 350**

**Special Topics in Politics**

In-depth examination of a selected issue in politics and government. 3:0:3

**PO 399**

**Scope and Methods of Political Science**

Concepts, models, theoretical frameworks and typologies in the study of politics will be emphasized. Also examined is the methodology used in cross-national research. 3:0:3

## **PO - Political Science (Continued)**

### **PO 400**

#### **Senior Project in Political Science**

A semester course in which the student develops, with the close supervision of the instructor, a question for research and designs how that research will be carried out in the next semester. The student also develops a literature review. 3:0:3

### **PO 403**

#### **Senior Project in Public Administration**

A capstone course for Public Administration students to reacquaint them with the totality of Public Administration. Students should be able to demonstrate a thorough integration of the courses taken and skills learned. Case studies and practical problems will be examined. 3:0:3

### **PO 405**

#### **Senior Thesis**

**PREREQUISITES:** EN 105, EN 106, passing the WCT and 60 accumulated hours.

The development of a thesis based upon the problem statement created in PO 400 and placed in the context of previous research and political theory. This course will satisfy the EN 306 requirement for Political Science majors. 3:0:3

### **PO 428**

#### **Senior Seminar in Fire Service Management**

A comprehensive integration of the degree-oriented study of fire services management. Emphasis will be upon the interrelationship of management and the various fields within fire services. 3:0:3

### **PO 430**

#### **Research in Public Administration**

**PREREQUISITES:** EN 105, EN 106, passing the WCT and 60 accumulated hours. **PREREQUISITE:** permission of the instructor.

Students undertake an independent study which coordinates the various aspects of public administration with scholarly writing. It is intended for students who will be seeking an advanced degree in public administration. Topics of research will address issues of relevance to the field of public administration and will be determined in consultation with the instructor. This course will satisfy the EN 306 requirement for Public Administration majors. 3:0:3

### **PO 440**

#### **Senior Project in Legal Studies**

**PREREQUISITES:** PO 302, PO 303 and PO 304.

An advanced course in legal studies focusing on the direct application of legal analysis and basic legal research. Students will utilize provided case materials, research the legal issues, prepare trial or appellate briefs, and present the case to either a jury through witnesses and evidence or to a judicial appellate panel through oral argument. 3:0:3

### **PO 450**

#### **Internship**

An internship in an actual work situation related to politics or public administration. Variable credit as recommended by faculty internship advisor. 3-12 hours.

## **PS - Psychology**

### **PS 101 (MGE)**

#### **Introduction to Psychology**

A survey of the assumptions, history, methods, and techniques of psychology. A presentation of representative theory and research in the areas of consciousness, learning, motivation, cognition, personality, and social behavior. 3:0:3

### **PS 121**

#### **Human Growth and Development**

A discussion of the physical, social and physiological changes occurring during the life of the individual from conception to death. Emphasis is placed on the similarities and differences of the various age groups and the specialized needs of each. 3:0:3

### **PS 205 (EDE 205)**

#### **Child Psychology**

**PREREQUISITE:** PS 101.

A study of biological, cognitive, and sociocultural development from the prenatal period through childhood. Attention will be given to theory and research, practical examples and policy implications. 3:0:3

### **PS 206**

#### **Introduction to Guidance and Counseling**

**SUGGESTED PREREQUISITE:** PS 101 or equivalent.

A survey of the guidance process, communication, functions of counseling, and various counseling theories. This course is designed to introduce students to the whole guidance process. Emphasis will be placed on an integrated approach to basic helping skills utilizing theory, practice, and case

application. The course will provide students with the foundation to develop skills they need to establish effective helping relations. 3:0:3

**PS 221 (EDM/EDS 221)**

**Adolescent Psychology**

Developmental factors and problems common to the period from puberty to adulthood. Topics include: self-identity, sexuality, life-styles, parent-adolescent relationships, and conditions leading to optimal development. 3:0:3

**PS 222 (MGE)**

**Adult Development and Aging**

Focuses on the developmental tasks and psycho-social services during the adult years with special emphasis placed on the social psychology of aging. 3:0:3

**PS 301 (LL)**

**Social Psychology**

A study of the impact of the real or imagined social environment on individuals; particular emphasis is placed on the role of social and cultural influences on individual's thoughts, feelings, and behaviors. 3:0:3

**PS 302**

**Tests and Measurements**

PREREQUISITE: PS 101.

An introduction to the uses of psychological tests and to the techniques of test construction and evaluation. Topics include: a survey of common tests in the areas of general classification, differential testing of abilities and measurement of personality characteristics. 3:0:3

**PS 305**

**Behavioral Research Methods**

PREREQUISITE: (PS 101 or SO 141) and MA 120.

An application of the scientific methods to social science with the focus on hypothesis formulation, research design, data collection, and data analysis. Replication of research studies or completion of research project, or both. 3:0:3

**PS 309 (LL)**

**Human Sexuality**

Survey of topics relating to human sexuality. The themes range from the biology of human reproduction to the sociology and psychology of human mating. Many controversial subjects are discussed, to encourage students to examine their own attitudes towards these subjects. 3:0:3

**PS 315**

**Theories of Personality**

PREREQUISITE: PS 101.

Examination of the major personality theories and contributing research evidence with particular emphasis upon motivation and dynamics of behavior. 3:0:3

**PS 317**

**Psychology of Language**

PREREQUISITE: PS 101.

Experimental study of language, including sentence comprehension and memory, language acquisition and development, speech perception, and effects of context, perception, reasoning, and linguistic structure on processing of language. 3:0:3

**PS 358**

**Applied Behavior Analysis**

PREREQUISITE: PS 101 or permission of the instructor.

This course is an introduction to the defining characteristics, philosophical orientation, goals, and limitations of Behavior Analysis. Topics will include behavior observation, operant conditioning, functional assessment, single-subject design, maintenance, and application of behavior analytic principles. 3:0:3

**PS 361 (MLL)**

**Cross-Cultural Psychology**

Emphasizing active learning, we will examine the sociocultural forces impacting human behavior. Specifically we will address the dynamics of culture as a psychological variable, the global perspective in psychology, theories of culture and behavior, cross-cultural research methods, cognition, language, culture and gender, socialization, cultural differences in social behavior, intergroup relations, organizational behavior across cultures, and culture and health. 3:0:3

**PS 374 (MG 365)**

**Organizational Psychology**

PREREQUISITE: PS 101.

Study of the intrapersonal, interpersonal and group dynamics in organizational behavior, group problem solving, task functions and process functions, motivation and morale, models of organization and their psychosocial costs and benefits, including impact on the culture and the family. 3:0:3



**PS 388**

**Learning and Motivation**

PREREQUISITE: PS 101.

A survey of major theories and supporting research related to classical and operant conditioning, social learning, and motivational processes. Consideration of behavior modification and applications in solving clinical, motivational, educational, and societal problems. 3:0:3

**PS 390**

**Selected Topics in Psychology**

PREREQUISITE: PS 101 or permission of the instructor.

Intensive study of an area of psychology selected by the instructor on the basis of student need or current issues. Variable credit: 1-3 hours.

**PS 398**

**Junior Seminar in Psychology**

PREREQUISITE: PS 101 and junior standing.

Designed to provide psychology majors with resources in career planning toward specific post-graduation goals of either seeking psychology-related employment, or applying for graduate school. Facilitates preparation for the senior capstone in psychology, field placement in psychology, and establishment of a successful work identity and goals. 1:0:1

**PS 401**

**Abnormal Psychology**

PREREQUISITE: PS 101.

An introduction and investigation of the causes, development, symptomatology and treatment of abnormal behavior. Primary focus is an eclectic view of persons and their adaptation of their environment. 3:0:3

**PS 402**

**Systems of Psychotherapy**

PREREQUISITES: PS 101, PS 401 or PS 315 and junior or senior standing.

Explores the major schools of psychotherapy. The course includes an extensive use of actual case studies. 3:0:3

**PS 403**

**Special Problems in Psychology**

PREREQUISITE: permission of the instructor.

A seminar in which special problems related to psychological theory or practice are discussed on the basis of extensive readings. 3:0:3

**PS 404**

**History and Systems of Psychology**

PREREQUISITES: PS 101, and junior or senior standing or permission of the instructor.

Study of history of the philosophical and scientific bases of the evolution of modern psychology and a critical examination of the systems of structuralism, functionalism, behaviorism, Gestalt psychology, psycho-analytic, humanistic, and existential theories. 3:0:3

**PS 405**

**Independent Study in Psychology**

PREREQUISITES: major in psychology, permission of the instructor, and junior or senior standing.

May be taken for up to six hours. 3:0:3

**PS 406**

**Experimental Psychology**

PREREQUISITES: EN105, EN106, PS101, SO 307, SO 308, passing the WCT, and 60 accumulated hours.

An introduction to the design and analysis of laboratory experiments and other research methods in psychology. Topics may include: cognitive, social, perceptual, clinical developmental, and biological processes. Students conduct and evaluate experiments, may serve as subjects, and gain experiences in writing scientific research reports. This course will satisfy the EN306 requirement for Psychology major. 3:0:3

**PS 407**

**Field Placement in Psychology**

Supervised field placement in an agency specifically concerned with application of psychology.

Prerequisites: major in psychology, permission of the instructor, and junior or senior standing. Variable credit: 3-6 hours.

**PS 408**

**Cognitive Psychology**

PREREQUISITES: PS 101, and junior or senior standing or permission of the instructor.

Students are introduced to modern concepts in cognitive psychology. Human information processing, representation and organization of knowledge, and the uniqueness of higher cognitive skills are emphasized. Classroom demonstrations and experiments are used in exploring human learning and memory. 3:0:3

(SS) Social and Administrative Sciences

## **PS - Psychology (Continued)**

### **PS 410**

#### **Social Influence and Persuasion**

This course will examine empirical evidence regarding the impact of social influence on individual behavior. Specifically, addressing the role of compliance, conformity, and obedience in shaping ideas, attitudes, and behavior. 3:0:3

### **PS 498**

#### **Senior Capstone in Psychology**

PREREQUISITES: PS 101 and senior standing.

This course serves as a senior capstone experience for students in their senior year. This course will include a comprehensive examination, a portfolio, and a major paper reflecting on the student's portfolio. There will also be lectures reviewing all issues designated in the Psychology Program Competencies. 2:0:2

(NS) Natural and Applied Sciences

## **PY - Physics**

### **PY 130 (MGE) (GO 130)**

#### **Astronomy**

This course will study the complexities of the universe. It will examine the physical, chemical and meteorological, and geological aspects of the universe, including planets, suns, asteroids, and nebulae. 3:3:4.

### **PY 155 (MGE)**

#### **Concepts of Physics I**

A non-calculus approach to physics designed to emphasize the concepts that are most important to students pursuing careers in the health sciences. Topics include: measurements, force and motion, statics, vectors, and wave theory as applied to heat, sound, and light. Laboratory includes appropriate experiments to illustrate concepts. 3:3:4

### **PY 156 (MGE)**

#### **Concepts of Physics II**

PREREQUISITE: PY 155.

A continuation of PY 155. Topics include: electricity, magnetism, wave mechanics, lasers, x-rays and nuclear radiation. Laboratory includes experiments and demonstrations to illustrate and emphasize concepts. 3:3:4

### **PY 205**

#### **Introduction to Physics I**

PREREQUISITES: MA 210. CO-REQUISITE: MA 211.

Lecture and laboratory introducing the calculus based physics. Topics include: introductory kinematics and Newtonian dynamics of both particles and solid bodies, work and energy, momentum, and thermodynamics. 4:3:5

### **PY 206**

#### **Introduction to Physics II**

PREREQUISITE: PY 205.

A continuation of the calculus physics sequence. Topics include: wave motion, electromagnetic and acoustic waves, properties of waves, and electromagnetic theory. 4:3:5.

(H) Humanities

## **RE - Religion**

### **RE 103 (GE)**

#### **Introduction to Religion**

A look at the different ways in which contemporary humanity views, studies and evaluates religion, giving special emphasis to the global nature of the human experience in religion. Approaches religion from the perspective of academic inquiry, considering art, language, ethics, ritual, and myth. 3:0:3

### **RE 109 (MGE)**

#### **World Religions**

An introduction to the religion of humankind from the earliest records of spiritual life to the great religions of today. The course recognizes the possibilities of dialogue among the living traditions around the world and the resources within the local community. 3:0:3

## RE - Religion (Continued)

### RE 215

#### Selected Topics in Religious Studies

An in-depth examination of specific areas in religion not otherwise available in the department. May be repeated once for credit with change of topics. 3:0:3.

### RE 223 (MGE)

#### Ancient Christianity

A critical exploration of the origination and development of Christianity within the larger historical, cultural, and religious setting of the ancient Graeco-Roman world. Particular attention is paid to how early Christians understood Jesus of Nazareth, organized and regulated their churches, and dealt with important religious and social concerns. Significant parts of the New Testament are studied with regard to these matters. 3:0:3

### RE 224 (MGE)

#### Ancient Israel

A critical exploration of the origination and development of the Israelite people within the larger historical, cultural, and religious setting of the ancient Near Eastern world. Particular attention is paid to how early Hebrews understood Yahweh, the God of Israel; organized and regulated their community; and dealt with important religious and social concerns. Significant parts of the Hebrew Bible are studied with regard to these matters. 3:0:3

### RE 300

#### Zen Meditation

Perhaps the highest form of Buddhism, perhaps the highest form of meditation, Zen has evolved in Japan over the past 800 years. Zen meditation techniques and the Zen goal of enlightenment are applicable to the lives of Westerners and to people of different religious beliefs. Students meet with the instructor and meditate at least 20 minutes per day. Students wishing two hours credit will in addition read from the Zen masters. Variable credit: 1-2 hours.

### RE 303 (LL)

#### Life, Death and Hereafter

Consideration is given to philosophical, biblical, and literary perspectives on life, death, and what lies beyond death. The course also gives attention to such matters of contemporary concern as the denial of death, counseling, the dying and bereaved, the right to die, and funeral practices. 3:0:3

### RE 304

#### Seminar: Explorations in Religion

Selected topics as announced. May be repeated for credit with permission of the department. 3:0:3

### RE 305 (MLL)

#### Traditional Religions of Africa

A multi-disciplinary study of traditional, non-Christian religions in sub-Saharan Africa with special emphasis on the religious system(s) of one or more peoples such as the Nuer, Dogon, Yoruba, or Dinka. Topics include: concepts of divinity (God, major and minor deities, and other supernatural powers); stories of world creation and structure; relationships between religious belief and social organization; views of the human being; life, death, and the hereafter; ghosts and ancestors; spirit possession and exorcism; divination, sorcery, magic, and witchcraft; and religious institutions, leaders, and rituals. 3:0:3

### RE 306

#### Biblical Seminar

PREREQUISITE: Permission of the instructor.

An in-depth study of a selected book or section of the Scriptures. 3:0:3

### RE 307 (LL)

#### Religion in Today's World

Contemporary aspects of religious thought and practice across a variety of disciplines and expressions, and considering current trends and movements. Attention will be given to religion as manifested on the world stage, with particular attention to the role it plays in the United States. The attempt is made to integrate religion with business, education, the sciences, politics consistent with current experience. 3:0:3

### RE 308 (MLL) (PC308)

#### Religion, Conflict and Visions of Peace

Religious communities frequently have bold visions of peace and justice and yet may be major contributors to violence and oppression. Students will engage in meeting first hand religious communities in metro Kansas City as well as exploring key beliefs and practices through readings and class discussion. Accurate and empathic understandings of different faiths will be combined with critical examination of their propensities for peace and justice-making historically and in contemporary conflicts worldwide. Contemporary conflicts will include the USA, Northern Ireland, Bosnia, the Middle East, Africa, and the Indian sub-continent. 3:0:3

### RE 310

#### Independent Study in Religion

An opportunity for students to pursue special interests not covered by regular course offerings. Material and credit arranged in consultation with instructor. May be repeated for credit with permission of department. Variable credit: 1-3 hours.

## RE - Religion (Continued)

### RE 315

#### Special Topics in Religious Studies

This course deals with various topics in religious studies, especially those which involve interdisciplinary studies or studies concerning contemporary issues in culture and society. May be repeated for credit with change in topic. 3:0:3

### RE 320 (MLL)

#### Human Community: History, Ideology, Design

This course will look at a variety of communities throughout history, how people came together, in what configuration and for what purpose. The nature and character of human community will be discussed, including such concepts as city, neighborhood, stewardship, and relationship. Study may focus on early city planning, monastic communities, utopian/millennial ideals, and modern suburbia. 3:0:3

### RE 324 (MLL)

#### The Hebrew Bible [Old Testament]

An introduction to the Hebrew Bible, known to Christians as the Old Testament. The course will examine the historical, prophetic, liturgical and wisdom writings that comprise the Hebrew Bible, exploring each for its contribution to the larger narrative's presentation of God and humanity. This course will include a particular focus on the development, content and historical and contemporary application of the texts in the Jewish, Christian, and Islamic traditions. 3:0:3

### RE 325 (MLL)

#### The New Testament

An introduction to the New Testament, a collection of writings assembled by the early Christian church as the second volume of scripture. The course will explore how, in gospels, historical narratives, and letters to faith communities, the New Testament tells the story of Jesus' life and death, and will examine its impact on the expanding community of those who believed Jesus to be the Christ. This course will examine the content, development and narrative unity of the New Testament, with particular focus on contemporary interpretations and understandings of the text. 3:0:3

## SO - Sociology

### SO 141 (GE)

#### Introduction to Sociology

An examination of the social processes and structures of society, with particular attention to American society. Reviews such topics as inter-personal interaction, culture, major social institutions, inequality, deviance, and social change. Also introduces methods used in sociological research. 3:0:3

### SO 208

#### Social Inequality

An analysis of patterns of social and economic inequality in American society as well as societies in other times and places. Examines theories of the causes of inequality, the consequences of inequality for individuals and society, and the patterns and causes of social mobility. 3:0:3

### SO 210

#### Social Institutions

PREREQUISITE: SO 141

An overview of major social institutions, such as education, family, religion, culture and media, science and health care, politics, and the economy.

Discusses their historical development, modern forms, social functions, and the ways in which they relate to one another and shape individual lives. 3:0:3

### SO 220

#### Ethical Issues in Social Sciences

PREREQUISITE: An introductory social science course (i.e., SO 141, PS 101).

Considers the moral and ethical consequences of conducting social science research, disseminating the results, and implementing practices and policies based on those findings. Critically examines those questions and choices rising at each stage of the research process, and the results of those choices on relevant parties. 3:0:3

### SO 302 (MLL)

#### The Study of the Family

A study of the family as a social institution and a social group in terms of cross-cultural, historical, and contemporary perspectives. Current controversies concerning male-female roles, sexual morality, reproduction and other issues are considered. 3:0:3

## SO - Sociology (Continued)

### SO 303 (LL)

#### Urban Sociology

A study of the development of the city and of the social characteristics of urbanization, ecology, social processes, group relations, and selected urban problems. 3:0:3

### SO 304

#### Social Problems

PREREQUISITES: SO 141

Review of major controversial issues facing modern societies, such as poverty, crime, deviance, sexuality, addiction, mental illness, prejudice, changing values, demographic pressures, surveillance, technology, terrorism and war, the provision of social services, and the balance between individual freedom and social responsibility. Special attention is given to global and cross-cultural context, and the causes, consequences, and potential public policy solutions for each issue. 3:0:3

### SO 306

#### Writing for Social Sciences

PREREQUISITES: SO 141, or PS 101, or other introductory social science course; (SO 220 recommended), EN 105, EN 106, passing the WCT and 60 accumulated hours.

Course emphasizes translating social science jargon and research findings into clear and appropriate language for a variety of common consumers of social science results, including professional, practitioner, and lay audiences. Topics also include APA style, conducting a literature review and evaluating sources, balanced and complete presentation, and professional authorial voice. Common forms of social science writing, such as research proposals, data summaries, and research reports are introduced. This course will satisfy the EN 306 requirement for Sociology and Social Psychology majors. 3:0:3.

### SO 307

#### Statistics for Social Sciences

PREREQUISITES: MA 131 and an introductory social science class (i.e., SO 141, PS 101, CJ 100, or SW 205)

Statistical methods are a primary tool for all of the social and behavioral sciences. This course introduces a wide variety of common statistical techniques and their conceptual bases, including: basic descriptive and inferential statistics, analyses of association and variance, effect sizes, and others in their parametric and nonparametric forms. It provides a background in the relevant theories of probability, sampling, and measurement. And the student will learn how to become a more discerning consumer of statistical information as well as gaining practical experience calculating these statistics by hand and computer. 3:0:3

### SO 308

#### Principles of Social Research

PREREQUISITE: An introductory social science class (i.e., SO 141, PS 101, CJ 100, or SW 205) and SO 307 or equivalent.

Surveys the range of quantitative (experiments, surveys, etc.) and qualitative (observations, interviews, etc.) methodologies commonly used in social scientific research. Critically examines issues related to formulating research questions, evaluating social scientific literature, sampling, measurement, design, analysis, interpretation, and communication of results. Involves completion of data analysis projects and a research proposal. 3:0:3

### SO 315 (LL)

#### Minority Group Relations

An examination of the patterns and causes of prejudice and discrimination. Surveys the history and current status of groups in American society which have been subjected to discrimination based on race, ethnicity, sex or religion. 3:0:3

### SO 318

#### Military Sociology

The military as a social institution, focusing on both the internal structure and practices of the military and its relation to other institutions (such as the government or the family), military leadership, policy issues and the role of the military in diplomacy and international relations, and the social psychological effects on service members (including the differences between enlisted personnel and the officer corps), veterans, and their families and friends. And it analyzes the dynamic role of the military in a digital age with changing operational mandates. 3:0:3

### SO 325

#### Social Deviance

Survey of major theories of deviance and social control. Analyzes specific behaviors and identities commonly regarded as deviant: violence, property crimes, drug use, mental illness, unconventional sexual behaviors, suicide and self-destructive behaviors, among others. Explores both official and informal responses to deviantized behaviors, including criminalization and stigmatization, and their cross-cultural variation. 3:0:3

### SO 326

#### Sociology of Conflict, War and Terror

PREREQUISITE: SO 141 or instructor consent.

Surveys the conditions under which conflicts arise, escalate, and are resolved or erupt into open hostility. Examines the social functions and consequences of warfare, including its relation to political, cultural, and economic concerns, and its effects on combatants. Traces the reasons for terrorism and its rise

## **SO - Sociology (Continued)**

from the 20th century onward, including its connections to globalization and the global community. 3:0:3

### **SO 327**

#### **Sociology of Mental Health and Illness**

Cross-cultural social history and analysis of mental health professions and psychiatric diagnoses, and an analysis of the politics and social control related to the labeling of mental illnesses. Topics include institutional and informal care-giving, effects of mental illness on family and friends, homelessness and substance abuse, effects of current mental health policies and trends, medicalization of deviance, and a social epidemiology of mental illness. 3:0:3

### **SO 328**

#### **Sociology of Religion**

Sociological analysis of religious organizations, movements, and experiences with an emphasis on historical and cross-cultural comparisons. The course surveys both large-scale religious trends and demographic patterns and the social and cultural dimensions of individual religious feelings and behaviors. Topics include formal religious organizations, religious socialization, religious conflict, relations with other institutions, the worldwide rise of fundamentalisms, and the future of religion. 3:0:3

### **SO 329**

#### **Sociology of the Life Course**

Examines the social aspects of aging from birth to death and the differences in our experiences due to age, historical period, and the cohort or generation to which we belong. Substantive topics include social psychological outcomes (such as self-esteem and stress), adolescence and identity formation, dating and family dynamics, occupational trajectories and retirement. Also examines the large scale effects of population aging trends and the effects of maturation of social relationships. 3:0:3

### **SO 330**

#### **Sociology of Youth and Youth Cultures**

Focus on the social and cultural aspects of development from the onset of adolescence through young adulthood. Examines historical and cultural differences in the concept of "youth." Topics include the effects of family, friends, and the media on identity and personal decisions; dating and mating; school and work; popular culture, values, and consumerism; violence, delinquency, sex, and risk taking. 3:0:3

### **SO 332**

#### **Dying, Death and Bereavement**

Examines the demographic, cultural, and social psychological aspects of dying, death, and the grieving process. Topics include cultural and individual atti-

tudes toward death, the medicalization of death, associated institutions, end of life care, the social role of funerals, and various forms of death, such as old age and dying young, euthanasia, suicide, and genocide. 3:0:3

### **SO 390**

#### **Topics in Sociology**

PREREQUISITE: SO 141.

Based each semester on a different subject area not otherwise available in the department. Recommended for any students desiring to broaden their knowledge base in the social sciences. 3:0:3

### **SO 402**

#### **Independent Study in Sociology**

PREREQUISITES: Major or minor in sociology or human services, permission of the instructor, and SO 141.

An opportunity for the student to pursue an individual area of interest by directed readings or research, or both. This is not a substitute for standard course offerings. 3:0:3

### **SO 403**

#### **Social Theory**

PREREQUISITE: SO 141.

Surveys the historical development of sociological theory, examines the nature of social theory and theory construction, and reviews the principal contemporary perspectives and debates in the field of social theory. 3:0:3

### **SO 421**

#### **Organizational Sociology**

PREREQUISITES: SO 308 or equivalent, or instructor permission.

Study of the origins and operations of formal bureaucratic organizations, such as businesses, governments, prisons, and voluntary and service associations; their place in modern society; and their relations to one another and to individuals. Topics include major organizational theories, leadership, authority, task performance, communication, decision-making, and effectiveness. Focuses on the structural and cultural aspects of these organizations. 3:0:3

### **SO 425**

#### **Sociology of Work and Professions**

PREREQUISITE: SO 308 or equivalent, or instructor permission.

Analysis of work in the United States and a global economy. Examines the division of labor, central and peripheral labor markets, occupational prestige and professionalization, work and identity,

## SO - Sociology (Continued)

occupational mobility, formal work hierarchies and informal collegueship, socialization and work processes, types of occupations and professions, and the influences of large corporations and globalization. 3:0:3

### SO 451

#### Advanced Social Psychology

PREREQUISITE: PS 301.

An in-depth survey of the major theoretical approaches in social psychology, including: social cognition, exchange theory, group dynamics, role theory, psychodynamics, symbolic interactionism, and social constructionism. The emphasis is on critical evaluation and practical application of each theory and major studies and findings are used as illustration. 3:0:3

### SO 455

#### Program and Policy Evaluation

PREREQUISITE: SO 308 or equivalent.

Advanced survey of quantitative and qualitative methodologies used to evaluate organizational programs and policies. Covers all steps of the process, from value formation and goal setting, through research design, data collection, analysis and interpretation, and implementing data based program changes. 3:0:3

### SO 459

#### Survey Methodology

PREREQUISITE: SO 308 or equivalent.

Advanced course in the design, implementation, and analysis of survey research. Topics include operationalizing concepts, scaling and measurement, multistage sampling, wording and ordering effects, and a number of statistical analysis techniques. It also introduces practical considerations regarding the time, cost, and method of survey implementation. 3:0:3

### SO 490

#### Special Topics in Sociology

PREREQUISITE: SO 141.

Based on a different subject area not otherwise available in the department. Recommended for those planning to go on to graduate school. 3:0:3

### SO 496

#### Senior Project in Sociology

This course involves research on a selected sociological problem and preparation of a major paper in the style of a professional journal article in sociology. The paper will include a problem statement, review of relevant theory and research, and presentation of research findings and analysis.

### SO 498

#### Senior Capstone in Sociology

PREREQUISITE: SO 308, senior standing.

This course serves as a capstone experience for students in their senior year. This course will include a comprehensive examination, a portfolio, and a major paper reflecting on the student's portfolio. There will also be lectures reviewing all issues designated in the Sociology program competencies. 3:0:3

## SS - Social Science

### SS 215

#### Selected Topics in Social Science

An in-depth examination of specific areas of the social sciences. May be repeated once for credit with a change in topic. Variable credit: 1-3 hours.

### SS 315

#### Special Topics in Social Science

An in-depth examination of specific areas of the social sciences. May be repeated once for credit with a change in topic. Variable credit: 1-3 hours.

### SS 401

#### Social Sciences Colloquium

A seminar for juniors and seniors promoting understanding of selected contemporary problems from an inter-departmental perspective. Strongly recommended for all majors and minors within the division. May be repeated for credit. 1:0:1

(NS) Natural and Applied Sciences

## SU - Surveying

### SU 201

#### Introduction to Surveying

PREREQUISITE: MA 141.

Course will cover principles and methods of surveying; handling of survey equipment during transit; field work to include foundation layouts, grade calculations, level circuits, and profiling; and compilation of field notes. 3:0:3.

(SS) Social and Administrative Sciences

## SW - Social Work

### SW 205 (MGE)

#### Introduction to Social Work

This course introduces students to the profession of social work and provides an overview of the professional knowledge, skills, and values necessary for generalist social work practice. The various settings for social work practice and the types of services provided by social workers are explored. 3:0:3

### SW 305

#### Human Behavior in the Social Environment I

PREREQUISITE: Admission to the Social Work program.

This course examines the interplay of biological, psychological, social and cultural factors which influence human behavior and human development through the life cycle. This course, which is the first in a sequence of two courses, focuses on the period of infancy to young adulthood. Attention is given to the impact of social and economic deprivation on human development. 3:0:3

### SW 310

#### Social Work Practice I: Individuals and Families

PREREQUISITE: Admission to the Social Work program.

This course provides the foundation for beginning social work practice with individuals and their families. It focuses on the theories, knowledge, practice skills needed to engage in a problem solving process, and the ethical framework within which this process occurs. 3:0:3.

### SW 320

#### Social Work Practice II: Groups

PREREQUISITE: Admission to the Social Work Program

This course introduces knowledge and skills needed for beginning practice with groups. This includes exploration of the dynamics of group processes and

the use of group interventions to address a wide range of human needs. 3:0:3

### SW 325 (MLL)

#### Human Diversity and Social Justice

This course provides a foundation of knowledge for more effective social work practice with a diversity of individuals and groups. It explores the background, world view and special needs of groups which vary in such respects as race and ethnicity, religion, gender, disability, sexual orientation, and age. 3:0:3

### SW 330 (MLL)

#### Social Welfare Policy and Programs

This course introduces students to the major social welfare policies and programs of the United States today, and it examines the historical circumstances which gave rise to those social welfare programs and the social work profession. Existing policies are critically examined, and attention is given to methods by which social policies might be influenced to better meet human needs and promote social justice. 3:0:3

### SW 335

#### Social Work Research

PREREQUISITE: Admission to the Social Work program.

This course introduces basic methods of social research, including various aspects of research design, data collection, analysis, and reporting of findings. It examines both qualitative and quantitative research methods, and explores the application of social research knowledge to critical assessment of published social work research and evaluation of social work interventions and programs. 3:0:3



## **SW - Social Work (Continued)**

### **SW 405**

#### **Human Behavior and Social Environment II**

**PREREQUISITES:** Admission to the Social Work program.

This is the second sequential course which examines on the interplay of biological, psychological, social, and cultural factors which influence human behavior and human development through the life cycle. An understanding of these influences provides a foundation from which to better understand and work with a diversity of clients. This course focuses on the period of middle adulthood to old age. 3:0:3

### **SW 410**

#### **Social Work Practice III: Organizations and Communities**

**PREREQUISITES:** Admission to the Social Work program.

This course introduces students to knowledge and skills for social work practice with organizations and communities. This includes an introduction to organizational management, acquiring grants for program funding, strategies for organizational change, and the experience of working in an agency setting under supervision. Community practice includes an introduction to community change strategies and methods of advocacy. 3:0:3

### **SW 420**

#### **Field Instruction I**

**CO-REQUISITES:** SW 310, concurrent enrollment in SW 421, and permission of the instructor.

This course provides an educationally-oriented practice experience in an agency setting under the supervision of an approved agency-based field instructor. It provides an opportunity for students to apply the knowledge, skills, and ethical principles presented in the classroom setting. Students must complete a minimum of 225 hours in the practicum setting. 5 credits.

### **SW 421**

#### **Field Instruction II**

**PREREQUISITES:** SW 310, Social Work Major, and permission of the instructor. **CO-REQUISITE:** SW 420.

The aim of the seminar is to provide students an opportunity to resolve issues encountered in the Field Instruction through sharing and interaction with peers under the direction of the field instructor. Through analysis of their field experiences, students understanding and integration of previous classroom learning is enhanced. 1:0:1

### **SW 430**

#### **Field Instruction II**

**PREREQUISITES:** SW 310, SW 420, SW 421, Social Work Major, and permission of the instructor. Concurrent enrollment in SW 431 required.

**CO-REQUISITES:** SW 320 and SW 410.

As the second in a sequence of two supervised learning experiences in an agency setting, it is expected that the student will engage in more in-depth practice and learning, and will strengthen a sense of personal identity as a social work professional. Students must complete a minimum of 225 hours in the practicum setting. 5 credits.

### **SW 431**

#### **Field Instruction Seminar II**

**PREREQUISITES:** SW 420, SW 421, Social Work Major, and permission of the instructor. **CO-REQUISITE:** SW 430.

Integrates agency-based learning in the second Field Instruction placement with classroom-based learning. 1:0:1

### **SW 450**

#### **Special Topics in Social Work**

**PRE-REQUISITE:** permission of instructor and at least junior standing and SW205 Introduction to Social Work with a C or better

Specialized study of a particular subject in social work, not otherwise available in the department. May be repeated for credit when topics are changed. . Variable Credit: 1-3 hours.

## TH - Theatre

### TH 100 (GE)

#### Introduction to Theatre

A survey of all the elements (critical, historic, practical, artistic) contributing to the making of theatre presentations. 3:0:3

### TH 101 (GE)

#### Basic Principles of Acting

A practical exploration of the basic principles of acting and its application to all forms of expression. Open to all students. 1:2:3

### TH 105 (MGE)

#### Oral Communication

A study of the basic skills in breathing, vocal control, diction, and articulation as applied to the public presentation of the following literary forms: poetry, prose, drama, reader's theatre and choral reading. Selections used as performance options include authors from a wide variety of ethnic and national origins. Open to all students. 1:2:3

### TH 110

#### Freshman Theatre Practicum

PREREQUISITE: permission of department chair.

A practical apprenticeship in the techniques of the theatre: participation in crew work and acting in theatre productions. Variable credit: 1-3 hours.

### TH 115

#### Technical Theatre Production

Theory and practice of the technical elements involved in theatrical presentation: stagecraft, lighting, sound, costume, and make-up. Special emphasis is given to the practical needs of teachers and religious and community theatre enthusiasts. Open to all students. 3:0:3

### TH 210

#### Sophomore Theatre Practicum

PREREQUISITE: Permission of department chair.

Practical experience in the techniques of theatre: participation in crew work and acting in theatre productions. Variable credit: 1-3 hours.

### TH 216

#### Directing I

A study of the function of the director and basic theories of composition, picturization, and movement. Development of practical skills as directors through classroom discussion and the direction of scenes. Assembly of a complete director's script for a final project. Open to all students. 1:2:3

### TH 217

#### Design I

Introduction to the theory and practice of scenic and lighting design. Open to all students. 1:2:3

### TH 301

#### Acting Workshop I

Concentrated application of the craft and techniques of acting. Emphasis is on concentration, character study and motivation, and the strengthening of ensemble interaction between actors as characters through improvisation exercises and rehearsal and performance of partnered scenes. 1:2:3

### TH 302 (MLL)

#### Creative Drama

Theory and practice of the use of creative drama as an alternative teaching/learning tool and as a support technique in working with diverse-needs populations and age groups-such as drama in education for curricular and language skill enhancement; drama as self-esteem, social interaction, and coordination building tools; and drama in therapy. Includes off-campus workshop opportunities in area schools. Especially recommended for Education, Communications, Psychology, and Social Work majors and recreation leaders. 1:2:3

### TH 305

#### Acting Workshop II: Dialects, Accents and Professional Auditioning

A semester of intensive monologue training in which the first half is devoted to ear training in a variety of regional American dialects and foreign accents and class performances of monologues that utilize those dialects and accents. The second half focuses on professional audition expectations and the preparation and public performance of two contrasting monologues suitable for a professional theatrical audition. Open to all students. 1:2:3

### TH 306 (MLL)

#### Acting Beyond Prejudice

Advance permission from instructor required before enrolling.

An acting course designed to specifically address issues of prejudice and discrimination through dialogue, improvisation, and script-building, ultimately culminating in several on-campus performances that will be open to the public, with the additional possibility of off-campus touring performances to local schools. :5:3

### TH 307 (LL)

#### History and Literature of Theatre I

A survey of world theatre and specific movements and representative dramatic literature from its beginnings in primitive times until the beginning of the modern period in the 1800s. 3:0:3

## TH - Theatre (Continued)

### **TH 308 (LL)**

#### **History and Literature of Theatre II**

A survey of world theatre and specific movements and representative dramatic literature from the beginnings of the modern period in the 1800s to the present. 3:0:3

### **TH 310**

#### **Junior Theatre Practicum**

PREREQUISITE: Permission of department chair.

Practical experience in the techniques of theatre, designed as an extension of the lower division practicum's in theatre. Emphasis is on more advanced techniques acting in major roles, heading production crews and management supervisory work. Variable credit: 1-3 hours.

### **TH 316**

#### **Directing II**

PREREQUISITE: TH 216.

Advanced study in directing techniques. Each student must direct a one-act play. 1:2:3

### **TH 317**

#### **Design II**

PREREQUISITE: TH 217.

A course designed to assist the student in developing proficiency as a designer of scenery and lighting through research, classroom discussion, and design projects. 1:2:3

### **TH 400**

#### **Special Topics in Theatre**

Study and research of topics of special interest to students as further exploration of finite areas projected in preceding courses. May be repeated for a maximum of 6 hours. Variable credit: 1-3 hours.

### **TH 410**

#### **Senior Theatre Practicum**

PREREQUISITE: Permission of department chair.

Practical experience in the techniques of theatre, designed as an extension of the lower division practicum in theatre. Emphasis is on the assumption of a major departmental responsibility such as play direction, stage management of an intricate production, set, costume or lighting design and execution of a major production, etc. Variable credit: 1-3 hours.

### **TH 490**

#### **Theatre Internship**

PREREQUISITES: Junior or senior standing and permission of department chair.

Provides the opportunity for theatre students to gain credit for professional work with various resident theatre companies in the Kansas City area. Variable credit: 1-6 hours.

### **TH 495**

#### **Senior Project (Capstone Course)**

The preparation and presentation of a culminating creative experience in acting, directing, or design. 1:2:3.

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Associate Professor of Criminal Justice. B.A., Wellesley College, 1960; M.S., Arizona State University, 1978; Ph.D., University of Missouri-Kansas City, 2000. (1997)

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Assistant Professor of Management. B.G.S., University of Nebraska at Omaha, 1971; M.A., Central Michigan University, 1976; M.A., University of Southern California, 1977. (1987)

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## H

**Scott Hageman**  
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Assistant Professor of Computer Science. B.S., U.S. Air Force Academy, 1965; M.S., The University of Arizona, 1971; Ph.D., Colorado State University (1987)

## Full - Time Faculty

### Jeffrey Hartle

#### (Hauptman School for Public Affairs)

Assistant Professor of Public Affairs. B.S., University of Cincinnati, 1996; M.S., Central Missouri State University, 1997. (2006)

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Professor of Biology/Mathematics. B.A., Park College, 1986; Ph.D., St. Louis University, 1996. (1995)

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### Wen-Jung Hsin

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## I

### Frank P. Incalcaterra

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## J

### Andrew Johnson

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## Y

### David Yates

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### Jon Young

#### (Parkville Daytime Campus Center)

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### Steven Youngblood

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## Z

### Thimios Zaharopoulos

#### (Parkville Daytime Campus Center)

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## Endowed Chairs and Professorships

Over the years, Park University has had the following named professorships and endowed chairs authorized by the Board of Trustees.

**George S. Park**  
Department of (Biblical History and Practical)  
Christian Training

**George S. Park**  
Department of Natural and Applied Sciences

**Mrs. George S. Park**  
Department of History

**William E. Guy**  
Department of English Language and Literature

**Benjamin S. Brown**  
Professorship of (Mental and Moral) Philosophy

**Russell Sage**  
Professorship (Name and application to be made by  
the Board of Trustees of Park University)

**Katherine Adams Wells**  
Teaching Foundation (not Specified)

**Findlay**  
Chair of Science

**J. Malcolm Good**  
Professorship and Endowed Chair of Mathematics

**Mary Barlow**  
Professorship of English and Literature

## Applied Music Faculty

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D.M.A., Moscow Conservatory, Russia.

**Tatiana Ioudenitch**  
(Parkville Daytime Campus Center)  
Instructor of Music-Youth Conservatory for Music.  
M.A., Piano, Saratov State Conservatory, Russia.

**Robert Pevitts**  
(Parkville Daytime Campus Center)  
Executive Director, Youth Conservatory for Music  
and The International Center for Music. B.A., St.  
Mary's University of Minnesota, 1963; M.A.,  
Southern Illinois University, 1967; Ph.D., Southern  
Illinois University, Carbondale, 1980.

**Gregory Sandomirsky**  
(Parkville Daytime Campus Center)  
Instructor of Music-Youth Conservatory for Music.  
M.A., Violin, Odessa Conservatory, Russia.

**Marina Sultanova**  
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Instructor of Music-Youth Conservatory for Music.  
(2005)

**John Schaeffer**  
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Lecturer of Organ and College Organist. B.M.,  
Ohio State University, 1964; S.M.M., Union  
Theological Seminary, 1966.

## ARTIST IN RESIDENCE

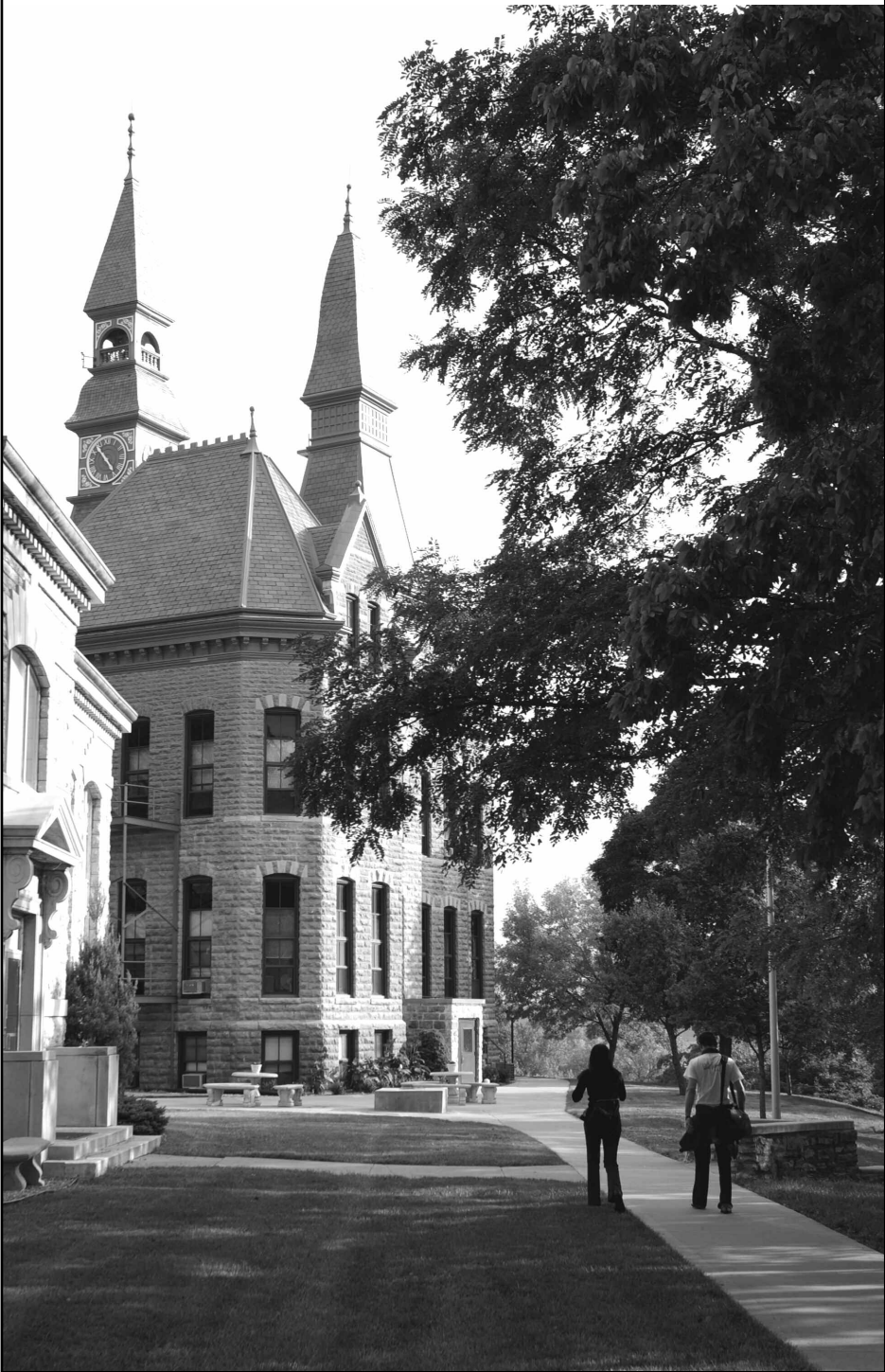
**Timothy Corrao**  
(Parkville Daytime Campus Center)  
Artist in Residence: Music

## Emeriti Faculty

**Albert Dusing, M.A.**  
**Edythe Grant, Ph.D.**  
**Jerzy Hauptmann, Ph.D.**  
**Dorothy May, Ph.D.**  
**William Pivonka, Ph.D.**

**David Quemada, M.A.**  
**Harold Smith, Ph.D.**  
**Blanche Sosland, Ph.D.**  
**Daley Walker, M.A.**

Appendix and Index





## State Specific Refund and Tuition Recovery Policies

### California

#### Student Tuition Recovery Fund

The Student Tuition Recovery Fund (STRF) was established by the legislature to protect any California resident who attends a private postsecondary institution from losing money if you prepaid tuition and suffered a financial loss as a result of the school closing; failing to live up to its enrollment agreement; or refusing to pay a court judgment.

To be eligible, you must be a "California resident" and reside in California at the time of the enrollment is signed or when you received lessons at a California mailing address from an approved institution offering correspondence instruction. Students who are temporarily residing in California for the sole purpose of pursuing an education, specifically those who hold student visas, are not considered a "California resident."

To qualify for STRF reimbursement you must file a STRF application within one year of receiving notice from the council that the school is closed. If you do not receive notice from the council, you have four years from the date of closure to file a STRF application. If a judgment is obtained, you must file a STRF application within two years of the final judgment.

It is important that you keep copies of the enrollment agreement, financial aid papers, receipts or any other information that documents the monies paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary and Vocational Education, 1625 10th Street, Fourth Floor, Sacramento, CA 95814, (916) 445-3427.

### Georgia

Georgia requires that the amount of monies kept by the University be itemized and that not over \$150.00 be retained for Administrative costs. The current Park University refund table will apply with the following distribution of funds for an 8-week term.

#### Student Refund

4 days	5%
8 days	10%
2 weeks	25%
3 weeks	50%
4 weeks	50%
5 weeks	0%

### North Dakota

#### Park University Refund Calculation Schedule

(On-site classes only)

8-9 Week Term

Week 1	When notice is received prior to or within seven days after completion of the first day of instruction all tuition and other charges except twenty-five dollars (\$25.00) will be refunded.
Week 2	75%
Week 3	50%
Week 4	0%

- PELL/GSL: 25% of tuition due at registration first term each year the student uses student aid with Park University. The student is accountable for any debit posted to his/her account upon disbursement of financial aid.
- DOD: Must have completed 1556 with obligating signature.
- Pay at registration (PAR): All tuition is due at registration for students not receiving above funding.

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