Oklahoma City University embraces the United Methodist tradition of scholarship and service and welcomes all faiths in a culturally rich community dedicated to student success. Men and women pursue academic excellence through a rigorous curriculum focused on students’ intellectual, moral, and spiritual development to prepare them to become effective leaders in service to their communities.
120. Lambda Chi Alpha
210. Kappa Sigma
220. Harris Hall
221. Draper Hall
225. Cokesbury Court Apartments
240. Theatre storage
310. Sarkeys Law Center
311. Walker Hall
312. Gold Star Memorial Building
   (Law Library)
320. Smith Hall
321. Banning Hall
322. Oklahoma United Methodist Hall
323. Aduddell Center (fitness center)
330. Gamma Phi Beta
331. University Health Center
332. Alpha Phi
333. Alpha Chi Omega
334. J.R. Homsey Press Box
335. C.R. Sutton Baseball Complex
336. Dawson-Loeffler Science
    and Mathematics Center
351. Facilities Department (Housekeeping)
400. University Manor Apartments
410. Bishop W. Angie Smith Chapel
    (Wimberly School of Religion)
    (The Saint Paul School of Theology)
411. Edith Kinney Gaylord Center
    (Ann Lacy School of American
    Dance and Arts Management)
420. Tom and Brenda McDaniel
    University Center
421. Dulaney-Browne Library
    (Center for Excellence in
    Teaching and Learning)
430. Facilities Department
431. Facilities Department (shops)
440. Henry J. Freede Wellness
    and Activity Center
450. Ann Lacy Stadium (West building)
451. Ann Lacy Stadium (press box)
452. Ann Lacy Stadium (East building)
A2. Kerr-McGee Centennial Plaza
510. Clara E. Jones Administration Building
520. Kirkpatrick Fine Arts Center
521. Margaret E. Petree Recital Hall
522. Wanda L. Bass Music Center
530. Walker Center for Arts and Sciences
531. Norick Art Center
540. Intergenerational Computer Center (ICC)
541. Kramer School of Nursing
551. Stars Soccer Ticket Booth
552. Jim Wade Press Box
A4. Stars Soccer Field
610. SACE Admission
611. Innocence Project (OCU Law)
612. Dance and Arts Management
    costume storage
613. Lacy Admissions and Visitor Center
614. Dance and Arts Management
    costume storage
620. Wilson House (president's home)
621. Children's Center for the Arts
    (Oklahoma Children's Theatre)
622. Oklahoma United Methodist
    Conference Center
630. Meinders School of Business
    (Love's Entrepreneurship Center)
Directions to Oklahoma City University
From I-35 (north or south): Take I-35 to I-40. Follow I-40 west to Classen Boulevard. Take Classen north to NW 23rd Street. Turn left and take 23rd to Blackwelder. The campus is on the north side of NW 23rd and Blackwelder.

From I-40: Coming from the east, follow the directions for “From I-35” after “Take I-35 to I-40.”
Coming from the west, take I-40 to Pennsylvania Avenue. Take Penn north to NW 23rd Street. Turn east on NW 23rd to Blackwelder. The campus is on the north side of NW 23rd Street between Pennsylvania and Blackwelder avenues.
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THE UNIVERSITY

Oklahoma City University is a nationally and internationally renowned educational institution. A private, United Methodist-affiliated university, Oklahoma City University offers a unique blend of tradition, quality, community, and innovation. U.S. News and World Report consistently ranks Oklahoma City University among the best master’s level institutions in the Western region.

The university traces its roots to Epworth University, chartered in 1904 as a joint venture of the Methodist Episcopal Church and the Methodist Episcopal Church, South (now the combined United Methodist Church), and the Oklahoma City Trade Club (now the Greater Oklahoma City Chamber of Commerce). From 1911 to 1922, the university was located in Guthrie, Oklahoma, and known as the Methodist University of Oklahoma. Oklahoma City University has been at its present location at NW Twenty-third Street and Blackwelder Avenue in Oklahoma City since 1922, when what is now the Clara E. Jones Administration Building was completed.

Located in the state’s capital city, Oklahoma City University’s beautiful campus occupies 104 acres in a diverse and vibrant metropolitan area. The architecture on campus is a pleasing blend of American collegiate, gothic, and functional contemporary.

A broad spectrum of courses is offered through the Petree College of Arts and Sciences, which comprises the School of Adult and Continuing Education, School of Liberal Arts and Sciences, School of Visual Arts, and Wimberly School of Religion; the Meinders School of Business; the Margaret E. Petree College of Performing Arts which comprises the Ann Lacy School of American Dance and Arts Management, Bass School of Music, and School of Theatre; the School of Law; and the Kramer School of Nursing.

Saint Paul School of Theology at Oklahoma City University (SPST at OCU) is a United Methodist-affiliated seminary accredited by the Association of Theological Schools, the Higher Learning Commission of the North Central Association of Colleges and Schools, and the University Senate of the United Methodist Church. SPST at OCU offers the Master of Divinity degree. The School’s mission states the following: Rooted in the Wesleyan tradition and committed to inspiring passion for ministry in diverse Christian bodies, Saint Paul School of Theology educates leaders to make

ACCREDITATION

Oklahoma City University is approved by the University Senate of the United Methodist Church. Oklahoma City University and many of its academic programs are accredited by nationally recognized organizations. The following information is provided so students may contact accrediting organizations:

Oklahoma City University
The Higher Learning Commission of the North Central Association of Colleges and Schools
230 North LaSalle St., Ste. 7-500
Chicago, IL 60604
(312) 263-0456
(800) 621-7440
www.ncuhlc.org
Accredited since 1951

Petree College of Arts & Sciences
Oklahoma Commission for Teacher Preparation
3545 N.W. 58th Street, Suite 200
Oklahoma City, OK 73112
www.ok.gov/octp/
(405) 525-2612
Accredited since 1997

Montessori Accreditation
Council for Teacher Education
313 Second Street S.E., Suite 112
Charlottesville, VA 22902
434-202-7793
www.macte.org
Accredited since 1991

Meinders School of Business
Accreditation Council for Business Schools and Programs
11520 West 119th St.
Overland Park, KS 66213
(913) 339-9356
www.acbsp.org
Accredited since 1997

School of Law
American Bar Association
Section of Legal Education and Admissions to the Bar
321 North Clark Street, 21st Floor
Chicago, IL 60654
(312) 988-6738
www.americanbar.org/legaled
Accredited since 1960

Wanda L. Bass School of Music
National Association of Schools of Music
11250 Roger Bacon Dr., Ste. 21
Reston, VA 20190
(703) 437-0700
www.nasm.org
Accredited since 1944

Kramer School of Nursing
National League for Nursing Accrediting Commission
3343 Peachtree Rd., NE, Suite 850
Atlanta, GA 30326
(404) 975-5000
www.nlnac.org
B.S.N. Accredited since 1985
M.S.N. Accredited since 2007
D.N.P. Accredited since 2012

Oklahoma Board of Nursing
2915 N. Classen Blvd, Ste. 524
Oklahoma City, OK 73106
(405) 962-1800
www.ok.gov/nursing
Approved since 1981
MISSION

Oklahoma City University embraces the United Methodist tradition of scholarship and service and welcomes all faiths in a culturally rich community dedicated to student success. Men and women pursue academic excellence through a rigorous curriculum focused on students’ intellectual, moral, and spiritual development to prepare them to become effective leaders in service to their communities.

disciples for Jesus Christ, renew the church, and transform the world. For more information about SPST at OCU, see www.spst.edu.

Oklahoma City University takes pride in its dual role as Oklahoma City’s university and the United Methodist university of Oklahoma. Its students come from 48 states in the United States and from more than 50 countries throughout the world.

Oklahoma City University has designed a program to bring together outstanding faculty, exceptional students, excellent teaching facilities, and the most advanced and innovative ideas in curriculum and teaching methods. Because of the personal involvement possible on a small campus, Oklahoma City University students are known as individuals by fellow students and professors and benefit from the personalized education offered by the university’s low student-faculty ratio of 11:1.

With a 107-year tradition of church-related service and academic excellence, Oklahoma City University today is a vital institution with a growing reputation as a center of quality, personalized, values-conscious higher education. Oklahoma City University holds membership in Oklahoma Independent Colleges and Universities, the National Association of Independent Colleges and Universities, the National Association of Schools and Colleges of the United Methodist Church, the National Association of Intercollegiate Athletics and the Council on Undergraduate Research.

The Kramer School of Nursing is a member of the Council of Baccalaureate and Higher Degree Programs of the National League for Nursing. The School of Law is a member of the Association of American Law Schools. Oklahoma City University is an equal educational opportunity institution.

ASSESSMENT

Assessment is an integral part of the strategic planning process for Oklahoma City University. New and continuing students to the university will be asked to participate in the assessment process. Students near the end of their academic plan of study participate in outcomes assessment for their major field of study. Other constituencies of the institution also are asked about their satisfaction as part of the assessment process for system improvement.

DIVERSITY

Oklahoma City University celebrates and seeks diversity in all its forms—from human qualities of gender, race, sexual orientation, and disability to diversity of ideas regarding religious beliefs, cultural identities, and political and social convictions. It is understood that the intersections of varied populations and ideas enrich lives while developing personal values based on expansive interactions with those with whom common experiences are shared and those with whom few experiences are shared. Diversity enriches academic, professional, and personal opportunities and is a source of strength and empowerment for all.

Oklahoma City University actively seeks all forms of diversity among the faculty, staff, and administration and pursues programming—both in and beyond the classroom—that examines and responds to the world of ideas from an ethical stance shaped by knowledge rather than by prejudice.

OKLAHOMA CITY

Oklahoma City, the capital of Oklahoma, offers a wide variety of cultural, civic, religious, entertainment, and sports events in the unique setting of modern facilities and old-fashioned Western hospitality. Oklahoma City is a dynamic, growing metropolitan with a wide range of opportunities to offer its students.

From the state capitol—the center of Oklahoma’s political and governmental activity—to the cultural offerings of the Oklahoma City Philharmonic, Lyric Theatre, Ballet Oklahoma, and more; to the attractions of the National Cowboy and Western Heritage Museum, Oklahoma Museum of Art, the National Softball Hall of Fame, the Oklahoma History Center, the Firefighters’ Museum, an Olympic training center for rowing, kayaking and canoe, the Oklahoma City Zoo and Science Museum, Bricktown, and professional baseball, basketball, and hockey, Oklahoma City stands as a vibrant, growing metropolitan center of the Southwest.

Out-of-state students are able to make use of the excellent transportation facilities available to the city. Oklahoma City
is linked by interstate highways to other major cities in the region, and the city’s Will Rogers International Airport, one of the busiest in the region, provides commercial service coast-to-coast as well as international flights to Asia, Europe, and South America.

The university campus is located near the center of Oklahoma City. While close to the business community, the state capitol, and all the conveniences of a major city, the campus itself boasts a quiet, natural setting.

Oklahoma City University students are involved in the life of the city through participation in cultural events, through internships and service-learning projects in governmental and social agencies, and through extracurricular activities that involve the city’s many resources and facilities. The multitude of opportunities and activities in a growing metropolis such as Oklahoma City offer an added dimension to the high quality of education available at Oklahoma City University.
GRADUATE DEGREE PROGRAMS
Most of Oklahoma City University’s graduate degrees have an “area of emphasis.” This helps students to choose the field of study for which they are best suited within a degree program. This focused area of study will develop and complement students’ interests, abilities, and goals and will ultimately give them the best possible preparation for careers in their respective fields.

The university offers the following degrees:

<table>
<thead>
<tr>
<th>Program</th>
<th>Options</th>
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<tr>
<td><strong>Doctor of Nursing Practice (D.N.P.)</strong></td>
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<tr>
<td><strong>Doctor of Philosophy (Ph.D.)</strong></td>
<td>Nursing</td>
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<tr>
<td><strong>Juris Doctor (J.D.)</strong></td>
<td>see Law School catalog</td>
</tr>
<tr>
<td><strong>Juris Doctor (J.D.)/Master of Business Administration (M.B.A.)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Master of Arts (M.A.)</strong></td>
<td>Applied Sociology—Nonprofit Leadership&lt;br&gt;Teaching English to Speakers of Other Languages&lt;br&gt;Technical Theatre&lt;br&gt;Costume Design&lt;br&gt;Scene Design&lt;br&gt;Theatre&lt;br&gt;Theatre for Young Audiences</td>
</tr>
<tr>
<td><strong>Master of Business Administration (M.B.A.)</strong></td>
<td>Accounting&lt;br&gt;Finance&lt;br&gt;Generalist&lt;br&gt;Health Administration&lt;br&gt;Marketing</td>
</tr>
<tr>
<td><strong>Master of Education (M.Ed.)</strong></td>
<td>Applied Behavioral Studies&lt;br&gt;Professional Counseling&lt;br&gt;Early Childhood Education&lt;br&gt;American Montessori Certification&lt;br&gt;Elementary Education&lt;br&gt;American Montessori Certification</td>
</tr>
<tr>
<td><strong>Master of Fine Arts (M.F.A.)</strong></td>
<td>Creative Writing</td>
</tr>
<tr>
<td><strong>Master of Liberal Arts (M.L.A.)</strong></td>
<td>General Studies&lt;br&gt;Leadership/Management</td>
</tr>
<tr>
<td><strong>Master of Music (M.M.)</strong></td>
<td>Conducting&lt;br&gt;Music Composition&lt;br&gt;Music Theater&lt;br&gt;Opera Performance&lt;br&gt;Performance&lt;br&gt;Vocal Coaching</td>
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<tr>
<td><strong>Master of Religious Education (M.R.E.)</strong></td>
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<tr>
<td><strong>Master of Science in Accounting (M.S.A.)</strong></td>
<td></td>
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<tr>
<td><strong>Master of Science (M.S.)</strong></td>
<td>Computer Science&lt;br&gt;General&lt;br&gt;Database Systems&lt;br&gt;Criminology&lt;br&gt;Energy Legal Studies&lt;br&gt;Energy Management</td>
</tr>
<tr>
<td><strong>Master of Science in Nursing (M.S.N.)</strong></td>
<td>Nursing Administration&lt;br&gt;Nursing Education</td>
</tr>
<tr>
<td><strong>Master of Science in Nursing (M.S.N.)/Master of Business Administration (M.B.A.)</strong></td>
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GENERAL ADMISSION POLICY
TRANSFER CREDIT
NONDEGREE-SEEKING STUDENTS
INTERNATIONAL STUDENTS
GENERAL ADMISSION POLICY

Oklahoma City University is interested in graduate students who want to learn. Careful consideration is given to each application. Important factors to be considered include undergraduate records and recommendations from academic counselors, desirable traits of character and personality, and the interests and goals of the applicant in relation to the graduate programs of study offered by the university. In the quest for academic excellence, preference will be given to those applicants whose evidence of academic fitness and professional promise indicates that they are particularly qualified to study in the graduate programs at Oklahoma City University.

Admission Requirements

Admission to Oklahoma City University’s graduate programs is open to all students holding bachelor’s degrees from regionally accredited colleges or universities and meeting the criteria indicating high potential to succeed in graduate-level work. The academic unit holds final authority over admission decisions regarding entry into its programs. Please see the Academic Degree Programs section in this catalog for specific admission information. All graduate programs require a minimum cumulative GPA of 3.000 for admission, based on the undergraduate or most recent degree, or proof of proficiency on a standardized examination approved by the Graduate Council.

The university reserves the right to deny admission or continued enrollment. The university does not discriminate against any individual because of race, color, religion, national origin, gender, age, handicap or disability, sexual orientation, or veteran status.

Admission on Probation: Admission may be granted on a case-by-case basis to applicants who do not meet the minimum GPA requirement or other academic standards. No applicant will be admitted on probation with a cumulative GPA below 2.750 except by permission of the dean.

Admission Procedure

All application material must be sent directly to the following:
Office of Admissions, Oklahoma City University
2501 North Blackwelder, Oklahoma City, OK 73106

Application: Apply online at www.okcu.edu/admissions/graduate/apply.aspx. Include a statement of purpose of 150 to 200 words describing your reasons for pursuing graduate study and your academic and professional interests and goals.

Some applications will require an additional statement or other documents:

Master of Music: 150 to 200 words describing reasons for pursuing a graduate degree and academic and professional goals. In addition to this statement, provide documentation of performance experience, including recitals and programs.

Ph.D. or D.N.P.: 500 to 750 words demonstrating effective writing skills and describing how the doctorate will help achieve life and career goals. In addition to the statement, submit a separate paragraph describing competency in word processing, basic spreadsheet use, presentation software and internet skills.

Master of Fine Arts in Creative Writing: 500 to 750 words addressing background in reading and writing, previous education and work experience, and interest in teaching and/or professional writing. Include any special academic accomplishments, professional awards, honors, grants, work history and/or other information considered relevant to M.F.A. graduate study. In addition to the statement and in a separate document (no more than 20 pages), submit a sample of creative work in one genre of choice. Although students can and are encouraged to work in multiple genres, students are initially accepted on the basis of the strength of their work in one genre.

Certificate in Creative Writing: 500 to 700 words addressing background in reading and writing and goals for obtaining a certificate in creative writing. In addition to the statement, in a separate document, submit a sample of a creative work, either a selection of five poems or 10-12 pages of fiction, non-fiction, or a play.

Master of Science in Energy Management and Master of Science in Energy Legal Studies: 500 to 750 words addressing background, goals, and why you believe, if admitted, you would be successful in the degree program. In addition to the statement, submit a professional resume.

Master of Science in Criminology: Submit a typed, double-spaced response to the following question, with a minimum of one typed page per social issue: What are the three most significant social issues currently facing us today, and what are the solutions you would suggest?

Application Fee: Attach a nonrefundable fee of $50.

Transcripts: Unofficial or photocopies of transcripts from all colleges or universities attended may be included with the application; however, official transcripts must be mailed directly to the Office of Admissions from all colleges and universities attended.

Letters of Recommendation: Two letters of recommendation are required for admission from persons able to comment on professional and academic ability. They may submit the letters electronically at www.okcu.edu/graduate/recommendation/ or by mail to the Office of Admissions.

Students applying to the Master of Music (M.M.) program must arrange an audition with the Bass School of Music: www.okcu.edu/music/audition.aspx.

All transcripts, test scores, correspondence, or other materials submitted for the purpose of applying for admissions become the property of the university and will not be returned.

Candidacy

Admission means only that the student will be permitted to enroll for courses in the various programs. It does not imply that the graduate student will be accepted for candidacy. See Acceptance to Candidacy for selected graduate programs of study.

Readmission

Former students who have not attended Oklahoma City University for a period of one year or longer must be readmitted before enrollment. An application for readmission
and official transcript of all work completed since leaving OCU must be submitted to be considered for readmission.

TRANSFER CREDIT
Transfer credit is approved by the dean of the student’s school only after the student has been admitted to Oklahoma City University. Petitions for transfer of graduate credit must be submitted to the dean of the student’s school. No course credit may be transferred unless the grade received was at least a B (3.000 on a 4.00 scale) from a regionally accredited institution or appropriately accredited institution located outside the U.S. Correspondence courses are not accepted toward a graduate degree.

Transfer credit for institutions outside of the U.S. must be fully recognized by the appropriate accrediting body (such as the Ministry of Education) in the country of origin. The Office of International Admissions will determine the accreditation of institutions outside the U.S. International students may not receive credit for English as a Second Language courses taken at U.S. colleges, and students may not receive credit for English language courses taught in countries where the medium of instruction is a language other than English.

Transfer credit will not be granted until official transcripts of all graduate work completed at regionally accredited U.S. institutions have been received by the registrar and official transcripts for graduate work completed at institutions outside the U.S. have been received by the Office of International Admissions. The dean or director of the graduate program is responsible for granting transfer credit. See additional school- or program-specific requirements related to acceptance of graduate transfer credit.

NONDEGREE-SEEKING STUDENT ADMISSION
A student who does not wish to work toward an advanced degree, but who seeks to earn graduate credits for appropriate courses may enter graduate school as a nondegree-seeking student. In the event the student is subsequently admitted to a graduate program for an advanced degree, a maximum of 12 credits taken as a nondegree-seeking student may be used retroactively in meeting the student’s credit requirement for a degree.

Undergraduate/Graduate Concurrent Enrollment
Undergraduate students who have fewer than 9 credit hours remaining to complete a bachelor’s degree and wish to enroll concurrently in graduate courses may seek conditional admission to a graduate program. Once admitted, the student is limited to 6 graduate-level credit hours in that program. The student must complete his or her undergraduate degree prior to enrolling in a second semester of graduate study.

Admissions Inquiries
For information concerning graduate programs at Oklahoma City University, contact the Office of Admissions at (405) 208-5351 or (800) 633-7242, visit our website at www.okcu.edu/graduate, or contact us by e-mail at admissions@okcu.edu.

INTERNATIONAL GRADUATE ADMISSION PROCEDURE
Oklahoma City University currently has students from over 60 countries studying in its undergraduate and graduate programs. The university is authorized under federal law to enroll nonimmigrant alien students.

Admission of International Students
All international student applications, graduate and undergraduate, are processed by the Office of International Admissions. Applications and information may be obtained online at www.okcu.edu/international, by emailing ia@okcu.edu, or by writing to:

Office of International Admissions
Oklahoma City University
2501 North Blackwelder
Oklahoma City, OK 73106 U.S.A.

Oklahoma City University does not have application deadlines, but recommends that applications be submitted no later than one month before the semester begins.

English Proficiency Policy
International students from non-English speaking countries (as indicated in the Cambridge Encyclopedia of Languages, 2003*) must demonstrate proof of English proficiency by meeting one of the following criteria:

Regular Admission
Regular admission to most graduate programs requires one of the following:
1. TOEFL internet-based test (iBT) score of 80, paper-based test (PBT) score of 550 or an overall IELTS score of 6.0 with at least a 5.5 on each subband.
2. Completion of level 112 of the intensive program at an ELS Language Center.
3. Two years attendance and graduation from high school in an English* speaking country with the minimum GPA required for admission to OCU.
4. Two semesters at a U.S. regionally accredited higher education institution with a minimum of 24 transferrable credits including any undergraduate program at Oklahoma City University and good academic standing.

Provisional Admission
Students who do not meet the above criteria may be considered for provisional admission with one of the following criteria:
1. TOEFL internet-based (iBT) score of 61-79, paper-based test (PBT) score of 500-549 or an overall IELTS score of 5.5 with at least a 5.0 on each subband. To fulfill the provision, graduate students must complete 15 credit hours of graduate coursework with a 3.00 GPA or higher or complete 15 credit hours and retake the iBT TOEFL or IELTS and submit an admissible score as determined by the regular admission standards set by each department.
2. Score of 550 on the institutional TOEFL taken at Oklahoma City University. Those entering under this option are required to take additional speaking and writing assessments conducted by Oklahoma City University. Please see specific guidelines below for students taking the Institutional TOEFL.
The Office of International Admissions will maintain the equivalency chart of appropriate English proficiency assessments.

Both undergraduate and graduate programs may require score(s) higher than those listed above. Check for specific department admissions criteria.

Conditional admission may be offered for many programs if the applicant indicates that he or she will be studying at the ELS Language Center located on the Oklahoma City University campus. For applications and information about intensive English training, write to:

ELS Language Centers
1915 NW 24th Street
Oklahoma City, OK 73106, USA
okc@els.edu
www.els.edu

*Current English-speaking countries as listed in the Cambridge Book of Languages: American Samoa, Anguilla, Antigua/Barbuda, Australia, Bahamas, Barbados, Belize, Bermuda, British Guyana, Canada (except Quebec), Cayman Islands, Dominica, Falkland Islands, Fiji, Grenada, Guam, Guyana, Ireland, Jamaica/other West Indies, Liberia, Montserrat, New Zealand, Sierra Leone, South Africa, St. Helena, St. Kitts and Nevis, St. Lucia, St. Vincent, Trinidad and Tobago, Turks and Caicos Isle, United Kingdom, Virgin Islands, and US Pacific Trust.

Institutional TOEFL Policy
If an applicant does not meet the English Proficiency requirements as stated above or does not have an official TOEFL score on file at the university, he or she may take the Institutional TOEFL for purposes of meeting admissions standards. If the applicant scores below 550 on the Institutional TOEFL, he or she may not be admitted. The applicant must attend language training, such as ELS, and may not begin an academic program.

If the applicant's score on the Institutional TOEFL is 550 or better, the applicant must also take the SPEAK test or Test of Spoken English (TSE) and the Test of Written English (TWE). All applicants who meet the standards of written and spoken English as determined by a faculty committee will be admitted to the university on a provisional basis. Applicants will be evaluated on an individual basis for unconditional admission based on their performance on the TSE and TWE.

If admitted provisionally, the student must meet the following conditions:

1. Graduate students will be limited to 9 (graduate) or 12 (undergraduate) hours of academic courses which are predetermined by the student’s academic advisor who will continue to assess the student’s English abilities AND

2. Must make 3.000 GPA in the first semester OR

3. Take iBT TOEFL and submit an admissible score as determined by the regular admissions standards set forth by each department.

If a student fails to meet these provisions, the student will not be allowed to enroll the following semester and will have to return to language training such as ELS and complete level 112, or present an iBT TOEFL score of 80 (or appropriate score as determined by department).

Financial Support
International applicants must submit a certified letter of support from a sponsor, family member, or other source showing that they have adequate financial resources to provide for educational and living expenses at Oklahoma City University.

Transcript Evaluation
Any applicant, whether international or domestic, who holds a degree from a college or university outside the United States, must have transcripts from that institution evaluated by Oklahoma City University’s Office of International Admissions.
GENERAL FINANCIAL INFORMATION

RULES GOVERNING PAYMENT OF TUITION

SPECIAL SERVICE FEES

VETERANS BENEFITS

TUITION ADJUSTMENTS

FINANCIAL ASSISTANCE

ENDOWED SCHOLARSHIPS

ENDOWED CHAIRS AND PROFESSORSHIPS
GENERAL FINANCIAL INFORMATION

Tuition is the same for all students, whether residents or nonresidents of Oklahoma. Tuition rates are published annually in a separate tuition and fees announcement.

Tuition for courses taken on an audit basis will be assessed a nonrefundable audit rate of $150 per credit hour. Laboratory and class fees are charged at a flat-fee basis in addition to tuition.

A music student will pay the general tuition, which includes two half-hour lessons. Charges for additional lessons and for those not required in the curriculum are based on the individual teacher’s fees. (Contact the Bass School of Music for a list of the teachers and their individual fees.) Special practice arrangements will be made for the student enrolled only in applied music. An applied music fee will be charged to any student enrolled in applied music. For applied vocal music classes, an additional charge is assessed for the accompanist.

RULES GOVERNING PAYMENT OF TUITION

All tuition charges and fees are due on the first day of class for each semester or term according to the official Oklahoma City University academic calendar. Students, at the discretion of Student Accounts Office, may be allowed to contract for an installment payment plan provided all prior charges have been paid in full.

Installment payment plans for fall and spring semesters will be allowed as follows: one-fourth of the unpaid balance after financial aid, if any has been taken into consideration, will be due on the published first day of class. Three additional payments will be due in accordance with the installment payment plan. Installment payment plans for the summer semesters will be allowed as follows: one-half due on the published first day of class and the remaining half due according to the installment plan. If the unpaid balance is paid within 10 days of the due date of the first installment, no interest will be charged; otherwise, interest at the rate of 16 percent APR will be charged to the account.

Students are required to enroll in an installment plan for each semester by accessing their account through BlueLink and enrolling online prior to the beginning of the semester. If the installment plan enrollment is not processed, payment must be made in full by the published first day of class for each semester.

Students awarded financial aid in the form of work-study should be aware that this form of aid is not considered in determining the balance due in tuition, fees, and room and board for the semester. Students who so choose may request their work-study checks be forwarded by the Payroll Office to Student Accounts to be applied to their accounts. Interest will be applied to the financed portion of the account, including the work-study portion.

If tuition charges and fees are to be paid by a third party other than the student’s family or financial aid, a written authorization from the third party must be presented at the time of enrollment; otherwise the student will be required to meet the financial requirements listed above. Veterans attending the university under the G.I. Bill are required to comply with the same rules governing nonveteran obligations.

No student will be allowed to enroll in any semester or term if his or her account is past due. No student will be given a letter of good standing, transcript, or diploma until all financial obligations to the university are paid.

All tuition, fees, and charges made by the university are payable at the Student Accounts Office. Students may also make payments to their accounts online via their Oklahoma City University BlueLink Account.

Payments to student accounts are applied first to tuition and fees and then to other charges. The only exception to this application of payment is donor restriction on a gift or endowed scholarship.

SPECIAL SERVICE FEES

Fees are published annually in a separate tuition and fees announcement. The following is a list of typical fees. All fees are subject to change annually.

- All students pay the General University Fee. This fee provides general budget funding for a variety of services including campus technology, academic enrichment and assessment, athletics and facilities, safety and crisis preparedness, career services, health services, personal counseling, intramurals, student government association, student traditions, religious life, and student publications.
- An annual parking permit is required of all students for on-campus parking.
- An international student fee and international student insurance fee are charged each semester. All fees are mandatory for international students.
- Students enrolling late will be charged a late registration fee. Those who pre-enroll and pay late will be charged a late payment fee.
- All new graduate students are charged a new graduate student orientation fee, which covers the costs of providing services and resources that promote academic success for new graduate students.
- Charges for tests given to persons not enrolled in the university vary depending upon the test taken.

VETERANS BENEFITS

A Veterans Service Office is operated by Oklahoma City University as a service to the veteran student. It neither sets policy nor administers V.A. programs. University personnel assigned to the office process the forms as a service to the student who is claiming V.A. educational benefits and act as liaisons between the student and the Veterans Affairs Regional Office. Students who wish to receive benefits must...
Each student is provided ample disk space for his or her e-mail account. This e-mail account also has an online file storage and sharing capability called SkyDrive that is accessible from any internet-connected computer.

Oklahoma City University has security monitoring and anti-spam software and hardware installed to secure its systems and reduce the amount of spam that enters the e-mail system. Students are expected to secure their passwords and maintain their e-mail accounts.

Oklahoma City University requires students to use the university e-mail system for academic electronic communications. All students are responsible for the management and content of their account. Setup instructions and a network link for the e-mail system can be found at email.okcu.edu. Follow the link: OCU Student Email Web Access.

Important Notice about E-Mail: Important information and notices will be sent to students via their Oklahoma City University e-mail accounts. This information may include important dates, times, and deadlines. Paper notices will no longer be used. International students will receive all updates on immigration regulations and newsletters through their Oklahoma City University e-mail account. All Oklahoma City University students are required to activate their e-mail account and check it on a regular basis. Failure to check and maintain this account on a regular basis will not be accepted as an excuse for missing important information, dates and/or deadlines.

Identification Cards
Identification cards issued to all students are permanent for as long as the student is enrolled in the university. Picture ID is required at the Student Accounts Office when requesting an Oklahoma City University ID card. A valid driver’s license or passport is acceptable. The card identifies the student and allows participation in student activities and elections. It admits the student to all home athletic events and various student activities, and enables students to receive free or half-price tickets to university drama, opera, and dance productions and concerts. A student identification card grants access to libraries and computer labs and serves as a meal ticket for students who are on a board plan. The identification card is used to print documents in the computer labs, and money may be added by the student for use at Alvin’s, the cafeteria, and the Campus Store.

Book Bucks
Book Bucks are available at the Student Accounts Office to students having sufficient financial aid to cover books. Book Bucks may be ordered online at www.okcu.edu. Students are required to have direct deposit to receive Book Bucks in their personal bank accounts. Book Bucks may also be placed on a student ID card.
FINANCIAL ASSISTANCE
Oklahoma City University is committed to making the utmost effort to assist students who are seeking an education at Oklahoma City University. Students sincerely interested in attending need not allow financial circumstances to stand in their way of applying.

Types of Assistance Available
The Office of Financial Aid will assist, to the extent possible, any admitted student in developing a financial aid package to help meet his or her basic educational expenses. By financial aid, the university means scholarships, federal student loans, and federal and institutional workstudy.

Eligibility for Financial Assistance
The Office of Financial Aid will consider the student’s cost of attendance at Oklahoma City University, the family’s ability to pay as indicated in the FAFSA, and the student’s academic potential to determine eligibility for financial aid. Oklahoma City University scholarships may be applied to tuition charges only. These funds are not refundable to the student.

Federal financial aid is available for study abroad if the student is receiving Oklahoma City University credit hours toward his or her degree. All federal aid may be used to help defer expenses; however, university scholarships cannot be used for study abroad with the exception of the study abroad scholarship available through the Office of International Education.

Application Procedures
To be considered for any type of financial assistance, a student must first be admitted into the university. All students must be enrolled at least half-time in order to be considered eligible for financial aid. Only students who are seeking a degree may apply for financial aid. Audited courses or certificate programs cannot be considered in the financial aid package. Students who repeat course work for which financial aid has already been received may not be eligible for additional financial aid for those repeated classes.

The student should file a Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov and designate Oklahoma City University (Code is 003166) to receive an electronic link to his or her copy of the results. The student will receive a Student Aid Report (SAR) from the Federal Student Aid Processing Center in response to the FAFSA.

In addition to the FAFSA, other forms may be required based on the student’s individual circumstances. Students should contact the university’s Office of Financial Aid for additional application procedures.

The 2012-2013 deadline for priority processing is March 8, 2012. FAFSAs received after the deadline will be considered in the order received for as long as aid resources are available. Funding restrictions may alter eligibility for some programs.

Satisfactory Academic Progress Policy (SAP) for Financially Aided Graduate Students
In accordance with federal, state, and university aid and scholarship program guidelines, academic progress toward a degree must be made in order for students to continue receiving funds.

1. Financially aided students are expected to make quantitative satisfactory academic progress to remain eligible for financial aid. Grade point average (GPA) requirements are defined in this catalog. Institutional scholarships require a minimum 3.000 GPA and full-time enrollment. Some individual aid programs have higher GPA requirements for eligibility. All periods of enrollment are considered, including all transfer work attempted at any institution, regardless of outcome. An overall 3.000 GPA is required to remain eligible for federal aid.

2. A measure of successful hours earned of the total hours attempted is monitored quantitatively. Students working on a second master’s or professional program must counsel with a financial aid counselor regarding quantitative eligibility limits. Grades of I, W, WP, WF, WH, WA, F, NR, and audits (AU) are not successful completions. Below is the quantitative progress chart:

### Graduate academic years completed and GPA required

<table>
<thead>
<tr>
<th>Graduate</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 = 12 hrs</td>
<td>3.000</td>
</tr>
<tr>
<td>Year 2 = 24 hrs</td>
<td>3.000</td>
</tr>
<tr>
<td>Year 3 = 36 hrs</td>
<td>3.000</td>
</tr>
</tbody>
</table>

Students who attend on a less-than-full-time basis will be expected to make equivalent satisfactory progress using the same formula, but on a prorated basis. The minimum graduate completion rate is 66 percent. By federal regulation, financial aid is available only up to 150 percent of the normal quantitative time frame. (Example: In a 36-hour graduate program, the student has eligibility for a maximum of 54 attempted hours.) Maximum time frame for graduate degrees is six full-time terms or 54 hours attempted. Programs with hour requirements beyond 54 hours will be given prorated eligibility.

3. If a student does not meet his or her SAP requirements at the end of a semester, Oklahoma City University will grant one semester of aid on financial aid warning. At the end of the next semester, the student must have met the SAP requirement, or financial aid will be suspended until academic performance is raised to the required level. Students are allowed only one semester of aid while on probation and may be set up on an academic plan to re-establish SAP. However, if a student is diligently working to raise his or her GPA, completing every hour attempted, and earning good grades, the
financial aid counselor has the discretion to continue that student on probation. Students who have exhausted their quantitative eligibility will be placed on financial aid suspension.

4. If a student’s financial aid is suspended, he or she is notified by mail and given the opportunity to submit an appeal and the required supporting documentation. The Financial Aid Appeals Committee will render a decision as to whether an additional term of aid eligibility would be appropriate considering the student’s extenuating circumstances. The student will be notified by mail of the committee’s decision. If the appeal is denied or the student chooses not to file an appeal, the student may enroll at his or her own expense. Successful completion of enrolled hours with appropriate grades may allow the student to re-establish eligibility for financial aid. The student must notify the Office of Financial Aid of regained eligibility. For a student to earn his or her way back, he or she must enroll in classes at Oklahoma City University. Transfer hours do not impact the Oklahoma City University GPA. Correction of deficit hours or significant improvement of academic success is required for renewed eligibility. Information and forms are available in the Office of Financial Aid. Questions should be directed to the Office of Financial Aid at (405) 208-5211.

Return of Unearned Federal Title IV Funds
Class attendance is important in determining a student’s eligibility for federal financial aid. As mandated by the Department of Education, recipients of federal Title IV student financial aid—Stafford Loans, Perkins Loans—need to complete at least 60 percent of the term enrolled to earn all of the federal funding awarded for that enrollment period. When a recipient withdraws from the term for which funds are paid directly to the student or used to pay charges owed by the student for the specific enrollment period, a return of federal funds calculation is required.

Students earn the opportunity to receive federal funds based on the number of days of attendance in each enrollment period, expressed as a percentage of the total number of days in the term. This calculation translates to the percentage of federal Title IV funds earned by the student while in attendance. Unearned federal funds must be immediately returned to federal programs. This may leave the student owing charges to Oklahoma City University.

Two additional variables are important for students to understand if they are recipients of federal Title IV funds. After a student is in attendance through the 60 percent point of the enrollment period, no calculation for return of federal funds is required. The student is considered to have earned the funds received for the term enrolled. The second variable of importance is for students who have earned a percentage of funds they have been awarded but have not yet received. These students may still be eligible to receive a percentage of those funds after total withdrawal occurs.

The required calculations will determine eligibility for funds.

Attendance is the key. A student awarded financial aid who is having difficulty should take advantage of advising, counseling, and tutoring to remain in attendance and successfully complete his or her courses. If enrollment is maintained in at least one class with attendance beyond the 60 percent date during the term, this policy will not affect the student. All withdrawals will impact satisfactory academic progress (SAP). Refer to the Oklahoma City University Satisfactory Academic Progress Policy. Contact the Office of Financial Aid for more information.

Refund Distribution
- Federal Subsidized Stafford Loan Program
- Federal Unsubsidized Stafford Loan Program
- Federal Perkins Loan Program
- Other Title IV aid programs
- Other federal, state, private, or institutional aid
  (Only 50 percent of unearned grant funds must be returned.)

Renewals
Students must apply annually for renewal of financial aid. Federal renewal applications are available after January 1 of each year at www.fafsa.ed.gov. Conditions for renewal include continued financial eligibility, acceptable GPA, and SAP. The requirements are posted in the Office of Financial Aid. Scholarship renewal is based on academic merit and is reviewed every semester for all scholarships. Scholarships generally require full-time enrollment and a minimum 3.000 GPA unless otherwise indicated on the award letter.

Financial Aid Programs Available at Oklahoma City University for Graduate Students:

Federal Aid
- Bureau of Indian Affairs Grants
- Federal Perkins Loan Program
- Federal Subsidized Stafford Student Loan
- Federal Unsubsidized Stafford Student Loan
- Federal Work-Study Program
- Fulbright Scholarship

Oklahoma City University Assistance
- Departmental Graduate Scholarships
  - Arts and Sciences Scholarship
  - Business Scholarship
  - Music Talent Scholarship
  - Religion Scholarship
  - Theatre Talent Scholarship
- Institutional Work-Study Program
- Master of Education Tuition Remission
- Men’s Athletic Scholarship
- Miss Oklahoma City University Scholarship
- Oklahoma City University Employee/Dependent Tuition Remission
- Sodexo on Campus Employee Scholarship
- Study Abroad Scholarship
- United Methodist Congregational Scholarship
- United Methodist Minister/Dependent Tuition Remission
- Women’s Athletic Scholarship
ENDOWED SCHOLARSHIPS
To apply for endowed scholarships, students must submit their completed federal financial aid applications to the Office of Financial Aid for consideration. Awards vary based on academic merit, financial need, and availability of funds. All or a portion of a student’s university scholarship may be underwritten with endowment.

If a student is selected to receive an endowment, he or she is required to write a thank you letter to the donor who made the scholarship possible. The student must also submit a copy of the letter to the Office of Financial Aid to fulfill the requirement.

Although students are not legally required to repay scholarships, if in the future they are able to return all, part, or in excess of the money granted to them, the university can help future deserving students. All scholarships require at least a GPA of 3.000. Most require a higher GPA.

To view a complete list of endowed and gift scholarships, visit www.okcu.edu/financialaid/scholarshipbook.pdf

CORPORATE EDUCATION BENEFITS PROGRAM
Oklahoma City University partners with local employers to assist their employees in obtaining a graduate degree from the university. Benefits include deferred billing, tuition and fee discounts, and textbook vouchers. For information about whether your company participates in the corporate education benefits program, contact your employer’s human resources department or Graduate Admissions at (405) 208-5351.

ENDOWED CHAIRS AND PROFESSORSHIPS

ENDOWED CHAIRS

The C. R. Anthony Endowed Chair of Competitive Enterprise was established in 1980 by members of the C. R. Anthony family, the C. R. Anthony Company, and business associates in memory of Mr. C. R. Anthony of Oklahoma City.

The Wanda L. Bass Chair in Choral Music Education/Canterbury Youth Chorus Enterprise was established in 2004 by Wanda Bass to support both the choral music education program at Oklahoma City University and the Canterbury Youth Chorus. Judith Willoughby currently holds the Wanda L. Bass Endowed Chair in Choral Music Education/Canterbury Youth Chorus.

The Wanda L. Bass Chair in Organ was established in 2004 by Wanda Bass to support the study of organ at Oklahoma City University. Dr. Melissa Plamann currently holds the Wanda L. Bass Chair in Organ.

The James Burwell Endowed Chair in Management was established in 1962 through the estate of James Burwell of Oklahoma City.

The Eleanor Lou Carrithers Chair of Writing and Composition was established by OCU graduate and long-time trustee Eleanor Lou Carrithers. Dr. Brooke Hessler, Professor of English, currently holds the Carrithers Chair.

The B.C. Clark, Jr. Chair recognizes a member of the Meinders School of Business faculty who has demonstrated excellence in teaching and/or research and has attained a recognized level of accomplishment within his or her academic discipline. Alternatively, the endowment may support a distinguished Scholar in Residence.

The Darbeth-Whitten Endowed Chair in History was established in 1971 by Mr. and Mrs. Darwin Wells of Hunter, Oklahoma.

The Endowed Chair in Hebrew Bible was established in 1985 by a friend of the university to lift up the study of the Hebrew Scriptures. Dr. Lisa Wolfe serves as the Hebrew Bible Endowed Chair.

The Henry J. Freede, M.D., Endowed Chair in Teaching Excellence in Business Administration was established in 1999. Dr. David May holds this chair.

The V. V. Harris Endowed Chair in Christian Education was established in 1980 by The Harris Foundation of Oklahoma City in memory of Mr. Harris. Dr. Leslie Long holds this chair.

The T. K. Hendrick Chair of Business Administration, established in 1985, is a gift from Dr. Hendrick and the Hadson Petroleum Corporation. As a perpetual investment in the future of the university, the chair enhances the credentials and enriches the reputation of the Meinders School of Business.
The Ann Hundley Hoover Chair for the Dean of the School of Music was established in 2009 by friends of the school of music in the memory of Ann Hundley Hoover. Dean Mark Parker currently holds the Ann Hundley Hoover Chair.

The Norick Chair of Business Administration honors both the Norick family, with its rich tradition of service and philanthropy to the Oklahoma City community, and the firm which bears its name. At the same time, the chair enhances the credentials and enriches the reputation of the Meinders School of Business.

The Margaret K. Replogle Endowed Chair in Religion was established in 1979 by the late Mrs. Margaret Replogle of Oklahoma City in memory of her husband, Dee Replogle. Dr. Sharon Betsworth currently serves as the Margaret K. Replogle Endowed Chair in Religion.

ENDOWED PROFESSORSHIPS
The Claude and Ollie Bell Professorship in Church History was established in 1982 by Mrs. Ollie Bell.

The Webster Lance Benham Endowed Professorship in Mathematics was established in 1973 by Dr. David B. Benham of Oklahoma City in memory of his father, a former professor of civil engineering at Oklahoma City University.

The Florence Birdwell Professorship in Voice was established in 2007 by friends and former students of Florence Birdwell.

The Bishop Paul W. Milhouse Endowed Professorship in Religion was established by his friends and colleagues in the Oklahoma Annual Conference of the United Methodist Church upon the occasion of his retirement as bishop in 1980. Dr. John Starkey currently serves as the Bishop Paul W. Milhouse Professor of Religion.

The Don E. Schooler Endowed Professorship in Religion was established in 1979 in memory of Dr. Don E. Schooler, United Methodist minister and university trustee.

The Owen and Vivian Wimberly Professorship in Christian Thought was established in 1982 to support faculty in the School of Religion. Dr. Mark Y. A. Davies currently holds the Owen and Vivian Wimberly Professorship in Christian Thought.
ON-CAMPUS HOUSING

RELIGIOUS LIFE

STUDENT LIFE

EXTRACURRICULAR ACTIVITIES

CULTURAL ENRICHMENT EVENTS
ON-CAMPUS HOUSING

Residence Halls
There are five residence halls on campus: United Methodist, Draper, Walker, Banning, and Smith halls. Each residence hall is directed by a head resident and resident assistants, whose function is to answer questions and help solve problems related to community living.

Students living in on-campus housing are required to purchase a university meal plan. For more information concerning university housing, call (405) 208-7915.

Rates for Residence Halls
Housing rates for each academic year are published separately in a tuition and fees schedule. A $250 housing deposit is required along with a completed application and contract for residence halls. A portion of the housing deposit ($175) is nonrefundable. Scholarship students and athletes are NOT exempt from submitting a housing deposit. Refund information is stated on the housing contract. Cancellation of a completed housing application must be received in writing by the director of residence life. No cancellations by telephone or other means will be accepted. Students with a housing deposit on account for whom a housing assignment cannot be made by the first day of classes each semester will receive a full refund of such deposit.

Housing assignments will automatically be cancelled if a student has not checked into his or her room by 8:00 a.m. on the first day of scheduled classes for each semester or term, unless the director of residence life is notified of late arrival. The fall housing assignment will be canceled if a student’s advance registration is canceled, and the deposit will be forfeited in full.

Apartment Living
The Cokesbury Court apartment complex offers the security of card-key entry and an eight-foot wrought-iron fence. Apartment options include unfurnished efficiencies and furnished two- and four-bedroom apartments with outdoor swimming pool, Jacuzzi, and on-site parking and laundry. Students classified as sophomore and above are eligible to apply for housing in Cokesbury Court. For more information, please call (405) 208-8100.

University Manor, located directly across from the campus on NW Twenty-third Street, offers one-bedroom unfurnished apartments for students classified as sophomore or above. Amenities include on-site parking and laundry facilities. For more information, contact the director of university apartments at (405) 208-8100.

Food Service
There are several meal plans available to Oklahoma City University students, including a variety of residence hall board plans and StarsCash, a flexible debit-card system. Students residing in the residence halls are required to participate in a residence hall meal plan, and students living in University Manor or Cokesbury Court apartments are required to purchase an apartment plan based upon the length of their lease. Meals for students participating in any university meal plan or block meal plan are served in the Commons Food Court in the Tom and Brenda McDaniel University Center. StarsCash are redeemable in the Commons Food Court or in Alvin’s Café, located in the University Center. Alvin’s provides a quick snack or a full meal and a place to meet friends for relaxation or study. Food services are provided by Sodexo.

RELIGIOUS LIFE
The goal of Religious Life at Oklahoma City University is to promote spiritual enrichment and to minister to the spiritual needs of the campus community.

Organizations
The Oklahoma City University Wesley Center is the United Methodist campus ministry. The Wesley Center directs Evensong worship services, the Kappa Phi Christian Women’s Service Organization, and the Delta Alpha Chi Christian Men’s Service Fraternity.

Worship and Activities
We offer chapel services Thursdays at 1:00 p.m., Evensong worship services on Monday evenings, Bible studies, mission trips, spiritual formation groups, and Wednesday at the Wesley, a free lunch and Bible study open to all. We also sponsor monthly mission opportunities and a mission trip every Spring break. Everyone is invited to participate.

Services
There are three clergy staff in University-Church Relations who are available to students of all faith affiliations for pastoral services and spiritual encouragement. We provide a list of area houses of worship to encourage students to connect with local worship communities. For more information, visit www.okcu.edu/religiouslife.

STUDENT LIFE
Oklahoma City University recognizes that learning takes place in many forms and places and not exclusively in the classroom. Students are encouraged to participate in activities both on and off campus. Activities sponsored by the Division of Student Affairs and the Student Government Association are for all Oklahoma City University students and are well publicized around campus.

Students play a large role in determining and regulating their own activities. Good student-faculty-administration relations are maintained through cooperative, responsible student leadership. There are numerous social and academic organizations available to students on campus. When the school year begins, information is made available to all students about dates and meeting times for many organizations.
Student Government Association
Student Government Association (SGA) is the governing body for all Oklahoma City University students. SGA plans and implements a variety of activities for the campus community and serves as the voice for students in university governance. Senators develop leadership skills, gain valuable experience in making and delivering policy, and assist in organizing large, campus-wide events. The president of SGA serves as a voting member of the university’s board of trustees. Elections for executive positions for sophomores, juniors, and seniors are held late in the spring semester. Freshman, graduate, and at-large positions are elected early in the fall semester.

Honor Societies
The following honor societies and professional organizations are open to graduate students and are active on the Oklahoma City University campus. Partial membership requirements are listed.

**Alpha Phi Sigma Lambda:** The national criminal justice society is open to justice studies majors and graduate criminology students who have completed one-third of course work and are in the top 35 percent of the class.

**Alpha Psi Omega:** Theatre student honor society.

**Blue Key National Honor Fraternity:** Membership by election, second-semester sophomore standing or above, cumulative GPA of 3.400 or above are required.

**Delta Mu Delta Business Honorary Society:** Membership is offered to undergraduate and graduate students who have completed half of their course work, have a GPA of .250 above a B or better, are in the top 20 percent of their class, and are in good standing with the university.

**Phi Alpha Delta National Legal Fraternity:** Membership is by election.

**Phi Alpha Theta International History Fraternity:** Membership is by election.

**Phi Kappa Phi:** An all-discipline national honor society with election by invitation only. Those elected must be ranked in the upper 7.5 percent of last-term juniors and upper 10 percent of seniors and graduate students.

**Phi Mu Alpha Sinfonia:** National professional music fraternity.

**Sigma Alpha Iota National Professional Music Fraternity:** Membership is by election.

**Sigma Tau Delta:** International English Honor Society.

**Sigma Theta Tau International Nursing Honor Society:** Open to graduate nursing students who have completed one-quarter of the nursing curriculum, have a GPA of at least 3.500, and meet the expectations of academic integrity.

**Theta Alpha Kappa:** Religion student honor society. Graduate students must have completed one-half residency and have a 3.500 or higher GPA.

**Upsilon Pi Epsilon:** Undergraduate and graduate students in computer science who meet class ranking and GPA requirements can be invited to join the national honor society for computer science.

Student Organizations
The following student organizations are currently active or were recently active at Oklahoma City University:

- 3dB
- Active Minds at OCU
- Alpha Chi Omega
- Alpha Kappa Alpha
- Alpha Phi
- Alpha Psi Omega
- Applied Behavioral Studies Association
- Art Club
- Asian American Student Association
- Black Student Association
- Blue Key Honor Society
- Catholic Student Union
- Chinese Student Scholars Association
- Circle K
- Delta Alpha Chi
- Entrepreneurship Club
- Filmmakers Guild
- Gamma Phi Beta
- Hispanic Student Association
- Indian Student Association
- Interfraternity Council
- INVOLED @ OCU
- Kappa Phi
- Kappa Sigma
- Korean Student Association
- Lambda Chi Alpha
- Latter-day Saint Student Association
- OCULeads
- Marketing and Management Club
- Military Affinity Group
- Muslim Student Organization
- NAMI: The National Alliance on Mental Illness
- Native American Society
- New Student Orientation Team
- OCU ACDA
- OCU Mobile Device Developers
- OCU OPERATIONS
- OCU Panhellenic Association
- OCU Pep Dancers
- OCU Rhythms
- OCU Sailing
- Oklahoma Intercollegiate Legislature
- Out of the Box Theatre Productions
- Phi Alpha Delta, Pre Law
- Phi Eta Sigma National Honor Society
- Phi Gamma Delta Fraternity
- Phi Mu Alpha Sinfonia
- Philosophy Club
- Psi Chi: The International Honor Society in Psychology
- Relay for Life
- Residence Hall Association
- SAAC
- SAFE
- Sigma Alpha Iota
- Sigma Tau Delta
- Sisterhood of African American Students
- Spectrum
- Spirit of Grace Liturgical Dance Company
- Stargazing Cabaret
- Student Accounting Society
- Student African American Brotherhood
- Student Government Association
EXTRACURRICULAR ACTIVITIES

Varsity Athletics
Oklahoma City University sponsors a variety of varsity sports programs, including men’s and women’s basketball, men’s baseball, men’s and women’s cross country running, men’s and women’s golf, men’s and women’s rowing, men’s and women’s soccer, men’s and women’s wrestling, men’s and women’s canoe/kayak, women’s softball, and women’s volleyball. Oklahoma City University is a member of the National Association of Intercollegiate Athletics and the Sooner Athletic Conference.

Cheer and Pom
Oklahoma City University offers a varsity competitive coed cheer squad and varsity competitive pom squad. The cheer and pom squads play an exciting part in the athletic department by participating at men’s and women’s basketball games and wrestling matches and at a number of other sporting events. Members of the cheer and pom squads are also involved at numerous community events throughout the year. Tryouts are held in the spring semester each year and are open to anyone interested.

Dance
All full-time students are eligible to audition for the American Spirit Dance Company, the Oklahoma City University Spirit of Grace Liturgical Dancers, and the Oklahoma City University Pep Dancers. Contact the American Spirit Dance Company company manager in the Ann Lacy School of American Dance and Arts Management for further information. Noncredit dance classes are available through the Community Dance Center.

Theatre
All students may audition for parts in TheatreOCU productions presented each year by the School of Theatre. Contact the School of Theatre at (405) 208-5121 for detailed audition information.

Wellness
The Wellness program at Oklahoma City University offers a wide variety of opportunities, including personal training, dance classes, Pilates, yoga, traditional aerobics classes, and self-defense training. The Wellness program assists employees and students in reducing their health risks through education and goal setting and features a personalized approach to healthy living designed to improve the overall health and quality of life for the university community. Classes are scheduled so that students are able to participate without taking away from opportunities to become involved with other university programs. All students are required to register in the Intramural Sports Office for the classes. The office is located in the Aduddell Center. Registration does not obligate participation.

Outdoor Adventures
The Outdoor Adventures program at Oklahoma City University provides the campus community with opportunities to participate in various outdoor activities. Clinics and trips are offered throughout the year and include hiking, bicycling, camping, horseback riding, and sailing. The Outdoor Adventures program provides a resource center and gear checkout to the campus community. This program promotes wellness through its activities while incorporating exercise and environmental awareness.

Events are scheduled so that the majority of students can participate without taking away from opportunities to get involved with other university programs. All students are required to register in the Intramural Sports Office for the particular event of interest. The office is located in the Aduddell Center. Registration does not obligate participation.

Intramural Sports
The Intramural Sports program at Oklahoma City University offers a full selection of sports. Awards and prizes are given for both placement and participation. The program is designed to enhance the interaction among students, faculty, and staff while maintaining physical fitness. Oklahoma City University has a variety of league and tournament events, including co-ed events, designed for both the competitive and recreational player.

Events are scheduled so that the majority of students can participate without taking away from opportunities to get involved with other university programs. All students are required to register in the Intramural Sports Office for their particular sports of interest. The office is located in the Aduddell Center. Registration does not obligate participation.

Music
University students are encouraged to participate in music activities, including performing in ensembles, taking private music lessons, and auditioning for productions. All qualified students are eligible to participate in Bass School of Music performing ensembles (Symphony Orchestra, Wind Philharmonic, Ad Astra Women’s Chorus, Men’s Chorus, University Singers, Chamber Choir, Jazz Ensemble, Pep Band, and various small ensembles). Auditions for Oklahoma Opera and Music Theater Company productions are open to all students. See the director of the organization in which you are interested for further information, or call the music office at (405) 208-5474.

Student Publications
All students, regardless of their major fields of study, are invited to apply to work for the Student Publications staff. The staff publishes The Campus (the student newspaper), MediaOCU (the student media website online at www.
mediaocu.com), and *The Constellation*, the student yearbook.

**Publication of Student Work**
All students can submit poetry, fiction, nonfiction and art to The Scarab, OCU’s literary journal, sponsored by the English honor society Sigma Tau Delta. The undergraduate research journal Stellar accepts submissions of research papers written for undergraduate courses. Both annual publications can be viewed at www.okcu.edu/english/publications.aspx.

**CULTURAL ENRICHMENT EVENTS**
An array of music, drama, music theater, art, literature, cinema, and lecture events occur annually on the Oklahoma City University campus. Among the cultural enrichment opportunities available and easily accessible in the Oklahoma City area are the Oklahoma City Philharmonic concerts, the Oklahoma City Museum of Art, Science Museum Oklahoma, and several theaters.

**C. G. Jung Lectureship**
This lectureship presents lectures and discussions led by distinguished Jungian analysts and scholars to introduce and amplify Jungian psychology. Such eminent scholars as Robert L. Moore, Jean Shinoda Bolen, Tom Boyd, Ann Wilson Schaef, J. Philip Newell, and Larry Ward have spoken in recent years.

**The Distinguished Speakers Series**
The Distinguished Speakers Series was established to enrich the academic experience of students, faculty, and staff—and to create a Chautauqua experience that is free and open to the public. Nobel Laureates have joined a remarkable lineup of world-class thinkers, writers, and opinion-leaders who know that Oklahoma City University is where ideas are freely expressed, and learning is a continuous process of being challenged and inspired. This lecture series fulfills one of the central purposes of a university by hosting provocative speakers from a wide variety of backgrounds and multiple perspectives, which generates new thinking, productive discussions, and the rare opportunity for future servant leaders to meet some of the most remarkable human beings of our time. Previous speakers include Edward Albee, Ishmael Beah, David Brooks, Morris Dees, Jane Goodall, Brian Greene, Robert F. Kennedy Jr., Jonath...
GENERAL REQUIREMENTS FOR DEGREES

THESIS AND CAPSTONE PROJECT
ENROLLMENT AND GRADING POLICY

ACADEMIC HONESTY

ACADEMIC PROBATION AND DISMISSAL

GRADUATION PROCEDURES AND COMMENCEMENT
GENERAL REQUIREMENTS
Degree requirements for students are listed in the catalog in effect at the time of their first semester at Oklahoma City University. Students who are not in attendance for two consecutive semesters will be required to complete the degree requirements listed in the catalog in effect at the time of their re-entry.

The final authority in determining the fulfillment of graduation requirements for each graduate program lies with the academic dean from each respective school. Graduate students are expected to read and to comply with published regulations.

Residency Requirements
The minimum number of hours to be taken in residence for any master’s degree offered may be noted under the individual degree programs.

Student Discipline
Every student is expected to observe the highest standards of conduct, both on and off the campus. The university cannot accept the responsibility for the education of any student who is not in sympathy with the purposes and the regulations of the university.

NOTE: In the case of Law School students, the Law School Student Conduct Code Article 2.01 governs, and such students are subject to the Law School Disciplinary Tribunal.

Oklahoma City University reserves the right to exclude any student whose conduct or academic standing it regards as undesirable, without assigning any further reason. In such cases the fees due or which may have been paid in advance to the university will not be remitted or refunded in whole or in part. Neither the university nor any of its officers will be under any liability whatsoever for such exclusion. Any student under disciplinary suspension will be persona non grata on campus except for official business.

Attendance
Regular attendance is essential to satisfactory progress in a course. The student is responsible for meeting course requirements regardless of the cause of absences. A student unable to attend classes should confer in advance with the professors involved. Failure to attend classes may result in the loss of credit or exclusion from the final examinations, or both. (See the Law School catalog for attendance policy in that degree program.)

Time Limits
Students are expected to complete requirements for a graduate degree within a set period of time—usually five to six years after being admitted into a program. See the dean or department chair for the time limits established for a specific degree program.

Course work that is five to 10 years old, whether taken prior to or after admission, may, upon approval by the dean or director, be applied to a degree in accordance with the policy of the school, division, or department. Any course work that is more than 10 years old, whether taken prior to, or after admission to a graduate program, cannot be applied to a degree.

Adding Courses
For the fall and spring semesters, courses may be added through the first Friday after four class days of the semester without instructor approval. Courses added after the first Friday after four class days and through the second Friday after nine class days may be added only with instructor approval. Courses may not be added after this date. For the summer terms, courses may be added through the first two class days of the term. Courses added after the first two class days and through the Thursday after three class days may be added only with instructor approval. Courses may not be added after this date.

Dropping Courses
The final date to drop a course is listed in the academic calendar. Students dropping courses before the final drop date will receive a W (withdrawal). After the final drop date, a student must receive approval from his or her instructor. The instructor must assign a grade of WP (withdrawal passing) or WF (withdrawal failing) for the course. (A grade of WF will be calculated into the student’s grade point average as a failing grade.) The student then must receive approval from his or her advisor, academic dean, and the provost/VPAA before the change in class schedule can be processed. No course may be dropped after the last day of classes.

Courses dropped through the 100 percent refund date will not appear on the student’s permanent record. Changes in class schedule become effective on the day the form is processed by the Registrar’s Office.

A 100 percent tuition adjustment is made for varying time periods beginning with the published first day of class. After this period, there will be no further adjustments. The time periods vary. See Tuition Adjustments for more information. Student attendance in a course does not affect the tuition reduction. The date the completed form is processed by the Student Accounts Office is the determining factor.

Withdrawal
A student who is completely withdrawing from the university must obtain a withdrawal form from the Office of the Registrar, International Student Office, Financial Aid Office, or his or her dean’s office. Once this form is properly completed and processed through the Office of the Registrar and Student Accounts, the withdrawal becomes effective on the date it is validated by Student Accounts. A “W” (withdrawal) will be assigned for each course. Nonattendance of classes does not constitute official withdrawal. Withdrawal will be permitted up to and including the final
regular day of classes for all semesters or terms. No withdrawals are permitted during finals week.

**Incomplete Courses**

When a course is not completed by the end of the semester or summer session, a professor may assign an incomplete (I) at his or her discretion. The student must be performing at a passing level and have a legitimate reason to receive an “I.” Students cannot be assigned an “I” because they have excessive unexcused absences or because they are failing the course. Academic units and faculty members may establish their own policies in determination of legitimate reasons to assign the “I” grade.

At the time that the incomplete is issued, the instructor will submit information which specifies what work must be done to remove the “I” and the grade to be assigned if the work is not completed. This information is made available through the on-line system. The student is responsible for submitting the work by the deadline assigned by the instructor, not to exceed one year. If the “I” is not completed by the specified deadline, the grade will convert to the grade assigned by the professor.

In the event that a faculty member is no longer available, appropriate faculty shall be assigned by the dean or department chair to determine the grade.

**Grade Points**

Grade point totals are calculated by multiplying the number of credit hours of a course by the number of points for the corresponding grade received. The grades of W (withdrawal), WA (administrative withdrawal), WP (withdrawal passing), WH (withdrawal health), CR (credit), NC (no credit), I (incomplete), or NR (not reported) are omitted in counting grade points. The grade of WF (withdrawal failing) will be calculated into the grade point as a failing grade. Grade point totals are calculated by multiplying the number of credit hours of a course by the number of points for the corresponding grade received. A student’s GPA will be determined by dividing the total number of grade points earned at Oklahoma City University by the total number of hours attempted at Oklahoma City University with the exception of courses in which marks of CR, W, WA, WH, WP, NC, I, and NR are received. At Oklahoma City University, the official GPA will be rounded to the third decimal place.

The following system of points is used for computing GPA:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.000</td>
</tr>
<tr>
<td>A-</td>
<td>3.750</td>
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<tr>
<td>B+</td>
<td>3.250</td>
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<tr>
<td>B</td>
<td>3.000</td>
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<tr>
<td>B-</td>
<td>2.750</td>
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<tr>
<td>C+</td>
<td>2.250</td>
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<tr>
<td>C</td>
<td>2.000</td>
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<tr>
<td>C-</td>
<td>1.750</td>
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<tr>
<td>D+</td>
<td>1.250</td>
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<tr>
<td>D</td>
<td>1.000</td>
</tr>
<tr>
<td>D-</td>
<td>0.750</td>
</tr>
<tr>
<td>F</td>
<td>0.000</td>
</tr>
</tbody>
</table>

**Auditing Courses**

An Oklahoma City University student may audit a course (excluding courses offered by the School of Law) by attending class sessions and completing classroom assignments. No examinations are taken, and no credit is given. The student transcript carries the designation AU. The AU designation, once recorded on the transcript, may not be changed to a letter grade. Audited courses do not satisfy degree requirements. If a student determines that a course that has been audited is needed to fulfill a major requirement, the student must repeat the course and earn a letter grade.

A student may audit only if permitted by the appropriate school or department policy and on a space-available basis. Students may not audit individualized academic experiences such as internships, directed study, independent study, music lessons, dance instruction, etc. Audited courses will not be considered in a student’s normal semester load.

**Procedure:** The audit option can only be selected through the second Friday of the regular semester and through the first Thursday after three class days of a summer session. Once the time period is over, the option to audit a course is forfeited. Students must obtain permission and the signature of the instructor whose course they choose to audit. An instructor has the right to refuse to permit students to audit a course. Students registered to audit a class are not guaranteed a space until after the time period. A separate audit form is available from the Registrar’s Office.

**Fees:** Students are assessed a nonrefundable audit fee. Fee schedules are available from the Student Accounts Office. Audit fees are not part of the structure for block tuition charges and will be assessed in addition to regular tuition charges.

**Repetition of Courses**

Graduate students may repeat a maximum of two separate courses, but cannot repeat any one course more than once. The repeated course number must be the same as that of the original course. The last grade received in a course is the one that will be calculated into the student’s GPA. This grade will be posted in the semester earned. The first grade will be recorded on the transcript as an R (repeat) and excluded from the student’s GPA.

**Course Numbering Systems**

The first digit in each course number indicates the academic level at which the department places the course (1–freshman level, 2–sophomore level, 3–junior level, 4–senior level, and 5–graduate level). The second digit, in combination with the third, gives the course a unique number within its department and academic level. The second digit may be used to indicate sequence where two or more courses dealing with the same subject matter are sequential in arrangement. The third digit indicates the type of course. The type indicated by specific numbers varies from school to school. The fourth digit indicates the number of semester hours credit assigned to the course.
Courses numbered 1000-4999 are for undergraduate students; 1000-2999 courses are freshman and sophomore level courses; 3000-4999 courses are junior and senior level (upper-division) courses. Graduate students who are satisfying program prerequisites or otherwise remediating deficiencies may, with approval, enroll in undergraduate courses, but will not receive graduate credit for such undergraduate course work.

Courses numbered 5000-9999 are for graduate credit in graduate degree programs; 5000-5999 courses are graduate courses that may be dual-listed with upper-division undergraduate courses; 6000-6999 courses are not open to undergraduate students. Courses numbered 7000-9999 are restricted to doctoral students; 9000-9999 courses are for independent study (such as research, thesis, or dissertation) and are restricted to doctoral students. The School of Law establishes its own course numbering policies.

Course Cancellation Policy
The decision to cancel a course due to insufficient enrollment, faculty overload, or other circumstances will be made by the dean of the school offering the course in consultation with the instructor of the course. After notifying the Registrar’s Office of a course cancellation, the dean will inform students enrolled in the course of the cancellation.

Final Examinations
Final examinations are held in all courses upon the completion of each semester’s or term’s work. No one is to be excused from the final examinations. All classes will meet during the time stipulated by the Registrar’s Office for final examinations. Students who have three final examinations scheduled on the same day may seek permission from either their professors or their academic dean to have one exam rescheduled for another day within final examination week.

Records and Transcripts
All permanent records are in the Office of the Registrar. Requests for grades, transcripts, and diplomas should be made to that office.

A graduate student who completes the requirements for a degree cannot be issued a complete transcript or a statement that the requirements have been completed until the end of the semester or term in which he or she is registered for credits needed for the degree. Students who complete the requirements for a degree in a semester other than the spring semester may secure from the Office of the Registrar a statement that requirements for the degree have been completed.

Official transcripts may be ordered by mail or in person from the Registrar’s Office. A request for official transcripts must include the following information:
- Student’s full name (while enrolled)
- Student identification number
- Date of birth
- Last date of enrollment

Current address and phone number
Address where the transcript is to be sent
Student’s signature

The cost of official transcripts is included in the comprehensive records fee; therefore, there is no additional charge for transcripts. The registrar may limit the number of transcripts a student may receive within a given time period. Transcripts are not issued until all outstanding accounts with the university are paid in full. Students and former students may call Student Accounts at (405) 208-5146, or go to the office in the administration building to determine their financial status.

Photo identification is required when picking up transcripts from the Office of the Registrar. Written authorization is required for a transcript to be released to a third party. Parents may obtain a student’s transcript provided they have written authorization from the student or a signed affidavit stating that the student is their financial dependent according to IRS regulations.

Official Transcripts From Other Institutions
Oklahoma City University requires all students to submit official transcripts, such as high school transcripts, undergraduate transcripts with or without a degree, or graduate transcripts. These transcripts must be official. Official transcripts are defined as transcripts sent directly from one institution to Oklahoma City University. Electronic transcripts will be accepted from schools using approved secured transmission systems. The complete list of acceptable systems can be found on the OCU Registrar website (http://www2.okcu.edu/admin/acadaffair/registrar.aspx).

Any transcript marked “Issued to Student” and/or hand-carried transcripts are not considered official and will not be accepted for transfer purposes.

THESIS, DISSERTATION, AND CAPSTONE PROJECT ENROLLMENT AND GRADING POLICY
The student must have an initial enrollment for the master’s thesis, doctoral dissertation, or other graduate-level capstone project (all hereafter termed “thesis”). Following the initial enrollment in the thesis course, the student must maintain continuous enrollment or obtain an approved leave of absence during each regular semester until all degree requirements are completed, or the candidacy is discontinued. Upon successful completion of the thesis, a grade of CR will be recorded for the final semester of enrollment. The graduation date awarded will be the first graduation date after the final term of enrollment.

The student’s initial enrollment for the thesis will be charged the current rate per credit hour for the course and will be subject to all standard fees. Subsequent enrollments will use a different number that will be of equal credit hours for the thesis, but only one credit hour will be charged and no fees will be charged.
Students are not required to enroll in the thesis during the summer session unless one of the following applies:
- the student is actively working on the thesis
- the student is seeking committee advice on the thesis
- the student is otherwise using university facilities
- the degree is to be conferred in the summer session

Subsequent to the initial enrollment for the thesis, if a student wishes to remain in the program without continuous enrollment, the student must request a leave of absence. Such requests must be submitted in writing to the dean of the student’s program and must specify the reason for the request and the expected duration of the leave. Granting of such requests will be at the dean’s discretion. Requests based on financial circumstances will generally not be granted. Failure to obtain an approved leave of absence will result in the student having to apply for readmission.

If a student does not comply, or has not complied, with the above procedures, then the student must reapply to the program of study and, if readmitted, enroll in sufficient hours of thesis to make the total hours thereof at least equal to the total thereof had he or she completed with continuous enrollment. Retroactive tuition will be assessed at the current semester rates. Readmission of the student to the program of study will be at the discretion of the dean of the student’s school. Determination of the number of hours of thesis in which the student must enroll, along with the collection of the appropriate fees, will be the responsibility of the dean of the student’s school and the Student Accounts Office.

**Thesis, Dissertation and Project Grades**

X – Indicates that satisfactory progress was made during the semester. It is a neutral grade to be used only for thesis grades. This grade will remain a permanent grade on the student’s transcript.

NC – No credit. Indicates that unsatisfactory progress was made during the semester.

CR – Credit. Indicates that the thesis was satisfactorily completed during the semester.


- All theses necessary for partial fulfillment of graduate degrees must be approved by the graduate student’s committee and be submitted to the person designated by the graduate program three weeks before commencement. Exceptions must have prior approval of the program director and dean.
- The title page and abstract will follow a standard form that may be obtained from the graduate program directors.
- Style sheets are determined by each graduate program. Endnotes or footnotes are acceptable, but each program will use only one form of citation.

- In the case of serious, documented violation of the Academic Honesty policy in thesis work, a student will be dismissed from the university, subject to normal academic appeals processes.

**Preparing the copies**

- Four copies of each thesis will be delivered to the Dulaney-Browne Library for binding (two copies for the library and two copies for the school/department).
- Each graduate student must pay a binding fee for each copy of the thesis. Additional fees may apply to theses that include additional work samples or media requiring special binding. The Dulaney-Browne Library will bind the copies of the theses, using the same binding, cover, and spine format for all graduate theses (Oklahoma City University blue with gold type).

**All copies will:**

- Be submitted to the library unbound on white, letter-size, acid-free, 20-24 pound, 25-100 percent rag content paper.
- Include the original signature of the student’s thesis advisor and/or committee.
- Include one and one-half-inch left, and one inch right, top, and bottom margins.
- Use 12-point type.
- Include type on one side only (except musical compositions).

**Thesis Submission Form**

The student is responsible for completing the Thesis Submission Form as well as ensuring that each office has provided a signature acknowledging satisfactory completion of the requirements related to that office. Signatures should be received in the order stipulated on the form, with the Registrar’s Office receiving the final copy of the Thesis Submission Form that includes all signatures. Failure to provide the completed form to the Registrar’s Office will delay the posting of the degree and the release of the diploma.

**ACADEMIC HONESTY**

Academic honesty is required in all aspects of a student’s relationship with the university. Academic dishonesty may not be course-specific and includes falsification or misrepresentation of a student’s academic progress, status, or ability, including, but not limited to, false or altered transcripts, letters of recommendation, registration or advising forms, or other documents related to the student’s academic career at Oklahoma City University or other colleges or universities.

Students are personally responsible for the correctness and accuracy of information supplied to the university. Any student who knowingly gives incorrect information to the university is subject to disciplinary action which may lead to suspension.

Students are advised that cheating and plagiarism are not tolerated. The university expects all students to maintain a
high standard of ethics in their academic activities. In this context, forms of academic dishonesty include, but are not limited to, cheating on tests, examinations or other class/laboratory work; involvement in plagiarism (the appropriation of another’s work and/or the unacknowledged incorporation of that work in one’s own); collusion (the unauthorized collaboration with another person); misrepresentation of actions; and falsifying information.

Grievance procedures, found elsewhere in the catalog, do not apply to the academic honesty policy procedures listed below. Law students are subject to the code of conduct published in the Oklahoma City University School of Law Student Handbook.

**Course-based procedures:** Each faculty member will include in his or her syllabus either the university’s academic honesty policy or a reference to the appropriate Oklahoma City University website regarding the academic honesty policy. The faculty member will include in the syllabus a description of the course-based consequences if a student fails to adhere to the academic honesty policy.

If, in the judgment of the faculty member, a student fails to conform to the academic honesty policy, the faculty member shall inform, in writing, the student’s academic dean, the provost/VPAA, and the student. Sanctions for a student’s breach of the academic honesty policy vary according to the nature and the seriousness of the offense. Sanctions are at the discretion of the faculty member involved within the constraints of the course in which the offense occurred. Sanctions by the faculty member may include, but are not limited to, requiring a student to redo a class/laboratory assignment; recording an F (Failure) for a particular test, examination, class/laboratory assignment which involved dishonesty; or recording an F (Failure) for a final course grade.

**Appeal:** A student’s appeal of the charge or the faculty-imposed sanction must be made in writing and delivered to the faculty member’s dean within 10 university business days after the date of the faculty member’s letter outlining the infraction of the academic honesty policy. The appeal period is increased to 21 calendar days when the dean’s letter must be mailed to a student residing outside the United States. If the 10th day (or 21st day, in case of a student then residing outside the United States) falls on a weekend or university holiday, the appeal is due on the next university business day.

The faculty member’s school/college will elect faculty members to serve on a faculty/student committee to hear all school/college appeals for that academic year. If a faculty member is on the committee and the faculty member taught the course in question, he or she will not serve on the school/college committee for this appeal. The dean will appoint a replacement member for this appeal. If the dean taught the course in question, the appeal will go directly to the assistant provost.

There is a presumption that the faculty member’s decision is correct and, in the absence of extraordinary circumstances, shall not be changed. The faculty committee will render a decision in writing regarding the student’s appeal within 15 university business days of receiving the appeal. The faculty/student committee may lessen the sanctions but may not increase the course-based sanctions. The faculty appeals committee’s decision will be final, and there will be no further appeal of the faculty member’s decision. If the student is exonerated, no further action will occur.

**School/College-based Procedures:** If the student chooses to appeal and the appeal is not upheld or the student chooses not to appeal the faculty member’s actions, the student’s dean has the option of adding sanctions. Consequences may include loss of school/college-based scholarship funds, community service, or dismissal from the school/college. The dean can not change the student’s grade. The dean must notify the student within 10 university business days of the decision to impose additional sanctions. The appeal process is increased to 21 calendar days when the dean’s letter must be mailed to a student then residing outside the United States. If the 10th day (or 21st day, in case of a student then residing outside the United States) falls on a weekend or university holiday, the appeal is due on the next university business day.

**Appeal:** The student, within 10 university business days after the date of the written notification of sanctions, imposed by the dean of the student’s college/school, may appeal, in writing, to the provost/VPAA or assistant provost. The provost/VPAA or assistant provost’s decision is final, and there will be no further appeal.

**Loss of privilege to withdraw from a course:** A student who has violated the academic honesty policy shall lose the privilege of withdrawing from the course in which the violation occurred in order to avoid the collateral consequences of sanctions which may be imposed by the faculty member teaching the course.

**Provost/VPAA-based Procedures:** The Office of the Provost will keep a file of all student violations of the academic honesty policy across the university. The provost/VPAA or assistant provost may, at his or her discretion, convene the Student Probations and Petitions Committee to consider dismissal of the student from the university for grievous or repeated violations of the academic honesty policy. The provost/VPAA or assistant provost must inform the student at least 10 university business days prior to the time the Student Probation and Petitions committee meets. The student has the right to appear before the Student Probation and Petitions Committee. The Student Probation and Petitions Committee will convene and render a decision regarding dismissal of a student from the university or other actions. The decision of the Student Probation and Petitions Committee is final and can not be appealed. Students dismissed from the university for academic honesty violations will not be eligible for readmission.
Grievance Procedure for Grade Appeal

A grade awarded by the course instructor is presumptively correct, and the instructor’s determination is generally final. Other than for mathematical or data entry errors, no final grade can be changed except on proof of exceptionally egregious circumstances as defined below.

If a student has reasonable grounds to believe that a final grade received or final academic judgment made with respect to him or her in any course or program of study was based on violation of established university policies, procedures, or regulations, substantial error, bias, or miscarriage of justice, the student may, within 10 school days of the receipt of the final grade, initiate a grievance. School days are defined as Monday through Friday when classes are in session, excluding breaks, final exam periods, and holidays. Grievance procedures for students attending programs outside the United States must be facsimiled or e-mailed within 28 calendar days in order to meet the remainder of the deadlines. The process is composed of both informal and formal procedures.

I. Informal Grievance Procedure
   A. The student should communicate with the instructor in an attempt to resolve the issue.
   B. If, after communicating with the instructor (or if, after reasonable effort on the part of the student to contact the instructor, she or he remains unavailable), the student still believes that the grade is based on violation of established university policies, procedures, or regulations, substantial error, bias, or miscarriage of justice, the student may take the grievance to the chair of the department in question. The chair will attempt to mediate the dispute. If there is no chair or the chair taught the course in question, the student should proceed to section II.

II. Formal Grievance Procedure
   A. Only if the issue is still unresolved after meeting with the chair of the department, as outlined in section I, the student may initiate the formal grievance process with the dean. NOTE: If the dean taught the course, the assistant provost will undertake the dean’s responsibilities in the grievance procedure. The levels of action are clearly defined and include strict time limits designed to effect speedy resolution. No formal appeals procedure will be enacted if six months or more have elapsed since the incident. It is the responsibility of the student to initiate the process and follow it through. Failure of the student to move the appeal forward in the specified time limits will terminate the appeal.
   1. The student will first present his or her appeal to the dean of the college or school. The appeal will be in writing, in as much detail as possible, stating all aspects of the issue that the student believes pertinent. Grounds for review are limited to violation of established university policies, procedures, or regulations, substantial error, bias, or miscarriage of justice. Copies of pertinent material in the student’s possession or access will be included as appropriate.
   2. Upon receipt of the material provided in section I, the dean will determine, within five school days, if the student has a prima facie case. If the dean determines that insufficient evidence has been presented by the student, he or she will dismiss the appeal. If the dean determines that there is evidence that, if believed, would constitute a prima facie case, the dean will provide, within 10 school days of this determination, a copy of the written material to the faculty member in question. The dean will request a written response that details as completely as possible the position/opinion of the faculty member on all issues raised. Copies of exams, assignments, grade books, or other relevant information will be submitted with this response. The instructor will have 10 school days in which to prepare his or her response.
   3. The student will be given the opportunity to review the instructor’s response and to provide additional written comments to the dean. This response will be given within five school days of the receipt of the faculty member’s response to the dean. The dean will then render a decision on the appeal within five school days. The dean or his or her designee has the right to request, from any party, any additional information he or she believes is pertinent and appropriate. However, the request for information will not extend the five-day response period above. Unless the dean determines that sufficient evidence exists to support the student’s allegation, the dean will deny the appeal. The dean has the authority to deny the appeal or forward the appeal to the assistant provost, who will convene the Student Probation and Petitions Committee. The dean does not have the authority to change the grade, but may make a recommendation to the committee.
   B. Either the student or the faculty member may appeal the dean’s adverse decision within five school days of the receipt of the dean’s decision by giving written notice of intent to do so. Upon such written notice to the dean, the dean will forward copies of all material to the assistant provost, who will convene the Student Probation and Petitions Committee, which must meet within 10 school days of receipt of the appeal. NOTE: If the faculty member who taught the class involved in the appeal is a member of the Student Probation and Petition Committee, the faculty member must recuse him or herself from the committee during the appeal. The committee will review all documentation and will reach a decision. The committee may request additional documentation if it believes it is appropriate to do so and may adjourn until the documentation is available. Both parties have the right to appear before the committee; however, to the fullest extent possible, the decision will be based on the written documentation provided. The committee will uphold the originally issued grade unless it finds substantial evidence of violation of established university policies, procedures, or regulations, substantial error, bias, or miscarriage of justice. The committee’s decision
Academic Probation and Dismissal

Graduate students whose cumulative GPAs fall below 3.000 will be placed on academic probation. Students on academic probation must raise their cumulative GPA to 3.000 or higher within the next nine credit hours attempted or will be dismissed from the degree program. Students who may need more than nine credit hours to be removed from academic probation may submit an appeal for an extension to the Student Probation and Petitions Committee and, if granted, are to maintain a 3.000 or higher GPA for courses taken in the interim. No student may graduate on academic probation, i.e., with a cumulative GPA below 3.000.

Individual schools, colleges, and graduate programs may establish academic standards more stringent than those stated here. In such cases, the student’s appeal is heard by the Student Probation and Petitions Committee. The committee will consider the appeal based on the program’s standards. If the appeal is not granted and the student wants to move to another graduate program, they must apply for admission to that program and be accepted by the school or program to which they apply.

Only students who are in good academic standing may participate in extracurricular activities. Extracurricular activities are defined as activities such as athletic competitions, artistic performances, and academic competitions that are not required by the student’s course work or major program. Students who are not in good academic standing will be prohibited from representing the university in the participation in intercollegiate athletic events, artistic performances except as required for their course work or degree requirements, and intercollegiate academic contests. Traveling with athletic teams, performance groups, or academic teams also will be prohibited.

Readmission Policy for Students Dismissed for Poor Academic Performance

A student who is dismissed from the university for academic reasons must wait one full academic year before applying for readmission. The latest date by which readmission requests must reach the Office of the Registrar in order to be considered for earliest possible readmission will be indicated in the letter of dismissal. The Student Probation and Petitions Committee will review any request for readmission. Requests for readmission will be reviewed prior to the semester in which the student is eligible to re-enroll.

Appeal Procedure for Academic Dismissal

Within 14 calendar days (excluding university holidays) of the receipt of the written notice of dismissal, the student may initiate an appeal in the following manner:

1. The student must submit a written appeal to the Registrar. The appeal should have as much detail as possible, stating all aspects of the issue that the student thinks pertinent. It is the responsibility of the student to initiate the process and follow it through. Failure of the student to move the appeal forward in the specified time limit will terminate the appeal.

2. After making a determination that the appeal is filed in a timely manner, the registrar will convene the Student Probation and Petitions Committee to consider the student’s appeal within 10 school days of its receipt. School days are defined as Monday through Friday, when classes are in session, excluding breaks, final exam periods, and official university holidays. The Student Probation and Petitions Committee will review all documentation and reach a decision on the appeal. The committee may request additional documentation and may postpone the hearing until that documentation is available. The student has the right to appear before the committee; however, to the fullest extent possible, the decision will be based on written documentation provided.

3. The committee may affirm the decision to dismiss, overturn the decision to dismiss, or qualify the decision to dismiss.

4. If the committee affirms the decision to dismiss, the provost may review the documentation to determine that these procedures were followed. The provost’s review will only address procedural matters.

5. The assistant provost will notify the student within three school days of the decision of the committee.

6. A student who is matriculated in a graduate degree program at Oklahoma City University (except in the School of Law) is granted only one opportunity to appeal any dismissal for substandard academic performance. If the outcome of that appeal is reinstatement, any subsequent dismissal for substandard academic performance is final and may not be appealed.

NOTE: This procedure applies to all departments and schools within the university except the School of Law. Appeals of academic dismissal in the School of Law are heard by the Law School’s Petitions and Retention Committee under the procedures and regulations set forth in the Law School’s Student Handbook. Decisions of that committee are final, except that the president may review the documentation solely to determine that due process has been followed.
GRADUATION PROCEDURES AND COMMENCEMENT

Graduate degree candidates should check with their program directors on their progress toward satisfying graduation requirements during the semester preceding final enrollment.

A student cannot graduate with more than 6 credit hours below B- in that graduate program. Grades below a C cannot count for graduation. Degree candidates must have a cumulative GPA of not less than 3.000 in hours attempted for the graduate program in which the degree will be conferred. Only courses taken at Oklahoma City University are used in calculating the GPA.

There are three graduation dates (fall, spring, and summer) and one commencement ceremony (May). Students completing degree requirements in the fall participate in the following May commencement ceremony. Students completing degree requirements in the spring term of an academic year participate in the May commencement ceremony following the end of that term. Students completing degree requirements in the summer terms participate in the May commencement ceremony of that same academic year. All students should complete the application for graduation by the appropriate deadline published in the academic calendar.

A student who has three or fewer credit hours to complete in the fall semester of the following academic year may participate in the May commencement ceremony of that calendar year. To do so, the student must request permission from the Academic Affairs Office before the application deadline published in the academic calendar. Completion of any degree-required comprehensive exam is not a requirement for participation in the commencement ceremony.

Before filing the application for graduation, each candidate should contact his or her dean to initiate a final degree check. A final degree certification must be submitted to the Registrar’s Office by the appropriate dean. Consult the appropriate pages under Education for the requirements pertinent to certification. Responsibility for meeting graduation requirements lies with the student.

The date recorded on a diploma will be the conferral date (fall, spring, or summer) following the semester or summer term in which the student completes all requirements for the degree based on the last day of the course(s). The date recorded on a diploma for a degree with a required comprehensive exam will be the next conferral date after all requirements, including any comprehensive exams, have been successfully completed.

The Office of the Provost coordinates the commencement ceremonies for the university. Graduates are required to wear the appropriate cap and gown to participate in the ceremony. The only cords or stoles permitted to be worn with a graduate’s academic dress during the ceremony are those awarded by the university or honor societies of the university.

Graduation Honors

The university recognizes the academic achievements of its candidates for degrees by the following honor awards:

High Honors — a cumulative GPA of 3.900 or higher.

University Honors

Phi Kappa Phi: Phi Kappa Phi is an all-discipline national honor society. Undergraduates, graduate students, faculty, professional staff, and alumni are eligible for membership. The organization is more than 100 years old, and election is by invitation only. The mission of Phi Kappa Phi is “to recognize and promote academic excellence in all fields of higher education, and to engage the community of scholars in service to others.”
INTERNATIONAL EDUCATION

THE CENTER FOR INTERPERSONAL STUDIES THROUGH FILM AND LITERATURE

DULANEY-BROWNE LIBRARY

COMPUTER AND INFORMATION RESOURCES

CAREER SERVICES

LEARNING ENHANCEMENT CENTER

ELS LANGUAGE CENTERS
INTERNATIONAL EDUCATION
(STUDY ABROAD)
While most study abroad programs are designed for undergraduate students, graduate students are encouraged to explore available opportunities such as language immersion programs and internships abroad. Some Oklahoma City University faculty-led study tours are open to graduate students. For more information, see okcu.abroadoffice.net or contact the director of academic services in the provost’s office at 405-208-5287.

Law students may select from several programs offered through the law school each summer. For more information, see the law school’s study abroad website or contact the director of international programs at 405-208-5125.

CENTER FOR INTERPERSONAL STUDIES THROUGH FILM AND LITERATURE
The center’s mission is to develop creative programs through film and literature that engage individuals on the intuitive and experiential levels to understand themselves and others across time and space. Begun in 1997, the center brings a distinguished creative person to the campus each year. Poets Jimmy Santiago Baca, Lucille Clifton, Carolyn Forché, Mark Doty, Claudia Emerson, Joy Harjo, Jane Hirshfield, Li-Young Lee, Michael Ondaatje, Naomi Shihab Nye, and Natasha Trethewey as well as Poet Laureates Billy Collins, Ted Kooser, Charles Simic, and Robert Pinsky have been featured and Pulitzer Prize winner Terence Hayes will be the poet in April 2013. The center also develops an annual documentary film series each spring; develops for the university and community an archive collection of quality videos and DVDs along with viewing suggestions and some lesson plans for grade school through university-level teachers; conducts field trips to Oklahoma City University for teachers and students from upper elementary through high school to view and discuss distinguished films; holds a book discussion series for the university and Oklahoma City community; collaborates with other campus and metropolitan organizations to support and encourage different groups to work together on creative projects; and contributes to the support of the Oklahoma City University Film Institute. The director teaches university courses related to the mission of the center as well as courses in the English department and courses for the film studies major in the Moving Image Arts Program. The Thatcher Hoffman Smith Endowment Fund and an advisory committee support the development of the center.

DULANEY-BROWNE LIBRARY
Oklahoma City University supports two libraries: the Dulaney-Browne Library and the Law Library. While the collections and services of both libraries are available to all university students, faculty, and staff, all nonlaw-related library materials and services are provided through the five-story Dulaney-Browne Library building in the center of the campus.

The Dulaney-Browne Library provides access to thousands of high quality research resources for Oklahoma City University students, faculty, and staff. Library resources and services are available in the library or through the library’s web page (www.okcu.edu/library) and include more than 200,000 books, 300,000 government documents, 6,700 videos and DVDs, several hundred current periodical subscriptions, 47,600 full-text online periodical titles, 2,000 compact disc recordings, 10,500 musical scores, and 72,000 electronic book titles. Reference librarians provide assistance in finding information in the library, over the telephone, via the internet, and by text message. Librarians also offer formal instruction to individuals and groups in the use and evaluation of information resources. Additional library resource services include the Archives and Special Collections (including the University Archives, the Oklahoma United Methodist Archives, and the Shirk Oklahoma History Center), the Foundation Center Cooperating Collection, the Center for Interpersonal Studies through Film and Literature Film Collection, government documents provided through the federal depository program, and the Leichter Listening Library (in the Wanda Bass Music Center).

The library cooperates with other libraries in Oklahoma and around the world to provide students, faculty, and staff with access to their collections through OK-Share (a cooperative library card for Oklahoma academic libraries) and interlibrary loan (delivery to the library user of articles and books from other libraries).

Please contact the library at (405) 208-5065, (405) 445-3636 (text), or AskALibrarian@okcu.edu, or visit during regular library hours (Monday-Thursday 7:30 a.m.-midnight, Friday 7:30 a.m.-7:00 p.m., Saturday 10:00 a.m.-7:00 p.m., and Sunday noon - midnight) for more information.

COMPUTER AND INFORMATION RESOURCES
Campus Technology Services maintains a centrally-located, dedicated area to aid students with their computer issues on the lower level of the McDaniel University Center. The Student Technology Support Center is staffed by trained technicians familiar with both Microsoft and Apple operating systems. The center offers a variety of student support services including:
- Walk-in and telephone support
- Technology-related consultation
- Hardware and software support
- Virus and malware removal
- Installation of campus-licensed software applications such as Microsoft Office and Essentials (virus protection)
- Assisted hardware upgrades
- Training
- A computer-based issue and support tracking system
Finding a computer to use on campus is easy with 16 computer labs in various locations spread conveniently across campus. Lab hours vary by location. MS Office, MS Visual Studio, and web browsing capabilities are installed in each lab, and several labs have course specific software available. Printing services are available in all public-access labs as well as all public computing spaces on campus. Each semester students receive an allotment for printing via their OCU ID cards. All students are issued a user ID and password, which are required to log into the campus network to use the labs and access printing services.

E-mail accounts are provided to all students. E-mail can be accessed through the internet from any location on or off campus. Student E-mail accounts have an online storage and sharing capability called SkyDrive that is accessible from any internet-connected computer. Additionally, all students are provided disk space on the campus network to store files and create web pages.

All residence hall rooms are wired for telephone and network connectivity. To have a telephone line activated, contact Telecommunications at 208-7700. Dorm residents may connect one computer or laptop to the campus network from their dorm rooms. A limited number of computers are available in each dorm lobby. Wireless network connectivity is available throughout the campus.

Additional information for the Student Technology Support Center regarding student computing, lab hours and locations, support and questions can be found at http://starnet.okcu.edu/services/cts/geeks or by calling 208-5555.

The university’s computer-use policy is published on the university website at www.okcu.edu/technology. All students should read this policy.

CAREER SERVICES

The Office of Career Services is committed to assisting undergraduate and graduate students and alumni position themselves for success within their chosen fields of interest. The aim of Career Services is to assist students and alumni in identifying and implementing strategies to aid in career exploration and the career decision-making process.

Career Services offers a number of resources and services that can help students who are entering the world of work or those who are looking to advance their careers. Current students and Oklahoma City University alumni are eligible to use the comprehensive resources available through Career Services, including the following:

- Individual career counseling
- Job search strategies
- Résumé and cover letter writing
- Internship resources
- Career fairs
- Interviewing techniques
- Alumni networking and mentoring
- Online career and employer resources
- Career planning for international students
- Self assessments
- Online job/internship posting system: www.okcu.edu/careers

Students are encouraged to schedule an individual appointment to discuss how the Office of Career Services can provide valuable information and review the skills needed to be successful within their professional areas of interest.

The Office of Career Services is located in the Meinders School of Business, Suite 200. Career Services office hours: Monday – Friday 8:00 a.m. to 5:00 p.m. and evening hours by appointment. Call (405) 208-5171 or visit www.okcu.edu/careers.

LEARNING ENHANCEMENT CENTER (LEC)

The LEC offers a variety of free services to students, such as one-to-one tutoring in most areas of the curriculum. Tutoring sessions are approximately fifty minutes long. Students may discuss any aspect of their papers with tutors, and tutors may assist with specific areas suggested by faculty. Specialized assistance is available for the visually and hearing impaired. Selected PCs located in the LEC are equipped with screen magnification software. Also available is a dedicated PC that allows visually impaired students to scan text and have the computer read text aloud. Tutors also work with international students on English conversation and idioms.

The LEC is open Monday through Thursday, 8 a.m. to 9 p.m., and Friday, 8 a.m. to 5 p.m. Computers (PCs and Macs) are available. The LEC is located on the second floor of the Walker Center for Arts and Sciences. Students may schedule appointments on sign-up sheets located in the LEC or by calling the center.

ELS LANGUAGE CENTERS

Oklahoma City University provides international students instruction in the English language through the ELS Language Centers® located on campus.

The Intensive English for Academic Purposes (EAP) program at ELS Language Centers® provides thirty hours of instruction per week to move a student quickly to the goal of university entrance. New sessions begin every four weeks, and students are tested and placed in one of twelve levels. The intensive EAP course is a complete English program including classes in structure/speaking, conversation, reading, writing, Language Technology Center (LTC), and special-interest subjects.

ELS Language Centers® is accredited by the Accrediting Council for Continuing Education and Training (ACCET) and by the Oklahoma State Board of Regents for Higher Education. For information regarding this service, contact ELS Language Centers®, (405) 525-3738, www.els.edu, or e-mail okc@els.edu.
SCHOOL OF ADULT AND CONTINUING EDUCATION
MASTER OF ARTS IN MASS COMMUNICATIONS (SINGAPORE)
MASTER OF LIBERAL ARTS

SCHOOL OF LIBERAL ARTS AND SCIENCES
MASTER OF ARTS IN APPLIED SOCIOLOGY—NONPROFIT LEADERSHIP
MASTER OF ARTS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES (TESOL)
MASTER OF EDUCATION
MASTER OF FINE ARTS IN CREATIVE WRITING
GRADUATE CERTIFICATE IN CREATIVE WRITING
MASTER OF SCIENCE IN CRIMINOLOGY

WIMBERLY SCHOOL OF RELIGION
MASTER OF RELIGIOUS EDUCATION
PETREE COLLEGE OF ARTS AND SCIENCES

ACADEMIC POLICIES
The following academic policies apply only to the graduate programs in the Petree College of Arts and Sciences—Master of Arts in applied sociology—nonprofit leadership, Master of Arts in teaching English to speakers of other languages (TESOL), Master of Fine Arts in creative writing, Master of Science in criminology, Master of Education, and Master of Liberal Arts. Please see specific program descriptions for more details on policies in each program.

Transcript Requirements
No student will be admitted to a graduate program in the Petree College of Arts and Sciences without submitting complete, official transcripts from all institutions attended with evidence of an undergraduate degree or equivalent to a United States bachelor’s degree. Failure to submit all transcripts will result in immediate dismissal.

Maximum Number of Transfer Credits Accepted
Six credits may be accepted for transfer from other regionally accredited institutions. In exceptional cases, more credits may be transferred with the approval of the program director and dean.

Master’s degree programs in the School of Liberal Arts and Sciences will accept a maximum of 6 credit hours of approved courses from other graduate degree programs at Oklahoma City University.

Age of Transfer Credit Accepted
Generally, only course work completed within five years of admissions to Oklahoma City University will be accepted for transfer credit. In exceptional cases, course work completed within ten years of admission may be transferred with the approval of the program director and dean.

Minimum Residency Requirements
The minimum number of hours in residence for each program may be calculated by subtracting the number of transfer credits allowed from the total number of hours needed to graduate. Transfer credits are not accepted after a student has begun a graduate program except with approval of the program director and dean.

Maximum Number of Below B- Grades Allowed
A maximum of 6 credit hours below B- are allowed. No grades below C- will be accepted. TESOL students are not allowed to make grades below B- in designated core courses.

Maximum Number of Repeat Courses
A course may be repeated only once. Students may have only two repeats in a graduate program. If, after repeating a course, a student fails to receive at least a C-, the student will be automatically dismissed from the university.

Academic Probation Policy
Programs in the Petree College of Arts and Sciences follow the university’s academic probation policy. See the Academic Regulations section of this catalog.

Academic Appeals
The university academic appeals process will be followed by the graduate programs of the Petree College of Arts and Sciences, with one notable exception. A Graduate Programs Committee composed of the graduate program directors, the associate dean, and the dean will hear all grievances. An appeal to this committee will take the place of an appeal to the dean in the academic appeals process. The dean will chair the Graduate Programs Committee.

Applying for Readmission
A student who has been dismissed from the university must wait a full academic year before applying for readmission.

Maximum Course Load
Students may enroll in a maximum of 12 hours in each of the fall and spring semesters, 6 hours in each of the summer terms. In exceptional cases, a student may enroll in more hours if approved by the program director and dean.

Independent Study/Directed Readings Hours
The maximum number of combined independent study and directed readings hours allowed during graduate studies is 6 hours. In exceptional cases students may take more than 6 hours of independent study/directed readings with approval of the program director and dean.

Incomplete Policy
Petree College of Arts and Sciences follows the university’s incomplete policy. In addition to the normal university requirements, all students must sign a contract with their professors regarding assignments to be completed and deadlines for course completion. If course requirements are not completed in the agreed-upon period of time, the I (incomplete) will be removed and converted to a grade indicated in the contract.

Time to Finish a Degree
Graduate degrees must be completed within six years.
SCHOOL OF ADULT AND CONTINUING EDUCATION

Dr. Leo G. Werneke, Director

SCHOOL OF ADULT AND CONTINUING EDUCATION

MASTER OF ARTS IN MASS COMMUNICATIONS (SINGAPORE)

MASTER OF LIBERAL ARTS
The Master of Arts degree in mass communications (MAMC) is a 36 credit hour program conducted exclusively in Singapore. Students in the graduate program enroll in cohorts and take courses with that same group. The program consists of a total of 12 three credit hour modules taught in a nine-day, 3.5 hour per class, session format. The program is writing intensive and focuses on the advertising and public relations areas of mass communications. The twelfth and final module is devoted to practical applications. All the modules comprising the MAMC curriculum are taught by full-time faculty members of the OCU Department of Mass Communications.

**Admission Requirements**
Prospective students must have a bachelor’s degree from a locally accredited (in Singapore: Ministry of Education) college or university and have attained the equivalent of an undergraduate GPA of 2.750 or higher, based on a 4.000 scale.

Students whose native language is not English must meet the English language proficiency requirement specified in the current edition of the OCU graduate catalog. An oral interview also may be required. Singapore nationals are exempt from the English language proficiency requirements.

**Pre-Candidacy Modules**
The following courses constitute the three required pre-candidacy modules, and will be the first three modules available in each intake.

- MAMC 5003 Writing for the Mass Communications Media
- MAMC 5403 Media Management: Issues, Ethics, and Applications
- MAMC 6013 Research Methods

**Advancement to Candidacy and Graduation Requirements**
Upon satisfactory completion of the first three modules (nine credit hours) of coursework, students who have earned a GPA of at least 3.000 are advanced to candidacy in the program and may then enroll in the subsequent modules.

Students who fail to attain the requisite GPA in the first three modules may, with permission, repeat one module, provided that by repeating that module it would be possible to raise their GPA to the minimum required for advancement to candidacy. Prior to advancement to candidacy students are not permitted to enroll in any post-candidacy modules.

Students who are advanced to candidacy are awarded the Graduate Certificate in Mass Communications. They may progress immediately to the remaining modules in the MAMC or may elect to defer progression for up to one year without prejudice. However, the MAMC must be completed within an aggregate time of three years from the time of completion of the first pre-candidacy module.

Students must complete all 12 modules of the MAMC program with a GPA of 3.000 or higher. No more than two grades of C (including C+, C, and C- grades) may be present on the student’s graduate transcript. A student may not graduate with any grade below C- (including D+, D, D-, and F) on the graduate transcript. Any module in which a grade below C- was earned must be repeated, subject to the maximum number of repeats specified below.

**Repeating Modules**
Students are permitted to repeat (“re-module”) no more than two modules total, and may repeat a given module only once.

**Academic Probation and Dismissal**
If at any time during the completion of the MAMC a student’s GPA falls below 3.000, that student will be placed on academic probation. A student on probation will be allowed to attempt two additional modules to raise his or her GPA to the minimum 3.000. Failure to achieve the minimum 3.000 GPA within that time will result in dismissal from the MAMC program.

**MASTER OF ARTS IN MASS COMMUNICATION (M.A.)**

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAMC 5003</td>
<td>Writing for the Mass Communications Media</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 5103</td>
<td>Applications for Integrated Marketing Communications: Advertising and Promotions</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 5203</td>
<td>Corporate Communications</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 5303</td>
<td>Advertising Creative Strategies</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 5313</td>
<td>Public Relations: Special Event Planning, Crisis Communication, and Management Techniques</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 5403</td>
<td>Media Management: Issues, Ethics, and Applications</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 5603</td>
<td>Publication Development and Design</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 5703</td>
<td>Strategic Development for Integrated Marketing Communications</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 6003</td>
<td>Specialized Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 6013</td>
<td>Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 6113</td>
<td>Interactive and Non-Traditional Marketing Strategies</td>
<td>3</td>
</tr>
<tr>
<td>MAMC 6173</td>
<td>The Professional Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

**MASTER OF LIBERAL ARTS**

Director: Bennett

**The Program**
Oklahoma City University’s Master of Liberal Arts (M.L.A.) degree program is designed to enable adults to acquire broader knowledge, deeper insight, and greater understanding of our cultural heritage in the humanistic, social, political, and scientific aspects of contemporary civilization. The M.L.A. seeks to lift adults above the provincialism commonly associated with our rapidly changing, increasingly specialized world and to provide them with
those general skills that traditionally reflect a liberal education—the abilities to summarize, analyze, evaluate, and synthesize in written and oral discourse—all in an intellectual setting of reflection and value-conscious discourse.

The Student
To be admitted to the program, the M.L.A. student must have earned from a regionally accredited four-year institution a bachelor’s or equivalent four-year professional degree. Many students are professionals in the community—attorneys, executive and management personnel, dentists, teachers, doctors. All share the desire for liberal learning, which is a helpful resource in developing the perspective necessary for critical decision making, creative leadership, and enriched personal growth. The M.L.A. student has a developed spirit of independent inquiry and is aware of the value of a strong background of liberal study, but is not interested in the strict formality of a conventional degree program.

Students must conform to university requirements for graduate students, and maintenance in the program will be subject to conformity with these requirements.

The Faculty and Administration
The M.L.A. program invites the participation of all full-time members of the Oklahoma City University faculty. In addition, distinguished professors and other members of the community with appropriate academic and distinguished professional credentials are sought out and employed in service of the program.

The M.L.A. program is chartered by the faculty of the Petree College of Arts and Sciences. Program policy is established and amended by the Petree College of Arts and Sciences faculty. The director of the School of Adult and Continuing Education and the M.L.A. director administer the program, and the Graduate Council approves all substantial changes. The M.L.A. director approves course offerings and faculty appointments, reviews degree requirements, certifies graduates, and makes general recommendations as to the administration of the program.

The Curriculum
The M.L.A. curriculum offers two opportunities for study. Students may choose between the general studies or the leadership/management degree programs. Both programs are 36 hours and allow the students the flexibility to design a program that is not only personally enriching but also of maximum personal and professional benefit.

General Studies: The general studies degree is designed to accommodate the curious adult learner who recognizes that learning is an ongoing and evolving process which remains with us all our lives.

**MASTER OF LIBERAL ARTS (M.L.A.)**

**General Studies**

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credit Hours:</th>
<th>36</th>
</tr>
</thead>
<tbody>
<tr>
<td>INDP 6003</td>
<td>Liberal Arts in Western Culture</td>
<td>3 hours</td>
</tr>
<tr>
<td>INDP 6113</td>
<td>Contemporary Topics in Behavioral Sciences</td>
<td>3 hours</td>
</tr>
<tr>
<td>INDP 6213</td>
<td>Contemporary Topics in Humanities</td>
<td>3 hours</td>
</tr>
<tr>
<td>INDP 6313</td>
<td>Contemporary Topics in Natural Sciences</td>
<td>3 hours</td>
</tr>
<tr>
<td>XXXX 6XXX</td>
<td>6000-Level Elective</td>
<td>3 hours</td>
</tr>
<tr>
<td>XXXX 5XXX</td>
<td>Approved MLA Graduate Electives*</td>
<td>21 hours</td>
</tr>
</tbody>
</table>

**Leadership/Management:** The Leadership/Management degree is applicable for those who wish to hone their business skills as well as become aware of the current trends in the humanities, natural sciences, and social sciences.

**MASTER OF LIBERAL ARTS (M.L.A.)**

**Leadership/Management**

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credit Hours:</th>
<th>36</th>
</tr>
</thead>
<tbody>
<tr>
<td>INDP 6003</td>
<td>Liberal Arts in Western Culture</td>
<td>3 hours</td>
</tr>
<tr>
<td>MGMT 5503</td>
<td>World Economy &amp; International Business</td>
<td>3 hours</td>
</tr>
<tr>
<td>MGMT 5703</td>
<td>Legal and Ethical Environment of Business</td>
<td>3 hours</td>
</tr>
<tr>
<td>MGMT 5713</td>
<td>Organization and Managerial Process</td>
<td>3 hours</td>
</tr>
<tr>
<td>MKTG 5103</td>
<td>Strategic Marketing Decisions</td>
<td>3 hours</td>
</tr>
<tr>
<td>XXXX 6XXX</td>
<td>Business Class Elective</td>
<td>3 hours</td>
</tr>
<tr>
<td>XXXX 5XXX</td>
<td>Approved MLA Graduate Electives*</td>
<td>18 hours</td>
</tr>
</tbody>
</table>

*Traditionally, approved M.L.A. graduate electives are offered in the departments of art, criminology, English, history, history studies, mass communications, modern languages, moving image arts, philosophy, photography, political science, and sociology. They will be listed in the course schedule as graduate classes under the department prefix. New courses are added to the M.L.A. curriculum each semester, while standard, popular offerings are retained.

**Degree Requirements**

The M.L.A. degree does not require a thesis, GRE, or foreign language (although foreign languages may be studied for M.L.A. credit). To receive the M.L.A. degree, the student must satisfy the following requirements:

1. Complete 36 hours of approved graduate study within six years of the date of admission.
2. Maintain a GPA of 3.000 or above. Students failing to maintain a B average over two semesters will be dismissed from the program.
3. A maximum of 6 hours of Independent Study may be taken toward satisfying the M.L.A. degree requirements.
4. A maximum of 6 hours of transfer graduate credit from another accredited institution may be considered toward satisfying the M.L.A. degree requirements. Transfer credits must have been taken within five years prior to the date of admission and must not have been used in attaining a previous degree. Credit is not given for study by correspondence.

**Admission**

Admission to the M.L.A. program requires completion of a bachelor’s degree from a regionally accredited college or university with a GPA of 3.000 or higher on a 4.000 scale. Probationary admission may be allowed for promising students whose GPA falls between 2.750 and 2.990.
SCHOOL OF LIBERAL ARTS AND SCIENCES

Dr. Mark Y. A. Davies, Dean
Dr. Amy E. Cataldi, Associate Dean

SCHOOL OF LIBERAL ARTS
AND SCIENCES

MASTER OF ARTS IN APPLIED SOCIOLOGY—NONPROFIT LEADERSHIP

MASTER OF ARTS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES (TESOL)

GRADUATE CERTIFICATE IN TEACHING CHINESE TO SPEAKERS OF OTHER LANGUAGES

MASTER OF EDUCATION IN APPLIED BEHAVIORAL STUDIES

MASTER OF EDUCATION WITH AMERICAN MONTESSORI CERTIFICATION

MASTER OF FINE ARTS IN CREATIVE WRITING

GRADUATE CERTIFICATE IN CREATIVE WRITING

MASTER OF SCIENCE IN CRIMINOLOGY
MASTER OF ARTS IN APPLIED SOCIOLOGY—NONPROFIT LEADERSHIP

Director: Spinks
Faculty: Cowgill
Adjunct Faculty: Holt, Joseph, Roberts, Thompson, Walser, Young

Program Description
Oklahoma City University’s Master of Arts in applied sociology - nonprofit leadership is designed to develop the moral, ethical, professional, and scholarly knowledge, skills, and abilities of future servant leaders in the nonprofit sector. The program prepares leaders for the increasingly important body of work performed by nonprofit organizations. Nonprofit organizations are now considered the critical third aspect of the partnership (business and industry, government, and the nonprofits) necessary to adequately meet the complicated needs of our 21st Century society.

After a century of being relegated to the category of work performed by the semiprofessional, today’s nonprofit executive is required to lead organizations through the complicated maze of increasing accountability requirements, new laws and regulations, and changing accounting rules. The tremendous increase in demand for accountability from nonprofits for the use of the charitable dollars they receive requires insightful and prepared leaders who understand the fundamentals of nonprofit organizations as well as the changing demands of the social context in which they operate. Nonprofit leadership is no longer a second career for the retired or an easy job for the less talented. It has become a profession in a growth industry that demands prepared leaders with finely honed skills that are unique to the work.

The curriculum employs a sociological perspective (i.e., specific sociological theories identifying patterns in human interaction) to illuminate how and why actions exist, the consequences or implications of such actions, and how to change such actions. Leaders in nonprofits need to understand such issues as organizational social theory in order to effectively deal with complex situations, e.g., those involving a paid and unpaid labor force.

This program partners with community leaders and organizations who want to invest in the future of nonprofits. Students in theology, sociology, justice studies, psychology, religion, dance, or music may all be interested in studying nonprofit leadership.

Admission Requirements
Applicants to the M.A. in applied sociology-nonprofit leadership and to the certificate in nonprofit leadership programs must possess an a bachelor’s degree conferred by a regionally accredited university by the time of matriculation in the program. All applicants must have earned a cumulative undergraduate GPA of 3.000 or higher. Applicants with an undergraduate GPA in the range of 2.750 to 2.999 may be admitted on probation with the permission of the program director. All applicants must submit letters of recommendation from academic sources or from supervisors in the nonprofit field, along with an essay that includes the student’s rationale for pursuing the degree or certificate. Complete details on the admission process and requirements are available from the Graduate Admissions Office.

MASTER OF ARTS IN APPLIED SOCIOLOGY - NONPROFIT LEADERSHIP

Degree Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 6003</td>
<td>Sociological Foundations of Nonprofits</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6013</td>
<td>Sociology of Leadership I</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6113</td>
<td>Sociology of Leadership II</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6213</td>
<td>Resource Mobilization and Development</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6313</td>
<td>Law and Nonprofit Organizations</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6413</td>
<td>Nonprofit Financial Oversight</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6513</td>
<td>Strategic Planning and Program Development</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6613</td>
<td>Research Data in Nonprofits</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6713</td>
<td>Nonprofit Program Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6813</td>
<td>Advocacy for Social Change</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6913</td>
<td>Marketing for Nonprofits</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6993</td>
<td>Professional Project</td>
<td>3</td>
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</table>

CERTIFICATE IN NONPROFIT LEADERSHIP

Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 6003</td>
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<td>Resource Mobilization and Development</td>
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</tr>
<tr>
<td>SOC 6413</td>
<td>Nonprofit Financial Oversight</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6513</td>
<td>Strategic Planning and Program Development</td>
<td>3</td>
</tr>
<tr>
<td>SOC 6913</td>
<td>Marketing for Nonprofits</td>
<td>3</td>
</tr>
</tbody>
</table>

Accelerated Format and Time to Complete the Program

Courses in the nonprofit leadership degree and certificate programs are taught in an accelerated eight-week format in which classes meet once per week in the evening. Full-time students in the graduate degree program will typically be enrolled in two classes during each eight-week session. This will enable full-time students who are making satisfactory progress to complete their degree in one calendar year. Students in the certificate program will typically be enrolled in one class during each eight-week session and can complete the requirements for the certificate in one calendar year. Students may choose to complete the degree or certificate program at a slower pace than this.

Course Calendar

The following calendar of course offerings is provided for planning purposes. Consult with the program director for information about completing either program at a different pace.

Fall Semester

Term I
SOC 6003 Sociological Foundations of Nonprofits
SOC 6013 Sociology of Leadership I

Term II
SOC 6113 Sociology of Leadership II
SOC 6213 Resource Mobilization and Development
Spring Semester
Term III
SOC 6313 Law and Nonprofit Organizations
SOC 6413 Nonprofit Financial Oversight

Term IV
SOC 6513 Strategic Planning and Program Development for Nonprofits
SOC 6813 Advocacy for Social Change

Summer
Term V
SOC 6713 Nonprofit Program Evaluation
SOC 6613 Research Data in Nonprofits

Term VI
SOC 6913 Marketing for Nonprofits
SOC 6993 Professional Project

MASTER OF ARTS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES
Director: R. Griffin
Faculty: Rueckert, Zhou

Program Description
The university offers this Master of Arts degree to prepare competent and conscientious professionals in the field of teaching English to speakers of other languages (TESOL). The degree program consists of 36 credit hours and is designed to provide students with a solid theoretical foundation and the necessary professional skills in TESOL at different levels of education (early childhood, elementary, secondary, tertiary, and adult literacy) and in different milieus (English as a foreign language and English as a second language). It aims to equip students with the linguistic knowledge, cultural understanding, and pedagogical training essential in the various aspects of TESOL including, among other things, curriculum design, material preparation, methodologies, classroom procedures, and assessment.

Certificate in TESOL
The certificate is an 18 credit-hour program created for those who do not want to pursue a master’s degree but desire credentials in TESOL that will aid them in gaining employment in TESOL both domestically and overseas.

Admission Requirements
All applicants must possess a bachelor’s degree from a regionally accredited college with a GPA of at least 3.000 on a 4.000 scale. The applicant with a GPA slightly below 3.000 may, with permission of the program chair and graduate faculty, enter the program on probation; he or she must maintain a minimum GPA of 3.000 in the graduate curriculum to continue. Students admitted on probation may take a maximum of nine hours per semester and cannot enroll for the following semester until they are fully admitted.

In addition, all international and probationary students are required to take Research and Writing (GRED 5003).

Admission Procedure
The application for admission to the Master of Arts in TESOL may be secured from the Office of Graduate Admissions or the International Admissions Office. (See Graduate Admission in this catalog.)

Transfer of Graduate Hours
To be transferable, course work completed at another institution must be certified as graduate credit by that institution and must fit into the student’s plan of study. Usually, a maximum of 12 semester hours may be transferred from another institution. (Transfer of more than six hours requires approval of the program director and dean). The acceptance of transferred course work will be decided by the student’s advisor and the program director at the time the student program is planned.

Minimum Grade Requirements
A cumulative GPA of 3.000 must be maintained to continue enrollment in the program. Students whose GPA falls below 3.000 are placed on probation and have one semester to meet the 3.000 GPA requirement. No more than two grades below B- are acceptable on course work, excluding TESOL core courses which must be completed with a B or above on all course assignments. After a student has completed a course, it cannot be dropped from the plan of study because of a low grade unless a change in the plan is first approved in writing by the student’s advisor and the program director. A course with a grade below C cannot be used as part of the graduate curriculum.

Advising
Upon receiving a letter of admission, the student should make an appointment to confer with the program chair or an appointed advisor prior to enrolling. Telephone listings and office hour schedules for all the advisors are available in the education division office at (405) 208-5371. The advisor will assist the student in planning the program and selecting courses for the degree.

Comprehensive Examinations
All candidates for the M.A. in TESOL are required to complete successfully a comprehensive examination, usually scheduled in the student’s last semester of course work. Format, times, and location will be announced early in the semester. Applications and instructions for the examination are available in the division of education office. Applications must be signed by the advisor and the program director. A copy of the completed application is required for entry into the examination room.
The candidate must possess a GPA of 3.800 or higher.
2. A thesis proposal based on guidelines set by the TESOL program must be completed and approved by the advisor.
3. The candidate must have completed Methods of Research with an A (not A-) both in the course and on the research proposal in the course. Additional writing samples from other research-oriented courses will be requested and evaluated by the department to determine if the student is prepared to write a thesis.

Candidates who have met the above qualifications and elect the thesis option must fill out a thesis application and obtain approval from their advisors and the program director at least one semester prior to the initiation of the writing process. A thesis advisory committee will then be formed for the student who has been approved to write a thesis. Candidates who choose the thesis option will be required to complete the minimum of 33 hours plus 3 hours of thesis.

Normally, students are expected to complete the thesis during the semester of enrollment. However, the research design for the problem may be such that one semester is not sufficient for completion of the study. In this case, the student must secure the approval of his or her thesis advisory committee, and an “X” will be recorded. Except for extreme extenuating circumstances, the extension may not exceed one semester. If the “X” is not converted to a grade by the end of the extension period, the student will be required to re-enroll in the Thesis in TESOL (TESL 6983). Re-enrollment of more than one time will not be permitted without filing a new plan of study, which must be approved by the thesis advisory committee.

Thesis Submission and Style
Theses that have been approved by the thesis advisory committee must be submitted to the TESOL department at least three weeks before commencement. Exceptions must have prior approval of the thesis advisory committee. The writing style of the thesis must comply with the American Psychological Association (APA) Style Manual. For other information on thesis writing, see Academic Regulations.

Specific Language Issues and Skills:
Choose from the following:
- TESL 5113 American English Phonology 3
- TESL 5143 Instructional Strategies in Writing 3
- TESL 5513 American Culture through American Literature 3
- TESL 5713 Psycholinguistics 3
- TESL 6103 Foundations of Reading 3
- TESL 6113 Intercultural Communication 3
- TESL 6363 Language and Culture 3

Education Core:
- TESL 5013 Pedagogical Grammar 3
- TESL 5103 Studies in Linguistics 3
- TESL 5423 Theory and Methods of TESOL 3
- TESL 5515 ESL/EFL Assessment 3
- TESL 6873 Practicum in TESOL 3

Suggested electives:
- TESL 5113 American English Phonology 3
- TESL 5143 Instructional Strategies in Writing 3
- TESL 5513 American Culture through American Literature 3
- TESL 5713 Psycholinguistics 3
- TESL 6103 Foundations of Reading 3
- TESL 6113 Intercultural Communication 3
- TESL 6363 Language and Culture 3

CERTIFICATE IN TESOL
Certificate Requirements Credit Hours: 18
- TESL 5013 Pedagogical Grammar 3
- TESL 5103 Studies in Linguistics 3
- TESL 5423 Theory and Methods of TESOL 3
- TESL 5515 ESL/EFL Assessment 3
- TESL 6873 TESOL Practicum 3

And any one of the TESOL cultural studies or specific linguistics/skills courses 3

GRADUATE CERTIFICATE IN TEACHING CHINESE TO SPEAKERS OF OTHER LANGUAGES
Director: Zhou

Program Overview
The 18 credit hour graduate certificate in teaching Chinese to speakers of other languages (TCSOL) program has been designed for students who have completed a minimum of 30 credit hours in graduate TCSOL degree programs at other universities, including foreign universities. The certificate program will provide students with a solid foundation in the theory and methods of teaching Chinese as a foreign language, an understanding of the educational system and classroom culture in the United States, and teaching experience at the elementary, secondary or collegiate level. Current students who are pursuing a graduate degree in TCSOL are eligible to apply. All applicable OCU
admission standards must be fulfilled. Completion of this certificate program will not lead to a recommendation for teacher licensure in the state of Oklahoma.

**GRADUATE CERTIFICATE IN TEACHING CHINESE TO SPEAKERS OF OTHER LANGUAGES**

<table>
<thead>
<tr>
<th>Certificate Requirements</th>
<th>Credit Hours: 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCSL 5103 Second Language Acquisition</td>
<td>3</td>
</tr>
<tr>
<td>TCSL 5203 Classroom Management</td>
<td>3</td>
</tr>
<tr>
<td>TCSL 5303 Culture of American Classrooms</td>
<td>3</td>
</tr>
<tr>
<td>TCSL 6103 Methods of Teaching Chinese as a Foreign Language</td>
<td>3</td>
</tr>
<tr>
<td>TCSL 6273 Practicum I</td>
<td>3</td>
</tr>
<tr>
<td>TCSL 6373 Practicum II</td>
<td>3</td>
</tr>
</tbody>
</table>

**MASTER OF EDUCATION IN APPLIED BEHAVIORAL STUDIES**

Coordinator: Farha
Faculty: Glenn
Adjunct Faculty: C. Bader, L. Bader, Hakman, Horn, McCharen

Although the applied behavioral studies (ABS) and counseling programs are housed in the Department of Education, they function independently and the ABS coordinator reports directly to the dean of the college.

The one year, 33 hour fast-track master’s degree in applied behavioral studies is designed for pre-counseling and related professionals who are involved in the fields of learning, development, and group processes in human behavior settings such as mental health facilities; government, business and industry; and organizational contexts. Those interested in becoming a Licensed Professional Counselor (LPC) can do so through participation in this 33-credit hour program and by taking five additional courses.

Examples of those who might be interested in this degree would include workers in mental health, human development, consulting, teaching, adult learning, human resources, training and development, human services, and student personnel.

The program is designed for fall admission and is “fast-track” in that most of the courses are offered in a once-per-week, eight-week session. Each 3 credit hour course requires a one weekend seminar. This allows full-time students beginning in the fall to finish in one year and part-time students beginning in the fall to finish in two years. Some summer course work is required. The full-time student will take two courses at a time, and the part-time student takes one course at a time. Because of this unique structure, students may have to attend some classes on days when the university is otherwise closed.

**Academic Honesty**

Graduate students in the applied behavioral studies programs are expected to conduct themselves in an ethical and professional manner at all times. When submitting academic work, students must abide by the academic honesty policy stated in this catalog. Any act that violates the academic honesty policy will incur a penalty up to and including expulsion from the graduate program and the university.

**APPLIED BEHAVIORAL STUDIES (M.Ed.)**

<table>
<thead>
<tr>
<th>Core Courses:</th>
<th>21</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABS 5703 Behavior Pathology</td>
<td>3</td>
</tr>
<tr>
<td>ABS 5314 Assessment I</td>
<td>4</td>
</tr>
<tr>
<td>ABS 5713 Counseling Theories</td>
<td>3</td>
</tr>
<tr>
<td>ABS 6813 Personality &amp; Human Development</td>
<td>3</td>
</tr>
<tr>
<td>ABS 6975 Professional Orientation/Ethics</td>
<td>5</td>
</tr>
<tr>
<td>ABS 6903 Research Methods</td>
<td>3</td>
</tr>
</tbody>
</table>

**Electives**

<table>
<thead>
<tr>
<th>Approved to total 33 hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABS 5091-6 Independent Study</td>
</tr>
<tr>
<td>ABS 6513 Socio-cultural Foundations</td>
</tr>
<tr>
<td>ABS 6743 Group Process</td>
</tr>
<tr>
<td>ABS 5363-4 Topics</td>
</tr>
<tr>
<td>ABS 5503 Addictions</td>
</tr>
<tr>
<td>ABS 5813 Career Development</td>
</tr>
<tr>
<td>ABS 5313 Sexual Issues</td>
</tr>
<tr>
<td>ABS 5413 Crisis Intervention</td>
</tr>
<tr>
<td>ABS 5513 Death &amp; Dying</td>
</tr>
<tr>
<td>ABS 5213 Issues in Mental &amp; Physical Health</td>
</tr>
<tr>
<td>ABS 5613 Gerontology</td>
</tr>
<tr>
<td>ABS 5564 Marriage/Family Therapy</td>
</tr>
</tbody>
</table>

Because this is a “pre-counseling” program, the philosophy section of the professional counseling track also applies to the 33 hour applied behavioral studies curriculum.

**M.Ed. in Applied Behavioral Studies: Professional Counseling**

The Petree College of Arts & Sciences at OCU offers the Master of Education (M.Ed.) degree in applied behavioral studies: professional counseling. It is designed to train students to become professional counselors and render services to individuals, groups, and families experiencing normal adjustment difficulties of a personal, social, or career nature in settings such as community counseling centers, mental health clinics, guidance centers, human service agencies, drug and alcohol treatment facilities, university counseling centers, abuse shelters, religious counseling centers, and private practice (once licensure is attained). Students are encouraged to secure internships in settings consistent with their specific areas of professional interest.

**Structure**

To attain the professional counseling concentration, the student must accrue at least 60 credit semester hours, including field experience. Because space is limited, not all qualified applicants are admitted. The sequenced, mental health program of study is designed to meet the Oklahoma academic requirements to become a Licensed Professional Counselor.
Counselor (LPC) as set forth and granted by the State Department of Health.

Students first meet academic requirements for the 33 hour M.Ed. in Applied Behavioral Studies (ABS), then complete five more courses (including field experience) to have the “Professional Counseling” designation added to their transcript. This brings the total to 60 credit hours (as required by statute).

Most courses are offered in the evening, but flexible daytime schedules are necessary for Practicum and Internship. The program is designed for fall admission and is “fast-track” in that most of the courses are offered in a once-per-week, eight-week session. This allows full-time students beginning in the fall to finish in two years (and part-time students beginning in the fall to finish in about four years). Some courses, such as Practicum and Internship will be offered in the traditional 15 week semester. Each 3 credit hour course requires a one-weekend seminar, while 4 credit hour courses will require more. Some summer course work is required. Because of this unique structure, students may have to attend some classes on days when the university is otherwise closed.

Philosophy
Emphasizing a practitioner-wellness model, counseling at Oklahoma City University is viewed as an integration of art and science. As such, the counselor’s effectiveness becomes a product, in part, of personal awareness and creativity. The “experiential” philosophy of the program reflects this belief by emphasizing students’ personal growth and development as critical in the training of counselors. It is therefore assumed that students not only desire, but also intend to pursue the inspection of their personal identity, growth, and development—both inside and outside the classroom—as an integral part of their graduate studies in counseling at OCU.

APPLIED BEHAVIORAL STUDIES:
PROFESSIONAL COUNSELING
Core Courses: 44
ABS 5703 Behavior Pathology 3
ABS 5314 Assessment I 4
ABS 6314 Assessment II 4
ABS 5713 Counseling Theories 3
ABS 6714 Advanced Counseling Techniques 4
ABS 6813 Personality & Human Development 3
ABS 6975 Professional Orientation/Ethics 5
ABS 6903 Research Methods 3
ABS 6776 Practicum 6
ABS 6979 Internship 9
Electives approved to total 60 hrs
ABS 5091-6 Independent Study 3
ABS 6513 Socio-cultural Foundations 3
ABS 6743 Group Process 3
ABS 5363-4 Topics 3-4
ABS 5503 Addictions 3
ABS 5813 Career Development 3
ABS 5313 Sexual Issues 3
ABS 5413 Crisis Intervention 3
ABS 5213 Issues in Mental & Physical Health 3
ABS 5613 Gerontology 3
ABS 5564 Marriage/Family Therapy 4

Candidacy
Near completion of the 33 hour M.Ed. in applied behavioral studies, students will be evaluated and must “advance to candidacy” in order to continue study toward the professional counseling concentration (for those seeking the LPC). This requires grades of at least 3.000 in each course as well as a pleasant personality and demeanor and demonstration of a high degree of professionalism, ethical behavior, and a non-combative, non-abrasive attitude on campus with faculty and students as well as off-campus with supervisors. An oral candidacy interview may also be requested.

Probation Policy
If a student’s GPA falls below a 3.000 before or after candidacy, he or she will be placed on academic probation with one semester to raise the GPA to 3.000 or higher. Students entering on probation must raise their ABS GPA to at least 3.000 within the next 9 credit hours taken. A student placed on probation twice may be disqualified from continuation.

Graduation Requirements
Students must earn at least a 3.000 cumulative GPA and be in good standing in order to graduate. Only one course grade below B- is acceptable. Under no circumstances is a grade below C acceptable.

Admission Criteria for ABS
1. An earned bachelor’s degree from a regionally accredited college or university recognized by the U.S. Dept. of Education (or its substantial foreign equivalent).
2. Minimum undergraduate GPA of 3.000. Students may be admitted on probation, at the discretion of the program director, with a cumulative GPA of 2.750 to 2.990.
3. Two satisfactory recommendation letters (preferably from faculty) sent to the Graduate Admissions Office.
4. Official transcripts from all academic institutions attended.
5. Ability to effectively communicate in English (both written and oral).
6. Students whose native language is other than English must demonstrate proof of English language proficiency. Applicants must achieve a score of at least 80 on the internet-based TOEFL, 550 on the international paper-based TOEFL, 213 on the computer-based TOEFL, or an overall IELTS score of 6.0 with at least 5.5 on each band score. The requirements may also be met by completing level 112 of the intensive program at an ELS language center.
7. Individuals may be asked to supplement their application. Supplemental materials may include, but are not limited to, interviews, writing samples, and course work.
Admission on Probation
Students admitted on probation to the program must achieve a cumulative GPA of 3.000 or higher in the first 9 credit hours taken and earn a “B” or better in each course in order to continue in the program. Students admitted on probation must enroll on a part-time basis until these conditions have been met.

MASTER OF EDUCATION (M.ED.) WITH AMERICAN MONTESSORI CERTIFICATION
Coordinator: Wood-Wilson

EARLY CHILDHOOD EDUCATION (M.ED.)
American Montessori Certification
This program is designed for students seeking the American Montessori Certification in early childhood education. This program is accredited by the American Montessori Society and MACTE. The following courses are required with an additional two-semester practicum at an AMS-approved site.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECED 5091</td>
<td>Montessori Project I</td>
<td>1</td>
</tr>
<tr>
<td>ECED 5113</td>
<td>Sensory Motor Learning</td>
<td>3</td>
</tr>
<tr>
<td>ECED 5163</td>
<td>Montessori Seminar I</td>
<td>3</td>
</tr>
<tr>
<td>ECED 5191</td>
<td>Montessori Project II</td>
<td>1</td>
</tr>
<tr>
<td>ECED 5203</td>
<td>Perceptual Development</td>
<td>3</td>
</tr>
<tr>
<td>ECED 5213</td>
<td>Language and Reading Development</td>
<td>3</td>
</tr>
<tr>
<td>ECED 5242</td>
<td>Materials Construction and Design</td>
<td>2</td>
</tr>
<tr>
<td>ECED 5263</td>
<td>Montessori Seminar II</td>
<td>3</td>
</tr>
<tr>
<td>ECED 5504</td>
<td>Psychological Bases of Learning and Guiding Young Children</td>
<td>4</td>
</tr>
<tr>
<td>ECED 5603</td>
<td>Basic Concepts of Primary Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ECED 5303</td>
<td>Evaluation of Young Children</td>
<td>3</td>
</tr>
<tr>
<td>GRED 6903</td>
<td>Methods of Research</td>
<td>3</td>
</tr>
</tbody>
</table>

ELEMENTARY EDUCATION (M.ED.)
American Montessori Certification
This program is designed for students seeking the American Montessori Certification. This program is accredited by the American Montessori Society and MACTE. The following courses are required with an additional yearlong internship experience at an AMS-approved site.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>ELED 5002</td>
<td>Montessori Overview (optional)</td>
<td>(2)</td>
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<tr>
<td>ELED 5091</td>
<td>Montessori Project I</td>
<td>1</td>
</tr>
<tr>
<td>ELED 5104</td>
<td>Montessori Elementary Mathematics I</td>
<td>4</td>
</tr>
<tr>
<td>ELED 5191</td>
<td>Montessori Project II</td>
<td>1</td>
</tr>
<tr>
<td>ELED 5212</td>
<td>Montessori Elementary Geometry</td>
<td>2</td>
</tr>
<tr>
<td>ELED 5214</td>
<td>Montessori Elementary Language I</td>
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<tr>
<td>ELED 6304</td>
<td>Montessori Elementary Science and Social Studies I</td>
<td>4</td>
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<tr>
<td>ECED 5504</td>
<td>Psychological Bases of Learning</td>
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<tr>
<td>ELED 5163</td>
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<tr>
<td>GRED 6903</td>
<td>Methods of Research</td>
<td>3</td>
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</tbody>
</table>

MASTER OF FINE ARTS IN CREATIVE WRITING (M.F.A.)
Administration: English Department
Director: Mish

Program Description
The Master of Fine Arts in creative writing is a terminal degree in creative writing. Students work with faculty mentors to create a manuscript-length work of creative prose in fiction, nonfiction, poetry, or another creative genre with approval of the program director. Students also concentrate on academic work in literary criticism and analysis of writing craft. Students can elect to pursue strands in pedagogy or professional writing.

Structure of the Program
This is a two-year program which includes five residencies – one each summer and each winter, plus one at the end of the program – for periods of 10 days to two weeks. Students will complete 12 hours of course work each fall and spring semester for two years, for a total of 48 credit hours. The final residency will include a public reading and defense of the thesis.

Learning Outcomes
Students pursue literature, rhetoric, pedagogy, and writing courses according to a curricular plan co-devised with their academic advisor. Learning outcomes are those which strengthen and fulfill each student’s stated goals, which may vary from personal enrichment to career development as teachers, editors, or authors.

Admission Requirements
In addition to the general graduate admission requirements established by Oklahoma City University, all students seeking admission to the Master of Fine Arts in creative writing must submit the following:

1. A sample of creative work in the genre in which she or he wishes to work, no more than 20 pages long. Although students will be able to work in multiple genres, students will initially be accepted on the basis of the strength of their work in one genre.
2. A two- or three-page personal statement about the student’s goals for the program: background in reading and writing, previous education and work experience, and interests in teaching, professional writing, and/or oral history/tradition, for example, should be included.
3. Three confidential letters of recommendation from people familiar with the student’s writing. These letters should address writing strengths/weaknesses, potential for contributions to a creative writing program, and potential for success in a graduate program which requires independent work and the ability to benefit from direct criticism.
Admissions decisions will be the responsibility of the director of the program with the assistance of the program’s advisory council. Greatest consideration will be given to students who submit sample manuscripts with the highest literary potential and whose personal statements and letters of recommendation indicate readiness to study writing at an advanced level.

For more information, please contact the director of the program in the English department.

**GRADUATE CERTIFICATE IN CREATIVE WRITING**
Administration: English Department
Director: Mish

**Program Description**
The graduate certificate in creative writing benefits a wide range of students interested in developing their creative writing skills. It is a compelling alternative to seeking a graduate degree, but it also provides graduate course work that could be applied to a degree. Students who decide to pursue the Master of Fine Arts in creative writing at Oklahoma City University will be able to apply their certificate work towards meeting the M.F.A. degree requirements. The graduate certificate in creative writing is also an appealing adjunct course of study to people in other degree programs who want to develop their writing skills and enhance their employment opportunities.

**Learning Outcomes**
The core curriculum is designed to ensure all students share a common foundation in the fundamental creative writing genres—fiction, nonfiction, and poetry—training students as expert readers and writers of these genres. Beyond the core, students pursue literature, rhetoric, pedagogy, and writing courses according to a curricular plan co-devised with their academic advisor. Learning outcomes are those which strengthen and fulfill each student’s stated goals, which may vary from personal enrichment to career development as teachers, editors, or authors.

**Admission Requirements**
In addition to the general graduate admission requirements established by Oklahoma City University, all students seeking admission to the graduate certificate in creative writing must submit the following:

1. Documentation of an earned bachelor’s degree from a regionally accredited institution in English or a related field
2. A sample of creative work: either a selection of five poems or 10-12 pages of fiction/nonfiction writing.
3. A two- to three-page personal statement.

For more information, please contact the director of the program in the English department.

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**MASTER OF SCIENCE IN CRIMINOLOGY**
Chair: Spinks
Faculty: Horn, Cowgill
Adjunct Faculty: Meinhart, Rendon, Turvey

The mission of the Master of Science in criminology degree at Oklahoma City University is to provide a curriculum that offers a broad view of crime and justice grounded in a rich liberal arts tradition. Students pursuing a master’s degree in criminology receive a strong background in the study of crime and justice that integrates theory, research, and practice.

The faculty adopts a holistic approach to the study of crime and justice. All of our full-time faculty hold terminal degrees in criminal justice, sociology, or justice studies. Our program offers an interdisciplinary approach that helps students understand the causes, correlations, and consequences of crime. Master of Science in criminology students challenge normative assumptions regarding crime and justice through critical thinking and writing.

Students gain mastery of the knowledge, methods, and intellectual skills pertaining to the study of the causes, consequences, and responses to crime and its interaction with other areas of inquiry. The main points of inquiry include:

- Contemporary criminal justice systems
- The history and philosophy of punishment
- The nature and causes of crime
- Judicial decisionmaking
- The history and theory of law enforcement
- Qualitative and quantitative research methods
- Ethics and discretion of criminal justice personnel

The Master of Science in criminology program at Oklahoma City University offers a flexible schedule for full-time and part-time students with classes offered at night, on weekends, and through web-based courses. Students can elect to take 33 hours of course work or 30 hours of course work with a problem in lieu of thesis.

For further information on graduate policies see the Graduate Academic Policies for the Petree College of Arts and Science.

**PROCEDURE FOR ADMISSION**
The application for admission to the program may be obtained from the Office of Graduate Admissions. The completed form, along with official transcripts of all previous college work and two letters of recommendation, should be returned to the Office of Graduate Admissions. The final decision for admission rests with the faculty in the sociology and justice studies department. After the student receives notice of admission to the program, an interview should be arranged with the graduate advisor for advice. Students must have taken an undergraduate statistics
course and an introductory criminal justice course before beginning the Master of Science in criminology program.

Admission Requirements:
Unconditional Admission: Applicants must have an overall GPA of 3.000 and an undergraduate degree in one of the social sciences, including, but not limited to, psychology, sociology, criminal justice, corrections, police science, prelaw, political science, or history.

Problem in Lieu of Thesis
The department offers a problem in lieu of thesis (PILOT) option to masters-level students. The purpose of this option is to permit select graduate students to undertake a scholarly project that stops short of original research as required by the thesis option. The procedure for the PILOT is as follows:

Students must be approved by the graduate faculty in criminology. This approval process requires the following:

A. Students will write a proposal consisting of a statement of the problem and a proposed theoretical solution during their first semester.

B. Proposals are due to the committee by the beginning of the last month of the semester preceding the semester the problem will be attempted. This will generally be in November.

C. Approval for the problem will be returned to the student at the semester’s end with recommendations and approval or nonapproval for the project.

D. Projects not approved will not be reviewed or appealed except to the graduate committee, so it is the student’s responsibility to present a ready product.

E. Approved students will sign up for 3 hours of PILOT credit in the following term.

F. Students will have one semester to complete the problem. Incomplete work will be graded down one letter grade and may not be accepted. This would require the failing student to take another course to complete the degree. Extensions due to illness, etc., will only be granted in extreme situations.

G. Defense of the problem may be required at the end of the term if deemed necessary by the committee.

H. The student, upon completion of the PILOT, will provide the department with four bound copies of the problem—one for each committee member and two for the Dulaney-Browne Library.

For further information on how to format and where to distribute the PILOT, see Guidelines for the Graduate Thesis in the Academic Regulations section of this catalog.

Electives
Elective courses may be chosen provided they are approved by the Master of Science in criminology advisor. Students are encouraged to take electives taught in justice studies or an alternate master’s program at Oklahoma City University.

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<td>MSC 5603  Advanced Research Methods 3</td>
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<td>MSC 5703  Punishment 3</td>
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<td>MSC 5823  Race, Gender, Class, and Crime 3</td>
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<td>MSC 5863  Advanced Studies in Criminological Theory 3</td>
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<td>MSC 6103  Critical Issues in Justice 3</td>
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<td>MSC 6213  Criminal Justice Evaluation 3</td>
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<td>MSC 6303  Statistical Applications in Criminal Justice 3</td>
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<tr>
<td><strong>Core Electives:</strong></td>
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<tr>
<td>MSC 5063  Selected Topics in Criminal Justice 3</td>
</tr>
<tr>
<td>Topics Include:</td>
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<tr>
<td>Restorative Justice and Peacemaking</td>
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<tr>
<td>Death Penalty</td>
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<td>Qualitative Research Methods</td>
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<td>Extremism and Hate Crimes</td>
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<td>MSC 5091-6  Independent Study 1-6</td>
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<td>MSC 5103  Crime Victims 3</td>
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<td>MSC 5263  International Criminal Justice Systems 3</td>
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<td>MSC 5363  Theories of Justice 3</td>
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<td>MSC 5403  Elite Deviance 3</td>
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<td>MSC 5413  Community Sanctions 3</td>
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<td>MSC 5513  Juvenile Justice 3</td>
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<td>MSC 5713  Resocialization of Law Violators 3</td>
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<td>MSC 5903  Deviance and Social Control 3</td>
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<td>MSC 6403  Police and Society 3</td>
</tr>
<tr>
<td>MSC 6871-6  Directed Readings 1-6</td>
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<tr>
<td>MSC 6983  Problem in Lieu of Thesis 3</td>
</tr>
</tbody>
</table>

For further information on how to format and where to distribute the PILOT, see Guidelines for the Graduate Thesis in the Academic Regulations section of this catalog.
Dr. Sharon Betsworth, Director

MASTER OF RELIGIOUS EDUCATION
WIMBERLY SCHOOL OF RELIGION
Faculty: Betsworth, Davies, Long, Starkey, Wolfe

The mission of the Wimberly School of Religion is to offer religious and theological studies in the United Methodist tradition that unite knowledge and vital piety, explore questions of ultimate concern for the lives of all human beings, and to prepare persons seeking to enter a variety of Christian vocations in service to the church and community.

The purpose of graduate study in religion is to involve students in serious philosophical and theological consideration of the questions of humanity’s origin, destiny, meaning, and purpose. This demands highly motivated and qualified students who are interested in exploring critically the ways in which questions of ultimate concern relate to the lives of human beings.

The Wimberly School of Religion is committed to the development of dedicated and competent leaders of Christ’s church as the people of God with ministries in God’s world. The school seeks to provide the church with educational opportunities for study in all of the disciplines related to the ministry of the church, such as biblical, theological, ethical, educational, and practical ministry studies.

The Master of Religious Education (M.R.E.) is a professional degree for those who want to prepare for service in the church as a director of Christian education, director of program ministries, director of youth or children’s ministries, and other ministries related to religious education. The M.R.E. degree meets the requirements of the United Methodist Church for certification as a director of Christian education or director of youth ministry. It also serves others who wish to strengthen their skills and knowledge in religious education through the study of major sources of biblical, theological, historical, ethical and cultural studies and by integrating those studies into the ministry of education.

CERTIFICATION STUDIES IN THE UNITED METHODIST CHURCH
Certification is the church’s recognition that a person has met the required personal and church qualifications and gained the academic qualifications and work experience necessary to achieve and maintain professional excellence. Certification is available in the United Methodist Church in a variety of areas of specialization. The School of Religion has been approved by the General Board of Higher Education and Ministry of the United Methodist Church to provide the academic programs related to certification in the areas of Christian education and youth ministry.

A person can fulfill the academic requirements of certification studies at Oklahoma City University by earning a bachelor’s degree plus five graduate certification courses in the area of specialization, including the course in United Methodist Doctrine and Polity. These courses are Nature and Work in Christian Education, The Bible in Christian Education/Youth Ministry, Relating Theology to Christian Education/Youth Ministry, Administration and Leadership, and United Methodist Doctrine and Polity.

The following are ways a person can fulfill the academic requirements for associate certification studies at Oklahoma City University:

1. Complete a minimum of 24 semester hours in the area of specialization (such as the Program for Associate Certification in Youth Ministry or Program for Associate Certification in Christian Education) in the School of Religion.

For additional information on requirements for certification, contact the registrar of the Annual Conference Board of Ordained Ministry, Section of Deacons and Diaconal Ministry.

MASTER OF RELIGIOUS EDUCATION

Admission
No student will be admitted to the graduate degree program in the Wimberly School of Religion without submitting complete and official transcripts from all institutions attended with evidence of an undergraduate degree or equivalent from an accredited college or university with a minimum GPA of 3.000.
It is recommended that entering students have significant work in the humanities, including religion, and the social sciences. The director, in consultation with the faculty, may modify this recommendation in exceptional cases.

Students who have completed an undergraduate major in Christian education or youth ministry from schools recognized as approved by the United Methodist Section of Deacons may petition to take advanced studies in related courses upon recommendation by the director of the Wimberly School of Religion.

Transfer of Graduate Work
Up to 28 hours of foundation courses and an additional 3 credit hours with a grade of B- or above and approval by the faculty may be transferred from another accredited institution. Courses completed in pursuit of a graduate degree already received will not be allowed as credit for another graduate degree. No course work from an accredited institution may be transferred unless the grade received was at least B- (2.750). Course work completed more than five years prior to enrollment at Oklahoma City University will not be accepted for transfer credit. Correspondence courses are not accepted toward a graduate degree.

Candidacy
Upon completion of 28 semester hours, the student should apply for candidacy. After review by the director and faculty, a student whose work indicates a capacity to complete the program satisfactorily will be admitted to candidacy. The following criteria must be met for admission to candidacy:

- Completion of 28 hours with a cumulative GPA of 3.000 or higher
- Completion of 6 hours from the required foundation courses
- Evidence of graduate-level research and writing ability.

Students not granted candidacy by the completion of 30 hours may not continue their studies in the M.R.E. program.

Residency
The minimum number of hours in residence may be calculated by subtracting the number of transfer credits allowed from the total number of hours needed to graduate. Without the approval of the director, transfer credits are not accepted after a student has begun a graduate program.

Time Limit
Course work on the M.R.E. must be completed within seven years of admission.

Maximum Credit Hours Per Semester
A normal full-time load is 9 to 12 hours per fall and spring semesters. In exceptional cases, a student may enroll in 15 hours if approved by the director.

Repeating Courses
A course may be repeated only once. The repeated course number must be the same as that of the original course. The last grade received in a course is the one that will be calculated into the student’s GPA. This grade will be posted in the semester earned. The first grade will be recorded on the transcript as an R (repeat) and excluded from the student’s GPA. If, after repeating a course, a student fails to receive at least a C, the student will be automatically dismissed. Only two courses may be repeated in the School of Religion.

Academic Appeals Process
Academic appeals are governed by the university process (see Academic Regulations in this catalog). A student may appeal decisions affecting his or her academic progress as follows:

1. The student initiates an appeal by filling a written petition with the school’s director.
2. The director reviews the petition and determines if a meeting with the student petitioner is necessary.
3. The student petitioner will be informed in writing of the decision on the merits of his or her petition.
4. If the student does not agree with the decision, he or she may continue the appeal process with the associate VPAA.
5. A student dismissed from the university must sit out for a minimum of one year before applying for readmission.

Incomplete Policy
The Wimberly School of Religion follows the university’s incomplete policy. In addition to meeting the normal university requirements, all students must sign a contract with the professors regarding assignments to be completed and deadlines for course completion and have the contract approved by the director. If course requirements are not completed in the agreed-upon period of time, the I (incomplete) will be removed and converted to a grade indicated in the contract.

Project/Thesis
Candidates have the option of writing a project/thesis as part of their approved course work for the M.R.E. Candidates choosing the project/thesis option will be required to complete a total of 56 hours for the degree. Students who choose not to do the project/thesis will be required to complete a total of 59 hours.

A research project must include a research component, a planning of the ministry component, an implementation component, and an evaluation component. A thesis must...
correlate theoretical and practical studies following the guidelines approved by the School of Religion.

When approved by the faculty of the Wimberly School of Religion, four required bound copies must be submitted to the director three weeks before commencement. The final copies of the project/thesis become the property of the university. Two bound copies are deposited in the Dulaney-Browne Library, and the other two copies are retained by the School of Religion.

Guidelines for writing the project or thesis are available from the School of Religion.

It is the policy of the School of Religion that students may not participate in the commencement ceremony until the thesis is completed.

**MASTER OF RELIGIOUS EDUCATION (M.R.E.)**

**Degree Requirements**

<table>
<thead>
<tr>
<th>Foundational Courses:</th>
<th>Credit Hours: 27-28</th>
</tr>
</thead>
<tbody>
<tr>
<td>These courses are taken through the Saint Paul School of Theology@OCU and transferred into the Wimberly School of Religion Master of Religious Education program.</td>
<td></td>
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<tr>
<td>HBS 301 Introduction to the Hebrew Bible</td>
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</tr>
<tr>
<td>NTS 301 Introduction to the New Testament</td>
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</tr>
<tr>
<td>THL 301 Introduction to Systematic Theology</td>
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<tr>
<td>HST 301 Introduction to Christian Traditions</td>
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<tr>
<td>HST 302 Introduction to Christian Traditions II</td>
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<tr>
<td>CHS 330 Mission of the Church in the Contemporary World</td>
<td>3</td>
</tr>
<tr>
<td>EVN 311 Evangelism Through the Local Church</td>
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</tr>
<tr>
<td>EVN 312 Theologies and Models of Evangelism</td>
<td>3</td>
</tr>
<tr>
<td>EVN 348 Evangelism in a Pluralistic Society</td>
<td>3</td>
</tr>
<tr>
<td>WOR 410 Introduction to Worship</td>
<td>3</td>
</tr>
<tr>
<td>an equivalent course</td>
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<tr>
<td>DST 311 United Methodist Doctrine</td>
<td>(2)</td>
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<tr>
<td>DST 312 Means of Grace in the Wesleyan Tradition</td>
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</tr>
<tr>
<td>DST 313 John Wesley and the Movements of the Spirit</td>
<td>3</td>
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<tr>
<td>DST 320 United Methodist History</td>
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<tr>
<td>DST 330 United Methodist Polity</td>
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**CHRISTIAN EDUCATION COURSES:**

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<thead>
<tr>
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<tr>
<td>REL 5603 Nature &amp; Work of Christian Education</td>
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<tr>
<td>REL 5633 The Bible in Christian Education</td>
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</tr>
<tr>
<td>REL 5643 Relating Theology to Christian Education</td>
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<tr>
<td>REL 5653 Administration and Leadership</td>
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<thead>
<tr>
<th>2. Choose two of the following age-level ministries</th>
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<tr>
<td>REL 5703 Ministry with Children and Families</td>
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<tr>
<td>REL 5713 Ministry with Youth</td>
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<tr>
<td>REL 5723 Ministry with Adults</td>
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<tr>
<th>3. Internship in Religious Education</th>
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<tbody>
<tr>
<td>REL 5981 Internship</td>
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</tbody>
</table>

**ELECTIVES**

**Choose one of the following courses:**

| REL 5223 Critical Issues in Christian Ethics |
| REL 5842 Seminar in Hebrew Bible |
| REL 5853 Seminar in Church History |
| REL 5873 Seminar in Religion |

**Thesis option**

| REL 5993 Research Project/Thesis in Religious Education |

**Additional 5000 level courses**

Choose additional 5000 level courses from the School of Religion offerings so that the total number of credits taken for the degree equals 56 to 59 credit hours, depending upon the selected thesis option.

Appropriate courses from other master’s degree programs at Oklahoma City University may be included with the approval of the director of the Wimberly School of Religion.
Dr. Steven C. Agee, Dean
Dr. Mike Williams, Associate Dean

MASTER OF BUSINESS ADMINISTRATION

MASTER OF SCIENCE IN ACCOUNTING

MASTER OF SCIENCE IN COMPUTER SCIENCE

MASTER OF SCIENCE IN ENERGY LEGAL STUDIES

MASTER OF SCIENCE IN ENERGY MANAGEMENT
MEINDERS SCHOOL OF BUSINESS

A Broad View of Management
The Meinders School of Business (MSB) is committed to providing quality business education at the undergraduate and graduate levels. Curricula are designed to offer students a broad-based view of management: a view that emphasizes ethics, entrepreneurship, and social responsibility in the workplace; a view of management that will enable students to work effectively in the challenging global business environment. Course work features best business practices as well as theory and helps to provide students with the management skills necessary for effective leadership. Theoretical foundations are balanced by practical applications.

An Educational Environment That Serves the Student
The Meinders School offers students a wide variety of learning opportunities outside of the classroom. These enrichment activities provide valuable insights into the business world and augment traditional classroom study. These learning opportunities, such as industry visits, internships, and career coaching, focus on helping students develop strategies to reach their personal career goals. Through a series of professional development workshops conducted each semester, students also begin preparing for their careers after college. Among the topics covered are résumé writing, interviewing techniques, business etiquette, and communication skills.

Outstanding Facilities
The business school is located in the Meinders School of Business building, a $20 million facility completed in 2003. The three-story, 80,000 square-foot building includes features that focus on student success and add value to students’ academic experiences. The facility includes classrooms with state-of-the-art technology, breakout study rooms for small groups, a learning center, a student/faculty lounge, and a resource center. The building houses faculty offices, the Love’s Entrepreneurship Center, and a 230-seat tiered auditorium capable of hosting videoconferences, guest speakers, and seminars.

LOVE’S ENTREPRENEURSHIP CENTER
The Love’s Entrepreneurship Center provides a variety of entrepreneurial experiences for our students including business concept evaluation, market research, competitive analysis, and business plan development. In addition, the Love’s Center houses the Mobile Application Development Lab, within which students develop, test, and launch new mobile applications. To learn more about the Love’s Entrepreneurship Center, see http://www.meindersokcu.com/about/love-s-entrepreneurship-center/ or call (405) 208-5437.

BUSEY INSTITUTE FOR ENTERPRISE AND LEADERSHIP
The Busey Institute for Enterprise and Leadership provides professional programs to the public on various topics designed to meet the dynamic needs of regional businesses. The Busey Institute, funded by former Oklahoma City University students Phil and Cathy Busey of The Busey Group, holds annual seminars at the Meinders School of Business which provide students and professionals education on current topics and networking opportunities with highly respected business leaders. The Busey Institute also provides student scholarship support.

CONTINUING PROFESSIONAL EDUCATION PROGRAM
The Continuing Professional Education Program offers students and working professionals certification courses in many demanding fields including Project Management Professional® (PMP), Petroleum Land Management (PLM), and Professional in Human Resources (PHR) and Senior Professional in Human Resources (SPHR). The Meinders School of Business also meets the dynamic needs of regional businesses by providing customized on-site programs for groups. The Meinders School of Business specializes in program development, handling everything from entire program assessment and delivery to all administrative functions. The Continuing Professional Education Program at Oklahoma City University, in partnership with Gatlin Education Services and ed2go, also offers more than 400 online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations. For more information or to enroll in a course, visit www.okcu.edu/business/profed.

STEVEN C. AGEE ECONOMIC RESEARCH AND POLICY INSTITUTE
Steven C. Agee Economic Research and Policy Institute is focused on assisting the Oklahoma City business community by disseminating information to businesses, government, and regulatory agencies through economic impact studies, marketing and macroeconomic survey data, the Meinders Consumer Confidence Poll, and other forms of economic research. The institute oversees eight consumer confidence surveys conducted in concert with the Federal Reserve Bank meetings as well as other research and polling for businesses, organizations, and agencies. The institute is designed to provide undergraduate and M.B.A. students opportunities to be directly involved in applied economic research through the Institute Scholars Program. To learn more about the institute, see www.okcu.edu/business or contact Russell Evans at revans@okcu.edu.

MEINDERS SCHOOL OF BUSINESS OFFERS FIVE GRADUATE DEGREE PROGRAMS:
- Master of Business Administration (M.B.A.)
- Master of Science in Accounting (M.S.A.)
- Master of Science in Computer Science (M.S.)
- Master of Science in Energy Management (M.S.)
- Master of Science in Energy Legal Studies (M.S.)
MASTER OF BUSINESS ADMINISTRATION

The M.B.A. program is designed to train and develop globally relevant managers. The program emphasizes business strategies and techniques in the global environment. Classes are taught by the faculty of the Meinders School of Business and by practicing professionals with outstanding academic and business credentials who serve as adjunct faculty. These professionals help to assure that the M.B.A. program maintains a contemporary, business-related focus by bringing a wide range of experience and best business practices into classroom learning and teaching situations. The program is designed with flexibility and convenience in mind, allowing the student to choose among different concentrations within the following three formats:

**Traditional On-Campus**—The traditional on-campus program offers the full-time or part-time student the opportunity to complete required course work at Oklahoma City University’s Meinders School of Business during the traditional academic year (fall and spring semesters, summer I and summer II terms).

**Accelerated (live or online*)**—The accelerated format offers the working professional a series of nine-week cycles, live or, in some cases, online, with a one-week break between each cycle. Classes meet online or in person one evening per week from 5:30 to 9:30 p.m. The program may be completed at a pace selected by the student. The program is flexible, allowing students to take their core courses in the accelerated format whether they complete those courses on the domestic campus or online. The accelerated format meets the same academic standards as the on-campus program.

*Note: The entire M.B.A. degree is not available online. The final capstone course must be taken in the classroom and only a limited number of specialization elective courses are offered in the online format.

**M.B.A. Degree Options**

The M.B.A. program is designed to meet the demanding needs of midcareer managers and recent college graduates who have baccalaureate degrees from regionally accredited colleges or universities. All M.B.A. tracks have a strong emphasis on different aspects of global business practices. Applicants who have an acceptable bachelors degree in business have two options: (1) For those who desire to gain an understanding of the essential managerial skills, the M.B.A. generalist program is available. This program consists of 36 credit hours of course work. (2) For those who wish to focus on a particular vital area of business and management practice, the M.B.A. program with an area of specialization is an attractive option. This innovative concept in graduate education allows the student to develop a comprehensive background in basic management skills and, at the same time, select course work aimed toward a particular career path. This program consists, in addition to the M.B.A. core courses, of three to five advanced courses in areas of specialization such as accounting, health administration, finance, and marketing.

**Foundation Block Courses**

Applicants without an undergraduate business degree may be required to establish competency by earning a cumulative GPA of 3.000 or better in the foundation block with no grades below C before advancing to the M.B.A. program. Students may be required to complete a maximum of 18 hours from the foundation block regardless of their undergraduate majors. Foundation block courses do not count toward required M.B.A. course work. Grades for foundation block courses are listed on the student’s transcript but are not calculated in the student’s graduate GPA.

**Course Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGMT 5003</td>
<td>Essentials of Business English*</td>
</tr>
<tr>
<td>ACCT 5013</td>
<td>Essential Concepts in Accounting</td>
</tr>
<tr>
<td>FIN 5023</td>
<td>Essential Concepts in Finance</td>
</tr>
<tr>
<td>MGMT 5033</td>
<td>Essential Concepts in Management and Marketing</td>
</tr>
<tr>
<td>ECON 5043</td>
<td>Essential Concepts in Statistics and Computer Applications</td>
</tr>
<tr>
<td>ECON 5053</td>
<td>Essential Concepts in Macro and Microeconomics</td>
</tr>
</tbody>
</table>

*For international students only.

**Curriculum Sequence**

The curriculum block courses must be taken in a sequence. The number of foundation or prerequisite courses a student is required to take will be determined upon the student’s initial admission to a graduate program and may depend on such factors as undergraduate grades, GMAT or GRE scores, TOEFL scores, undergraduate major, and prior business experience. Students conditionally admitted to a graduate program may not enroll in the M.B.A. environmental block without permission of the dean. Students may not enroll in upper-division (6000-level) courses until they have successfully completed the respective prerequisite course in the functional block. Students may not be concurrently enrolled in more than two curriculum blocks at the same time.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGMT 5003</td>
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</tr>
<tr>
<td>ECON 5053</td>
<td>Essential Concepts in Macro and Microeconomics</td>
</tr>
</tbody>
</table>

*For international students only.
M.B.A. GENERALIST

Faculty: Austin, Crandall, Dearmon, Dean, Downs, Evans, Flores, Greve, Guzak, Howard, Jones, Karimipour, Khader, Ma, May, Quintero, Shaw, Shough, Smith, Stetson, Williams, Willner

The M.B.A. generalist program has been designed for students who are on the fast track and desire to gain a general understanding of the nature of business and essential managerial skills. This program may be completed by full-time students in one intensive year. The M.B.A. program consists of four different blocks of courses: environmental, functional, elective, and capstone. These required courses provide all M.B.A. candidates with a fundamental understanding of essential managerial skills and tasks.

Environmental Block Credit Hours: 15
- ECON 5203 Managerial Economics 3
- ACCT 5403 Accounting for Managers 3
- MGMT 5503 World Economy and International Business 3
- IT 5603 Information Technology and Operations Management 3
- MGMT 5703 Legal and Ethical Environment of Business 3

Functional Block: 12
- MKTG 5103 Strategic Marketing Decisions 3
- ECON 5213 Management Science and Quantitative Analysis 3
- FIN 5303 Financial Policy for Managers 3
- MGMT 5713 Organizational and Managerial Processes 3

Elective Block: 6
Any two 6000-level electives from finance, information technology, management, or marketing courses including international study opportunities

Capstone Block: 3
- MGMT 6543 Global Competitive Strategy and Administrative Policy

M.B.A. PROGRAMS WITH SPECIALIZATION

Students seeking a specialization will take an additional 3 to 9 credit hours in the area(s) of their interest, replacing the elective block in the M.B.A. generalist track. All prerequisites to the area of specialization must be met. The area(s) of specialization will be noted on the student’s transcript.

ACCOUNTING

The M.B.A. with accounting concentration is designed for the manager who desires more in-depth knowledge of tax or general accounting. Those choosing tax will be able to focus on specific tax issues by choosing three courses from a variety of tax courses. Those choosing general accounting will be able to gain insight into the accounting function, while maintaining a manager’s perspective and using a manager’s knowledge base as they interact with accountants in three accounting courses that are tailored to address both groups. The specialized knowledge gained in this concentration will give managers an added advantage as they enter or progress in the workplace.

Specialization Block Credit Hours: 9
Choose one of the following areas of concentration:

Tax Concentration:
Choose three graduate tax courses (prefix 54XX or 64XX). Sequence must be approved by the accounting faculty advisor. Prerequisites tax course(s) are required and are determined by the graduate courses selected.

General Accounting Concentration:
Choose three graduate accounting courses (prefix ACCT) and/or FIN 6523. Permission to enroll is required. Prerequisite courses may be required based on courses selected. Concentration cannot begin before completion of ACCT 5403 with a grade of B or better. The following courses are suggested:
- ACCT 5113 Financial Reporting and Analysis
- FIN 6523 Multinational Corporate Finance
- ACCT 5213 Corporate Governance, Social Responsibility, Ethics, and ERM
- ACCT 5233 Cost Accounting Applications

FINANCE

The effective executive of the new century understands the importance of financial decisions in nearly every aspect of the organization. Using the corporation’s goals, capital requirements, and historical accounting information, the financial manager must be able to forecast the firm’s future needs for funds and prepare plans for securing these funds at the optimum cost. The successful financial manager combines an understanding of rapid changes in the money and capital markets with the knowledge of the corporation’s financial needs. The finance specialization prepares professionals in major corporations, financial institutions, and governmental agencies.

Specialization Block Credit Hours: 9
Choose three of the following courses:
- FIN 6313 Investments Management 3
- FIN 6323 Money and Capital Markets 3
- FIN 6333 Health Care Financial Management 3
- FIN 6343 Corporate Financial Strategies 3
- FIN 6353 Special Topics in Finance 3
- FIN 6363 Internship in Finance 3
- FIN 6523 Multinational Corporate Finance 3

HEALTH ADMINISTRATION

The M.B.A. in health administration puts students on the cutting edge of the critical issues and changes affecting the health care industry today. This program, designed for human service professionals, benefits current and future managers of hospitals, long-term care facilities, health maintenance organizations, rehabilitation clinics, and community health and ambulatory care programs.

Specialization Block Credit Hours: 13
Choose three of the following courses:
- MKTG 6143 Marketing of Health Services 3
- FIN 6333 Health Care Financial Management 3
- MGMT 6723 Medical Law and Regulations 3
- MGMT 6733 Strategy, Policy, Standards, and Quality Assurance for Health Care Executives 3
- MGMT 6761 Medical Terminology 1
MARKETING
Marketing is a highly visible component of contemporary American business. Marketing-related employment opportunities, stimulated by the demand for new products and services, are expected to grow faster than the overall growth of the economy. The elective courses in the marketing specialization are designed with the new marketing manager in mind. Opportunities are provided for the student to analyze actual business situations and to design advertising and marketing campaigns.

Specialization Block  Credit Hours: 9
Choose from the following:
- MKTG 6113  Buyer Behavior  3
- MKTG 6123  Services Marketing  3
- MKTG 6133  Marketing Research and Analysis  3
- MKTG 6143  Marketing of Health Services  3
- MKTG 6153  Special Topics in Marketing  3
- MKTG 6173  Sales Force Leadership  3
- MKTG 6513  Multinational Marketing Management  3

DUAL AND JOINT M.B.A. DEGREES

J.D./M.B.A.
The J.D./M.B.A. program at Oklahoma City University seeks to develop synergy and build on the unique attributes from both the Meinders School of Business and the School of Law. To participate in this program, students must be admitted to both schools; all the usual entrance requirements apply. Law students may apply to the Meinders School of Business at any time prior to the end of the fifth semester at the law school. A Meinders School of Business student who wishes to pursue the joint degree must begin law studies during the first August following his or her decision to pursue the joint degree. Joint degree candidates must satisfy all Meinders School of Business prerequisites (foundation block courses) prior to beginning work in the M.B.A. (by prior academic credit, course work, waiver, etc.). Joint degree students must take 30 hours from the school of business, over and above any foundation classes, and 84 hours from the School of Law. This compares with a typical 36-hour requirement for the Meinders School of Business and 90 hours for the Law School if the student were to pursue the degrees separately. Joint degree students are exempt from taking Legal and Ethical Environment of Business and one elective course in the M.B.A. program.

M.S.N./M.B.A.
Students in the Master of Science in Nursing (M.S.N.) nursing administration track may also earn an M.B.A. degree by completing an additional 30 credit hours. Students will have a faculty advisor from both programs to help assure proper completion of the two degrees, may work on the degrees sequentially or concurrently, and may start the M.B.A. option at any time. Requirements for the M.S.N. portion of the joint M.S.N./M.B.A. degree are the same as the nursing administration track. The M.B.A. option for M.S.N. students requires the following courses in the sequence listed below.

BUSINESS REQUIREMENTS

FOR M.B.A./M.S.N.  Credit Hours: 45

Foundation Block:
- ACCT 5083  Essential Concepts in Accounting*  3
- FIN 5083  Essential Concepts in Finance*  3

Environmental Block:
- ACCT 5403  Accounting for Managers  3
- ECON 5203  Managerial Economics  3
- IT 5603  Information Technology and Operations Management  3
- MGMT 5503  World Economy and International Business  3

Functional Block:
- ECON 5213  Management Science and Quantitative Analysis  3
- FIN 5303  Financial Policy for Managers  3
- MGMT 5713  Organizational and Managerial Processes  3
- MKTG 5103  Strategic Marketing Decisions  3

Specialization Block:
- FIN 6333  Health Care Financial Management*  3
- MGMT 6723  Medical Law and Regulations*  3
- MGMT 6733  Strategy, Policy, Standards, and Quality Assurance for Health Care Executives*  3
- MKTG 6143  Marketing of Health Services  3

Capstone Block:
- MGMT 6543  Global Competitive Strategy and Administrative Policy  3

*These courses are counted toward the M.S.N. program.

M.B.A. ADMISSIONS

Classes begin at different times depending on the program in which the student is admitted.

Traditional on-campus program: Beginning of the fall or spring semesters or either of the summer terms.

Accelerated program (live or online*): Beginning of the August, October, January, March, or Summer cycles. Applicants are expected to have at least three years of relevant experience and provide appropriate documentation and recommendations from immediate supervisors.

*Note: The entire M.B.A. degree is not available online. The final capstone course must be taken in the classroom and only a limited number of courses are offered in the online format.

Official transcripts of all previous college or university studies are required and should be sent directly to the graduate admissions office. Applicants to the Meinders School of Business graduate programs must have a bachelor’s degree from a regionally accredited institution or be eligible for admission to graduate programs under the United Kingdom system. Students must meet the admissions standards for the catalog year in which they are admitted to the university. See the section on admission procedure in this catalog.

M.B.A. students must demonstrate the likelihood of success in a rigorous graduate program to be considered for admission. Several factors may be evaluated when reviewing an application, including the GMAT and GRE exam scores,
letters of recommendation, academic and professional accomplishments, TOEFL scores, undergraduate GPA, and professional work experience. Other accepted graduate admissions tests may also be considered. Students who have taken the LSAT and are admitted into the Oklahoma City University School of Law applying for the J.D./M.B.A. are not required to take the GMAT or GRE.

**International Students.** English language proficiency is required in all courses. International student applicants may be required to demonstrate an acceptable level of spoken English by taking a placement test upon admission to any MSB graduate program. An applicant who meets one of the following conditions prior to admission will be considered to have sufficient reading and writing English language proficiency:

- Completed his/her undergraduate studies at an institution where English was the language of instruction
- Scored at least 6.0 overall with a minimum 5.5 on each band score on the IELTS
- Achieved level 112 in the ELS program
- Demonstrated a score of at least 560 (220 computer based, 83 iBT) on the Test of English as a Foreign Language (TOEFL)
  - All international students who have a TOEFL score below 560 (220 computer based or 83 iBT) but equal to or above 530 (197 computer-based, 71 iBT) or level 111 in the ELS program must successfully complete the Essentials of Business English (MGMT 5003) course in the foundation block.

### Domestic and International Special Considerations

Those who do not meet the above admissions criteria may be considered on an individual basis for conditional admission by the Graduate Studies Committee. Applicants must petition their requests in writing to the Graduate Studies Committee via the Meinders School of Business dean’s office.

### Pre-M.B.A. Admission

Applicants holding academic diplomas recognized by the country in which the diploma is granted as equivalent to a baccalaureate degree (a three-year, 90-hour program) may be conditionally admitted to the M.B.A. program upon successful completion of the following 34 hours of undergraduate pre-M.B.A. courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2113</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 2213</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2013</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2113</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2123</td>
<td>Business Statistics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2323</td>
<td>Quantitative Approaches to Management</td>
<td>3</td>
</tr>
<tr>
<td>IT 1001</td>
<td>Computers in Society</td>
<td>1</td>
</tr>
<tr>
<td>MGMT 2023</td>
<td>Business Communication and Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 3123</td>
<td>Principles of Management and Organization</td>
<td>3</td>
</tr>
<tr>
<td>FIN 3023</td>
<td>Business Finance</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 3013</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 4573</td>
<td>International Business Strategy</td>
<td>3</td>
</tr>
</tbody>
</table>

Pre-M.B.A. students are not permitted to waive any of the 34 hours of required classes. Students who can demonstrate prior completion of one or more of the required pre-M.B.A. courses at a regionally accredited university may elect to complete a higher level undergraduate course in the appropriate area(s) of study. Students may not enroll in M.B.A. courses until they have successfully completed the pre-M.B.A. program, have submitted a satisfactory GMAT/GRE score, and have been officially admitted to the M.B.A. program. Upon successful completion of the pre-M.B.A. program, the student will be awarded a certificate, but not a B.B.A. degree.
MASTER OF SCIENCE IN ACCOUNTING
Faculty: Austin, Downs, Shough, Stetson

The Master of Science in Accounting (M.S.A.) is a highly structured program designed for students who desire knowledge in all areas of accounting. Upon successful completion of the M.S.A. program, students will have met the educational requirements to sit for the Certified Public Accountant exam in most states. Qualified students may complete the degree in 30 hours of study.

Prerequisite Requirements
The following prerequisite courses must appear on the student’s undergraduate transcript with a minimum grade of C- or must be taken at Oklahoma City University:

**Financial Leadership Track**  Credit Hours: 21*

- ACCT 2113 Financial Accounting  3
- ACCT 2213 Managerial Accounting  3
- ACCT 3113 Intermediate Accounting I**  3
- ACCT 3123 Intermediate Accounting II**  3
- ACCT 3413 Income Tax Concepts and Corporate Income Taxation** or ACCT 4313 Auditing**  3
- ACCT 4413 Individual Income Taxation and Introduction to Tax Research**  3
- MGMT 2213 Business Law**  3

**Tax Track Credit Hours: 12***

- ACCT 2113 Financial Accounting  3
- ACCT 3413 Income Tax Concepts and Corporate Income Taxation**  3
- ACCT 4413 Individual Income Taxation and Introduction to Tax Research**  3
- MGMT 2213 Business Law**  3

*Students who take only the course work required for the financial leadership track will meet the requirements to sit for the CPA exam in Oklahoma, but are encouraged to engage in additional study to be adequately prepared for the exam.

**Must be taken at an accredited U.S. school.

***Students who take only the course work required for the tax track will NOT meet the requirements to sit for the CPA exam in Oklahoma.

All waivers and agreements are subject to compliance with the appropriate graduate catalog or approval of the dean. None of the prerequisite courses are applied to the master's degree.

**DEGREE REQUIREMENTS** Credit Hours: 30

**SELECT ONE**

**Financial Leadership Track**

- ACCT 5113 Financial Reporting and Analysis  3
- ACCT 5123 Accounting Theory  3
- ACCT 5213 Corporate Governance, Social Responsibility, Ethics, and ERM  3
- ACCT 5223 Forensic Accounting  3
- ACCT 5233 Cost Accounting Applications  3
- ACCT 5313 Auditing Policies, Frameworks, and Practices  3
- ACCT 5413 Entity Taxation  3
- ACCT 5513 AIS and EDP Control  3
- FIN 6523 Multinational Corporate Finance  3
- 1 elective  3

**OR**

**Tax Track**

- ACCT 5113 Financial Reporting and Analysis  3
- ACCT 5243 Tax Research and Ethics  3
- ACCT 5413 Entity Taxation  3
- ACCT 5423 Tax Procedure  3
- ACCT 5433 Corporate Taxation  3
- ACCT 5443 Pass-Through Entity Taxation  3
- FIN 6523 Multinational Corporate Finance  3
- Three Electives  9

M.S.A. ADMISSION

Applicants to the M.S.A. program will be granted admission if the student has a bachelor’s degree, has met the English language requirement, and has met one of the paths of criteria listed below. Note that all the criteria in any one path MUST be met without substitutions. If path two, three, or five is selected, admission will be determined by the Graduate Studies Committee of the Meinders School of Business.

Bachelor’s degree granted from a regionally accredited U.S. college or university paths:

**Path One:** GMAT score of at least 475 with at least a 20 percent on each part.

**Path Two:** GPA of at least 3.000 (on a 4.000 scale) in accounting classes (minimum of 15 semester hours) plus a 750 to 1000 word statement of why the M.S.A. is being sought.

**Path Three:** 5 years of experience in accounting plus a 750 to 1000 word statement of why the M.S.A. is being sought.

Bachelor’s degree from an international college or university paths:

**Path Four:** GMAT score of at least 475 with at least a 20 percent on each part.

**Path Five:** GPA of at least 3.000 (on a 4.000 scale) in accounting prerequisite classes (minimum of 15 semester hours) plus a 750 to 1000 word statement of why the M.S.A. is being sought.
Applicants without a satisfactory academic or professional business background will be required to complete the foundation block courses offered online or on campus. The student’s background, work experience, and exposure to business issues will determine which of these learning experiences will be required. The dean of the Meinders School of Business and the Graduate Studies Committee make this determination.

**International Students.** English language proficiency is required in all courses. International student applicants may be required to demonstrate an acceptable level of spoken English by taking a placement test upon admission to any MSB graduate program. An applicant who meets one of the following conditions prior to admission will be considered to have sufficient reading and writing English language proficiency:

- English as first language
- Graduated from a U.S. regionally accredited college or university
- TOEFL score of at least 570 (230 computer based, 88 iBT)
- Completion of ELS level 112 with at least 3.5 in level 112

The TOEFL institution code for Oklahoma City University is 6543. Demonstration of English language proficiency by other approved alternative methods may be considered.

**Domestic and International Special Considerations**

Those not meeting the above admissions criteria may be considered on an individual basis for conditional admission by the Graduate Studies Committee. Applicants must petition their requests in writing to the Graduate Studies Committee via the Meinders School of Business dean’s office.

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**MASTER OF SCIENCE IN COMPUTER SCIENCE**

Chair: Goulden  
Faculty: Aboudja, Park, Sha

The Master of Science in computer science degree offers professional development and enhancement of skills, in-depth study of computers, and a balance of abstract knowledge and practical understanding. The program is designed to aid and encourage professional development for persons in computer or computer-related fields. It is designed for students who desire to enhance their computer skills, extend their expertise into computer science as a new field, enhance their credentials, enter the job market as a computing professional, or pursue a Ph.D. in computer science. The curriculum is structured to permit students to strengthen their understanding of the complexities of computers and computer applications and, through choice of appropriate elective courses, to specialize in database systems if desired.

**Undergraduate Prerequisites**

All graduate students, depending on their undergraduate background, may be required to complete undergraduate courses as prerequisites, specifically Introduction to Operating Systems, Discrete Mathematics, and Data Structures. Transcripts will be evaluated on an individual basis by the graduate faculty.

**MASTER OF SCIENCE IN COMPUTER SCIENCE (CSCI)**

**General Track**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCI 5003</td>
<td>Introduction to Object-Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CSCI 5103</td>
<td>Theory of Computing</td>
<td>3</td>
</tr>
<tr>
<td>CSCI 5413</td>
<td>Algorithm Theory and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CSCI 5503</td>
<td>Computer Organization and Architecture</td>
<td>3</td>
</tr>
<tr>
<td>CSCI 6003</td>
<td>Computer Science Graduate Capstone</td>
<td>3</td>
</tr>
</tbody>
</table>

**Track Emphasis:** 12

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCI 5203</td>
<td>Logic for Computer Science</td>
<td>3</td>
</tr>
<tr>
<td>CSCI 5403</td>
<td>Software Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CSCI 6203</td>
<td>Advanced Object-Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CSCI 6303</td>
<td>Distributed Operating Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Electives: Choose any 6 credit hours**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCI 5513</td>
<td>Computer System Architecture</td>
</tr>
<tr>
<td>CSCI 5603</td>
<td>Database Design</td>
</tr>
<tr>
<td>CSCI 5703</td>
<td>Artificial Intelligence</td>
</tr>
<tr>
<td>CSCI 5803</td>
<td>Computer Graphics</td>
</tr>
<tr>
<td>CSCI 5981-6</td>
<td>M.S. Degree Project</td>
</tr>
<tr>
<td>CSCI 6063</td>
<td>Special Topics</td>
</tr>
<tr>
<td>CSCI 6403</td>
<td>Advanced Algorithm Design</td>
</tr>
<tr>
<td>CSCI 6503</td>
<td>Computer Network Architecture</td>
</tr>
<tr>
<td>CSCI 6603</td>
<td>Post-relational Databases</td>
</tr>
<tr>
<td>CSCI 6613</td>
<td>Intelligent Databases</td>
</tr>
<tr>
<td>CSCI 6703</td>
<td>Knowledge Discovery</td>
</tr>
<tr>
<td>CSCI 6981-6</td>
<td>M.S. Degree Research</td>
</tr>
</tbody>
</table>
Graduate Admission

Graduate admissions are made on a continuous basis. All prospective graduate students are encouraged to apply at any time of the year.

Admission Requirements

The University of Oklahoma states that its academic policies and procedures are in accordance with practices that are consistent with Title VI and Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972.

Admission to the Graduate Program

Prospective students must submit the following materials with their application:

- Official transcripts of all previous college or university work
- Two letters of recommendation
- A statement of purpose
- A resume

Applicants must meet the following criteria:

- A bachelor’s degree from an accredited college or university
- A minimum GPA of 3.00
- A minimum TOEFL score of 80 (internet-based)
- At least one year of professional experience
- Evidence of competence in mathematics

Students with Three-Year Undergraduate Degrees in Fields Other than Computer Science

Prior to beginning graduate course work, 32 hours of undergraduate class work are required. These courses are taken from the following, as needed:

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>CSCI 5003</td>
<td>Introduction to Object-Oriented Programming</td>
</tr>
<tr>
<td>3</td>
<td>CSCI 5413</td>
<td>Algorithm Theory and Analysis</td>
</tr>
<tr>
<td>3</td>
<td>CSCI 5503</td>
<td>Computer Organization and Architecture</td>
</tr>
<tr>
<td>3</td>
<td>CSCI 6003</td>
<td>Computer Science Graduate Capstone</td>
</tr>
<tr>
<td>15</td>
<td></td>
<td>Track Emphasis:</td>
</tr>
<tr>
<td>3</td>
<td>CSCI 5203</td>
<td>Logic for Computer Science</td>
</tr>
<tr>
<td>3</td>
<td>CSCI 5403</td>
<td>Software Engineering</td>
</tr>
<tr>
<td>3</td>
<td>CSCI 5603</td>
<td>Database Design</td>
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<tr>
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<td>CSCI 6303</td>
<td>Distributed Operating Systems</td>
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<tr>
<td>3</td>
<td>CSCI 6603</td>
<td>Post-relational Databases or</td>
</tr>
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<td>3</td>
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<td>Embedded and Real-Time Operating Systems</td>
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<td>3</td>
<td>CSCI 5513</td>
<td>Computer System Architecture</td>
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<td>3</td>
<td>CSCI 5703</td>
<td>Artificial Intelligence</td>
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<td>3</td>
<td>CSCI 5803</td>
<td>Computer Graphics</td>
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<td>3</td>
<td>CSCI 5981-6</td>
<td>M.S. Degree Project</td>
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<td>3</td>
<td>CSCI 6063</td>
<td>Special Topics</td>
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<td>3</td>
<td>CSCI 6203</td>
<td>Advanced Object Oriented Programming</td>
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<tr>
<td>3</td>
<td>CSCI 6981-6</td>
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</tr>
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</table>

C.S.C.I. ADMISSION

Official transcripts of all previous college or university studies are required and should be sent directly to the Graduate Admissions Office. See the section on university admission procedure in this catalog.

MASTER OF SCIENCE IN ENERGY LEGAL STUDIES

The Master of Science in energy legal studies is designed to provide an advanced base of knowledge of jurisprudence and its application in the energy industry. This program focuses on acquainting students with areas of law specific to energy and provides them with the understanding of legal issues they face in their jobs. This program has been created at the request of executives from the oil and natural gas industry who have identified this as a high priority need for education. The Master of Science in energy legal studies fulfills this need with an accelerated program format that students can complete while continuing to work. Courses are offered one night a week for nine weeks. There are five nine-week cycles per year. Classes are taught on a cohort basis.

Legal Core Requirements

<table>
<thead>
<tr>
<th>Credit Hours</th>
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<tr>
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<td>3</td>
<td>ELAW 5153</td>
<td>Legal Research and Citation</td>
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<td>3</td>
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<td>Legal Writing and Analysis</td>
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<td>Energy Legal Core</td>
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<td>3</td>
<td>ELAW 5353</td>
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<td>3</td>
<td>ELAW 5453</td>
<td>Negotiation and Dispute Resolution</td>
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<tr>
<td>3</td>
<td>ELAW 6513</td>
<td>Wills, Trusts and Estate Planning</td>
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<td>ELAW 6523</td>
<td>Property</td>
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<td>ELAW 6533</td>
<td>Legal Principles of Oil and Gas</td>
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<td>3</td>
<td>ELAW 6543</td>
<td>Environment Law</td>
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<td>3</td>
<td>ELAW 6553</td>
<td>Corporations, Agency and Partnerships</td>
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</table>

M.S. IN ENERGY LEGAL STUDIES

ADMISSION REQUIREMENTS

- Bachelor’s degree with a minimum of 3.00 GPA
- 92 iBT TOEFL score
- Two or more years relevant work experience demonstrated via a resume, personal statement and references
MASTER OF SCIENCE IN ENERGY MANAGEMENT

The Master of Science in energy management is designed for professionals who wish to be leaders in the rapidly expanding energy industry. The focus of the degree is on the business side of energy management, providing advanced education across topics integral in the field of energy management such as economics, accounting, legal environment, finance, organizational behavior, operations, communication, and other related subjects. Developed by the Meinders School of Business and executives from energy companies, the curriculum delivers the education and skills required of future energy leaders. Energy company executives are looking to cultivate current employees for leadership positions and employees are searching for an opportunity to advance within the energy industry by developing relevant skills and industry knowledge. The Master of Science in energy management fulfills this need with an accelerated program format that employees can complete while continuing to work. Courses are offered one night a week for nine weeks. There are five nine-week cycles per year. Classes are taught on a cohort basis.

Applicants without an undergraduate degree in business may be required to complete the following prerequisite foundation courses with a grade of C or better. Foundation courses do not count toward the degree requirements. Grades for foundation courses are listed on the student’s transcript but not calculated in the student’s GPA.

Foundation Requirements:
- ACCT 5013 Essential Concepts in Accounting
- FIN 5023 Essential Concepts in Finance
- MGMT 3123 Principles of Management and Organization

General Core Requirements  Credit Hours: 15
- MGMT 5723 Overview of the Energy Industry 3
- MGMT 5703 Legal and Ethical Environment of Business 3
- MGMT 5713 Organizational Behavior and Managerial Processes 3
- MGMT 6743 Internal and External Communication in the Energy Industry 3
- ACCT 5593 Accounting for Managers in Energy Business 3

Energy Management Core  Credit Hours: 12
- FIN 5303 Financial Policy for Managers 3
- ECON 6213 Energy Economics 3
- MGMT 6713 Energy Operations Management 3
- FIN 6373 Financing Energy Development 3

Capstone Course  Credit Hours: 3

M.S. IN ENERGY MANAGEMENT

ADMISSION REQUIREMENTS
- Bachelor’s degree with a minimum 3.000 GPA (applicants whose undergraduate degrees are not business related may be required to take foundation courses prior to beginning the M.S. in energy management program)
- GMAT score of 425 or GRE score of 1000 (applicants who demonstrate in writing a significant level of business or energy industry supervisory experience via a resume, personal statement, and references may waive the standardized test)
- 92 iBT TOEFL score

ACADEMIC REGULATIONS

1. To graduate, each student must meet the following criteria:
   - complete any assigned undergraduate prerequisites satisfactorily
   - complete the course work required for one of the tracks with a minimum 3.000 GPA

2. A student is admitted to degree candidacy when he or she has completed all undergraduate prerequisites. While enrolled in undergraduate prerequisites and not yet admitted to candidacy, a student may enroll in other undergraduate courses and, with permission, graduate courses.

3. All undergraduate or preparatory courses must be completed with a grade of C- or better.

4. All graduate courses must be completed with a grade of C (2.000) or better. Students must maintain a minimum GPA of 3.000 in all graduate computer science courses. No more than two graduate computer science courses may have a grade of less than B-.

5. Upon entry, the student may transfer no more than two graduate courses totaling no more than 6 semester credit hours from other colleges or universities. Transfer credit may be granted for courses completed at a regionally accredited college or university for graduate credit in computer science or a closely related discipline with a grade of “B” or better. Such courses must not have been used to fulfill requirements for a degree from the previous institution. Transfer credit will be granted only for courses on a student’s approved course of study and only with the approval of his or her academic advisor.

6. Any graduate courses completed more than five years prior to the awarding of an M.S. degree may not be used to satisfy departmental requirements for that degree.

Graduation Requirements
Students must earn at least a 3.000 cumulative GPA to graduate. Any course with a grade below C (2.000) cannot be used as part of the minimum number of semester credit hours required for the degree. No more than two grades below B- (2.750) are acceptable on course work.

Degree Requirements
Students are required to obtain approval of a course of study from a graduate faculty advisor. Each student must complete 33 or more graduate hours with a minimum graduate GPA of 3.000, and no more than two grades of C+ (2.000 or 2.250).
GENERAL POLICIES FOR EARNING A GRADUATE DEGREE FROM THE MEINDERS SCHOOL OF BUSINESS

Academic Advising
Upon receiving a letter of admission, a student should contact the student services office at the Meinders School of Business. A student services specialist will assist the student in selecting courses and planning the program for the degree. The telephone listings and office hours for the student services specialists are available in the office of the dean of the Meinders School of Business.

Transfer Policy
The Meinders School of Business may accept transfer credit at entrance only. A maximum of 6 credit hours of graduate-level business courses may be eligible for transfer if completed at other regionally accredited universities within the five years prior to the student’s entry date into the Meinders School of Business, provided they have not been credited toward a previous degree. Any course accepted for transfer credit must have been completed with a grade of B or better.

Requests for transfer credit hours will be considered and processed only if a written petition form accompanied by a course description, list of texts used, and official transcript of the final grade assignment is submitted. This information must be submitted to the dean at or prior to initial registration. If approval is granted, credit for the hours will be reflected on the official Oklahoma City University transcript. Grades earned for transferred work do not count toward the graduate degree cumulative GPA.

Candidate for Degree
A student accorded candidate for degree status is expected to complete the MSB graduate degree. While still subject to probation, if warranted, a degree candidate will be allowed to complete all course work (except in cases of gross violation of the university’s rules and regulations), subject to the following conditions:

- Completion of 12 hours of graduate study with a cumulative GPA of 3.000
- Satisfactory of all prerequisites
- No other impediments

Probation Policy
A student may be placed on probation at admission; whenever his or her cumulative GPA falls below 3.000; whenever he or she receives more than two grades below B-; whenever he or she receives a grade below C; or for violation of other academic norms, standards, or behavior determined by the university or the school. All probationary students will have 9 credit hours to remedy the deficiencies. A cumulative 3.000 GPA is required by the end of 9 credit hours. Failure to receive a grade of C or higher in any class in any enrollment term while on probation and/or failure to achieve a cumulative 3.000 GPA by the end of the 9 credit hours will result in dismissal from the university.

All students placed on probation must make an appointment within the first two weeks of the next course session with their academic advisor. Students failing to meet this criterion may be subject to enrollment cancellation.

Any student receiving probationary status due to more than two grades of C (NOTE: a grade of C includes C+ and C), or any grade of C- or below must retake that course within his or her next enrollment term or as soon as it is offered again within the program of study.

Traditional on-campus probationary students may not take more than 9 credit hours in each of the fall and spring semesters and 3 credit hours in each summer session. Accelerated program probationary students may not take more than 3 credit hours per cycle. At the conclusion of the probationary period, the academic dean will review the student’s record for one of three options: removal of probation, continuation of probation, or dismissal from the program.

Dismissal Policy
The student who is on probation must earn a grade of C or higher in any other MSB graduate course completed and maintain a cumulative 3.000 GPA or better by the end of the probationary 9 credit hour period. At the end of this probationary period, the student must be in good academic standing or will be dismissed from the university. A student is in good standing when the cumulative GPA is at or above a 3.000 without having more than two grades below a B- and no grades below a C (2.000).

Following the 9 credit hour probation and a period of good standing, whenever the student has more than two grades below B-, whenever the student receives a grade below C, or for violation of other academic norms, standards, or behavior as determined by the university or the school, the student will have 6 hours to return to good academic standing or will be dismissed from the university. The dismissal decision may be appealed with the Student Probation and Petition Committee.

Academic Appeal Process
A student may appeal decisions affecting his or her academic progress as follows:
1. The student initiates an appeal by filing a written petition with the school’s academic dean.
2. The academic dean reviews the petition and determines if a meeting with the student petitioner is necessary.
3. The student petitioner will be informed in writing of the decision on the merits of his or her petition.
4. If the student does not agree with the decision, he or she may continue the appeal process with the assistant provost.
**Attendance Policy**
Students are expected to attend classes and arrive no later than the designated starting time for all classes. Absenteeism and tardiness may lead to a grade reduction, at the professor’s discretion.

**Academic Load**
Students may not take more than 12 credit hours during fall and spring semesters and 6 credit hours during summer terms. Accelerated program students may not take more than 6 credit hours per cycle. Students on probation may not take more than 9 credit hours in the fall or spring semesters and 3 credit hours in each summer term. Any exceptions to this policy must be approved by the dean of the Meinders School of Business.

**Eligibility for Graduation**
A student is eligible for graduation when the following conditions are satisfied:

1. All required graduate course work has been completed with a minimum graduate GPA of 3.000
2. The student has no grade below C (2.000)
3. The student does not have more than two grades lower than B-
4. The student is not on academic probation
5. There are no other impediments
SCHOOL OF LAW

The School of Law is located on the main campus of Oklahoma City University in the Sarkeys Law Center and the Gold Star Memorial Building. An Oklahoma City University School of Law education is built upon a curriculum based on the values of the liberal arts tradition, blending theory with practical experience to prepare graduates for a wide variety of careers.

The School of Law prepares students to become responsible professionals through a rigorous program of instruction that focuses on students’ intellectual and professional development and enables them to become leaders in law, business, government, and civic life while contributing to the improvement of law and legal institutions through research and scholarship.

Our diverse student body adds to the rich experience of attending a national law school. Half of our students come from outside Oklahoma, with 35 states represented in a typical entering class. Our curriculum focuses on national issues, and our graduates practice in all 50 states, the District of Columbia, and several foreign countries.

The School of Law is fully approved by the American Bar Association and is a member of the Association of American Law Schools. The academic year consists of two semesters and an optional summer term. A minimum of 90 credit hours is required for completion of the J.D. degree. The school offers both full-time and part-time options. Successful completion of the course of study leads to the degree of Juris Doctor.

Admissions

Admission to the School of Law is a competitive and selective process. To be considered for admission, an applicant must take the Law School Admission Test (LSAT) prepared and administered by the Law School Admission Council, hold an undergraduate degree or be scheduled to complete one prior to matriculation at the School of Law, and have the potential for academic success and leadership.

A student in good standing in another law school approved by the American Bar Association may be admitted with advanced standing by approval of the Faculty Committee on Admissions at its discretion.

School of Law Catalog

The catalog for the School of Law is published separately. Interested persons should visit the website at law.okcu.edu or e-mail, write, or call the Admissions Office: Oklahoma City University School of Law Admissions Office, 2501 N. Blackwelder, Oklahoma City, OK 73106, lawadmit@okcu.edu, (800) 633-7242. Applications for admission to the School of Law and pertinent financial and other information are available at law.okcu.edu.
WANDA L. BASS
SCHOOL OF MUSIC

Mark Edward Parker, Dean
Dr. Mark Belcik, Associate Dean

MASTER OF MUSIC
MUSIC COMPOSITION
MUSIC THEATER
OPERA PERFORMANCE
PERFORMANCE
CONDUCTING
VOCAL COACHING
WANDA L. BASS
SCHOOL OF MUSIC

The Wanda L. Bass School of Music offers programs of private study, courses, and research leading to the Master of Music (M.M.) degree. Concentrations are offered in music composition, instrumental and vocal performance, opera performance, conducting, vocal coaching, and music theater. The administration of these programs is under the supervision of the dean, the coordinator of graduate studies, and the graduate commission of the school.

Mission
The School of Music provides a professional education within the liberal arts curriculum and develops musicians equipped to make significant artistic contributions to society. Critical thinking, open inquiry, and artistic expression are fostered through the study of traditional intellectual disciplines and applied skills.

CORE BELIEFS & VALUES

Student Success and Excellence
We believe in an education that is student-driven. We believe that priorities and resource allocation should reflect what is best for the student. We believe that effective student learning includes ongoing feedback and the demonstration of learned skills. Our success is demonstrated by the professional achievements of our students and alumni.

Faculty Excellence
We believe that our discipline requires lifelong learning and that this concept must be - and is - demonstrated to students through public performances, scholarship and professional development. While our faculty is performance-oriented, we believe all faculty must be teachers first and foremost. We believe faculty should be caring and involved in the educational and professional development of their students.

Service to the Community
We believe in service to a global community. We believe that serving the community through music helps students become sensitive to and have respect for changing and diverse communities. We strive to educate students in their responsibility of service to the community now and in the future.

Commitment to the Future of Music
We believe that the process of music making is organic. We prepare versatile students who can succeed in an ever-changing marketplace.

Admission Requirements
For regular admission, the applicant must have a minimum undergraduate GPA of 3.000 and hold an appropriate Bachelor of Music degree from an NASM accredited institution with undergraduate preparation related to the graduate music curriculum. Adequacy of this preparation will be determined through transcript evaluation and advisory examinations in music theory, aural skills, history, sight-singing, keyboard (conducting and composition), foreign language diction (for singers), and in the proposed field of performance. Exams are given at the beginning of each semester. In addition, composition students must submit a composition portfolio and schedule an interview with the faculty of the composition area.

Procedure for Admission
An application for admission to the M.M. program may be secured from the Office of Graduate Admissions. The completed form, together with an official transcript of college credits and two letters of recommendation, should be returned to the Office of Graduate Admissions prior to the scheduled audition. Graduate credits from other institutions will be accepted only by special permission (normally not exceeding 8 hours). The prospective graduate student should plan to audition at one of the regularly scheduled audition times or submit an audio recording or videotape at least 90 days prior to the initial semester of enrollment. All students must complete a successful audition and satisfy all university admission criteria before they will be admitted to the school.

Admission means only that the student will be permitted to enroll for courses in the graduate program. It does not imply acceptance to candidacy. Admission is in concert with the university’s graduate program admission policy.

Advisory Examination and Audition
The advisory examination and leveling audition are scheduled at the beginning of each semester during the regular academic year. Students are urged to review music history, literature, theory, sight-singing, and keyboard skills before taking this examination. Diction examinations are required for students in vocal performance, opera performance, music theater, choral conducting and vocal coaching.

Students receiving less-than-satisfactory evaluation in any part of the advisory examination are required to enroll in a review course in the deficient area at the first course offering. Since these review courses are not part of the degree curriculum, they do not carry a graduate number and their tuition and fees are not covered by scholarship aid. Each student is required to give a 10-minute prepared performance as part of the advisory exam the first semester at Oklahoma City University. At this time an entrance performance level is determined. The coordinator of graduate studies can provide detailed information.

Seniors and Graduate Courses
Senior students who are graduating at the end of a semester or summer session may take courses for graduate credit under the following conditions: The credits must not be required or needed for the bachelor’s degree; the total registration must not exceed 16 hours for a semester or 6 hours for a summer session; the student must complete the requirements for the bachelor’s degree either at the end of the
Acceptance to Candidacy
A student will be admitted to degree candidacy when he or she has met the following criteria:
1. Removed deficiencies.
2. Successfully completed 12 hours with an average of B (3.000) or above toward the degree and not less than 3 hours in the major subject. One semester of major applied study must be included.
3. Given satisfactory evidence of ability to complete all degree requirements.
4. Filed the application for candidacy form with the coordinator of graduate studies and received approval. This application should be filed following completion of 12 hours of graduate study and no later than November 1 for May graduation or April 1 for December graduation.
5. Reached performance level of G7 (see Applied Music Attainment Level section). Conducting majors must have reached G5 in their major instrument.

Graduate Committee
Following acceptance to candidacy, students work under the guidance of their graduate committee. The committee includes three faculty members assigned by the coordinator of graduate studies.

Comprehensive Review
The comprehensive review is administered by the student’s committee prior to the required recital and takes the form of a preview recital and oral examination on the recital paper or written exam. The comprehensive review for the composition major includes submission of recordings of recital rehearsals as well as an oral examination of the thesis composition. This examination takes place at least 15 days prior to the scheduled recital. Any proposed change to the recital program after the comprehensive review must have committee approval.

Recital/Recital Paper
Students with a performance concentration (instrumental, vocal, opera, music theater) present a full recital (48-53 minutes of performing time) and complete a graduate comprehensive project. Students with a conducting concentration present a 30-minute conducting recital and complete a comprehensive graduate project. Students with a composition concentration present a full recital (50 minutes) of their works and submit a thesis composition as the graduate comprehensive project. Note that it is not a requirement that the thesis composition be performed in the recital. However, a separate reading or performance of the thesis is encouraged.

Regardless of the number of applied hours earned toward the degree, a student must be studying for a minimum of one credit hour during the semester or summer term in which the graduate recital is presented.

The recital paper should deal with some aspect of the recital. It should demonstrate the student’s ability to carry out individual research. The student must submit, in consultation with the paper advisor, one or more proposed topics to his or her graduate committee following admission to candidacy. The acceptability of the recital and the paper will be determined by the student’s graduate committee.

APPLIED MUSIC ATTAINMENT LEVEL

Master of Music in performance
G3 Minimum performance requirement for graduate credit
G4 Normal graduate entering level
G7 Level needed to submit application for candidacy
G8 Level needed for recital and graduation

Master of Music in conducting
G2 Piano level for graduation
G5 Level needed on applied major to submit application for candidacy
G6 Applied major level needed for graduation

Master of Music in composition
G2 Piano level for graduation

Academic Regulations
The degree of Master of Music is conferred upon fulfillment of the following requirements:
1. All work following candidacy must be taken at Oklahoma City University.
2. Students must maintain a minimum GPA of 3.000 in order to remain in good standing. A student must be in good standing to graduate.
3. No grades below C (2.000) are acceptable toward degree requirements. A maximum of 3 credits below B- are acceptable toward degree requirements. Students may not graduate with a grade of D or F on the transcript.
4. A course may be repeated only once. Students may have only two course repeats in graduate degree requirements. If, after repeating a course, a student fails to receive at least a C (2.000), the student will be automatically dismissed.
5. Graduate music students whose cumulative GPA drops below 3.000 at the end of the semester will receive written notification from the registrar that they have been placed on academic probation for the next semester. Should the student fail to raise the cumulative GPA above 3.000 during the next semester, he or she will be dismissed from the university.
6. All courses and requirements must be completed within six years of the initial enrollment in the master’s program.
7. The student must comply with the established thesis or project submission policy and the master’s thesis and capstone project enrollment and grading policy. These policies are stated in the Academic Regulations section of this graduate catalog.

8. All new entering graduate students in performance, music theater, opera performance, and conducting are required to perform an audition for level in their instrument or voice. This audition is separate from the audition or submission of portfolio for admission to the university. Students should have a 10-minute recital prepared, along with typewritten copies of repertoire for each member of the jury. Composition and conducting students will also be leveled in piano. A new level will be determined at each subsequent jury.

9. All remedial course work as determined by the advisory examination must be completed with the grade of B- or better in order to remove the deficiency.

10. All voice students are required to audition for all opera and music theater productions and perform in them if cast. Performing in productions is by audition and therefore performance is not guaranteed to any student.

11. Music students must receive permission from their applied music teachers and the dean prior to accepting musical engagements outside of the university. Permission to Perform Off-Campus forms are available on StarNet.

Electives
Electives must fall within approved guidelines and must carry a graduate course number. No elective course may be used to correct a deficiency (i.e., a remedial course) and at the same time be used for elective credit toward the degree.

Enrollment Restriction
Enrollment in excess of the normal 9 hours per semester is not encouraged. Enrollment in excess of 12 hours will be sanctioned only by action of the graduate committee.

MUSIC COMPOSITION
Faculty: Black, Knight

Program of Study Credit Hours: (33) 35
Core Curriculum: (14) 16
AMA 5371-2 Piano (G2 level) 2
MUS 5113 Theory in Perspective or 3
MUS 5133 Nineteenth-Century Analysis 3
MUS 5123 Collegium Musicum 3
MUS 5213 Twentieth-Century Music, Style, and Structure 3
MUS 5102 Music Research and Writing 2
MUS 5623 Orchestral Literature Seminar or 3
MUS 5723 Organ Literature Seminar or 3
MUS 5823 Keyboard Literature Seminar or 3
MUS 6023 Guitar Literature Seminar 3
Specialized Courses in Major Field: 15
MUS 6071 Recital 1

MUS 6072 Graduate Comprehensive Review Project 2
MUS 5013 Composition I 3
MUS 5173 Composition II 3
MUS 5613 Composition III 3
MUS 5913 Composition IV 3

Electives 4
Electives are selected with the counsel of the composition faculty and typically include courses in theory, literature, orchestration, conducting, applied music, and instrumental methods courses.

MUSIC THEATER
Faculty: Birdwell, Christensen, Crouse, Herendeen, Holleman, Holst, Keller, McDaniel, Miller, Ragsdale, Reagan-Love

Program of Study Credit Hours: 35(36)
Required Courses: 19
OMT 5223 Music Theater Analysis 3
AMV 5372/5472 Applied Voice 8
MUS 5583 Music Theater Literature Seminar 3
OMT 5482 Graduate OMT Acting 2
THRE 5503 Acting IV: Intermediate Acting, Chekhov 3

One of the following courses is required: 3 (4)
MUS 5323 Opera History I (1600-1850) or 3
MUS 5023 Opera History II (1850-present) or 3
MUS 5213 Twentieth Century Music, Style, and Structure or 3
MUS 5133 Nineteenth-Century Analysis 3

OR Two of the following courses are required:
MUS 5423 Vocal Literature Seminar I: German Leider 3
MUS 5532 Vocal Literature Seminar II: French Melodies 3
MUS 5632 Vocal Literature Seminar III: Italian and Spanish Song 3
MUS 5732 Vocal Literature Seminar IV: Songs in English 3

Other Requirements: 13
OMM 6661 Music Theater Workshop 2
AMGT 5842 Contracts and Management for Performers 2
MUS 6072 Graduate Comprehensive Review Project 2
MUS 5102 Music Research and Writing 2
DANC Electives approved for graduate credit 4

Students must attend dance leveling sessions at the beginning of each semester to enroll in any dance course other than a basic dance course.

Music theater students must demonstrate competency in English diction and must demonstrate competency in basic acting skills prior to enrolling in the graduate acting sequence. Students with advanced acting skills will be allowed to level into advanced acting courses.

OPERA PERFORMANCE
Faculty: Birdwell, Christensen, Crouse, Herendeen, Holleman, Holst, Keller, McDaniel, Miller, Ragsdale, Reagan-Love

Program of Study Credit Hours: 36
Basic Opera Studies/Development: 18
MUS 5033 Advanced Vocal Pedagogy 3
DICT 5352 Advanced German Diction or 3
DICT 5652 Advanced French Diction 3
AMV 5372/5472 Applied Voice 8
OMT 5482 Graduate OMT Acting 2
THRE 5503 Acting IV: Intermediate Acting, Chekhov 3

Integration of Elements of Opera Performance: 4
MUS 5262/5362 Opera Studio 2
AMGT 5842 Contracts and Management for Performers 2

History and Theory: 9
MUS 5113 Theory in Perspective or
MUS 5133 Nineteenth-Century Analysis or
MUS 5213 Twentieth-Century Music, Style, and Structure 3
MUS 5323 Opera History I (1600-1850) 3
MUS 5023 Opera History II (1850-present) 3

Other Requirements: 5
MUS 6071 Recital 1
MUS 6072 Graduate Comprehensive Review Project 2
MUS 5102 Music Research and Writing 2

Opera performance students must demonstrate competencies in English, French, German, and Italian diction.

*Opera performance students must demonstrate competency in acting skills prior to enrolling in the graduate acting sequence. Students with advanced acting skills will be allowed to level into advanced acting courses.

PERFORMANCE
Faculty: Anderson, Birdwell, Christensen, Holleman, Keller, Kelly, McDaniel, Monteiro, Pritchett, Ragsdale, Reagan, Schimek, Steffens, Zieba
Adjunct Faculty: Allen, Arnold, Cain, Fresonke, Harvey-Reed, King, LeBlanc, Owens, Resnick, Scott, von Dreau

Program of Study

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Required Courses</th>
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<tr>
<td>22 (26)</td>
<td>MUS 5113 Theory in Perspective or MUS 5133 Nineteenth-Century Analysis MUS 5213 Twentieth-Century Music, Style, and Structure</td>
</tr>
</tbody>
</table>

Vocal Performance: Two of the following courses are required:
MUS 5422 Vocal Literature Seminar I: German Lieder
MUS 5532 Vocal Literature Seminar II: French Melodies
MUS 5632 Vocal Literature Seminar III: Italian and Spanish Song
MUS 5732 Vocal Literature Seminar IV: Songs in English

Other Requirements: 12 (11)
MUS 6071 Recital 1
MUS 6072 Graduate Comprehensive Review Project 2
MUS 5102 Music Research and Writing 2
Electives selected with advisor 7 (6)

Vocal performance students must demonstrate competencies in English, French, German, and Italian diction.

CONDUCTING
Faculty: Belcik, Ellefson, Mailman, Parker, Willoughby

Program of Study

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Required Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>22 (26)</td>
<td>MUS 5113 Theory in Perspective or MUS 5133 Nineteenth-Century Analysis MUS 5213 Twentieth-Century Music, Style, and Structure</td>
</tr>
</tbody>
</table>

MUS 5142 Conducting Seminar I 2
MUS 5242 Conducting Seminar II 2
MUS 5342 Conducting Seminar III 2
MUS 5542 Conducting Seminar IV 2
AMA 5371-5472 Piano (G2 Level) 2 (1)
MUS 5143 Score Reading and Analysis 3
MUE 5223 Choral Literature Seminar I 3
MUS 5623 Orchestral Literature Seminar 3
MUS 5923 Wind Literature Seminar 3

Other Requirements: 6-9
MUS 6071 Recital 1
MUS 6072 Graduate Comprehensive Review Project 2
MUS 5102 Music Research and Writing 2
Electives selected with advisor 1-4

Conducting students must complete a piano proficiency.
Choral conducting students must demonstrate competencies in English, French, German, and Italian diction.

VOCAL COACHING
Faculty: McDaniel, Koslowske, Osborne

Program of Study

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Vocal Coaching Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>MUS 5422 Vocal Literature Seminar I: German Lieder</td>
</tr>
<tr>
<td>2</td>
<td>MUS 5532 Vocal Literature Seminar II: French Melodies</td>
</tr>
<tr>
<td>2</td>
<td>MUS 5632 Vocal Literature Seminar III: Italian and Spanish Song</td>
</tr>
<tr>
<td>2</td>
<td>MUS 5732 Vocal Literature Seminar IV: Songs in English</td>
</tr>
</tbody>
</table>

In consultation with the advisor, select 4 hours from the following:

| 4 | DICT 5352 Advanced German Diction |
| 4 | DICT 5652 Advanced French Diction |
| 4 | DICT 5452 Advanced Italian and Spanish Diction |
| 4 | DICT 5252 Advanced English Diction |

Applied Music
5372-5472 Piano (8 credit hours) 12
MUS 5752 Keyboard Skills 2
MUS 5882 Opera/Musical Theater Coaching Project 2

Select 6 credit hours from the following with a minimum of 3 hours from the theory area:

| 6 | MUS 5113 Theory in Perspective |
| 6 | MUS 5213 Twentieth-Century Music, Style, and Structure |
| 6 | MUS 5133 Nineteenth-Century Analysis |
| 6 | MUS 5323 Opera History I (1600-1800) |
| 6 | MUS 5023 Opera History II (1800-present) |
| 6 | MUS 5123 Collegium Musicum |
| 6 | MUS 5583 Musical Theater Literature Seminar |

Language Proficiency
Demonstrated proficiency in the pronunciation and translation of English, French, German, and Italian, and thorough knowledge of the International Phonetic Alphabet are required before the student is permitted to enroll in MUS 6072 Recital/Paper. A student should also demonstrate fluency in English and a knowledge of Italian, French, or German equivalent to two years of undergraduate-level study before applying for graduation.
MASTER OF ARTS
THEATRE
TECHNICAL THEATRE—COSTUME DESIGN
TECHNICAL THEATRE—SCENE DESIGN
THEATRE FOR YOUNG AUDIENCES
SCHOOL OF THEATRE

Faculty: Asselin, Bellet, Cochran, Corbett, d’Angelo, Foreman, Marsh, Mooney, Palladino, Pasto
Adjunct Faculty: Adams, Bhaird, DiBello, Fall, Kohlman, Sholer

Program Description
The School of Theatre offers a multidimensional, dynamic program that embodies the convictions of the liberal arts tradition of education—that the student is not just trained in professional skills, but educated as well. Four degree tracks are offered at the graduate level, including a Master of Arts in theatre, a Master of Arts in theatre for young audiences, a Master of Arts in technical theatre—costume design, and a Master of Arts in technical theatre—scene design. Teacher certification in the area of speech/drama/debate can be added to any of these degrees.

The critically acclaimed School of Theatre features curricular and cocurricular programs that boast academic balance, diversity, and broad educational value. In addition to meeting the needs of those students who desire professional theatre preparation, the liberal arts focus of the theatre program builds the intellectual breadth, depth, and creativity necessary for success in any field. Both academic and performance experiences are provided, including a six-show mainstage season, a touring company production, on-camera acting courses and experiences, and upperclass and graduate student presentations. Two of the mainstage plays are staged by adults for children and youth, and a touring company performs for prekindergarten through college-age students throughout the year, making the School of Theatre at Oklahoma City University a unique leader in the area of theatre for young audiences.

The Faculty
The faculty of the School of Theatre comprises theatre professionals carefully chosen based on their educational, teaching, and performance backgrounds and their genuine commitment to student success. Faculty members are active performers, directors, designers, writers, and researchers, but their top priority is teaching.

The faculty is personally supportive and genuinely interested in each student’s program of study, training, and experiences. No classes are taught by graduate students or teaching assistants. The close interaction between professors and students is an invaluable aspect of the educational experience at Oklahoma City University.

Policy for Admission
In addition to meeting the Oklahoma City University graduate admission requirements, Master of Arts in theatre students must be accepted through audition. Admission to the Master of Arts in technical theatre program requires an interview, portfolio, and résumé.

The School of Theatre requires a writing sample from all applicants. Students for whom English is a second language will be required to achieve a score of at least a 55 on the Test of Spoken English. There are also a number of prerequisites that every candidate for admission will be required to have taken or will be required to take at Oklahoma City University in order to be considered for admission into the School of Theatre.

Prerequisites
Prerequisites required by both the theatre and theatre for young audiences tracks include two 3-hour courses of theatre acting, a 3-hour course in directing, two semesters of theatre history, a course in stagecraft or scene design (including backstage crew work), and a course in spoken American voice and diction. Prerequisites required by the Master of Arts in technical theatre—costume design include undergraduate course work in theatre, the history of costume, costume design and construction, costume cutting, pattern drafting and costume construction, as well as costume laboratory experience. Prerequisites required by the Master of Arts in technical theatre—scene design include undergraduate course work in theatre, basic drafting, basic lighting design, the history of costuming, the complete history of theatre, modern drama, stagecraft, and costume design. While all prerequisites are offered at Oklahoma City University, some are offered only at the undergraduate level.

Probation Policy
The School of Theatre follows the university’s academic probation policy. See the Academic Regulations section of this catalog.

Graduation Requirements
Students must earn at least a 3.000 cumulative GPA to graduate. Any course with a grade below C (2.000) cannot be used as part of the minimum number of semester credit hours required for the degree. No more than two grades below B- (2.750) are acceptable on course work.

General Regulations
1. Master of Arts in theatre students are required to audition for all school productions; if cast, they are to make themselves available for all scheduled rehearsals and performances.
2. Students in the School of Theatre must have the permission of the director before accepting outside theatrical engagements.
3. Failure to comply with the university’s and School of Theatre’s academic and general regulations may result in disciplinary action and/or loss of scholarship.
### Theatre (M.A.)

**Degree Requirements**

**Credit Hours:** 32

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATR 5013</td>
<td>Play Structure</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5113</td>
<td>Research and Writing for Theatre</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5161</td>
<td>Graduate Seminar</td>
<td>1</td>
</tr>
<tr>
<td>MATR 5313</td>
<td>Multicultural Theatre</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5413</td>
<td>Theory and Criticism</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5513</td>
<td>Issues in Educational Theatre</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5523</td>
<td>Movement for the Stage or</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5524</td>
<td>Styles of Acting</td>
<td>(3) 4</td>
</tr>
<tr>
<td>MATR 6983</td>
<td>Graduate Project/Paper or Thesis</td>
<td>3</td>
</tr>
</tbody>
</table>

**Electives:**

Approval of advisor required for all electives.

### Theatre—Costume Design (M.A.)

**Degree Requirements**

**Credit Hours:** 35

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATT 5123</td>
<td>Figure Drawing</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5013</td>
<td>Play Structure or</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5313</td>
<td>Multicultural Theatre</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5223</td>
<td>Watercolor or</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5623</td>
<td>Painting</td>
<td>3</td>
</tr>
<tr>
<td>MATT 6573</td>
<td>Costume Pattern Drafting, Cutting, and Construction</td>
<td>3</td>
</tr>
<tr>
<td>MATT 6643</td>
<td>Advanced Pattern Drafting, Cutting, and Construction</td>
<td>3</td>
</tr>
<tr>
<td>MATT 6663</td>
<td>Costume Design Projects</td>
<td>3</td>
</tr>
<tr>
<td>MATT 6763</td>
<td>Technical Problems of Costume Design</td>
<td>3</td>
</tr>
<tr>
<td>MATT 6983</td>
<td>Graduate Project/Paper or Thesis</td>
<td>3</td>
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</tbody>
</table>

**Electives to be taken from the following:**

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<tr>
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<tbody>
<tr>
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<td>3</td>
</tr>
<tr>
<td>MATT 5363</td>
<td>Technical Problems</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5573</td>
<td>Applied Scene Design</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5673</td>
<td>Applied Lighting Design</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5762</td>
<td>Special Design Projects</td>
<td>6</td>
</tr>
<tr>
<td>MATT 6643</td>
<td>Advanced Costume Design</td>
<td>3</td>
</tr>
<tr>
<td>MATT 6983</td>
<td>Graduate Project/Paper or Thesis</td>
<td>3</td>
</tr>
</tbody>
</table>

(Dance classes not to exceed three credit hours.)

### Theatre for Young Audiences (M.A.)

**Degree Requirements**

**Credit Hours:** 32

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
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<tbody>
<tr>
<td>MATR 5013</td>
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<td>Research and Writing for Theatre</td>
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<td>Theory and Criticism</td>
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</tr>
<tr>
<td>MATR 5513</td>
<td>Issues in Educational Theatre</td>
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<tr>
<td>MACT 6013</td>
<td>Children's Theatre</td>
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<tr>
<td>MACT 6102</td>
<td>History of Theatre for Young Audiences, Creative Drama, and Theatre-in-Education</td>
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<tr>
<td>MACT 6113</td>
<td>Creative Drama I</td>
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<tr>
<td>MACT 6212</td>
<td>Creative Drama II</td>
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<tr>
<td>MACT 6313</td>
<td>Acting and Directing for Theatre for Young Audiences</td>
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</tr>
<tr>
<td>MACT 6983</td>
<td>Graduate Project/Paper or Thesis</td>
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</tbody>
</table>

### Technical Theatre—Scene Design (M.A.)

**Degree Requirements**

**Credit Hours:** 35

**Required Courses:**

<table>
<thead>
<tr>
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</thead>
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<td>Technical Problems</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5573</td>
<td>Applied Scene Design</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5673</td>
<td>Applied Lighting Design</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5762</td>
<td>Special Design Projects</td>
<td>6</td>
</tr>
<tr>
<td>MATT 6643</td>
<td>Advanced Costume Design</td>
<td>3</td>
</tr>
<tr>
<td>MATT 6983</td>
<td>Graduate Project/Paper or Thesis</td>
<td>3</td>
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</tbody>
</table>

**Electives to be taken from the following:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATR 5113</td>
<td>Research and Writing for Theatre</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5313</td>
<td>Multicultural Theatre</td>
<td>3</td>
</tr>
<tr>
<td>MATR 5413</td>
<td>Theory and Criticism</td>
<td>3</td>
</tr>
<tr>
<td>MATT 5524</td>
<td>Movement for the Stage or</td>
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</tr>
<tr>
<td>MATT 5524</td>
<td>Styles of Acting</td>
<td>4</td>
</tr>
<tr>
<td>MACT 6013</td>
<td>Children's Theatre</td>
<td>3</td>
</tr>
<tr>
<td>OMT 5183</td>
<td>Opera and Music Theater Acting I</td>
<td>3</td>
</tr>
</tbody>
</table>

(Dance classes not to exceed three credit hours.)
MASTER OF SCIENCE IN NURSING
NURSING ADMINISTRATION
NURSING EDUCATION

MASTER OF SCIENCE
IN NURSING/MASTER OF
BUSINESS ADMINISTRATION

DOCTOR OF NURSING
PRACTICE (DNP)

DOCTOR OF PHILOSOPHY (PhD)
KRAMER SCHOOL OF NURSING

MASTER OF SCIENCE IN NURSING

The Master of Science in Nursing (M.S.N.) degree extends and expands the fulfillment of the missions of the university and Kramer School of Nursing (KSN) already begun by the undergraduate nursing programs by preparing nurses to become effective leaders in service to their communities. Two functional tracks are available for the M.S.N. degree:

Nursing education—designed to prepare the nurse to teach in postsecondary nursing programs, including schools of practical nursing, associate degree programs, and baccalaureate and higher degree programs; and to provide comprehensive patient and/or staff education within the healthcare system.

Nursing administration—designed to prepare the nurse to serve in middle- and upper-management roles, including executive leadership, within healthcare organizations. This track includes courses taken from the Meinders School of Business related to finance and healthcare administration. Part-time or full-time study is available.

Both M.S.N. tracks provide a core of knowledge essential for advanced nursing related to nursing theory, research, and role preparation. Courses in the functional specialties complete the degree and prepare the graduate nurse for advanced practice as an administrator or educator.

All nursing courses are taught by doctorally prepared nurses or nursing leaders with post-master’s education who are advanced specialists in their fields. The program also makes use of practicing professionals from within key areas as adjunct professors who possess doctoral degrees or other special qualifications. In this way, the program achieves the highest level of instruction and mentoring possible to assure an educational experience for students that leaves no doubt of their readiness to assume the role of nurse educator or administrator.

Admission Requirements and Prerequisites

In order to be admitted to the M.S.N. program, the applicant must meet the following qualifications:

- Admission to the university
- B.S.N. from a nationally accredited (“recognized”) nursing program
- Undergraduate cumulative GPA of 3.000 or better or prior completion of a master’s degree in another field
- Completion of a course in health assessment
- Completion of a course in statistics before NURS 6323
- An iBT TOEFL score of 80 or higher with a score of at least 20 on each section if proof of English proficiency is required
- Registered Nurse licensure or the international equivalent

Eligibility Statement

Due to the strenuous nature of nursing and practice orientation of Oklahoma City University’s Kramer School of Nursing program, the school reserves the right to determine the eligibility of any student to enroll or continue in the nursing program. This decision is based on considerations including, but not limited to, characteristics required of a professional nurse. Eligibility is determined by the faculty’s evaluation of a student’s ability to perform the skills necessary to complete the course objectives, and includes attitudinal and behavioral components. These elements are re-evaluated each semester.

Although not required for admission, the following requirements must be met as specified once the M.S.N. student is admitted to the program: health requirements specified by each agency where clinical and practical experiences will occur, including immunizations, background check, drug screening, and health tests.

Academic Probation

Kramer School of Nursing graduate students are subject to the Oklahoma City University graduate probation policy.

M.S.N./M.B.A. Option

Students in the nursing administration track may also earn a Master’s of Business Administration (M.B.A.) degree through the university by completing a total of 66 credit hours for both degrees. Pursuit of the M.S.N./M.B.A. option requires admission to both the Kramer School of Nursing M.S.N. program and the Meinders School of Business M.B.A. program. The student must meet admission requirements for each school. The M.S.N./M.B.A. degree may be worked on sequentially or concurrently and the M.B.A. option may be started at any time.

NURSING EDUCATION TRACK

<table>
<thead>
<tr>
<th>Graduate Nursing Core</th>
<th>Credit Hours: 18</th>
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<tbody>
<tr>
<td>NURS 5003</td>
<td>Communication in Health Professions 3</td>
</tr>
<tr>
<td>NURS 5103</td>
<td>Theoretical Foundations of Advanced Nursing Practice 3</td>
</tr>
<tr>
<td>NURS 5123</td>
<td>Nursing Informatics 3</td>
</tr>
<tr>
<td>NURS 5703</td>
<td>Ethics and Health Care Policy 3</td>
</tr>
<tr>
<td>NURS 6323</td>
<td>Development of Evidence-Based Practice 3</td>
</tr>
<tr>
<td>NURS 6603</td>
<td>Master’s Project 3</td>
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</table>

<table>
<thead>
<tr>
<th>Role Preparation</th>
<th>15</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 5153</td>
<td>The Adult Learner 3</td>
</tr>
<tr>
<td>NURS 5203</td>
<td>Curriculum Development in Nursing Education 3</td>
</tr>
<tr>
<td>NURS 5403</td>
<td>Teaching Strategies for Nursing 3</td>
</tr>
<tr>
<td>NURS 6153</td>
<td>Nursing Education Evaluation Strategies 3</td>
</tr>
<tr>
<td>NURS 6503</td>
<td>Nursing Education Practicum 3</td>
</tr>
</tbody>
</table>
NURSING ADMINISTRATION TRACK
Prerequisites
ACCT 5083 Essential Concepts in Accounting and FIN 5083 Essential Concepts in Finance are prerequisite to FIN 5303 Financial Policy for Managers.

Graduate Nursing Core Credit Hours: 18
NURS 5003 Communication in Health Professions 3
NURS 5123 Theoretical Foundations of Advanced Nursing Practice 3
NURS 5703 Ethics and Health Care Policy 3
NURS 6323 Development of Evidence-Based Practice 3
NURS 6603 Master’s Project 3

Role Preparation 21
NURS 6303 Administration of Nursing Services I 3
NURS 6403 Administration of Nursing Services II 3
FIN 5303 Financial Policy for Managers 3
FIN 6333 Health Care Financial Management 3
MGMT 6723 Medical Law and Regulations 3
MGMT 6733 Strategy, Policy, Standards, and Quality Assurance for Health Care Executives 3
NURS 6623 Nursing Administration Practicum 3

Master’s Thesis or Capstone Project
All M.S.N. students are required to complete a project related to the role function track. Complete guidelines and requirements are specified in the Kramer School of Nursing Student Handbook.

Academic Regulations
M.S.N. students must maintain a 3.000 cumulative GPA to progress without going on KSN probation. M.S.N. students must earn at least a B- (2.750) in courses with a NURS prefix; grades of C+ (2.250) or below are considered failing. This includes independent study nursing courses taken to meet a graduation requirement. In any other required course, the student must have a C (2.000) or higher. The student may have a grade of C (2.000) or C+ (2.250) in only two non-NURS courses required for the degree. Students may repeat only one nursing course. If the student earns a grade of C+ (2.250) or below on the repeated required course or on the first attempt of any other required nursing course, the student will be dismissed from the nursing program. It is strongly recommended that students repeat any failed course at the next available offering. Withdrawal from a nursing course after two-thirds of the semester or session has transpired will be counted as one enrollment toward the course failure requirements described above. Non-attendance of classes does not constitute official withdrawal.

DOCTOR OF NURSING PRACTICE (D.N.P.)
The D.N.P. program facilitates achievement of the university mission by creating expert clinicians with the abilities to affect health care of clients positively, provide leadership in health policy, and translate research into evidence-based practice. Students are provided the opportunity to expand and refine clinical skills by designing advanced practicum experiences that meet their goals.

Admission Requirements and Prerequisites
The Graduate Record Examination (GRE) is not required for admission to a DNP degree program. Applicants must demonstrate competency in word processing, basic spreadsheet use, presentation software, and internet skills.

B.S.N.-to-D.N.P. Admission Criteria for the Family Nurse Practitioner Track
■ Admission to the university
■ Graduate of an accredited baccalaureate nursing program with a cumulative grade point average of at least 3.000
■ Current active licensure as a Registered Nurse in the United States (or the international equivalent)
■ Three letters from professional references, such as an employer, a coworker, or a nursing school faculty member who had the applicant as a student
■ Applicants for the full-time option must have a minimum of one year of professional nursing experience or the equivalent
■ TOEFL score of 550 or higher if confirmation of English proficiency is required
■ A B.S.N.-level health assessment course
■ A personally written essay of 750 words or less describing the role of the nurse practitioner and how the D.N.P. will help the applicant achieve life and career goals
■ A current curriculum vitae

D.N.P.-Completion Program Admission Criteria for Post-Master’s Students
■ Admission to the university
■ Current active Advanced Practice Registered Nurse (APRN) license or approved national certification (international students will be considered on a case-by-case basis relevant to their country’s equivalent)
■ A master’s degree in nursing (or related field for the administration track)
■ Graduate GPA of 3.250 or higher
■ TOEFL score of 550 or higher if confirmation of English proficiency is required
■ A personally written essay of 750 words or less describing how the D.N.P. degree will help the applicant achieve life and career goals
■ A current curriculum vitae
Eligibility Statement
Due to the strenuous nature of nursing and practice orientation of Oklahoma City University’s Kramer School of Nursing programs, the school reserves the right to determine the eligibility of any student to enroll or continue in the nursing program. This decision is based on considerations including, but not limited to, characteristics required of a professional nurse. Eligibility is determined by the faculty’s evaluation of a student’s ability to complete the course objectives, and includes attitudinal and behavioral components. These elements are re-evaluated each semester.

Although not required for admission, the following requirements must be met as specified once the D.N.P. student has been admitted to the program: health requirements specified by each agency where practicum experiences will occur, which may include immunizations, background check, drug screening, and health tests.

Academic Probation
Kramer School of Nursing doctoral students are subject to the Oklahoma City University graduate probation policy.

Residency Requirements for DNP Completion Students
The D.N.P. completion program is designed for individuals who work full-time and who may or may not be geographically located within driving distance of OCU. Therefore, the residency requirement will be met by maintaining year-round (including summers) continuous enrollment (unless on an approved leave of absence) and by coming to campus for all the following:
- On-campus class meetings held once a semester
- Oral defense of capstone project
- Other visits to campus required by faculty that are approved by the program chair

Capstone Project
D.N.P. students are to complete a clinical capstone project based on translational research and evidence-based practice. Complete guidelines and requirements are found in the Kramer School of Nursing Student Handbook.

Academic Regulations
D.N.P. students must maintain a 3.000 cumulative GPA to progress without going on KSN probation. D.N.P. students must earn at least a B- (2.750) in all required courses; grades of C+ (2.250) or below are considered failing. This includes independent study nursing courses taken to meet a graduation requirement. Students may repeat only one nursing course. If the student earns a grade of C+ (2.250) or below on the repeated required course or on the first attempt of any other required course, the student will be dismissed from the nursing program. It is strongly recommended that students repeat any failed course at the next available offering. Withdrawal from a nursing course after two-thirds of the semester or session has transpired will be counted as one enrollment toward the course failure requirements described above. Nonattendance of classes does not constitute official withdrawal. D.N.P. practicum hours are calculated on a ratio of 60 clock hours per credit hour. The D.N.P. must be completed in five years.

DOCTOR OF PHILOSOPHY (Ph.D.)
The Ph.D. degree facilitates achievement of the university mission by preparing expert nurses in the roles of education and research to serve the community, state, and nation in the formation of future nurses and in the advancement of nursing knowledge. While the primary focus of the Ph.D. at Kramer School of Nursing is nursing education, students may opt for a different specialty cognate.

The Ph.D. is 90 credits post-baccalaureate. Students may enter post-B.S.N. or post-master’s. Up to 33 credits from a master’s degree may be applied to the 90 credit total, subject to approval. The Ph.D. program is designed for the working professional. A student taking the recommended six credit hours per semester, including summers, will typically complete the program in 10-12 semesters post-master’s. Students must complete the Ph.D. within 10 years.
All courses in the doctoral programs are taught by doctorally prepared nurses or terminally-degreed professionals in their respective fields. The highest standards in doctoral education are maintained.

**Admission Requirements and Prerequisites**

In order to be admitted to the Ph.D. program, the graduate must meet the following requirements:

- Admission to the university
- Registered Nurse licensure or the international equivalent
- For the B.S.N.-to-Ph.D., a B.S.N. degree from a nationally accredited (“recognized”) nursing program. For the post-master’s Ph.D., a bachelor’s degree and a master’s degree, one of which must be in nursing. Applicants who hold a bachelor’s degree in nursing may have a master’s degree in a field related to nursing.
- Graduate GPA at or above 3.500 on a 4.000 scale if post-master’s. For B.S.N.-to-Ph.D., a cumulative undergraduate GPA of 3.500 or better or completion of a master’s degree in another field.
- One of the following three options: 1) the Graduate Record of Examination (GRE); 2) an approved scholarly paper; or 3) an approved article/paper published in a refereed journal. The GRE score or quality of the paper option selected will be taken into consideration.
- A score of at least 550 is required on the TOEFL if proof of English proficiency is required
- A personally written essay describing how the Ph.D. will help the applicant achieve life and career goals
- A current curriculum vitae

**Eligibility Statement**

Due to the strenuous nature of nursing and practice orientation of Oklahoma City University’s Kramer School of Nursing programs, the school reserves the right to determine the eligibility of any student to enroll or continue in the nursing program. This decision is based on considerations including, but not limited to, characteristics required of a professional nurse. Eligibility is determined by the faculty’s evaluation of a student’s ability to complete the course objectives, and includes attitudinal and behavioral components. These elements are re-evaluated each semester.

Although not required for admission, the following requirements must be met as specified once the Ph.D. student has been admitted to the program: health requirements specified by each agency where any clinical practicum experiences may occur, which may include immunizations, background check, drug screening, and health tests.

**Academic Probation**

Kramer School of Nursing doctoral students are subject to the Oklahoma City University graduate probation policy.

<table>
<thead>
<tr>
<th>Ph.D. Courses</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 7103</td>
<td>Philosophy of Science</td>
</tr>
<tr>
<td>NURS 7113</td>
<td>Advanced Health Care Policy</td>
</tr>
<tr>
<td>NURS 7123</td>
<td>Advanced Theory Development</td>
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<tr>
<td>NURS 7212</td>
<td>Transcultural Health Care</td>
</tr>
<tr>
<td>NURS 7231-3</td>
<td>Grant Writing</td>
</tr>
<tr>
<td>NURS 7243</td>
<td>Organizational and Leadership Theory</td>
</tr>
<tr>
<td>NURS 7303</td>
<td>Advanced Bioethics</td>
</tr>
</tbody>
</table>

**Research and Statistics:**

To be determined in collaboration with the student and faculty advisor. For example, if the student selects a focus in nursing education, the following courses will be required:

| NURS 5153    | The Adult Learner* | 3 |
| NURS 5203    | Curriculum Development in Nursing Education* | 3 |
| NURS 5403    | Teaching Strategies for Nursing* | 3 |
| NURS 6153    | Nursing Education Evaluation Strategies* | 3 |
| NURS 6503    | Nursing Education Practicum* | 3 |
| NURS 7503    | Higher Education Issues and Trends | 3 |
| NURS 7543    | Evaluation of Educational Effectiveness | 3 |
| NURS 8503    | Testing and Measurement | 3 |
| NURS 8513    | Technology in Instructional Design | 3 |
| NURS 8543    | Nursing Education Administration | 3 |

*Taught at the master's degree level

B.S.N.-to-Ph.D. students must also complete master’s level courses leading to the M.S.N.

**Residency Requirements**

The post-master’s Ph.D. program is designed for individuals who work full-time and who may or may not be geographically located within driving distance of Oklahoma City University. The B.S.N.-to-Ph.D. and post-master’s Ph.D. residency requirement will be met by maintaining year-round (including summers) continuous enrollment (unless on an approved leave of absence) and by coming to campus for all the following:

- On-campus class meetings
- Oral defense of candidacy exam
- Oral defense of dissertation proposal
- Oral defense of dissertation
- Other visits to campus required by faculty that are approved by the program chair

**Candidacy**

The purpose of the Candidacy Exam is to demonstrate the student’s ability to synthesize information learned in the doctoral courses taken to that point and readiness for the dissertation. Ph.D. students are to take their candidacy exams after completing all but 12 credit hours of required courses, but before taking NURS 9903 Dissertation Seminar. Complete guidelines and requirements are found in the Kramer School of Nursing Student Handbook.
Dissertation
All students in the Ph.D. program are required to complete a dissertation. Complete guidelines and requirements are found in the Kramer School of Nursing Student Handbook.

Academic Regulations
Ph.D. students must maintain a 3.000 cumulative GPA to progress without going on KSN probation. Ph.D. students must earn at least a B- (2.750) in all required courses; grades of C+ (2.250) or below are considered failing. This includes independent study nursing courses taken to meet a graduation requirement. Students may repeat only one nursing course. If the student earns a grade of C+ (2.250) or below on the repeated required course or on the first attempt of any other required course, the student will be dismissed from the nursing program. It is strongly recommended that students repeat any failed course at the next available offering. Withdrawal from a nursing course after two-thirds of the semester or session has transpired will be counted as one enrollment toward the course failure requirements described above. Nonattendance of classes does not constitute official withdrawal.
COURSE OFFERING KEY

COURSE LISTINGS

APPLIED BEHAVIORAL STUDIES
ACCOUNTING
ARTS MANAGEMENT
ART
COMPUTER SCIENCE
CONDUCTING
CRIMINOLOGY
DANCE
EARLY CHILDHOOD EDUCATION
ECONOMICS
ELEMENTARY EDUCATION
ENERGY LEGAL STUDIES
ENGLISH
FINANCE
GRADUATE EDUCATION
INFORMATION TECHNOLOGY
INTERDEPARTMENTAL
LIBERAL ARTS
MANAGEMENT
MARKETING
MASS COMMUNICATIONS
MOVING IMAGE ARTS
MUSIC DICTION
MUSIC ENSEMBLE
NURSING
NONPROFIT LEADERSHIP
OPERA AND MUSIC THEATRE
PHILOSOPHY
POLITICAL SCIENCE
RELIGIOUS EDUCATION
TEACHING CHINESE TO SPEAKERS
OF OTHER LANGUAGES
TEACHING ENGLISH TO SPEAKERS
OF OTHER LANGUAGES
TECHNICAL THEATRE
THEATRE
THEATRE FOR YOUNG AUDIENCES
THEORY, COMPOSITION AND LITERATURE
COURSE OFFERING KEY

- (fall) This course is offered every fall.
- (fall, odd) This course is offered every other fall on the odd numbered years.
- (fall, even) This course is offered every other fall on the even numbered years.
- (spring) This course is offered every spring.
- (spring, odd) This course is offered every other spring on the odd numbered years.
- (spring, even) This course is offered every other spring on the even numbered years.
- (summer) This course is offered in the summer.
- (TBA) This course is not offered on a regular cycle. Students should contact their academic advisors for more information.

* Denotes cross-listed course (different departments)
+ Denotes dual-listed course (different levels)

Course offering designations are offered only as a guide for long-range planning. All course offerings are subject to change without prior notice. Students are encouraged to contact their academic advisors or the Registrar’s Office for current information on course offerings.

APPLIED BEHAVIORAL STUDIES (ABS)

5091-6 INDEPENDENT STUDY

5213 ISSUES IN MENTAL AND PHYSICAL HEALTH 3 HOURS
This course will explore issues regarding the relationship between physical and emotional health—primarily from mental health, coping, and counseling perspectives. The roles of adjustment, lifestyle, and social factors on stress and wellness are discussed.

5313 SEXUAL ISSUES IN COUNSELING 3 HOURS
This course will focus on psychosexual development throughout the life span, interviewing and counseling techniques, and ethical sexual therapy for sexual dysfunctions, addictions, paraphilias, and challenges related to aging and illness. Prerequisite: ABS admission.

5314 ASSESSMENT I 4 HOURS
Survey tests and measurements for adults and children. Extra fees may be required. Prerequisite: ABS admission.

5363-4 TOPICS 3-4 HOURS

5413 CRISIS INTERVENTION 3 HOURS
Special intervention strategies relevant to counseling will be discussed which may include posttraumatic stress, sexual assault, partner violence, grief and bereavement, and workplace violence.

5503 ADDICTION 3 HOURS
An overview of the addiction process, what constitutes an addiction, and the treatment methods available through counseling and other means.

5513 DEATH AND DYING 3 HOURS
As the last stage in life span development, Death and Dying is an important course to take and an important concept to adjust to. We’ll explore a variety of issues such as coping with chronic illness, death awareness, stages of dying, hospice, suicide, euthanasia, funeral customs, children’s experience, and traumatic death—and their impacts on each individual. Where possible, we will arrange relevant field trips.

5564 MARRIAGE & FAMILY THERAPY 4 HOURS
An overview of the major marriage and/or family counseling theories for use in a variety of settings. Prerequisite: ABS 5713 and permission.

5613 GERONTOLOGY 3 HOURS
Understanding of developmental experiences and their impacts on adjustment. Mental health issues and community resources will be a primary focus. Intervention strategies from a counseling perspective will be discussed.

5703 BEHAVIOR PATHOLOGY 3 HOURS
This course further investigates abnormal human behavior and dysfunction as it relates to the DSM disorders. Schizophrenia, neurosis, psychosis, multiple personality, and depression are among the topical issues studied. Prerequisite: ABS admission.

5713 COUNSELING THEORIES 3 HOURS
Traditional theories and techniques of counseling will be covered as well as the personality theory underlying them. This course will address how to move from theory to practice. Development of basic counseling skills and awareness of self will be covered. Extra fees may be required. Prerequisite: ABS admission.

5813 CAREER DEVELOPMENT 3 HOURS
This course will focus primarily on life style and career choice, the decision making process, career counseling, and vocational choice. Prerequisite: ABS admission.

6314 ASSESSMENT II 4 HOURS
Administration, scoring, and interpretation of personality and intelligence tests. Primarily for adults and children. Extra fees may be required. Prerequisite: ABS 5314.

6513 SOCIOCULTURAL FOUNDATIONS 3 HOURS
This course will explore multi-cultural counseling, socio-cultural theories, research, and practice in society. Other areas covered will be the inherent diversity of individuals including gender, race, culture, religion, communication and work styles, beliefs, values, and socioeconomic status, as well as the impact of society and culture on behavior. Prerequisite: ABS admission.

6714 ADVANCED COUNSELING TECHNIQUES 4 HOURS
A more detailed investigation of theories and techniques of counseling. This course will focus on the more structured and systematic techniques for psychotherapeutic intervention. For graduate students in counseling. Prerequisite: ABS 5713 and permission.

6743 GROUP PROCESS 3 HOURS
This course includes a theoretical and experiential component to group process, group dynamics, and group counseling. Examples of skills and concepts discussed include group formation, communication, stages of group growth, problem solving, cohesion, team building, leadership, decision making, and conflict resolution. Prerequisite: ABS admission.

6776 PRACTICUM 6 HOURS
Field experience in professional counseling whereby students will provide introductory counseling services in a mental health clinic, counseling center, or other human services agency. A minimum of 150 clock hours are required. Prerequisite: 33 ABS hours, plus candidacy status.
6813 PERSONALITY & HUMAN DEVELOPMENT 3 HOURS
This human growth and development course will cover personality and development throughout the entire life span. Prerequisite: ABS admission.

6903* RESEARCH METHODS 3 HOURS
See GRE 6903. Prerequisite: ABS admission.

6975 PROFESSIONAL ORIENTATION/Ethics 5 HOURS
Relevant ethical issues studied will include confidentiality, privacy, multiple relationships, supervision, the counseling relationship, and research. Codes of ethics, standards of practice, and preparation will be covered. This course will also include the capstone project. Prerequisites: 24 hours of ABS course work.

6979 INTERNSHIP 9 HOURS
Advanced field experience in counseling whereby students will provide direct face-to-face intervention and diagnostic assessment with clients under the auspices of an on-site supervisor. The internship is to be taken toward the end of the master's degree in counseling. A minimum of 300 clock hours are required. Prerequisite: ABS 6776.

ACCOUNTING (ACCT)

5013, 5083* ESSENTIAL CONCEPTS IN ACCOUNTING 3 HOURS
Basic concepts of financial and managerial accounting from a user perspective; topics include form and content of basic financial statements, financial statement analysis, and accounting differences among service, retail, and manufacturing.

*ACCT 5083 is available for enrollment by MSN/Nursing Administration track students only

5113 FINANCIAL REPORTING AND ANALYSIS 3 HOURS
Focuses on examining financial statements to understand the meaning and impact of alternative accounting principles, to critically evaluate the quality of the information, to interpret ratios in real world situations, and to estimate future earnings and valuation. Prerequisite: ACCT 3123, Tax Track, or M.B.A. Status. (fall, summer I)

5123 ACCOUNTING THEORY 3 HOURS
Study and evaluation of alternative theory, practices, and generally accepted accounting principles of financial accounting and the bases for conclusions reached by the Financial Accounting Standards Board and other financial accounting standard-setting bodies. Prerequisite: ACCT 3123. (fall)

5191-3 SPECIAL TOPICS IN FINANCIAL ACCOUNTING 1-3 HOURS
A variable-credit course designed to meet the needs of students with specific interest in a specialized financial accounting topic. (TBA)

5213 CORPORATE GOVERNANCE, SOCIAL RESPONSIBILITY, ETHICS, AND ENTERPRISE RISK MANAGEMENT 3 HOURS
Covers the provisions of the Sarbanes-Oxley Act of 2002, which include changes in corporate governance and the documentation, review, and testing of internal controls related to the safeguarding of corporate assets. It also addresses the ethical environment and choices of accountants today. Prerequisite: ACCT 4313, MGMT 2213. (spring)

5223 FORENSIC ACCOUNTING 3 HOURS
Overview of the methodology of fraud examination including prevention, detection, and investigation concerning occupational fraud, financial reporting fraud, and asset misappropriation. Prerequisite: ACCT 4313. (spring)

5233 COST ACCOUNTING APPLICATIONS 3 HOURS
Application of cost topics to real-world situations and analysis of problems and communication of solutions within a business context. Prerequisite: ACCT 2213. (spring)

5243 TAX RESEARCH AND ETHICS 3 HOURS
Nature of the various legal tax authorities and application to simulated client situations. The ethical implications of professional and governmental practice standards will be addressed. Prerequisite: ACCT 3413, ACCT 4413 or permission. (fall)

5313 AUDITING POLICIES, FRAMEWORKS, AND PRACTICES 3 HOURS
Application of technical auditing skills and techniques based on mastery and interpretation of AICPA and PCAOB auditing standards and pronouncements as well as contemporary frameworks for enterprise risk management and fraud prevention and detection. Topics include latest methods involved in audit planning, control structure review, procedures selection, procedural execution, and communication of audit findings and results. Prerequisite: ACCT 4313 (fall)

5403 ACCOUNTING FOR MANAGERS 3 HOURS
The generation, communication, and use of accounting data to assist management in product costing, planning, control, and decision making. This course is for M.B.A. students only and cannot be credited toward the M.S.A. degree. Prerequisite: ACCT 5013 or ACCT 2113 and ACCT 2213.

5413 ENTITY TAXATION 3 HOURS
Introduction to issues pertaining to the subchapter C corporate structure, consolidated corporations, multistate corporations, partnerships, S corporations, trusts and estates, and exempt entities. Taxation of international transactions, including transfer pricing. Various computer research projects, preparation of a subchapter C corporate return, a partnership return, a subchapter S corporate return, and a trust return. Participation in a group that prepares and presents a discussion of a technical tax topic is also required. Prerequisites: ACCT 3413, ACCT 4413, Financial Leadership Track or M.B.A. status. (fall, summer II)

5423 TAX PROCEDURE 3 HOURS
Examines federal tax procedure at the administrative level and in litigation; organization of the I.R.S.; legal and practical aspects of Treasury regulations; administrative rulings; closing and compromise agreements; deficiency and jeopardy assessments; waivers; refund claims; mitigation of statute of limitations; tax collections; civil penalties; and the rights and privileges of the taxpayer. Prerequisite: ACCT 3413, ACCT 4413, or permission. (spring)

5433 CORPORATE TAXATION 3 HOURS
Examines the taxation of corporations and their shareholders, corporate formation, capital structure, transactions between corporations and their shareholders, transfers to corporation, dividends and other distributions, stock redemptions and liquidations, stock dividends, corporate reorganizations and divisions, carryovers of tax attributes, limitations on carryovers. Prerequisite: ACCT 3413, ACCT 4413 or permission. (fall)
5443 PASS-THROUGH ENTITY TAXATION 3 HOURS
Examines the taxation of flow-through entities, including partnerships, S corporations, limited liability partnerships (LLPs), and limited liability companies (LLCs). With respect to partnerships, explores tax problems of the organization and operation of partnerships including the treatment of partnership distributions, withdrawal of a partner during his or her lifetime, dissolution of the partnership, sales or exchanges of partnership interests. With respect to S corporations and LLCs, explores entity classification and the formation and operation of both entity forms, including eligibility, election, revocation, termination, and accounting rules. Prerequisite: ACCT 3413, ACCT 4413 or permission. (spring)

5491-3 SPECIAL TOPICS IN TAXATION 1-3 HOURS
A variable-credit course designed to meet the needs of students with specific interest in a specialized taxation topic. (TBA)

5513 ACCOUNTING INFORMATION SYSTEMS AND EDP CONTROL 3 HOURS
This course covers computer-based accounting and related integrated systems and software. Reporting objectives, transaction trails, security, documentation, and internal EDP controls are emphasized. Prerequisite: ACCT 4313, IT 1003.

5593 ACCOUNTING FOR MANAGERS IN ENERGY BUSINESS 3 HOURS
Accounting skills needed for the acquisition, production/depletion and retirement of oil and gas properties. Differences between full cost and successful efforts accounting methods. Discussion of accounting for joint ventures, taxation of oil and gas properties, analysis of financial statements and disclosures issued by oil and natural gas firms. Prerequisites: ACCT 5013, ACCT 2113 or ACCT 2213. (TBA)

ARTS MANAGEMENT (AMGT)

5742 CONTRACTS AND MANAGEMENT FOR PERFORMERS 2 HOURS
For the student planning a professional performance career, this course is designed to provide basic but important information about contract law for performers, organizational structures in the performing arts, performing arts unions, artist agents and managers, unemployment insurance, and workers' compensation. M.F.A. in dance or as required by graduate degrees. (fall)

ART (ART)

5003 ART THEORY 3 HOURS
The emphasis of this course is based on the critical thinking associated with the aesthetic vocabulary of criticism, historical art theories and contemporary movements. Students will develop the skills necessary to articulate and defend a critical position about artists and works of art through writing. Students will enhance their analytical skills and bring a greater sophistication to using art theories and specific vocabulary when describing works of art in a variety of media.

5023 BEGINNING PAINTING 3 HOURS
This course provides an introduction to the application of various techniques and processes of oil painting.

5043 INTRODUCTION TO SCULPTURE 3 HOURS
Explore the Basic methods and techniques of various sculptural and three-dimensional designs. Emphasis is on three-dimensional composition and form.

5063 DIGITAL PHOTOGRAPHY 3 HOURS
This is an introductory course in the digital image-making process. A strong emphasis is placed on understanding the digital SLR, point and shoot cameras, lighting, scanning, printing, and basic Adobe Photoshop as it relates to photography. A digital camera is required for this course. Prerequisite: none; however, a basic course in film photography is extremely helpful. Lab fee required. (spring)

5123 PRINTMAKING 3 HOURS
This course provides a variety of printmaking experiences including intaglio, relief printing, serigraphy, and monotypes.

5143 FOUNDATION DRAWING 3 HOURS
Using light and shadow, proportions, texture, perspective, and various techniques. Learning to see! The coordination of eye, hand and mind.

5163 ART CAPSTONE 3 HOURS
Instructor's permission required prior to enrollment.

5203 INTERMEDIATE PHOTOGRAPHY 3 HOURS
This is continuation of Basic Film Photography and includes special lighting and filter techniques.

5213 BUSINESS OF ART 3 HOURS
Principles of investment and selling art, including portfolio, exhibition, and business information.

5223 LIFE DRAWING I 3 HOURS
Working with the complexities of the nude human figure and dealing with the proportions, values, forms, anatomy, various techniques, and media included in this discipline. Loosening and the drawing style toward more facility.

5443 INTRODUCTION TO CERAMICS 3 HOURS
Introduction to the basic skills necessary to produce a finished piece of pottery. Techniques include pinch, coil, slab work, and basic throwing on the potter's wheel. Techniques and information about glazes, clay, kilns, and tools are included.

5603 BASIC FILM PHOTOGRAPHY 3 HOURS
This is an introductory course in fine art black and white film photography. Strong emphasis is placed on camera functions, acquiring the negative, and film and print processing. The goal is to establish an understanding of photography aesthetics while building work skills in camera and darkroom techniques. A short introduction to digital photography is given. Students must provide a camera with manual capabilities. Lab fees required. (fall)

5803+ SPECIAL TOPICS: CERAMICS 3 HOURS
Continuation course for those studying ceramics and the craft of clay working; development of ceramics forming and glazing skills; emphasis on visual form and creative problem solving. May be dual-listed with ART 3803.

6163 GALLERY TECHNIQUES 3 HOURS
Students are introduced to techniques of art-handling as well as art exhibition, installation, and reparation. Course includes practicum and reading problems.

88 GRADUATE COURSE DESCRIPTIONS
COMPUTER SCIENCE (CSCI)

5003 INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING 3 HOURS
A rapid review of fundamental programming concepts and techniques followed by an introduction to object-oriented concepts, design, and programming. The completion of programming assignments will comprise a significant portion of the course. Two hours of lecture and two hours of lab per week. Prerequisite: experience in programming in a high-level language.

5103 THEORY OF COMPUTING 3 HOURS
A course on the theoretical foundations of computation. Topics include finite-state machines, regular languages, context-free grammars, push-down automata, Turing machines, decidability, and complexity theory. Prerequisites: one language beyond Basic (C or C++ preferred) and MATH 3503.

5203 LOGIC FOR COMPUTER SCIENCE 3 HOURS
A survey of historical and modern logic with emphasis on applications in computer science. Topics include Boolean algebra, truth tables, verification of argument validity, development of proofs using prepositional and first-order predicate logic, the correctness and completeness of first-order logic, normal forms, and Herbrand's theorem. Automated proof techniques such as resolution and unification are covered. Additional material covered may include topics such as fuzzy logic and multivalued logics. Prerequisites: CSCI 3503.

5303 EMBEDDED AND REAL-TIME OPERATING SYSTEMS 3 HOURS
A continuation of CSCI 4313. Additional topics include device I/O, interrupts, timers, task scheduling, and hardware OS. Two hours of lecture and one hour of lab each week. Prerequisite: CSCI 4313. (TBA)

5403 SOFTWARE ENGINEERING 3 HOURS
A study of the principles and techniques for methodical construction of quality software. Topics include software requirements specification, programming paradigms, module specification techniques, testing and validation procedures, and proof of program correctness. An individual or team project may constitute a significant part of the course. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 3114 and CSCI 5003.

5413 ALGORITHM DESIGN AND ANALYSIS 3 HOURS
A study of the analysis of algorithms and the application of analysis on the design of efficient algorithms. The course treats both the derivation of primarily theoretical results and the practical task of designing efficient algorithms. Topics include: sorting, tree structures, graph algorithms, NP-completeness, dynamic programming, greedy algorithms, distributions and Markov processes, and a brief introduction to parallel algorithms. Prerequisites: CSCI 3114 and CSCI 3503.

5503 COMPUTER ORGANIZATION AND ARCHITECTURE 3 HOURS
A study of the structure, organization, and logical design of computers from an advanced perspective. Topics include digital arithmetic and logic, computer structures, machine cycles, interrupts, memory organization, I/O schemes, the integration of operating systems, instruction sets, and addressing. No prior knowledge of electronics is presumed. Two hours of lecture and two hours of lab each week. Prerequisite: At least one programming language.

5513 COMPUTER SYSTEM ARCHITECTURE 3 HOURS
A study of high-performance computer architectures. Topics may include a study of instruction set architecture, instruction execution, synchronization, micro-operations, global memory, parallel processing, overlap and pipeline processing in a von Neumann type architecture, “RISC” architectures, and supercomputers. Prerequisite: CSCI 5503. (fall)

5603 DATABASE DESIGN 3 HOURS
A quantitative study of the tools and methodology of database design. The intent is to equip students to design a conceptual database, specify its implementation, and predict the performance of the system when implemented. Topics include B- security trees, database structures and schemas, advanced query languages, and system performance. Students may be asked to pass an entry exam before enrollment is allowed. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 3613.

5703 ARTIFICIAL INTELLIGENCE 3 HOURS
A study of artificial intelligence techniques including concept learning, state-space problem solving, searching AND/OR trees and graphs, genetic algorithms, and resolution. Programming exercises in C++ and/or LISP and PROLOG are assigned. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 5203. (TBA)

5803 COMPUTER GRAPHICS 3 HOURS
An integrated study of the software, data structures, mathematics, and algorithms of image manipulation, computer graphics, and computer-assisted design. Topics include raster techniques, geometric transformations of two and three dimensions, object modeling, illumination models, shading models, basic animations, and computer-assisted design. Topics include raster techniques, geometric transformations of two and three dimensions, object modeling, illumination models, shading models, basic animations, and strategies for creating representations of three-dimensional objects. Two hours of lecture and two hours of lab each week. Prerequisite: MATH 2104 or equivalent proficiency in calculus and analytic geometry. (TBA)

5981-6 M.S. DEGREE PROJECT 1–6 HOURS
A major project to be completed under the supervision of a member of the graduate faculty. The project proposal must be approved by the graduate faculty prior to enrollment in the course. The course may be repeated for a maximum of 6 semester hours of credit. Permission of instructor required.

6003 COMPUTER SCIENCE GRADUATE CAPSTONE 3 HOURS
A capstone course required of all graduate computer science students. Students are required to develop a presentation on some current topic in computer science. The course also includes assessment and assessment-oriented topics. Should be taken in the student's final semester.

6063 SPECIAL TOPICS 3 HOURS
A graduate seminar presenting state-of-the-art research topics in computer science. Course content varies at the professor's discretion. Prerequisites: as designated by the professor. (TBA)

6203 ADVANCED OBJECT-ORIENTED PROGRAMMING 3 HOURS
An advanced study of object-oriented programming and design concepts. Subjects include classes, methods, polymorphism, inheritance, and object-oriented design. C++ and Smalltalk are studied in depth. Other object-oriented languages discussed include Java. A group project is required. Two hours of lecture and two hours of lab each week. Prerequisites: CSCI 5403 and Proficiency in C++ or CSCI 4303. (fall)
6303 DISTRIBUTED OPERATING SYSTEMS 3 HOURS
A continuation of CSCI 4313. Additional topics include telecommunications, networking, naming, consistency and replication, fault tolerance, and security. The client/server architecture is covered in detail. Encoding, entering, and running programs comprise a significant part of the course. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 4313.

6403 ADVANCED ALGORITHM DESIGN 3 HOURS
A study of advanced techniques in algorithm design. This course has a primary focus on the issues and techniques of parallel programming. The lab component of the course provides for practice of the examined techniques and algorithms. Topics include string processing, compression, encryption algorithms, and integral transformations. Other topics may include geometric algorithms, parsing, probabilistic algorithms, and linear programming. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 5413. (spring)

6503 COMPUTER NETWORK ARCHITECTURE 3 HOURS
An advanced study of the architectural principles and specific mechanisms required for the exchange of data among computers, terminals, and other data processing devices. Topics include architecture, access protocols, and internetworking. Two hours of lecture and two hours of lab each week. Prerequisites: CSCI 4313 and CSCI 5503. (spring)

6603 POSTRELATIONAL DATABASE SYSTEMS 3 HOURS
A study of emerging database technologies. Topics selected from object-oriented databases, multidatabase systems, data warehousing, Web-enabled databases, intranet databases, XML databases, and/or other new database developments. Prerequisites: CSCI 3114 and CSCI 5603. (spring)

6613 INTELLIGENT DATABASE SYSTEMS 3 HOURS
A continuation of MS 5603. This course presents advanced database system concepts, including current and future trends. Programming projects and library research are required. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 5603. (fall)

6703 KNOWLEDGE DISCOVERY TECHNIQUES 3 HOURS
This course presents the mathematical basis of a variety of knowledge discovery techniques and their implementation on computers to model multidimensional data. In the laboratory, students analyze large matrix and database data using application programs and programs they write in C++, Matlab, and Oracle. Two hours of lecture and two hours of lab each week. Prerequisite: CSCI 5203. (spring)

6981-6 M.S. DEGREE RESEARCH 1–6 HOURS
Research to be completed under the supervision of a member of the graduate faculty. The research proposal must be approved by the graduate faculty prior to enrollment in the course. The course may be repeated for a maximum of 6 semester hours of credit.

DANCE (DANC)

5091+ PARTNERING 1 HOUR
The study of finely balanced maneuvers performed by a female dancer with the assistance of a male partner. This class is offered both for the classical ballet technique and for the music theater stage. Open to students with dance degree requirements only. (fall, spring)

5111+, 5311+, BASIC MOVEMENT:
5511+ BALLET, JAZZ, TAP 1, 1, 1 HOUR
Introductory courses to ballet, jazz, or tap technique for the beginner. Dance department permission required. (fall, spring)

5211+, 5411+, BEYOND BASIC MOVEMENT:
5611+ BALLET, JAZZ, TAP 1, 1, 1, HOUR
Prerequisite: The Basic Movement class in the same technique. Dance department permission required. (fall, spring)

5191+ POINTE 1 HOUR
Pointe technique taught with specific attention to uses in American music theater dance sequences. Open to students with dance requirements only. Dance department permission required. (fall, spring)

5193+ BALLET A 3 HOURS
Leveled technique classes concerned with ballet especially as it relates to the American musical theater stage. Classes are taught as movement labs and include academic assignments. Prerequisite: Leveling and approval by the dance department. (fall, spring)

5293+ BALLET B 3 HOURS
Leveled technique classes concerned with ballet especially as it relates to the American musical theater stage. Classes are taught as movement labs and include academic assignments. Prerequisites: Leveling and approval by the dance department. (fall, spring)

5391-2+ JAZZ A 1-2 HOURS
Leveled courses designed to familiarize students with the styles and innovations of twentieth-century American jazz dance. Prerequisite: Leveling and approval of the dance department. (fall, spring)

5491-2+ JAZZ B 1-2 HOURS
Leveled courses designed to familiarize students with the styles and innovations of twentieth-century American jazz dance. Prerequisite: leveling and approval of the dance department. (fall, spring)

5591+ TAP A 1 HOUR
Leveled courses using the techniques and terminology of tap steps, combinations, and dances as used in music theater. Prerequisite: Leveling and approval by dance department. (fall, spring)

5551+ TAP B 1 HOUR
Leveled courses using the techniques and terminology of tap steps, combinations, and dances as used in music theater. Prerequisite: Leveling and approval of the dance department. (fall, spring)

5991+ THEATER DANCE 1 HOUR
This course is designed to expose the dancer to the dynamic style pieces used in music theater choreography. One section focuses on rhythm tap and tap improvisation. (fall, spring)
MUSIC DICTION (DICT)

5252 ADVANCED ENGLISH DICTION 2 HOURS
In-depth study of lyric English diction, including various theories for approaching the singing of English in opera, art song, and musical theater. Dialect variations are introduced. (spring, odd)

5352 ADVANCED GERMAN DICTION 2 HOURS
In-depth study of German diction. (fall, odd)

5452 ADVANCED ITALIAN AND SPANISH DICTION 2 HOURS
In-depth study of lyric Italian and Spanish diction, including dialects. (fall, even)

5652 ADVANCED FRENCH DICTION 2 HOURS
In-depth study of French diction. (spring, even)

EARLY CHILDHOOD EDUCATION (ECED)

5022 MONTESSORI PROJECT I 2 HOURS
The goals of this course are to enable teachers to observe young children objectively and to design materials to offer a more individualized approach to learning for Early Childhood teachers. (fall)

5113 SENSORY MOTOR LEARNING 3 HOURS
This course examines the relationships among motor, intellectual, and ego development. Activities designed for independence and responsibility are presented with opportunities for teachers to structure these activities for their classrooms. An introduction to movement exploration for young children is part of the course. (summer)

5122 MONTESSORI PROJECT II 2 HOURS
The goals of this course are to enable teachers to observe young children objectively and to design materials to offer a more individualized approach to learning for Early Childhood teachers. (spring)

5163 MONTESSORI SEMINAR I 3 HOURS
Weekend seminar taken with approved Montessori Internship only. Permission of the Montessori coordinator is required. (fall)

5203 PERCEPTUAL DEVELOPMENT 3 HOURS
This course explores perceptual development in children three to six years of age, including visual, auditory, and kinesthetic perception. The Montessori sensorial activities are demonstrated and teachers of preschool, kindergarten, and primary children are shown activities they can use in their classrooms to enhance perceptual development. (summer)

5213 LANGUAGE AND READING DEVELOPMENT 3 HOURS
This course considers the developing ability of children between the ages of three and eight to use oral and written symbol systems as effective means of communication. The writings of Piaget, Montessori, Luria, Bruner, and other educators and psychologists are discussed, and the interfaces among reading, writing, and speaking are explored. (summer)

5242 MATERIALS CONSTRUCTION AND DESIGN 2 HOURS
The goals of this course are to enable teachers to observe young children objectively and to design materials to offer a more individualized approach to learning. (summer)

5263 MONTESSORI SEMINAR II 3 HOURS
Weekend seminar taken with approved Montessori Internship only. Permission of the Montessori coordinator is required. (spring)

5303 EVALUATION OF YOUNG CHILDREN 3 HOURS
This course provides an understanding of the evaluative process of young children. Various tests and diagnostic instruments are presented that assess the social maturity, developmental levels, and intellectual ability of young children. The student learns to analyze a test and set up an individualized program. An important aspect of the course is evaluation of the current issues related to the testing of young children. A comprehensive diagnostic and prescriptive case study is developed. (spring, summer)

5504 PSYCHOLOGICAL BASES OF LEARNING AND GUIDING YOUNG CHILDREN 4 HOURS
This course examines the many variables involved in learning as well as contemporary ideas related to the learning process. The theoretical approaches for guidance in teaching the young child are analyzed. For upper-division students with permission. Early Childhood majors take a 3 hour course. Montessori majors take a 4-hour course. (summer)

ELEMENTARY EDUCATION (ELED)

5002 MONTESSORI OVERVIEW 2 HOURS
This course focuses on Montessori's philosophy of educating children ages three through six. It provides an objective view of the Montessori approach and seeks to place the ideas of Dr. Montessori in the context of contemporary psychological and educational thought. (summer)

5104 MONTESSORI ELEMENTARY MATHEMATICS I 4 HOURS
The Montessori curriculum for the child ages six to nine, including the concept of number and quantitative relationships for fundamental operations, the laws of arithmetic, fundamental operations, and fractions are presented. The philosophy behind the Montessori approach to mathematics and how it relates to child development are covered. (summer)

5163 MONTESSORI SEMINAR I 3 HOURS
Variable-content seminar focusing on particular elements of the Montessori curriculum, including geometry. (fall)

5212 MONTESSORI ELEMENTARY GEOMETRY 2 HOURS
Beginning geometry for children ages three to nine in the Montessori elementary classroom. (summer)

5214 MONTESSORI ELEMENTARY LANGUAGE I 4 HOURS
The Montessori philosophy of language development and the Montessori language curriculum for children ages six to nine are offered. Included are oral language, reading and writing, and gram-
mar functions. Other newer approaches to language curriculum, including children's writing and literature and how they interface with Montessori's curriculum, are presented. (summer)

5263  MONTESSORI ELEMENTARY SEMINAR II  3 HOURS
Variable-content seminar focusing on a particular element of the Montessori curriculum, including more geometry, the computer, and classroom management. (spring)

6103*  FOUNDATIONS OF READING  3 HOURS
Advanced study in the process of reading, skill developments, reading instruction, and learning theory as it applies to reading education. Cross-listed TESL 6103. (fall)

6304  MONTESSORI ELEMENTARY SCIENCE AND SOCIAL STUDIES I  4 HOURS
The Montessori philosophy and approach as it relates the child to his or her own culture is presented, including the study of history, biological sciences, and practical life exercises. (summer)

ECONOMICS (ECON)

5043  ESSENTIAL CONCEPTS IN STATISTICS AND COMPUTER APPLICATIONS  3 HOURS
This course covers introductory statistical techniques such as the collection, organization, summarization, and presentation of data and a brief overview of probability concepts and distributions. It then proceeds with sampling distributions, hypothesis testing, simple and multiple regression, analysis of variance (ANOVA), and nonparametric methods along with computer applications utilizing these concepts. It introduces the use of a spreadsheet. (fall, spring)

5053  ESSENTIAL CONCEPTS IN MACRO AND MICROECONOMICS  3 HOURS
This course has the dual purpose of providing review for those students with previous study and serving as an introductory course for others. The subject matter reflects major concepts found in traditional introduction to macro- and microeconomic courses. Unlike traditional courses, however, emphasis is on a number of selected topics that research efforts indicate are often used by management in large American corporations. In addition, there are a number of concepts that these efforts indicate are not used extensively yet could be—and, perhaps, should be—understood by managers. For this reason, these topics are also emphasized. As an additional objective of the course, attempts are made to integrate or relate these concepts to areas of business study such as management and finance. (fall, spring)

5213  MANAGEMENT SCIENCE AND QUANTITATIVE ANALYSIS  3 HOURS
This course is concerned with efficiency and effectiveness in operating manufacturing facilities as well as service-oriented operations. This course involves the study and application of techniques of operations as analytical tools in solving managerial problems that occur in the business world. This includes learning about topics such as linear allocation models and allocating resources, network models, inventory control, and computer simulation, forecasting with a strong emphasis on quantitative models that help managers to make decisions. Prerequisite: ECON 5043 or ECON 2123 and IT 5603. (fall, spring)

6213  ENERGY ECONOMICS  3 HOURS
Basic overview of energy economics. Short- and long-term resource management by a firm, alternative energy sources and their economic management including nuclear, solar, wind, and geothermal power. Sustainability. Economics of the hydrocarbon industry, calculation of net present value of futures reserves. Prerequisite: FIN 5303 (TBA)

ENERGY LEGAL STUDIES (ELAW)

5153  LEGAL RESEARCH AND CITATION  3 HOURS
Explores principles of legal research into case, statutory, constitutional, and administrative law materials. Includes introduction to the kinds of law books; use and patterns of law books; methods of finding and citing legal materials; use of research tools such as digests, legal encyclopedias, legal periodicals, government documents, indexes, citators, treatises, and social science periodicals related to law. Provides training in and experience with computer-assisted legal research, write case briefs, and are exposed to basic concepts in legal analysis.

5253  LEGAL WRITING AND ANALYSIS  3 HOURS
Builds on skills learned in ELAW 5153 Legal Research and Citation. Emphasis on reading, analyzing, and applying the law found in the various legal sources. Includes the major kinds of legal writing: case briefs, office and court memoranda, and briefs. Computerized legal search methods are utilized. Includes writing legal briefs and memoranda that integrate research, writing, and citation skills. Prerequisite: ELAW 5153

5353  CONTRACTS  3 HOURS
Overviews the law of contracts from common law through statutory developments such as the Uniform Commercial Code and the Restatement of Contracts. Focuses on contract formation, drafting terms and conditions, contract interpretation and contract enforcement under Oklahoma law. Prerequisite: MGMT 5703

5453  NEGOTIATION AND DISPUTE RESOLUTION  3 HOURS
Overviews methods to address multiparty and biparty disputes in the business environment, including negotiations, mediation, arbitration, and court actions. Emphasis on understanding theory and practice of negotiation and mediation skills.

6513  WILLS, TRUSTS, AND ESTATE PLANNING  3 HOURS
Introduction to wills, trusts, estates and methods of disposing of estates by will, life insurance, inter vivos arrangements, and consideration of resulting tax and administrative problems. Also focuses on gathering and analyzing facts in the planning and
drafting of trusts, wills, and related documents. Analyzes basic principles of federal estate and gift taxation, including computation of the taxable estate, transfers in contemplation of death, transfers with retained interests or powers, joint interests, life insurance proceeds, property subject to powers of appointment, the marital deduction, and the unified credit. Prerequisite: MGMT 5703

6523  PROPERTY  3 HOURS
Overviews the law of real and personal property, the rights, powers and obligations of owners and possessors; an introduction to private and public regulation of the use of land; and an introduction to real estate transactions. Focuses on practical application of property law to real estate transactions, mortgages, acquiring and holding real and personal property, easements, deeds, present and future interest, and leaseholds.

6533  LEGAL PRINCIPLES OF OIL AND GAS  3 HOURS
Investigates the fundamentals of oil and gas law and contracts used principally in oil and gas drilling, production, and marketing operations. Includes study of oil and gas leases on federal, Indian, and state lands; regulatory procedures for and legal effects of pooling and unitization on private and federal lands; purpose, structure, and judicial interpretation of oil and gas instruments; impact of environmental law on oil and gas exploration and production, rights of mineral ownership, owner-lessee, and lessee transfers of interest, correlative rights, and major clauses of the oil and gas lease, implied covenants, and problems incident to conveyances of interests in the mineral estate. Prerequisite: MGMT 5703

6543  ENVIRONMENTAL LAW  3 HOURS
Statutory, administrative, and case law concerning the protection of environmental quality in the United States including basic principles, policies, and procedures as embodied in federal and state regulatory programs. Also considers the role of public administrative agencies and courts in resolving environmental issues including water and air pollution, surface mining and reclamation, and hazardous waste management and disposal. Prerequisite: MGMT 5703

6553  CORPORATIONS, AGENCY AND PARTNERSHIPS  3 HOURS
Overviews incorporated and unincorporated business associations and their operational differences under Oklahoma law, including agency relationships, general partnerships, and limited partnerships. Includes an overview of the statutory and common law governing corporations and limited liability companies and related securities laws. Focuses on the formation and operation of these entities and the legal duties and liabilities of their owners and managers under Oklahoma law. Prerequisite: MGMT 5703

ENGLISH (ENGL)

5023+  FICTION: FORM AND TECHNIQUE  3 HOURS
An advanced creative writing class. Explores the process of fiction writing and the artistic demands associated with its forms: microfiction, epistolary story, vignettes, and so on. How various elements of fiction (point of view, dialogue, description, authorial distance, etc.) can be used to affect the reader’s response and interpretation of a creative work. Students will write and revise 12-30 pages of fiction by the end of the semester. The work may be one or several short stories, a series of microfictions, a chapter or two from a novel-in-progress, or the beginning of a novella. Prerequisite: 3000-level Fiction Writing Workshop or permission of instructor. May be dual-listed with ENGL 4123.

5063+  THE PERSONAL ESSAY  3 HOURS
The art of crafting publishable nonfiction in its various forms. Students explore common genres associated with creative non-fiction. Workshop format. Students read published examples of specific essay forms such as biographies, reveries, aphorisms, sense of place, historical, and humor writing. May be dual-listed with ENGL 4623. (TBA)

5093  ADVANCED WRITING  3 HOURS
Students study and apply principles of writing in a variety of forms, arranging individual projects including short stories, novels, poetry, magazine articles, or other areas of interest. (fall, odd)

5123  WRITING FOR STAGE AND SCREEN  3 HOURS
Students examine stage and screen plays (manuscripts and videotapes). They study the nuances of each genre, discovering how to plot, construct scenes, create dialogue, develop characters, etc., and apply the techniques by writing original scripts to be read/performing in class and critiqued in a workshop format. (spring, odd)

5133+  LEGAL WRITING  3 HOURS
Systematic approach to legal case analysis, including applications of the approach in practice exams and legal memos. May be dual-listed with ENGL 4093. (TBA)

5213+  ADVANCED GRAMMAR AND USAGE  3 HOURS
A more highly developed exploration of applications of English grammar for clarity, concision, emphasis, readability, and style, as well as consideration of dialects, idioms, appropriate usage, and the formation and evolution of language.

5263+  SEMINAR IN LITERATURE  3 HOURS
Variable content: Intensive study of critical theories, figures, and practices. May be dual-listed with ENGL 4263. (TBA)

5313+  WRITING FOR BUSINESS AND TECHNOLOGY  3 HOURS
Rhetorical strategies and foundational genres of professional and technical communication. Introduction to theories and methodologies for advanced research in this field. Analysis, design, and development of texts in a variety of media. Emphasis on the roles and ethical responsibilities of writers and researchers in organizational culture. Dual-listed with ENGL 3223. (TBA)

5363+  CINEMA AND INTERNATIONAL EXPLORATIONS  3 HOURS
The course explores cinema as a serious art form—perhaps the major one of the twentieth century. Through the techniques of cinematic analysis, we challenge ourselves to move from viewing
visual images in an uncritical and passive manner to analyzing how these images work on us and help shape our values and understanding.

The films reflect different ethnic and cultural experiences in order to provide a comparative context. We view a range of films to develop a sense of film history. The difference between cinema as entertainment and cinema as art is a central issue. Another essential viewpoint is consideration of the human face as the most important “special effect” in film.

5373+ DIGITAL TEXTUALITY 3 HOURS
Rhetoric and culture of digital communities on and beyond the Web. Transformations of narrative into digital genres, such as video games and hypertexts. Building functional and critical digital literacy, along with an understanding of collaboration, ethics, and intellectual property in digital environments. Dual-listed with ENGL 3323.

5413+ ADVANCED COMPOSITION 3 HOURS
Advanced course in expository and persuasive writing to understand the complexities of multiple types of prose writing, develop a greater awareness of useful writing processes, apply effective writing techniques, understand own style, develop a stronger writing voice, and produce effective critical and researched writing. Study of rhetorical principles and choices in personal, academic, and public discourse as well as the situation of the writer within cultural and social expectations. Readings include models of published writing, theories of writing, and texts developed by other members of the class. Students will produce a series of researched, critical, and persuasive manuscripts. Dual-listed with ENGL 3423. (TBA)

5423 FROM SCRIPT TO SCREEN 3 HOURS
This course will immerse students in the process of conceiving a movie, learning the nuances of screenwriting, developing screenplays and shooting scripts, then actually producing scenes (interpreting script instructions, directing the acting, camera angles, etc.) and editing.

5463 LITERATURE FOR ADOLESCENTS 3 HOURS
In this course, we will consider what books are appropriate for middle and high school literature study. We will also consider current high school curriculum models in which novels not originally written for young adults or classical novels are usually assigned. We will also explore how young adult authors continue to use fairy/folk tale and fantasy traditions usually associated with children’s literature.

5503+ SHAKESPEARE 3 HOURS
Shakespeare in play texts, film adaptations, performances; evaluation and analysis of contexts, characters, plots; the role of marginal figures; analysis of gender, race, deformity studies; textual analysis and analytical writing skills. Dual-listed with ENGL 4503. (Fall)

5523+ CREATIVE NON-FICTION 3 HOURS
The art of crafting publishable nonfiction. Students explore common genres associated with creative non-fiction. Workshop format. Students read published examples of specific essay forms such as memoir, character sketch, literary journalism, persuasive writing, travel and nature writing. May be dual-listed with ENGL 3523.

5563+ TOPICS IN ETHNIC LITERATURE 3 HOURS
Variable topics. May be dual-listed with ENGL 3963.

5623-5626 CREATIVE WORKSHOP I 3-6 HOURS
Craft of creative writing studied and practiced with guidance of faculty mentor. (Fall, Spring)

5633 PEDAGOGY STRAND 3 HOURS
Education and practice in teaching writing. Students responsible for creating own teaching experiences (with assistant of faculty mentor). (TBA)

5723, 5726 CREATIVE WORKSHOP II 3, 6 HOURS
Craft of creative writing studied and practiced with guidance of faculty mentor. New work, and revision of it, emphasized. (Fall, Spring)

5763 MAJOR WORKS 3 HOURS
Defense of critical thesis at final residency. (TBA)

5823 WOMEN IN LITERATURE 3 HOURS
This course is an introduction to women’s literary tradition from its emergence in the mid-nineteenth century through its current evolution. The study focuses on an evolving female aesthetic by examining recurring images, themes, and plots that emerge from women’s social, psychological, and aesthetic experiences. (Fall, even)

5863 PROFESSIONAL WRITING STRAND 3 HOURS
Education and practice in teaching writing, students responsible for creating own teaching experiences (with assistance of faculty mentor). (TBA)

5963 INDIVIDUAL STUDY 3 HOURS
Education and practice in teaching writing, students responsible for creating own teaching experiences (with assistance of faculty mentor). (TBA)

6623, 6626 CREATIVE WORKSHOP I 3-6 HOURS
Craft of creative writing studied and practiced with guidance of faculty mentor. New work, and revision of it, emphasized. (TBA)

6663 CRAFT ELEMENTS 3 HOURS
Defense of critical thesis at final residency. (TBA)

6683, 6686 CREATIVE THESIS I 3, 6 HOURS
Craft of creative writing studied and practiced with guidance of faculty mentor. New work, and revision of it, emphasized. (TBA)

6693 INDIVIDUAL STUDY 3 HOURS
Education and practice in teaching writing, students responsible for creating own teaching experiences (with assistance of faculty mentor). (TBA)

6773 MAJOR WORKS 3 HOURS
Defense of critical thesis at final residency. (TBA)

6783-6786 CREATIVE THESIS II 3-6 HOURS
Revision of creative thesis, with assistance of two faculty mentors. (TBA)

6863 PROFESSIONAL WRITING STRAND 3 HOURS
Education and practice in teaching writing, students responsible for creating own teaching experiences (with assistance of faculty mentor). (TBA)

6883 CRITICAL THESIS 3 HOURS
Defense of critical thesis at final residency. (TBA)
FINANCE (FIN)

5023, 5083* ESSENTIAL CONCEPTS IN FINANCE 3 HOURS
Fundamental concepts such as time value of money and risk-return relationships in finance are presented in detail. Financial decisions faced by modern business enterprises are analyzed in the framework of financial theories. These decisions include capital budgeting, long-term financing, dividend policy, short-term financial management, and performance evaluations. The course provides a solid foundation that allows students to proceed confidently and successfully to the study of finance in health care financial management or in the core of their M.B.A. program. (fall, spring)

*FIN 5083 is for MSN/Nursing Administration track students only

5303 FINANCIAL POLICY FOR MANAGERS 3 HOURS
Fundamental concepts such as time value of money and risk-return relationships in finance are presented in detail. Financial decisions faced by modern business enterprises are analyzed in the framework of financial theories. These decisions include capital budgeting, long-term financing, dividend policy, short-term financial management, and performance evaluations. Prerequisites: FIN 5023 or FIN 3023 and ACCT 5403. (fall, spring)

6313 INVESTMENTS MANAGEMENT 3 HOURS
Analysis of capital markets in the U. S., their functions, the participants in the market, and the laws pertaining to participating in those markets. Technical and fundamental investment strategies are examined as are portfolio risk management techniques. Prerequisite: FIN 5303.

6323 MONEY AND CAPITAL MARKETS 3 HOURS
Sources, uses, and flow of funds in the money market and the capital markets are analyzed, with explicit attention to the financial instruments and financial institutions involved. Encompasses an understanding of the processes of money creation and capital formation in an advanced commercial society. Prerequisite: FIN 5303.

6333 HEALTH CARE FINANCIAL MANAGEMENT 3 HOURS
A wide range of health care financial management topics are covered, including third-party reimbursement, financial analysis, regulation, legislation, competing public demands, and contemporary health care finance problems. Prerequisite: FIN 5303. (summer)

6343 CORPORATE FINANCIAL STRATEGIES 3 HOURS
This course involves theory and procedure of finance functions of individual business firms, fund raising, planning, and controlling firm finances from the treasurer’s point of view. Prerequisite: FIN 5303. (summer)

6353 SPECIAL TOPICS IN FINANCE 3 HOURS
Involves individual or small-group research of special topics or current issues in finance. Prerequisite: FIN 5303. (TBA)

6363 INTERNSHIP IN FINANCE 3 HOURS
The internship allows students to gain practical work experience while integrating knowledge and abilities gained in earlier finance courses. The intern must work with the internship coordinator and a faculty member, along with the sponsor for an organization external to the university, to develop an internship proposal. A written research report is required. Prerequisites: completion of all required finance courses, advanced standing in the M.B.A. program, and completion of an approved proposal. (TBA)

6373 FINANCING ENERGY DEVELOPMENT 3 HOURS
Appropriate way to finance exploration projects compared to development projects. Global supply and demand issues that affect financing including credit swaps, exchange rates, and hedging issues. Risk management strategies in the energy industry. Prerequisites: FIN 5303 and ACCT 5453 (TBA)

6523 MULTINATIONAL CORPORATE FINANCE 3 HOURS
Explores financial policies and practices of companies involved in international operations. Foreign exchange markets, forecasting exchange rate, risks of foreign exchange fluctuation, and hedging techniques are reviewed. Fundraising in international money and capital markets, working with capital management, and investment practices of multinational firms are considered. Other topics include capital budgeting, financial structure, and cost of capital for multinational corporations. Prerequisites: MGMT 5503 and FIN 5303.

GRADUATE EDUCATION (GRED)

5003 RESEARCH AND WRITING 3 HOURS
Introduction to graduate studies. This course is designed to help students become proficient in library research and writing research papers. It introduces students to the skills and knowledge essential for successful graduate studies and future growth. Required for all international students in the M.Ed. program and strongly recommended for students on probation.

5023 ENGLISH LANGUAGE LEARNERS IN THE CLASSROOM 3 HOURS
This course provides educators multiple methods of adapting instruction and materials to help English language learners understand academic content, develop academic and social language and participate in classroom activities.

5123 STUDENTS WITH EXCEPTIONALITIES 3 HOURS
The course includes information, methods, and techniques for teaching exceptional children. Consideration of mentally retarded, learning disabled, gifted, and other categories covered by PL94142 is emphasized.

5813 ACHIEVING YOUR GOALS 3 HOURS
This course explores the strengths of the individual and how to develop potential. It focuses on the dynamic nature of the human spirit and utilizes each person’s life experiences to plan and achieve personal and career goals. Techniques include identification and clarification of possibilities, managing achievement through commitment and problem solving, and measuring results. (spring, summer)

6903* RESEARCH METHODS 3 HOURS
This course is designed to introduce the student to research methods relevant to applied behavioral studies and counseling. A statistical component is included. Cross-listed with ABS 6903, TESL 6903 and KES 5503.
INTERDEPARTMENTAL (INDP)

6003 MASTER’S SEMINAR: THE LIBERAL ARTS IN WESTERN CULTURE 3 HOURS
This course introduces the student to the history and function of the liberal arts in Western culture. Openended in nature, this foundation course is required of all M.L.A. students.

6113 CONTEMPORARY TOPICS IN HUMANITIES 3 HOURS

6213 CONTEMPORARY TOPICS IN BEHAVIORAL SCIENCES 3 HOURS

6313 CONTEMPORARY TOPICS IN NATURAL SCIENCES 3 HOURS

COMMON COURSE DESCRIPTION: This is a variable topic course. Specific sections of this course may be offered by different departments depending upon instructor availability and student interest and will vary in subject matter, course requirements, and learning outcomes. Enrollment is by permission of the M.L.A. program director only and is restricted to graduate students admitted in the M.L.A. program. Not available to students in the M.L.A. leadership/management track. Consult the director of the Master of Liberal Arts program for the complete list of titles of topics courses. May be repeated with a change in topic.

INFORMATION TECHNOLOGY (IT)

5603 INFORMATION TECHNOLOGY AND OPERATIONS MANAGEMENT 3 HOURS
This course seeks to expand student’s knowledge of the role of technology in the planning and management of organizations and covers both information technology topics and operations management topics. Students gain understanding of management information systems, decision support systems, expert systems, database management systems, and enterprise systems. These systems facilitate the effective management and control of an organization’s operations. Operations management topics include materials requirement planning, enterprise resource planning, quality assurance, supply chain management and decision theory. Prerequisite: ECON 5043 or ECON 2123. (fall, spring, summer)

6613 SYSTEMS ANALYSIS AND DESIGN 3 HOURS
This course exposes students to structured systems analysis and design through implementation of the systems development life cycle. Students prepare a comprehensive group case involving systems proposal, cost estimation, interpersonal interviewing techniques, process modeling, data modeling, network modeling, interface design, file and database construction, security concerns, and maintenance issues. Prototyping and rapid development techniques are discussed. Prerequisites: IT 5603 and permission of the instructor. (fall)

6623 ADVANCED DATABASE MANAGEMENT 3 HOURS
This course provides students with skills required to develop data structures in order to store organizational memory. The course begins with review of SQL through comprehensive assignments, followed by instruction in Oracle, and then database management and development techniques. Topics include flat file, hierarchic, network and relational database models; data modeling using Logical Data Structures; Structured Query Language; data normalization; storage concerns and data warehousing; and distributed database systems. Upon completion of this course, the student will be able to conceptualize, develop, test, and maintain a complete database system on either microcomputer or mainframe systems. Large blocks of time will be spent in the lab working directly with the instructor. Prerequisites: IT 6613 and IT 2313 or other programming language and permission of the instructor. (spring)

6633 STRATEGIC INFORMATION SYSTEMS MANAGEMENT 3 HOURS
This course examines the use and implementation of information systems for strategic and competitive advantage in an organization. The focus is on analysis of frameworks, which provides students understanding of the elements of competitive advantage from an upper-management perspective. This foundation of frameworks is linked to the organization’s information systems through the use of case studies and augmented with real-world examples. Topics include a sampling of Commercial Enterprise Software packages and various implementation methodologies. Students are required to develop a Request For Proposal for the acquisition of an Enterprise Software package and to evaluate multiple alternatives to meet the needs of a case study organization. Prerequisite: IT 5603. (spring)

6643 ADVANCED NETWORKING 3 HOURS
This course is a conceptual and technological survey of the structure of distributed information systems architectures, operating systems, network operating systems, data management systems, application development environments, peripheral technology, and user interfaces. Interoperability between these architectural components is explored and technology and trends in each architectural element are reviewed. Students learn how a network group works in an information technology department within an organization. Student are exposed to home pages, graphics, search engines, and other internet items. We discuss accomplishing electronic commerce over the internet and how businesses will evolve with the use of the internet. Prerequisite: IT 5603. (spring)

6653 ELECTRONIC COMMERCE 3 HOURS
Creating a winning e-business provides students with practical ideas on planning and creating an e-business. No previous e-business knowledge or experience is necessary. The course helps students learn about key business elements of planning and starting an e-business from the ground up. Creating a winning e-business takes a practical case-based and hands-on approach to planning and starting an e-business. Numerous e-business examples are used to illustrate important concepts. A specially designed team project is included. Prerequisite: IT 5603. (fall)

6663 BUSINESS SYSTEMS INTERNSHIP 3 HOURS
The internship allows students to gain practical work experience while integrating knowledge and abilities gained in earlier information technology courses. The intern must work with the internship coordinator and a faculty member, along with the sponsor for an organization external to the university, to develop an internship proposal. A written research report is required. Prerequisites: completion of all required information technology courses, advanced standing in the M.B.A. program, and completion of an approved proposal. (TBA)
THEATRE FOR YOUNG AUDIENCES (MACT)

6013  CHILDREN’S THEATER  3 HOURS
As the arts are now a required part of the core curriculum and artists, educators, and church and community leaders alike are required to provide quality theatrical experiences for young people (ages five to eighteen), majors and nonmajors are introduced to the theory, criticism, and techniques applicable to theatre for young audiences. Students engage in play reading and the study of child development, children's literature, and learning theory as they specifically relate to theatre for young audiences. (Fall)

6102  HISTORY OF THEATER FOR YOUNG AUDIENCES, CREATIVE DRAMA, AND THEATER-IN-EDUCATION  2 HOURS
A study of the history, theory, and criticism of theatre for young audiences, creative drama and theatre-in-education through play reading, script study, and investigation. Prerequisites: MACT 6013 and 6113. (Spring)

6113  CREATIVE DRAMA I  3 HOURS
Creative drama is a process appropriate for all ages (from young children to senior citizens) and in a variety of situations (from the K–12 classroom, youth groups, and therapy to theatre). Majors and nonmajors learn to design, lead, and implement creative drama in a variety of aims, including, but not limited to, its documented potential to help students achieve educational goals (especially in reading, writing, math, language development, and the arts); develop creativity, engagement, and persistence; enhance understanding of self and others; prepare students for jobs; and prepare participants for theatrical endeavors. (Spring)

6212  CREATIVE DRAMA II  2 HOURS
Advanced study of creative drama, including the design and leading of creative drama activities with young people in workshop classes that meet on campus. Prerequisite: MACT 6113. (Fall)

6313  ACTING AND DIRECTING FOR THEATRE FOR YOUNG AUDIENCES  3 HOURS
Students explore and apply theory, criteria, skills, and techniques that are both appropriate and will raise standards in the areas of acting and directing for theatre for young audiences. (Fall)

6951–6  DIRECTED READINGS  1–6 HOURS
These courses are designed for special projects and individual instruction as required by the student's curriculum. (Offered on demand)

6963  SPECIAL TOPICS IN CHILDREN’S THEATRE  3 HOURS
Revolving course content. (Offered on demand)

5003  WRITING FOR THE MASS COMMUNICATIONS MEDIA  3 HOURS
Overview of the standardized use of style and story structure that is inherent in professional writing for the mass media. Associated Press style, major story structures and techniques for both print and broadcast media are included.

5103  APPLICATIONS FOR INTEGRATED MARKETING COMMUNICATIONS: ADVERTISING AND PROMOTIONS  3 HOURS
This course involves the analysis of information development and delivery strategies and the evolution of these into creative executions. Students will learn audience identification, message strategy, message evaluation and media strategy as well as IMC planning tools. Students will use case and campaign components to develop strategies, rationales, and executions for a variety of marketing and creative solutions. (TBA)

5203  CORPORATE COMMUNICATIONS  3 HOURS
Creating and managing the image of a corporate organization demands a special understanding of public relations strategy, persuasion and internal and external communications techniques. This course focuses on the knowledge and skills necessary to building and maintaining the organization's corporate image. (TBA)

5303  ADVERTISING CREATIVE STRATEGIES  3 HOURS
The process of creativity, developing creative yet effective advertising and idea strategies and techniques for creative development are explored in this lecture/workshop class. Students will learn specific creative thought processes such as mind-mapping, whole brain thinking, lateral thinking, and idea tracking. Students will participate in creative idea projects, learn how to discriminate between valid and invalid ideas and to make creative advertising decisions. (TBA)

5313  PUBLIC RELATIONS: SPECIAL EVENT PLANNING, CRISIS COMMUNICATION, AND MANAGEMENT TECHNIQUES  3 HOURS
This course focuses on three distinct roles of the Public Relations professional. Students will learn how to strategically plan special events, integrating them into the overall public relations campaign. Students will also learn how to survive a public or internal crisis by creating communications plans and teams. Lastly, the course will examine the unique relationship, skills, and PR tools necessary for effective media management and publicity. (TBA)

5403  MEDIA MANAGEMENT: ISSUES, ETHICS, AND APPLICATIONS  3 HOURS
As students prepare for careers in mass communications, a thorough understanding of the various media outlets is essential. This course examines the organizational structure and operation of television and radio stations, advertising agencies, public relations firms, and newspapers and other print media. Students will participate in practical case studies designed to explore issues in media management policymaking, news coverage, client service, marketing, and future technologies, and the ethical concerns that attach to these issues. (TBA)

5603  PUBLICATION DEVELOPMENT AND DESIGN  3 HOURS
Students are introduced to the principles of developing and producing a variety of publications from the newspaper and magazine to brochure, newsletters, and specialized company publications. Editorial, advertising, fulfillment and marketing decisions will be
discussed, along with typography, layout photos, and illustrations. Students also gain experience in the use of computerized page construction and graphics design. (TBA)

5703 STRATEGIC DEVELOPMENT FOR INTEGRATED MARKETING COMMUNICATIONS 3 HOURS
Students learn the basic tenets of researching, evaluating, and analyzing the product or client, target consumer or target publics, and competitive situation in order to develop creative integrated communications plans. (TBA)

6003 SPECIALIZED GRAPHIC DESIGN 3 HOURS
This course focuses on the specific knowledge and skills required to produce effective, appealing publications. Students will be introduced to principles of design, typography, art, color, printing, paper selection, and post-production processes, with hands-on computer experience in typesetting, photography, and line-art applications. (TBA)

6013 RESEARCH METHODS 3 HOURS
Research in mass communications industries has become an activity of major importance. This course is designed to acquaint students with the roles of research, and specifically includes strategies for topic development and analysis, survey research development, and questionnaire construction and design. Emphasis is placed on developing specific and appropriate research methods as solutions to practical problems encountered within the industry. (TBA)

6113 INTERACTIVE AND NON-TRADITIONAL MARKETING STRATEGIES 3 HOURS
This course explores non-traditional methods of creating word of mouth marketing campaigns, which include promotional tactics designed for websites, blogs, social networking sites and street-level grass-roots campaigns. The course includes analysis of the principles guiding guerilla marketing practices and how they differ from traditional campaigns. Students will complete a comprehensive guerilla marketing campaign, which includes setting objects, analyzing publics, developing strategies, tactics, and evaluation techniques. (TBA)

6173 THE PROFESSIONAL EXPERIENCE 3 HOURS
Designed as a capstone course for students completing the M.A. degree, the course takes an integrative approach to complete a professional project for a client. Class members will work together as an agency. Projects may include the development of a comprehensive advertising or public relations campaign, scripting and producing corporate video, or designing a series of printed materials. Projects vary with each class. (TBA)

MASS COMMUNICATIONS (MASC)

6013 RESEARCH METHODS 3 HOURS
This course introduces students to the essential methods of information gathering as the foundation of work in all the media. Students work with both primary and secondary sources, learning successful strategies for interviewing; for designing, constructing and evaluating survey instruments; for undertaking library research; for using government documents; and for analyzing data. They also explore the use of computer databases and other technological research aids.

THEATRE (MATR)

5013 PLAY STRUCTURE 3 HOURS
Structural analysis of American and European plays at the graduate level for directors, designers, and teachers.

5113 RESEARCH AND WRITING FOR THEATRE 3 HOURS
Introduces graduate students in theatre to the basic skills in academic research and writing, concentrating on the tools, resources, and objectives particular to the field of theatre studies and performance. (fall)

5161 GRADUATE SEMINAR 1 HOUR
A course that introduces graduate theatre students to the differences between undergraduate and graduate expectations in the discipline and explores the possibilities for inquiry and research or research and performance so as to choose an appropriate master’s thesis topic or project. (fall)

5213 HISTORY OF THE THEATRE 3 HOURS
The development of traditional Western theatre from the Greeks to the twentieth century, with detailed study of representative plays. (spring, even)

5313 MULTICULTURAL THEATRE 3 HOURS
An examination of nontraditional theatre forms including Asian, ethnic-American, and postmodern theatre, with a detailed study of representative plays. (spring, odd)

5314 AUDITION TECHNIQUES 4 HOURS
Students prepare résumés, research résumé pictures, and prepare a variety of monologues culminating in an audition video. (fall, even)

5321 BEGINNING FENCING 1 HOUR

5413 THEORY AND CRITICISM 3 HOURS
This seminar looks at the relationships between dramatic criticism and writing and theatrical practice, especially the impact of contemporary literary and dramatic theory on twentieth-century theatrical modes. (spring)

5421 INTERMEDIATE FENCING 1 HOUR

5503 SHAKESPEARE 3 HOURS

5513 ISSUES IN EDUCATIONAL THEATRE 3 HOURS
An exploration of theatre-specific issues (including but not limited to acting, coaching, acting pedagogy, adjudication, arts education mandates, contemporary issues in the arts, and theatre promotion) to prepare students for participation in educational theatre in primary, secondary, higher education, and professional theatre. Includes educational outreach, missions, programs, and theatre for young audiences components.

5523 MOVEMENT FOR THE STAGE 3 HOURS
Development of movement skills and physical characterization for advanced acting students. (spring, even)

5524 STYLES OF ACTING 4 HOURS
Specialized skills and techniques for acting in period plays, including Greek tragedy, Restoration comedy, and Shakespeare. (spring, odd)

5613 DIRECTING I 3 HOURS
Beginning study and practice in play direction, including play analysis, blocking, communications skills, and working with actors. (fall)
**DIRECTING II**  3 HOURS
Advanced study of play directing, including how to choose an appropriate one-act play script for production, how to secure permission to stage a play, rehearsal organization, actor and designer communication, marketing, publicity, how to maintain a production account, front-of-house responsibilities, the directing of a one-act play, and postproduction responsibilities. (spring, odd)

**MODERN DRAMA**  3 HOURS
5713
5813
Advanced study of play directing, including how to choose an appropriate one-act play script for production, how to secure permission to stage a play, rehearsal organization, actor and designer communication, marketing, publicity, how to maintain a production account, front-of-house responsibilities, the directing of a one-act play, and postproduction responsibilities. (spring, odd)

**ADVANCED ORAL INTERPRETATION**  3 HOURS
5713
5813
6413
Directed studies in theory, analysis, and performance of prose, poetry, and drama by an individual. (fall, odd)

**ON-CAMERA ACTING**  3 HOURS
5713
5813
6713
An introduction to the basic principles of professional on-camera acting for film and television.

**ADVANCED ON-CAMERA ACTING**  3 HOURS
5713
5813
6813
Advanced on-camera acting for film and television, concentrating on scene study.

**RELIGIOUS DRAMA**  3 HOURS
5713
6813
5903
This course, after discussions of the nature of the relationship between religion and drama, traces the development of religious drama from its beginning in Greece to the present day, focusing on a survey of uses of drama in contemporary religious practice and consideration of religious themes in modern drama. (fall, even)

**SPECIAL TOPICS**  3 HOURS
5713
5963
Revolution course content. (Offered on demand)

**DIRECTED READINGS**  1–6 HOURS
5713
6951–6
These courses are designed for special projects and individual instruction as required by the student's curriculum. (Offered on demand)

**THEATRE PERFORMANCE PRACTICUM**  1–4 HOURS
5713
6971–4
Credit hours may be earned for participation in Oklahoma City University theatre productions. (Offered on demand)

**GRADUATE PROJECT/PAPER OR THESIS**  3 HOURS
5713
6983
Graduate students are required to present a proposal, secure approval of the School of Theatre, and undertake a project and a corresponding written component or write a master's thesis.

**INDEPENDENT STUDIES**  1–4 HOURS
5713
6991–4
Individual projects for graduate students in theatre. (Offered on demand)

**TECHNICAL THEATRE (MATT)**

**FIGURE DRAWING**  3 HOURS
5123
5523

**WATERCOLOR**  3 HOURS
5223
5536

**TECHNICAL PROBLEMS**  3 HOURS
5363
A study of advanced scenographic techniques and selected technical problems. (Offered on demand)

**MAKE-UP LAB**  1 HOUR
5541
5553
This class acquaints students with the proper tools and procedures for applying stage make-up for both small and large stages. (fall)

**APPLIED SCENE DESIGN**  3 HOURS
5573
5523
5573
Advanced techniques and individual practice in scene design. (Offered on demand)

**PAINTING**  3 HOURS
5623

**TV/FILM MAKE-UP LAB**  1 HOUR
5641
This purpose of this class is to acquaint students with the proper tools and procedures for the application of make-up for on-camera use. (spring)

**APPLIED LIGHTING DESIGN**  3 HOURS
5673
5623
5673
Advanced techniques and individual practice in lighting design. (Offered on demand)

**SPECIAL DESIGN PROJECTS**  2 HOURS
5762
See academic advisor for requirements. This course may be repeated twice with different content. (Offered on demand)

**HISTORY OF COSTUME**  3 HOURS
5673
5623
6513
This class is an overview of history dealing with climate, architecture, customs, vocations, clothing/costume terms of each period, and plays/musicals/operas that fit into each historical period. (fall)

**COSTUME PATTERN DRAFTING, CUTTING, AND CONSTRUCTION**  3 HOURS
5763
5673
6573
This course shows students how to develop and approach pattern drafting and teaches the more complicated method of drafting, draping and cutting costume patterns. It is for advanced costume design students. (spring, even)

**ADVANCED PATTERN DRAFTING, CUTTING AND CONSTRUCTION**  3 HOURS
5863
6643
This class teaches the more advanced methods of construction and organization. Prerequisite: MAT 6573. (fall, even; spring, odd)

**COSTUME DESIGN PROJECTS**  3 HOURS
5863
6663
This class deals with the overall designs of specific scenes in total. All scenes dealt with contain specific costume problems. (fall)

**TECHNICAL PROBLEMS OF COSTUME DESIGN**  3 HOURS
5963
6763
This class focuses on specific costume requirements for a musical, opera, or three-act play. (fall, even)

**GRADUATE PROJECT/PAPER OR THESIS/COSTUME DESIGN**  3 HOURS
5993
6983
This class is an actual production from start to finish by the student with complete designs, time-shares, budgets, notes from production meetings, dresser assignments, production organization charts, and production follow-up paper. (Offered on demand)
6983  GRADUATE PROJECT/PAPER OR THESIS/SCENE DESIGN  3 HOURS
Graduate students are required to present a proposal, secure approval of the School of Theatre, and undertake a project and corresponding written component or write a master’s thesis. (Offered on demand)

6991–4  INDEPENDENT STUDY  1–4 HOURS
Individual projects for graduate students in technical theatre. (Offered on demand)

MANAGEMENT (MGMT)

5003  ESSENTIALS OF BUSINESS ENGLISH  3 HOURS
This course prepares non-native speakers of English who do not meet the university’s English prerequisite with a foundation in language, academic, and cultural skills necessary to successfully enter a program of graduate study in business. Areas of concentration include English business concepts and terminology, business case studies, oral English for business, academic research and related written English skills for graduate business course work, and acculturation in the U.S. business community. This course is the prerequisite for entering the M.B.A. program if English requirements have not been met. (Fall, spring)

5033  ESSENTIAL CONCEPTS IN MANAGEMENT AND MARKETING  3 HOURS
This course blends the basic principles of management and marketing into an integrated system, placing an emphasis on managerial activities within a dynamic internal and external environment. Management is viewed from a global, long-term perspective with an emphasis on understanding how an organization develops and implements its strategies in today's rapidly changing world. Management topics include analysis of the organization's external and internal environments and how managers are engaged in the creation, planning, implementation, and control of strategies at all levels of the firm. Marketing topics include a basic understanding of core principles of marketing, market segmentation and positioning, consumer and organizational buying, and the marketing mix elements. This course does not fully address each topic area presented, but introduces students to management and marketing concepts and provides general familiarity with each topic area. (Fall, spring, summer)

5503  THE WORLD ECONOMY AND INTERNATIONAL BUSINESS  3 HOURS
A foundation course for understanding the world economy and the international economic forces that affect every activity in the private or public sector of our economy. It provides a comprehensive introduction to international monetary systems, worldwide patterns of trade and investment, international money and capital markets, balance of payments issues, and an overview of financial, managerial, marketing, and strategic planning problems confronted by multinational finance. The determinants of trade and foreign investment are discussed, and international institutions that regulate trade and capital flows are surveyed. (Fall, spring, summer)

5703  LEGAL AND ETHICAL ENVIRONMENT OF BUSINESS  3 HOURS
This course examines areas of law and ethics that relate to the contemporary business environment. Areas of study include contracts, torts, white collar crime, product liability, anti-competitive practices, consumer protection, employment practices, business organizations, and the legal and ethical responsibilities of business managers. (Fall, spring)

5713  ORGANIZATIONAL AND MANAGERIAL PROCESSES  3 HOURS
This course enhances the student's ability to manage organizations and their members. The primary objective is to increase understanding of organizational behavior theory, research and practice at the individual, intragroup, and intergroup levels. Topics covered in the first module include individual differences; values, attitudes, and the perceptual process; motivation theories; and learning and reinforcement theories. Module two includes interpersonal communication, group behavior, leadership, decision-making, power and politics, and conflict and negotiation. The third module comprises organizational structure and design, organizational culture, and organizational change and development. Prerequisite: MGMT 5033 or MGMT 3123. (Fall, spring, summer)

5723  OVERVIEW OF THE ENERGY INDUSTRY  3 HOURS
Relationship between segments of the hydrocarbon industry including exploration, production, transportation, and marketing. Interactions between land, legal, engineering, geology, geophysics, and product marketing departments of an energy company. New technologies in exploration and development from a manager's perspective; hydraulic fracturing and directional drilling, recent developments in regulatory and policy issues. Alternative energy sources. Social responsibility, industry ethics and other leadership issues. Prerequisites: MGMT 5713

6543  GLOBAL COMPETITIVE STRATEGY AND ADMINISTRATIVE POLICY  3 HOURS
Examines issues and problems arising in managing an international business, emphasizing decisions facing top managers in multinational corporations. The case material focuses on issues such as global strategy, long-range planning, preparation and evaluation of foreign direct investment proposals, entry and ownership strategies, financing decisions, control of global operations, organization and human resource management. Prerequisites: MGMT 5503 and advanced standing in the M.B.A. program. This is the capstone course and must be taken in the semester that the student is graduating. (Fall, spring, summer)

6551-3  SEMINAR IN INTERNATIONAL BUSINESS  1–3 HOURS
Advanced topics, current problems, and results of recent research in international business are discussed in detail. Topic areas are assigned to students, each of whom acts as discussion leader. Faculty members from other universities and leaders from business or government are invited to speak at the seminar. The focus of the seminar may vary in different semesters. Topics are announced in advance. Each offering is identified in the current schedule and on the student’s transcript. Prerequisites: permission of the instructor and advanced standing in the M.B.A. program. (TBA)

6563  SPECIAL TOPICS IN INTERNATIONAL BUSINESS  3 HOURS
Involves individual or small-group research of special topics in international business selected by students with approval of the instructor and chair of the international business program. The objective of this course is to allow students to develop expertise in a region of the world or a certain industry. It may also aim to develop in-depth expertise about a specific topic in a functional area. Written research report required. Prerequisites: M.B.A. core courses, FIN 6523 or MKTG 6513. (TBA)
6573  INTERNATIONAL BUSINESS INTERNSHIP  
3 HOURS

The internship allows students to gain practical work experience while integrating knowledge and abilities gained in earlier management courses. The intern must work with the internship coordinator and a faculty member, along with the sponsor for an organization external to the university, to develop an internship proposal. A written research report is required. Prerequisites: completion of all required management courses, advanced standing in the M.B.A. program, and completion of an approved proposal.

6713  ENERGY OPERATIONS MANAGEMENT  
3 HOURS

Operational aspects of the energy business. Management of technological research, development, acquisition, and deployment of resources. Development and supply of technologies as a sector within the industry; drilling, services, transportation and distribution chains. Prerequisite: MGMT 5723. (TBA)

6723  MEDICAL LAW AND REGULATIONS  
3 HOURS

Medical laws and regulations pertaining to the obligations and liabilities of health and health care institutions, health agencies, and practitioners. Some case study analysis is performed by students. (spring)

6733  STRATEGY, POLICY, STANDARDS, AND QUALITY ASSURANCE FOR HEALTHCARE EXECUTIVES  
3 HOURS

A leadership course especially designed for healthcare executive students. The focus of the course is on competitive strategic planning, strategic leadership, policy and standard setting, and quality improvement relative to healthcare organizations. (fall)

6743  INTERNAL AND EXTERNAL COMMUNICATION IN THE ENERGY INDUSTRY  
3 HOURS

Social interactions necessary to conduct successful activities both within the energy firm and its external constituencies. Special focus on negotiation methods, marketing issues and communication methods. (TBA)

6753  SPECIAL TOPICS IN MANAGEMENT  
3 HOURS

Study of current topics in business and management. (TBA)

6761  MEDICAL TERMINOLOGY  
1 HOUR

A course designed to increase students' medical terminology vocabulary, thus improving their ability to communicate effectively with medical, nursing, and paramedical professionals. (fall)

6813  STRATEGIC HUMAN RESOURCES MANAGEMENT  
3 HOURS

An examination of the overall role and functions of human resource management in relation to an organization's strategic planning process. Emphasis is on human resource issues of strategic importance to an organization's top management. Course focuses on the broader issues of human resource management policy, practice, and trends. Prerequisite: MGMT 5713. (spring)

6823  EMPLOYMENT, PLACEMENT, AND PERSONNEL PLANNING  
3 HOURS

A review of the basic elements of employee performance, with analysis of the factors involved in employment, placement, and personnel planning. This course blends theory and practice so the student may better understand the policies and procedures required for recruitment selection and personnel planning. Prerequisite: MGMT 6813. (fall, odd)

6833  COMPENSATION AND MOTIVATION THEORY  
3 HOURS

An interdisciplinary course designed to study the theories, practices, and techniques involved in developing and implementing total compensation programs for public and private organizations. The relationship of motivation theory to compensation theory is emphasized in an effort to develop the optimum package for employee productivity and satisfaction and organizational costs. Topics include compensation theory, conceptual framework for job satisfaction, job design, relationship of incentive compensation packages, and international compensation. (spring, even)

6843  TRAINING AND DEVELOPMENT IN ORGANIZATIONS  
3 HOURS

This course acquaints students with aspects of learning in organizations. Begins by discussing organizational learning and then focuses more narrowly on specific ways in which learning is achieved through the training and development functions. Topics include how learning is linked to organizational strategy, how to determine that training is needed, issues regarding the design of training programs, current training techniques, evaluation strategies, and management development practices. (fall, odd)

6853  GLOBAL HUMAN RESOURCE MANAGEMENT  
3 HOURS

This course provides students with knowledge of human resources in the global environment and includes course work in strategic human resource management, organizational effectiveness and employee development, global staffing, global compensation and benefits, international assignment management, and international employee relations and regulations. Among other text materials, this course uses materials prepared by the Society for Human Resource Management (SHRM) to prepare students for the Global Professional in Human Resources (GPHR) certification examination administered by the Human Resources Certification Institute (HRCI). Those who pass this examination are entitled to use the GPHR designation as a part of their title. Prerequisite: MGMT 6813. (spring, even)

MOVING IMAGE ARTS PROGRAM (MIAP)

5043  SPECIAL TOPICS IN FILM STUDIES  
3 HOURS

Proposed by the student and approved by the program director, a specific topic not included in other moving image arts film studies classes is studied. Instructor, course competencies, and subjects vary. May be repeated with a change in content. Prerequisite: approval of program director.

5103  NONLINEAR EDITING  
3 HOURS

Students are introduced to the fundamental production techniques of nonlinear editing. This course is a combination of lecture and editing sessions. Students are introduced to a variety of editing systems beginning with tape-to-tape and moving to digital editing.

5113  PRODUCTION DESIGN  
3 HOURS

Students learn the specifics of the production design/art department; its contributions, fundamentals, and applications as a means to communicate story elements. Guest lectures, discussions, and hands-on workshops focus on story breakdown, storyboarding, and execution of design concepts.

5133  GREAT FILMS  
3 HOURS

The course explores cinema as a serious art form, perhaps the major one of the 20th century. We focus on the interpretation of
films through the techniques of cinematic analysis in order to learn the art of seeing. Although other approaches to film are presented, the auteur theory, that the director is the primary creative force behind a great film, predominates. We view and discuss the films to consider what the auteur (director) is saying, how the auteur is saying it, and how successfully the auteur says it. We consider such topics as whether the true cinema was the silent one; the tension between the cinematic and literary components of a film’s structure; how the style of a film can reflect the cultural texture of its director; and the importance of film movements – the French New Wave, for example – on film history. The films viewed reflect different cultural experiences to provide an international dimension.

5143 SPECIAL TOPICS IN FILM PRODUCTION 3 HOURS

Proposed by the student and approved by the program director, a specific topic not included in other moving image arts production classes is studied. Instructor, course competencies, and subjects vary. May be repeated with a change in content. Open only to M.L.A. students with the permission of the M.L.A. director.

5223 INTRODUCTION TO CINEMATOGRAPHY 3 HOURS

Students master the fundamental systems and operations of the professional digital motion picture camera and accessories with a focus on camera care, maintenance, lens optics, and performance. Composition, movement, image continuity, and basic digital photography are included. Outside classroom assignments are given.

MARKETING (MKTG)

5103 STRATEGIC MARKETING DECISIONS 3 HOURS

This course is concerned with crafting marketing strategies and making marketing decisions. At the end of the course, students should be able to structure and solve rather complex marketing problems. Faced with a business situation, students learn to sort through the myriad facts and data, structure a decision framework of relevant information, and develop a strategy that is comprehensive, detailed, and workable. Students learn to communicate their strategies both in writing and orally. The course relies not only on the decision tools of marketing (concepts, theories, analytical methods, etc.), but also on decision tools from other areas such as statistics, accounting, finance, economics, psychology, and communications. Prerequisite: MGMT 5033 or MKTG 3013. (fall, spring, summer)

6123 SERVICES MARKETING 3 HOURS

Designed for students with career interests in services industries as well as in goods industries with high service components. The course focuses on the unique challenges of managing services and delivering quality service to customers. Course content includes understanding and managing customer expectation and evaluations of services, designing services that meet or exceed customer expectation, managing the effective delivery of services, and communicating realistic and effective services promises to customers. Prerequisite: MKTG 5103. (TBA)

6133 MARKETING RESEARCH AND ANALYSIS 3 HOURS

A study of the collection, analysis, and reporting of marketing information needed for management decisions. Emphasis is on research procedure and techniques. This course provides students with a broad introduction to the marketing research process and hands-on elementary understanding of how marketing research activities are implemented by professional marketing researchers. Upon completion of this course, students will know the language of marketing research and understand the steps necessary to develop valid and reliable marketing research study to analyze consumers, competition, and various marketing opportunities. Prerequisite: MKTG 5103. (spring, summer)

6143 MARKETING OF HEALTH SERVICES 3 HOURS

An overview of health services marketing including the following: organizing for marketing; psychographic, demographic, and epidemiological analysis of the market; analysis of the product, price, place, and promotion; competitor analysis; market opportunity and demand for forecasting; and market strategy. Prerequisite: MKTG 5103. (fall)

6153 SPECIAL TOPICS IN MARKETING 3 HOURS

Involves individual or small-group research of special topics or current issues in marketing. Prerequisite: MKTG 5103. (TBA)

6173 SALES FORCE LEADERSHIP 3 HOURS

This course deals with the responsibilities and decisions confronting today’s sales manager in the context of the theory, principles, and practice of sales force leadership for manufacturing, wholesaling, and service enterprises. The comprehensive discussion topics include selling strategies, organizing the selling unit, territory analysis and planning, recruiting and selection, coaching and training, motivating achievement, forecasting and quotas, assessing performance, and compensating and rewarding the sales force. Experiential projects, case study, role-playing, and professional speakers enhance the learning experience. Prerequisite: MKTG 5103. (spring)

6513 MULTINATIONAL MARKETING MANAGEMENT 3 HOURS

A study of the scope, challenges, and strategies of international marketing. The structures of multinational markets, including economic factors, foreign cultures, nationalism, and government regulations, are covered. Emphasis is on foreign market research, international distribution channels, international product policy, international promotion, and pricing policy. Marketing problems arising from differing degrees of foreign involvement such as exporting, licensing, and establishing foreign subsidiaries are examined. Prerequisites: MGMT 5503 and MKTG 5103. (fall, spring, summer)
LIBERAL ARTS (MLA)

5163 TOPICS IN THE LIBERAL ARTS  3 HOURS
This variable-content seminar focuses on different topics and issues within the liberal arts disciplines and/or social and cultural issues approached from the point of view of one or more of the liberal arts disciplines. The course may be repeated with different content.

5763 SEMINAR IN PHOTOGRAPHY  3 HOURS
This variable-content seminar deals with such topics as history of photography, experimental photography, portrait photography, landscape photography, etc. The course may be repeated with different content.

5813 AMERICAN BIOGRAPHIES  3 HOURS
Studies in the written biographies of great persons from American history. This course studies the important figures in business, education, politics, the military, etc., who have shaped the history of America.

5963 CHINESE STUDIES  3 HOURS
This is a variable-content seminar dealing with various topics and issues related to Chinese culture, history, and politics. The course may be repeated with different content.

CRIMINOLOGY (MSC)

5063 SELECTED TOPICS IN CRIMINOLOGY  3 HOURS
Selected Topics generally consists of current issues facing the criminal justice system. (TBA)

5091-6 INDEPENDENT STUDY  1-6 HOURS
Generally, working with a professor, students study one particular aspect of the criminal justice system.

5103 CRIME VICTIMS  3 HOURS
Analysis of the victimology model. Emphasis is on the victim, the academic institutional perspective, the criminal justice perspective, and the statistical approach.

5263 INTERNATIONAL CRIMINAL JUSTICE SYSTEMS  3 HOURS
The growth of the extended economic and cultural orders demands that students be well versed in diverse approaches to common social problems and social solutions. Through comparisons of varied criminal justice systems, students assess the effectiveness of each and gain insights into the cultural influences at work in different parts of the world. Participants will meet with criminal justice experts to discuss cross-cultural comparisons between the U.S. and other nations.

5273 LAW AND THE SOCIAL SCIENCES  3 HOURS
In this course, students analyze the theories underlying diverse studies of law and society and explore the creation and administration of laws. Students examine the connections between law, criminal justice and social justice to understand the implications of law for professionals in criminal justice and social service professions. (fall)

5363 THEORIES OF JUSTICE  3 HOURS
This course explores one of the most prominent theoretical constructions of justice compared to other concepts of justice: John Rawls' Theory of Justice.

5403 ELITE DEVIANCE  3 HOURS
The study of corporate crime in America and abroad. Students discuss and apply major criminologists' theories and analyze existing policies.

5413 COMMUNITY SANCTIONS  3 HOURS
This course examines approaches to both the theoretical assumptions and the practical techniques of probation and parole. A review of research findings in probation and parole is presented.

5513 JUVENILE JUSTICE  3 HOURS
An overview of the theories developed to explain juvenile delinquency as well as an assessment of the relationship between the system of juvenile justice and the delinquent. An analysis of various strategies that may be effective in preventing juvenile delinquency or diverting individuals from the criminal justice system.

5613 SELECTED TOPICS IN CRIMINAL JUSTICE  3 HOURS

5663 ADVANCED RESEARCH METHODS  3 HOURS
In this course students create, synthesize, and defend one of four types of a mixed method research design. Students are expected to have had a basic research course, which included qualitative and quantitative data methods.

5713 RESOCIALIZATION OF LAW VIOLATORS  3 HOURS
A major objective of correctional agencies has been to change persons convicted of crime so that they are reformed, resocialized, treated, or modified. This course deals with the issue of such changes and examines techniques of producing changes. (summer)

5803 NORM VIOLATION  3 HOURS
Examination of the social changes and pressures that encourage greater social deviance such as civil disobedience, delinquency, and extensive rejection of prevalent values and norms of society.

5823 RACE, GENDER, AND CRIME  3 HOURS
This course critically examines major theories, research findings, policies, and controversies concerning race/ethnicity, gender, class, sexuality and crime. (spring)

5863 ADVANCED STUDIES IN CRIMINOLOGICAL THEORY  3 HOURS
This course is an advanced theory course on criminological theory. Students complete an in-depth analysis of contemporary theories. (spring)

5903 DEVIANCE AND SOCIAL CONTROL  3 HOURS
An examination of major theoretical statements regarding social control as a determining force in social organizations. Emphasis is on internal mechanisms of social control and fundamental institutions of social control. (summer)

6013 CRITICAL ISSUES IN JUSTICE  3 HOURS
This course analyzes contemporary issues confronting the criminal justice system. The topics change over-time, reflecting current issues facing the system, e.g., the death penalty, restorative justice, or ethics. (fall)

6213 CRIMINAL JUSTICE EVALUATION  3 HOURS
The study of the role of evaluation in criminal justice agencies. The case for evaluation, models for evaluation, tools for evaluation and planning, evaluation and planning agencies and departments, and grants are all given consideration. (fall)
**6303  STATISTICAL APPLICATIONS IN CRIMINAL JUSTICE  3 HOURS**

Students learn to use statistical analysis in their research. Computer application and statistical interpretation are stressed. (spring)

**6403  POLICE AND SOCIETY  3 HOURS**

This course is a general study of substantive criminal law. It includes problems in defining crimes, conspiracy, intent, attempts, justification, criminal responsibility, and sentencing. (spring)

**6871-6  PRACTICUM OR FIELD STUDY  1–6 HOURS**

Students sign a contract and are placed with criminal justice agencies for a minimum of forty hours per credit hour. Students will keep field notes, be evaluated at the practicum site, and write a paper directly related to the practicum assignment. (TBA)

**6983-6  PROBLEM IN LIEU OF THESIS  3–6 HOURS**

Recommended for students intending to pursue graduate studies beyond the master's level. Involves two semesters of work. (TBA)

**MUSIC ENSEMBLE (MUEN)**

**5061  GRADUATE SYMPHONY ORCHESTRA  1 HOUR**

By audition

**5161  GRADUATE WIND PHILHARMONIC  1 HOUR**

By audition

**5261  GRADUATE JAZZ ENSEMBLE  1 HOUR**

By audition

**5261  CHAMBER MUSIC ENSEMBLE  1 HOUR**

Chamber music ensembles for piano, string, percussion and wind instruments

**5461  GRADUATE UNIVERSITY SINGERS  1 HOUR**

Large Mixed Choir, by audition

**5661  MUSIC THEATRE WORKSHOP  1 HOUR**

This course addresses the particular challenges of the singing-acting process through group exercises and the preparation and presentation of musical theater songs and scenes. Emphasis is on expanding the performers’ expressive capacity. Methods of lyric, song, and scene analysis are applied to musical theater literature. (fall, spring)

**5761  GRADUATE CHAMBER CHOIR  1 HOUR**

By audition

**CONDUCTING (MUS)**

**5142  CONDUCTING SEMINAR I  2 HOURS**

Advanced conducting and score reading techniques. Prerequisite: permission of the instructor. (Offered on demand)

**5242  CONDUCTING SEMINAR II  2 HOURS**

Prerequisite: 5142 or permission of the instructor. (Offered on demand)

**5342  CONDUCTING SEMINAR III  2 HOURS**

Prerequisite: 5242 or permission of the instructor. (Offered on demand)

**5542  CONDUCTING SEMINAR IV  2 HOURS**

Prerequisite: 5342 or permission of the instructor. (Offered on demand)

**THEORY, COMPOSITION AND LITERATURE (MUS)**

**5013  COMPOSITION I  3 HOURS**

An advanced and comprehensive study of composition in a variety of media. Composition major or permission of instructor. (fall, spring)

**5023  OPERA HISTORY II (1850-PRESENT)  3 HOURS**

This course is a chronological study of opera, focusing on major operatic centers of development, significant composers, their music, and great singers, including recording and video excerpts. (spring)

**5033  ADVANCED VOCAL PEDAGOGY  3 HOURS**

An in-depth study of the vocal instrument, including vocal anatomy, vocal acoustics and vocal function. Particular attention is paid to solving vocal problems, correcting misuse of the voice, and communicating accurately and efficiently about vocal technique. Prerequisite: MUED 3431 or permission of the instructor. (Offered on demand)

**5073  RECITAL/PAPER  3 HOURS**

This course represents the culmination of the Master of Music degree. The work in this course is done with the major teacher and with the approval of the student's graduate committee. (fall, spring)

**5102  MUSIC RESEARCH & WRITING  2 HOURS**

The development of specific skills and techniques for accomplishing research for a thesis project or paper. (fall)

**5113  THEORY IN PERSPECTIVE  3 HOURS**

A survey of the evolution of music through an examination of musical changes as they become evident, with an emphasis on styles and compositional techniques. (fall)

**5123  COLLEGIUM MUSICUM  3 HOURS**

The study of music by means of research, preparation, and performance of certain compositions, both instrumental and vocal. Attention is focused on the styles, forms, and performance practices of the different periods of music. (fall)

**5133  NINETEENTH-CENTURY ANALYSIS  3 HOURS**

This course covers the major genres of nineteenth-century music, including, but not limited, to symphony, art song, opera, solo concerto, solo sonata, chamber music, piano character pieces, and tone poem. Any one genre may be privileged more than others during a given semester. (fall)

**5143  SCORE READING AND ANALYSIS  3 HOURS**

The course is designed to explore score reading and analysis techniques through score study, listening, lecture, and class discussion as they relate to musical interpretation. (spring)
5173 COMPOSITION II  3 HOURS
An advanced and comprehensive study of composition in a variety of media. Composition major or permission of instructor. (fall, spring)

5212, 5312 COMPOSITION  2, 2 HOURS
An elective course in composition. (Offered on demand)

5213 TWENTIETH-CENTURY MUSIC, STYLE, AND STRUCTURE  3 HOURS
A study of twentieth-century pitch organization, rhythm, form, media, techniques, and systems. (spring)

5223 CHORAL LITERATURE SEMINAR  3 HOURS
(Offered on demand)

5262, 5362 OPERA STUDIO  2, 2 HOURS
This course addresses the particular challenges of the singing-acting process through group exercises and the preparation and presentation of opera arias and scenes. Emphasis is on expanding the performers' expressive capacity. Methods of role preparation and scene analysis are applied to arias and opera scenes. (fall, spring)

5313 COMPOSITION  3 HOURS
Study of theory and techniques of composition. Original compositions employing these techniques. (fall)

5323 OPERA HISTORY I (1600-1850)  3 HOURS
This course is a chronological study of opera, focusing on major operatic centers of development, significant composers, their music, and great singers, including recording and video excerpts. (fall)

5413 EIGHTEENTH-CENTURY COUNTERPOINT  3 HOURS
A specialized approach to the contrapuntal techniques of the eighteenth-century culminating with the writing of two-part inventions and three-voice fugues. (spring)

5422 VOCAL LITERATURE SEMINAR I: GERMAN LIEDER  2 HOURS
A survey of German solo song literature with representative composers and poets presented in a historical, musical, and literary context. (fall, odd)

5513 ORCHESTRATION  3 HOURS
The study of idiomatic writing for the instruments of the orchestra. Arranging of short compositions for small ensembles of varying instrumentation. (fall)

5572 KEYBOARD SKILLS (AMR)  2 HOURS
Students become equipped with keyboard skills used in many everyday situations as a keyboardist—either as an organist, pianist, or harpsichordist. (spring)

5532 VOCAL LITERATURE SEMINAR II: FRENCH MÉLODIES  2 HOURS
A survey of French solo song literature with representative composers and poets presented in a historical, musical, and literary context. (spring, even)

5583 MUSIC THEATER LITERATURE SEMINAR  3 HOURS
A survey of the history and literature of operetta and musical comedy, with emphasis on the influence of each form upon the others. (fall, spring)

5613 COMPOSITION III  3 HOURS
An advanced and comprehensive study of composition in a variety of media. Composition major or permission of instructor. (fall, spring)

5623 ORCHESTRAL LITERATURE SEMINAR  3 HOURS
A study of representative symphonic and chamber literature by means of analysis and discussion of form, style, and instrumentation. (fall, even)

5632 VOCAL LITERATURE SEMINAR III: ITALIAN AND SPANISH SONG  2 HOURS
A study of representative symphonic and chamber literature by means of analysis and discussion of form, style, and instrumentation. (fall, even)

5723 ORGAN LITERATURE SEMINAR  3 HOURS
A specialized study of music for the organ from early periods into the twentieth century. (Offered on demand)

5732 VOCAL LITERATURE SEMINAR IV: SONGS IN ENGLISH  2 HOURS
A survey of English-language solo song literature with representative composers and poets presented in a historical, musical, and literary context. (spring, odd)

5823 KEYBOARD LITERATURE SEMINAR  3 HOURS
(Offered on demand)

5913 COMPOSITION IV  3 HOURS
An advanced and comprehensive study of composition in a variety of media. Composition major or permission of instructor. (fall, spring)

6023 GUITAR LITERATURE SEMINAR  3 HOURS
(Offered on demand)

6071 GRADUATE RECITAL  1 HOUR
Students with a performance concentration (instrumental, vocal, opera, music theater) present a full recital (48-53 minutes of performing time). Students with a conducting concentration present a thirty-minute conducting recital. Students with a composition concentration present a full recital (50 minutes) of their works. The work in this course is done with the major teacher and with the approval of the student's graduate committee.

6072 GRADUATE COMPREHENSIVE PROJECT  2 HOURS
This course represents the culmination of the Master of Music degree. The work in this course is done with the major teacher and with the approval of the student's graduate committee.
NURSING (NURS)

5003 COMMUNICATION IN HEALTH PROFESSIONS 3 HOURS
Professionalism in written, electronic, and verbal communications. Synthesis of research literature, document design, formatting styles, and manuscript preparation. Issues related to copyright law and plagiarism. Use of technology and media formats for professional presentations.

5103 THEORETICAL FOUNDATIONS OF ADVANCED NURSING PRACTICE 3 HOURS
Analysis and evaluation of the philosophical and theoretical basis for professional nursing. Emphasis placed on continued theory development and application to practice, administration, education, and research.

5123 NURSING INFORMATICS 3 HOURS
Collection, processing, and communication of information for the support of nursing practice, administration, education, and research through records and database management, media, and other technologies.

5153 THE ADULT LEARNER 3 HOURS
Application of theories of adult growth and development and adult learning theories to design strategies for meeting the educational needs of generationally diverse clients.

5203 CURRICULUM DEVELOPMENT IN NURSING EDUCATION 3 HOURS
Domains of learning and curriculum theory, design, implementation, and evaluation of nursing education curricula. Analysis of selected curricula using established standards.

5213+ SPIRITUALITY IN HEALTH CARE 3 HOURS
Explores the phenomenon of spirituality in health and illness across cultures and lifespan. Integrates theory and research as well as individual and communal ways of knowing to provide spiritually sensitive care. Dual-listed with NURS 3213. Open to all majors. (summer, fall)

5313* SEXUAL ISSUES IN COUNSELING & THERAPY 3 HOURS
This course will focus on psychosexual development throughout the life span, interviewing and counseling techniques, and sexual therapy for sexual dysfunctions, addictions, paraphilias, and challenges related to aging and illness. (cross-listed as ABS 5313)

5323+ ISSUES IN CHEMICAL DEPENDENCE 3 HOURS
Review of relevant literature and theories related to chemical dependence. Physiological, cognitive, psychological, social, and spiritual sequelae of drug dependence. Dual-listed with NURS 4323. Open to all majors.

5403 TEACHING STRATEGIES FOR NURSING 3 HOURS
Educational theories and strategies for teaching and learning are integrated to address diverse needs and learning styles. The influence of legal and ethical issues on education will also be addressed. Prerequisite: NURS 5153

5503 ADVANCED PATHOPHYSIOLOGY AND PHARMACOLOGY 3 HOURS
Expansion of the experienced professional nurse's knowledge of pathophysiology and pharmacology to prepare for advanced nursing roles.

5603+ SERVANT LEADERSHIP 3 HOURS
A transcultural approach: introduction to the beliefs and practices of various cultures. Opportunity to provide servant leadership in an underserved area. Humanities focus via examination of various rituals and practices across cultures. Assessment and communication techniques in a transcultural setting. Dual-listed with NURS 3701-3. Open to all majors.

5653 ADVANCED CLINICAL NURSING 3 HOURS
Clinical practicum and seminar designed and arranged by the student with faculty approval to develop additional expertise in an identified area of professional practice.

5703 ETHICS AND HEALTH CARE POLICY 3 HOURS
Nursing and health care public policy development from agenda setting, policy formation, policy implementation, and policy evaluation at the national, state, and local levels. The influence of ethical issues on policy development will be considered.

6001-3 INDEPENDENT STUDY IN ADVANCED NURSING 3 HOURS
Variable course content designed to meet specific student needs. Requires permission of professor.

6153 NURSING EDUCATION EVALUATION STRATEGIES 3 HOURS
Theories and strategies for evaluation of learning in classroom and clinical environments. Prerequisite: NURS 5203

6201 ADVANCED TOPICS IN ADVANCED PRACTICE 1 HOUR
Variable course content designed to meet specific student needs.

6203 ADVANCED PATHOPHYSIOLOGY 3 HOURS
Principles of biochemistry, molecular biology, genetics, and nutrition are applied to disease processes. Focus on principles, theories, and current research related to physiological and pathophysiological system alterations across the lifespan.

6213 PHARMACOLOGY FOR ADVANCED PRACTICE 3 HOURS
Focus on pharmacology and therapeutics used in the treatment of selected health conditions. Emphasis on the decision making process utilized to prescribe safely and effectively, and monitor pharmacotherapeutics appropriate to the client situation.

6215 ADVANCED HEALTH ASSESSMENT & DIAGNOSTIC REASONING 5 HOURS
Application of advanced health assessment principles and skills with focus on deviations from normal in populations across the lifespan. Opportunities provided to perform comprehensive and problem-specific psychosocial, developmental, cultural, and physical assessments. Analysis of collected client data used to determine client health status, identify health problems, and formulate diagnoses. Prerequisites: NURS 6203 and NURS 6213.

6223 HEALTH PROMOTION & PRIMARY CARE OF ADULTS 3 HOURS
Health promotion, diagnosis, and management of common illnesses in primary health care practice with adult and elderly clients. Prerequisites: NURS 6243 and NURS 6244. Corequisite: NURS 6233.

6233 ADULT PRIMARY CARE 3 HOURS
Application of pathophysiology knowledge and clinical decision making skills to the interpretation of assessment data gathered from complete health assessment and diagnostic evaluation of the adult or elderly client. Collaborative strategies are used in the implementation and evaluation of accepted medical and nursing
interventions. Research, teaching, and consultation skills integrated into clinical practice. Three credit hours of practicum. Prerequisites: NURS 6243 and NURS 6244. Corequisite: NURS 6223.

6243 HEALTH PROMOTION & PRIMARY HEALTH CARE OF WOMEN & CHILDREN 3 HOURS Conceptual and theoretical foundation for advanced nursing assessment, diagnosis, and management of selected health care concerns. Emphasis is on primary health care of women in the childbearing years, children, and role development in clinical practice. Prerequisite: NURS 6215. Corequisite: NURS 6244.

6244 WOMEN'S AND CHILDREN'S PRIMARY CARE 4 HOURS Clinical experience in well-child care and management of common pediatric problems in primary care settings, care of women in the childbearing years, and gynecologic care across the lifespan. Four credit hours of practicum. Corequisite: NURS 6243 Health Promotion and Primary Health Care of Women and Children.

6253 GERIATRIC PRIMARY CARE 3 HOURS Health care of older clients presenting with acute and chronic health care needs in primary health care settings. Collaborative strategies used in the implementation and evaluation of accepted medical and nursing interventions. Research, teaching, and consultation skills integrated into clinical practice. Three credit hours of practicum. Prerequisites: NURS 6223 and NURS 6233.

6254 PRIMARY HEALTH CARE IN ADVANCED PRACTICE SETTINGS 4 HOURS Management of increasing complex client care with increasing independence. Collaborative strategies used in the implementation and evaluation of accepted medical and nursing interventions. Research, teaching, and consultation skills integrated into clinical practice. Theoretical concepts of organizational systems, health care politics, and policy used to identify and solve complex problems. Four credit hours of practicum. Prerequisite: NURS 6223.

6303 ADMINISTRATION OF NURSING SERVICES I 3 HOURS First course in a two-course series on analysis of organizational theory and structure, organizational psychology, personnel and operations management, and organizational change within nursing care delivery systems.

6323 DEVELOPMENT OF EVIDENCE-BASED PRACTICE 3 HOURS Development of an evidence-based project to enhance practice, education, or administration. Analysis of quantitative and qualitative research methodologies, models of evidence-based practice, and application of problem-solving in professional practice. Prerequisites: Statistics and NURS 5103.

6403 ADMINISTRATION OF NURSING SERVICES II 3 HOURS Application of select organization and administrative theory. Design of human resource and operations management programs demonstrating innovation and insight into human systems. Management of organizational change process within nursing care delivery. Prerequisite: NURS 6303.

6503 NURSING EDUCATION PRACTICUM 3 HOURS Seminar and practicum experiences designed and arranged by the student with faculty approval, to provide guided practice in planning, providing, and evaluating nursing education. Prerequisite: Completion of at least 12 credit hours toward the M.S.N., including completion of or concurrent enrollment in the 12 credit hours of core courses for the Nursing Education track.

6603 MASTER'S PROJECT 3 HOURS Completion of the scholarly project developed in NURS 6323 that includes well developed recommendations. Prerequisites: NURS 6323 and completion of at least 18 credit hours toward the M.S.N.

6623 NURSING ADMINISTRATION PRACTICUM 3 HOURS Seminar and practicum experiences designed and arranged by the student with faculty approval, to provide exposure to nursing administration of personnel, finances, and operations at the executive level.

7103 PHILOSOPHY OF SCIENCE 3 HOURS This course is focused on the understanding of current methods of epistemology as interpreted through an understanding of the history of science. The role of the scientist and scholar are explored as natural outcomes of professional development both in individuals and in the discipline. An understanding of the current state of science, post modernism, and future trends is gained by exploring cross disciplinary methods of generation of knowledge.

7113 ADVANCED HEALTH CARE POLICY 3 HOURS This course focuses on advanced health care policy formulation and trends at local, state, national, and international levels. Students interpret multiple complex influences on the regulation, funding, and delivery of health care. These influences may include economics, culture, the media, health care reform, politics and special interests, environment, ethics, and other issues. Special attention is given to political and professional strategies for creating and enacting effective policy change.

7123 ADVANCED THEORY DEVELOPMENT 3 HOURS This course explores various approaches to theory development. Strategies for concept identification, specification of relationships, and theory clarification are discussed. Students explore theory construction, application, evaluation, and testing, as well as the relationship between theory development and research. The coursework involves production of a midrange theory. Prerequisite: NURS 5103.

7212 TRANSCULTURAL HEALTH CARE 2 HOURS This course explores meanings and expressions of person, health, illness, nursing, and caring in clients with diverse cultural backgrounds. Patterns of human interaction that foster health and quality of life are analyzed. Health-damaging patterns of interaction, such as stereotyping, discrimination, and marginalization are examined within a theoretical framework and submitted to ethical reflection. Students engage in dialogue and networking with providers and consumers to understand the context of transcultural health care.

7231-3 GRANT WRITING 1-3 HOURS This course deals with the search for and procurement of funds from both public and private grant funding sources. Topics include interpretation of instructions, producing a successful proposal, the proposal review process, managing grants received, and writing reports.

7243 ORGANIZATIONAL AND LEADERSHIP THEORY 3 HOURS This course examines the theoretical basis for behaviors displayed by organizations and the personnel within them. Students explore leadership strategies for producing successful outcomes by analyzing organizational structure, change theory, reward systems, environmental psychology and culture, and other related factors. Patterns and predictors of behaviors within and between formal organizations are analyzed and interpreted by the application of theory and research findings.
7253 TRANSLATIONAL RESEARCH AND EVIDENCE-BASED PRACTICE 3 HOURS
This course integrates research into practice with a focus on identifying, summarizing, and appraising evidence for best practices. Students explore such issues as the identification of practice and system problems, evaluation of research studies and systematic reviews, development and implementation of evidence-based practice guidelines, and use of evidence-based practice to improve outcomes for clients and health care systems.

7303 ADVANCED BIOETHICS 3 HOURS
This course applies philosophical approaches to the development of bioethical reasoning in terms of metaethics and normative ethics. Students consider how the interplay of abstract thinking and cognitive science in themselves and others influences ethical practices.

7403 STATISTICAL ANALYSIS I 3 HOURS
This course covers intermediate statistical analysis, including the logic of statistical inference, probability and sampling, tests of statistical hypotheses, error theory, confidence interval estimates and procedures, introduction to analysis of variance, and selected nonparametric methods. The content also addresses bivariate correlation techniques, measures of association, and simple linear regression. Students use selected statistical computing software for relevant data analysis. Prerequisite: an introductory statistics course.

7453 HEALTH CARE INFORMATION MANAGEMENT 3 HOURS
Selection and use of information systems/technology to provide health care and to evaluate patient care programs, outcomes, and systems. Prerequisites: NURS 7103, NURS 7113, NURS 7253

7503 HIGHER EDUCATION ISSUES AND TRENDS 3 HOURS
This course focuses on issues in post-secondary education in the United States and abroad. Students explore the history of higher education, trends, legal concerns, the evolution of curriculum and educational philosophies, private versus public funding, college and university governance, tenure, academic freedom, and other topics.

7543 EVALUATION OF EDUCATIONAL EFFECTIVENESS 3 HOURS
This course focuses on development and implementation of various methodologies for evaluation of educational effectiveness. Integration of professional, ethical, and legal implications facilitates development of methods and strategies that advance the quality of the educational environment. Analysis of research concerning the impact of evaluation processes provides a foundation for evidence-based practices. Prerequisite: M.S.N. with an education focus or nurse educator certification.

8103 QUALITATIVE RESEARCH METHODS 3 HOURS
This course examines qualitative research as an approach to the generation of knowledge. Students will analyze philosophical foundations and relationships between research questions and specific qualitative methods. Threats to reliability and validity of qualitative research are evaluated. Integrated into all aspects of research are considerations of ethics, human and animal protections, and scientific integrity. Prerequisite: NURS 6323.

8203 QUANTITATIVE RESEARCH METHODS 3 HOURS
This course examines research designs for description, exploration, correlation, and causal inference. Threats to research validity are analyzed, as are issues of design sensitivity and power, in experimental, quasi-experimental, and non-experimental methods. Integrated into all aspects of research are considerations of ethics, human and animal protections, and scientific integrity. Prerequisites: NURS 6323, introductory statistics, and NURS 7403.

8343 ADVANCED RESOURCE MANAGEMENT IN COMPLEX SYSTEMS 3 HOURS
Advanced techniques of resource allocation within health care systems including evidence-based practice and evaluation of resource development, dispersal, and expenditures within unit-based and aggregate settings.

8403 STATISTICAL ANALYSIS II 3 HOURS
This course deals with selected multivariate procedures including, but not limited to, multifact analysis of variance and covariance; complex hypothesis testing; multiple, partial, and curvilinear correlation and regression; and sampling theory applied to regression analysis and correlation coefficients. Students expand their ability to use statistical computing software for data analysis of greater complexity. Prerequisite: NURS 7403.

8413 POPULATION HEALTH 3 HOURS
This course examines health care issues related to populations. Measures of population health and global health indicators are applied to evaluate the health status of selected populations. Students explore global and lifespan health care issues with an emphasis on factors that create vulnerability for specific populations. The influence of moral, ethical, economic, and access issues on the health of populations is examined. The effects of emerging health threats to populations are identified.

8423 CLINICAL PRACTICE MANAGEMENT AND INFORMATION SYSTEMS 3 HOURS
This course provides an overview of issues relevant to managing a clinical practice. Topics include personnel and facilities management; business and other permits; licensing and liability concerns; vendors and supplies; hazardous waste disposal; contracts with third party payers; billings and collections; marketing and customer service; and other aspects of practice management. Students also learn about medical records systems; data sharing with labs, hospitals, and third party payers; inventory software; computerized financial systems; and other aspects of data management.

8443 ADVANCED CLINICAL PRACTICUM I 3 HOURS
This course provides individualized experience that enhances clinical expertise in the selected advanced practice specialty role. The student selects a practice environment with approval of faculty and develops objectives that demonstrate integration of knowledge gained in the program. Prerequisite: completion of at least 18 credit hours.

8453 ADVANCED CLINICAL PRACTICUM II 3 HOURS
This course provides an opportunity for the student to continue the Advanced Clinical Practicum I experience or develop a new focus. The student selects a practice environment with approval of faculty and develops objectives that demonstrate synthesis of knowledge gained in the program. Prerequisite: NURS 8443.

8503 TESTING AND MEASUREMENT 3 HOURS
This course examines the processes of testing and measurement in the educational environment. Methodological and statistical analysis of instruments and evaluation results is emphasized. Professional, ethical, and legal implications are examined in the development and selection of effective testing and measurement instruments. Analysis of research concerning testing and mea-
G某种工具提供了发展和选择仪器的基础。先决条件：M.S.N. 与教育重点或护士教育认证；NURS 8203; NURS 7403.

8513 TECHNOLOGY IN INSTRUCTIONAL DESIGN 3 HOURS

这门课程探索了可用以增强指导性设计的技术。理论方面的指导技术是研究的。新技术的指导方法被讨论，且指导技术在学习成果中被基于理论支持。每位学生有机会设计和评估材料，这些材料包括了技术性创新。

8543 NURSING EDUCATION ADMINISTRATION 3 HOURS

这门课程以人员、财务、指导和运营的管理为主，它讨论了教育部门和客户教育机构，同时考察教育部门间的联系。学生检验了教学单位与父组织的关系。

9103 D.N.P. CAPSTONE PROJECT 3 HOURS

学生设计并实施了博士级临床实践项目，其主题涉及了学术、卫生保健机构、教育部门和客户教育机构。学生检验了教育单位与父组织的关系。

9903 DISSERTATION SEMINAR 3 HOURS

在课程中学生参与撰写论文答辩的准备和撰写。先决条件：满意完成的候选人考试。

9913 DISSERTATION I 3 HOURS

9923 DISSERTATION II 3 HOURS

9933 DISSERTATION III 3 HOURS

9941-3 DISSERTATION IV 1-3 HOURS

在课程中学生参与数据收集和分析、结果的解释、写作和答辩的最终论文。在完成论文的第二年学生必须参与六个学时的论文答辩。在完成的答辩和论文没有被完成的NURS 9933，学生必须在NURS 9941-3完成论文答辩。先决条件：NURS 9903和论文答辩的正式批准。

OPERA AND MUSIC THEATER (OMT)

5223 MUSIC THEATER ANALYSIS 3 HOURS

深入研究文学和原作材料的音乐剧场组成和那些作品。(spring)

5382 ACTING OPERA AND MUSIC THEATER III—IMPROVISATION 2 HOURS

这门课程探索了即兴创作的技巧，它作为角色发展和非剧本创作的工具。课程讨论了在游戏理论，表达方式，即兴创作和即兴创作理论，戏剧制作，哑剧，技巧等。先决条件：允许的导演的歌剧/音乐剧院。

5482 GRADUATE OMT ACTING 2 HOURS

这门课程以即兴创作的重点为发展策略，参与场景和独白的排练。这门课程将采用各种方法，包括Stanislavski, Sanford Meisner, Anne Bogart和Tina Landau。学生将运用即兴创作的练习和脚本分析到排练和表演的场景和独白。

5582 ACTING OPERA AND MUSIC THEATER V—PERIOD MOVEMENT, BODY AND IDENTITY 2 HOURS

这门课程提供了学生对周围环境的实践技巧，因为他们将涉及日常生活，服装风格，服装和服饰，以及角色的意识。学生被介绍到一个与理想姿势相关的各种技术。先决条件：允许的导演的歌剧/音乐剧院。(fall)

5682 ACTING OPERA AND MUSIC THEATER VI—PHYSICAL SKILLS 2 HOURS

这是一门初步的物理技能课程。这门课程引进了学生到基本战斗，打击，刀具，剑，剑阵，舞台工作和运动。学生也将接收在克劳恩艺术： 隐喻和魔术。先决条件：允许的导演的歌剧/音乐剧院。(spring)

5882 OPERA/MUSICAL THEATER COACHING PROJECT 2 HOURS

这门课程，连同Recital/Paper，代表了曲师在咏唱及训练的顶峰。这门课程，它涉及到的表演导演，是对歌剧或音乐剧院的制作，由主要教师和学生的研究生委员会进行。

PHILOSOPHY (PHIL)

5113 HISTORY OF PHILOSOPHY I 3 HOURS

系统研究的古代和中世纪哲学的主要人物（例如，Plato, Aristotle, St. Augustine, St. Thomas Aquinas, Duns Scotus, Ockham, etc.）仅限于M.L.A.学生，但必须与M.L.A.主任达成一致。每学期)(every third semester)

5213 HISTORY OF PHILOSOPHY II 3 HOURS

系统研究的古代和中世纪哲学的主要人物（例如，Plato, Aristotle, St. Augustine, St. Thomas Aquinas, Duns Scotus, Ockham, etc.）仅限于M.L.A.学生，但必须与M.L.A.主任达成一致。每学期)(every third semester)

5313 HISTORY OF PHILOSOPHY III 3 HOURS

系统研究的现代哲学和康德的现代哲学。开放给M.L.A.学生，但必须与M.L.A.主任达成一致。每学期)(every third semester)

5563 TOPICS IN PHILOSOPHY 3 HOURS

系统研究的一个特定的哲学问题或与哲学有关的区域（例如，American philosophy, metaphysics, epistemology, philosophy of mathematics, philosophy of language, philosophy of mind, etc.）。(TBA)
POLITICAL SCIENCE (POLS)

5223 MODERN JAPAN 3 HOURS
Traces the history of Japan from 1867 to the present, including the growth and ruin of Japan as a military power and rebirth as an economic giant.

5013 EUROPEAN POLITICS AND GOVERNMENT 3 HOURS
Political trends and governmental institutions in Europe; detailed examination of political systems of Britain, France, Germany, and Russia including comparisons to U.S. systems. May be dual-listed with POLS 3013. (tba)

5113+ MODERN CHINA 3 HOURS
Chinese politics, economics, and history from the end of the Ching dynasty, including Chinese economic reform and beyond. Dual-listed with POLS 3113. (fall, odd)

RELIGIOUS EDUCATION (REL)

5103 OLD TESTAMENT INTERPRETATION 3 HOURS
A thorough survey of Old Testament history and literature involving a study of biblical analytical methodology and its application to Old Testament interpretation.

5123 NEW TESTAMENT INTERPRETATION 3 HOURS

5213 MODERN TRENDS IN THE WORLD’S RELIGIONS 3 HOURS
A survey of philosophical and theological movements in India, China, and the Middle East, with emphasis on ways in which ideas are expressed in institutions and in the common life of major non-Western religious traditions.

5223 CRITICAL ISSUES IN CHRISTIAN ETHICS 3 HOURS
An examination of Christian ethical thought vis-a-vis political, economic, and social theory and practice, with a focus on the response of citizens and institutions to critical issues. (spring, even)

5303 TOPICS IN CHURCH HISTORY 3 HOURS
Survey of key periods, personalities, events, movements, and ideas against the sociocultural backdrop of successive periods in the history of Christianity. Attention is given to the relationship of United Methodist traditions to those of other churches and movements.

5313 HISTORY OF THE UNITED METHODIST TRADITION 3 HOURS
A survey of the history of Methodism from John Wesley to the present. Major attention is given to persons and situations in American culture that have shaped the movement.

5403 MAJOR THEMES IN THEOLOGY 3 HOURS
A study of the process by which humans come to understand and articulate faith, drawing upon the Scriptures, tradition, experience, and reason. Attention is given to the work of theologians in the past and to contemporary theological work.

5413 UNITED METHODIST DOCTRINE AND POLITY 3 HOURS
A study of United Methodist doctrine and doctrinal standards as contained in the General Rules, Social Principles, and contemporary statements and of the historical development of United Methodist polity, denominational structure, and local church organization.

5453 MISSION OF THE CHURCH IN THE CONTEMPORARY WORLD 3 HOURS
An exploration of what mission has been in the past, the world to which the church is sent in mission today, and implications for the theology of mission and the way the church may authentically engage in mission in a variety of situations.

5603 NATURE AND WORK OF CHRISTIAN EDUCATION 3 HOURS
A survey of the historical and theological sources for religious education, the context for teaching and learning in the church, and the development of competence in teaching based on theories of teaching-learning. Students begin to develop their self-understanding as educators and their own philosophy of religious education. This course fulfills the teaching-learning certification requirement. (fall, odd)

5633 THE BIBLE IN CHRISTIAN EDUCATION 3 HOURS
An examination of relating biblical interpretation and teaching. The course focuses on the nature of interpretation from a developmental perspective in order to determine what it means to teach Scripture to people in different age groups and stages of faith development. Appropriate methodologies for biblical study are analyzed and evaluated. (fall, even)

5643 RELATING THEOLOGY TO CHRISTIAN EDUCATION 3 HOURS
A study of major theological themes and issues in terms of their relevance and application to Christian education and of ways in which teachers and students may “do theology” as an integral part of the educational process. (spring, odd)

5653 ADMINISTRATION AND LEADERSHIP 3 HOURS
An examination of facets of administration and leadership in Christian education based on organizational development principles, including group decision making, conflict management, communication, staff relationships, volunteer development, and evaluation of programs and personnel—all with reference to programming at various age levels. (spring, even)

5663 THE BIBLE IN YOUTH MINISTRY 3 HOURS
An examination of the task of relating biblical interpretation and teaching in youth ministry. (fall, even)

5673 RELATING THEOLOGY TO YOUTH MINISTRY 3 HOURS
A study of major theological themes and issues in terms of their relevance and application to ministry with youth and of the ways in which teachers and students may “do theology” as an integral part of the educational process. (spring, odd)

5703 MINISTRY WITH CHILDREN AND FAMILIES 3 HOURS
An exploration of the church’s ministry with children. Models, resources, and issues in children’s religious education are surveyed. Skills in program planning, implementation, and evaluation of educational programs for children in the church in cooperation with
appropriate councils, committees, and organizations are enhanced.
Specific educational models and ministries with families are consid-
ered. (spring, odd)

5713 MINISTRY WITH YOUTH 3 HOURS
An exploration of ministries with youth. Models, resources, and
issues in youth religious education are presented. Skills in program
planning, implementation, and evaluation of educational programs
for youth in the church in cooperation with appropriate councils and
organizations are enhanced. (fall, odd)

5723 MINISTRY WITH ADULTS 3 HOURS
An exploration of ministries to young, middle, and older adults.
Models, resources, and issues in adult religious education are pre-
sented. Skills in planning, implementation, and evaluation of adult
educational programs based on educational theory and practice
are enhanced. (spring, even)

5733 ADOLESCENT WORLD 3 HOURS
The personal, social, and spiritual development of the adolescent
in relationship to the Christian faith. The resources of the church
directed toward the religious needs of youth.

5763 RITES AND RITUALS
IN THE FAITH PILGRIMAGE 3 HOURS
An exploration of the nature and functions of rites of passage and
rituals of the church with implications for the congregation's educa-
tional ministry. (fall, odd)

5833 SEMINAR IN NEW TESTAMENT 3 HOURS
Special topics in the New Testament not normally covered in stan-
dard courses.

5843 SEMINAR IN HEBREW BIBLE 3 HOURS
Special topics in the Hebrew Bible not normally covered in stan-
dard courses.

5853 SEMINAR IN CHURCH HISTORY 3 HOURS
Special topics in church history not normally covered in standard
courses.

5863 SEMINAR IN THEOLOGY 3 HOURS
Special topics in theology not normally covered in standard
courses.

5873 SEMINAR IN RELIGION 3 HOURS
Special topics not normally covered in standard courses.

5881–3 SEMINAR IN RELIGIOUS
EDUCATION 1–3 HOURS
Special topics not normally covered in standard courses, e.g.,
attendance at the National CEF conference.

5891–3 SPECIAL TOPICS 1–3 HOURS
A variable-credit course designed to meet needs of students such
as the Summer School on Chemical dependency. Special topics
not normally offered in standard courses.

5951–3 READINGS IN RELIGION/
RELIGIOUS EDUCATION 1–3 HOURS
Extensive reading in the student's field of interest or with respect to
problems and issues beyond the usual class format. Students who
have approved undergraduate courses in selected fields may, with
the director's permission, enroll in advanced reading courses in the
topic for graduate credit.

5981 INTERNSHIP IN RELIGIOUS
EDUCATION 1 HOUR
Experiential education of students working in an appropriate
church-related setting. Involves both a weekly class/academic set-
ting and a church setting. Offered as credit/no-credit.

5993 RESEARCH PROJECT/
THESIS IN RELIGION 3 HOURS
The development of a professional project on theoretical research
or ministry design and evaluation of its implementation, or the
preparation of a master's-level thesis through research into a body
of literature or a survey to obtain empirical data. Thesis must be
completed within two years of enrollment in MREL 5993. In extraor-
dinary cases an extension may be granted.

APPLIED SOCIOLOGY—NONPROFIT
LEADERSHIP (SOC)

6003 SOCIOLOGICAL FOUNDATIONS
OF NONPROFITS 3 HOURS
This course will differentiate the sociological literature on nonprofit
organizations including the nature and evolution of nonprofits, theo-
ries of organizations, and the relationship between the third sector
and business and government. Required.

6013 SOCIOLOGY OF LEADERSHIP I 3 HOURS
In this course students will assess the sociology of leadership
and multi-disciplinary approaches to nonprofit leadership. This
course will focus on the role of volunteers in nonprofit organiza-
tions and the implications for nonprofit organizations and leaders.
Volunteers are the backbones of most nonprofit organizations and
nonprofit executives must deal with the paradox of both leading
and being led by volunteers (e.g., board of directors). The course
will integrate multidisciplinary perspectives on voluntarism and civic
engagements, and include the fundamentals of board development
and relationships and the recruitment, development, and manage-
ment of volunteers. Required.

6073 PRACTICUM IN NONPROFITS 3 HOURS
This course provides students with experiential learning in nonprofit
organizations. The Practicum in Nonprofits is an elective for stu-
dents interested in an internship with a local nonprofit organization.
Elective.

6113 SOCIOLOGY OF LEADERSHIP II 3 HOURS
Sociological perspectives and classical case studies in organiza-
tions and leadership will provide a conceptual framework for the
class. Students will also learn the fundamentals associated with
managing employees and organizational resources. Required.

6213 RESOURCE MOBILIZATION
AND DEVELOPMENT 3 HOURS
Organizational, human, and financial resources are essential to the
emergence, evolution, and existence of nonprofit organizations. In
this course, students will analyze consistent operational funding
and future support through long-term, planned giving in nonprofit
organizations. Required.

6313 LAW AND NONPROFIT
ORGANIZATIONS 3 HOURS
This course will examine the implications associated with law for
nonprofits and their leadership. Students will become familiar with
legal issues and ethics and will learn how to relate to the legal
community through board counsel. Required.
6413 NONPROFIT FINANCIAL OVERSIGHT 3 HOURS
Given the fiscal responsibilities of nonprofit leaders, it becomes imperative for them to possess a thorough understanding of their organization’s finances and various reporting responsibilities to existing and potential donors. In addition, this course will help nonprofit leaders comply with federal reporting requirements. Required.

6513 STRATEGIC PLANNING AND PROGRAM DEVELOPMENT FOR NONPROFITS 3 HOURS
This course will cover the various models for planning in nonprofits and how those plans translate into the programs offered by the organization. Strategic planning is fundamental to any organization’s success. This course draws upon information from the courses in the sociological foundations area to teach students the application of nonprofit planning and development. Required.

6613 RESEARCH DATA IN NONPROFITS 3 HOURS
This course provides an overview of research methods and will demonstrate how to find, interpret, and apply data from secondary sources. In addition, nonprofit leaders will learn how to conceptualize and implement a research plan for their organization. Required.

6713 NONPROFIT PROGRAM EVALUATION 3 HOURS
This course covers the essentials of evaluating nonprofit organizations and teaches students how to develop comprehensive plans to conduct (or oversee) successful program evaluations. Conducting summative and formative evaluations is essential for nonprofits in meeting reporting requirements, marketing the program, seeking funding, evaluating the program, and designing new programs. Required.

6813 ADVOCACY FOR SOCIAL CHANGE 3 HOURS
This course provides an overview of research methods and will demonstrate how to find, interpret, and apply data from secondary sources. In addition, nonprofit leaders will learn how to conceptualize and implement a research plan for their organization. Required.

6913 MARKETING FOR NONPROFITS 3 HOURS
This applied course addresses various marketing strategies, including working with press to promote success stories for nonprofit organizations. Students will learn how to balance marketing organizational needs with promoting successes in accomplishing their mission. Nonprofit leaders require information to develop marketing strategies that promote the organization, encourage the support of potential volunteers and donors, and reinforce their niche among competing groups. Required.

6993 PROFESSIONAL PROJECT 3 HOURS
This course provides students with experience developing a final project focusing on program development, improvement, or evaluation of a nonprofit organization. Classes throughout the program will incorporate assignments that will assist students in this final directed project. Required.

TEACHING CHINESE TO SPEAKERS OF OTHER LANGUAGES (TCSL)

5103 SECOND LANGUAGE ACQUISITION 3 HOURS
Process of L2 acquisition considering both learner-internal influences and learner-external influences; the relationships between SLA theory, research, and pedagogy; applications of theoretical models to teaching practice. May be dual-listed with TCSL 4103. (TBA)

5203 CLASSROOM MANAGEMENT 3 HOURS
Best practices and theories in classroom management. Includes classroom organization; design of rules and procedures for the classroom; discipline and behavior management; effective lesson planning; teacher/student/family relationships; and establishing positive expectations. May be dual-listed with TCSL 4203. (TBA)

5303 CULTURE OF AMERICAN CLASSROOMS 3 HOURS
Introduction to the U.S. elementary and secondary school systems. May be dual-listed with TCSL 4303. (TBA)

6103 METHODS OF TEACHING CHINESE AS A FOREIGN LANGUAGE 3 HOURS
Theory and methods of teaching Chinese as a foreign language. (TBA)

6273 PRACTICUM I 3 HOURS
Practical experience in teaching Chinese to speakers of other languages at the elementary, secondary, or postsecondary level. (TBA)

6373 PRACTICUM II 3 HOURS
Advanced practical experience in teaching Chinese to speakers of other languages at the elementary, secondary, or postsecondary level; includes preparation of required teacher portfolio. (TBA)

TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES (TESL)

5013 PEDAGOGICAL GRAMMAR 3 HOURS
This course involves both a study of English grammar and a discussion of the teaching of grammar in ESL. Using an eclectic approach, students examine the morphological and syntactical system of English and explore the theoretical and practical issues of the teaching of grammar in ESL/EFL. (Fall, Spring)

5053 DIRECTED READING 3 HOURS (TBA)

5063 SEMINAR 3 HOURS (TBA)

5093 INDEPENDENT STUDY 3 HOURS (TBA)

5103 STUDIES IN LINGUISTICS 3 HOURS
A study of language in general, this course examines the universals and the kinds of rules and structures of language, with a focus on phonology, morphology, syntax, and semantics. Explored also are the social, physiological, and psychological aspects of language use and language learning in light of cultures and learning patterns. Historical and computational linguistics are briefly discussed. (Fall, spring)
5113 AMERICAN ENGLISH PHONOLOGY  3 HOURS
This course examines the features of American English phonology, including the consonant and vowel systems, stress, intonation, and adjustments in connected speech. We also discuss and demonstrate effective techniques for teaching pronunciation in ESL/EFL classes, look at the role of pronunciation in the language curriculum, and discuss methods for testing and evaluating pronunciation. (spring)

5123 SECOND LANGUAGE ACQUISITION  3 HOURS
Presents an overview of the field of second language acquisition (SLA) and reviews important research in SLA. Helps students gain an understanding of the relationships between SLA theory, research, and pedagogy and to apply theories critically to teaching practice. (TBA)

5143 INSTRUCTIONAL STRATEGIES IN WRITING  3 HOURS
This course provides opportunities for students to expand their understanding of writing as they tutor other students in grammar, usage, organization, focus, conciseness, development, specificity, and general language skills. In addition to tutoring, students work on their own writing projects. (TBA)

5163 THEORY AND METHODS OF TEACHING SECOND LANGUAGE WRITING  3 HOURS
Introduction to theory, research, and methods of teaching second language writing. Provides hands-on experiences for teacher candidates to put knowledge of theories and methods of second language writing into practice. (TBA)

5163 ISSUES IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES  3 HOURS
(fall, spring, summer)

5173 PSYCHOLINGUISTICS  3 HOURS
This course explores psychological aspects of language with a focus on language acquisition, production, and comprehension. (fall)

5173 FOUNDATIONS OF READING  3 HOURS
See ELED 6103. (fall, spring)

5183 LANGUAGE AND CULTURE  3 HOURS
This course explores the relationship between language and culture from a sociolinguistic perspective. (TBA)

6103* FOUNDTIONS OF READING  3 HOURS
See ELED 6103. (fall, spring)

6363 LANGUAGE AND CULTURE  3 HOURS
This course explores the relationship between language and culture from a sociolinguistic perspective. (TBA)

6873 PRACTICUM IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES  3 HOURS
This course gives students practical experience in TESOL, allowing them to apply the theories and teaching strategies learned in Theory and Methods of Teaching English to Speakers of Other Languages (TESL 5423). This practice takes place both in and out of the classroom. (fall, spring, summer)

6903* RESEARCH METHODS  3 HOURS
See GRED 6903. (fall, spring, summer)

6983 THESIS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES  3 HOURS
(TBA)
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Denise Binkley, Director of Testing; Director of Student Success and Retention for the Petree College of Arts and Sciences • B.S., Oklahoma State University; M.Ed., Oklahoma City University. 1992-

Jerry M. Black, Adjunct Faculty B.S., Oklahoma State University; M.Div., M.T.S., Phillips Theological Seminary. 1998-

Lois Lawlor Brown, Professor of Education • B.A., M.A., Ph.D., University of Oklahoma. 2006-

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Kent L. Buchanan, Professor of Biology; Assistant Provost • B.S., M.S., Ph.D., University of Oklahoma. 2006-

James Buss, Associate Professor of History • B.A., M.A., Bowling Green State University; Ph.D., Purdue University. 2008-

Jacques Buttin, Associate Professor of Modern Languages • Licence des Lettres d’Anglais, Licence de Linguistique, Grenoble, France. 1969-

Bryan Cardinale-Powell, Assistant Professor of Moving Image Arts • A.B., Xavier University; M.S., Boston University. 2008-

Kathryn Carey, Adjunct Faculty in Education • B.A., Trinity College; M.A.T., Oklahoma City University; American Montessori Society Preprimary Certificate. 1976-

Amy E. Cataldi, Associate Dean, Petree College of Arts and Sciences; Professor of Psychology • B.A., Boston College; M.A., Oklahoma City University; M.S.; Ph.D., University of Oklahoma. 1997-

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Carter Blue Clark, Professor of History B.A., M.A., Ph.D., University of Oklahoma. 1998-

Regina Clemons Fox, Assistant Professor of English • B.A., Pepperdine University; M.A., California State University, Northridge; Ph.D., Arizona State University. 2011-

Lawrence Wells Cobb, Professor of History • A.B., Duke University; M.A., Ph.D., Emory University. 1981-

Julie A. Cowgill, Associate Professor of Sociology and Justice Studies • B.S., M.S., Ph.D., Arizona State University. 2005-

Darryl Cox, Adjunct Faculty in Speech B.A., University of Oklahoma. 1993-

Mohamed Daadaoui, Associate Professor of Political Science • B.A., Cadi Ayyad University (Morocco); M.A., University of Arkansas-Fayetteville; Ph.D., University of Oklahoma. 2008-

Tom V. Darling, Assistant Professor of Exercise and Sport Science • B.S., Phillips University; M.S., University of Louisiana at Monroe; M.P.H., University of Rochester School of Medicine and Dentistry; Ph.D., Oklahoma State University. 2012-

Scott C. Davidson, Associate Professor of Philosophy • B.A., Kansas State University; M.A., Ph.D., Duquesne University. 2005-

Marc DiPaolo, Assistant Professor of English and Moving Image Arts • B.A., State University of New York at Geneseo; M.A., City University of New York, College of Staten Island; M.Phil., Ph.D., Drew University. 2010-

Imad Enchassi, Visiting Professor of Islamic Studies • A.A., South Plains College; B.A., Southern Nazarene University; B.A., M.A., University Institute for Vocation for Islamic Studies; M.A., University of Phoenix; Ph.D., Duawa University Institute. 2012-

David Alan Engebretson, Associate Professor of Chemistry • B.S., St. Cloud State University; M.S., Ph.D., University of Virginia. 2006-

Bryan Farha, Professor of Education B.S., M.Ed., University of Central Oklahoma; Ed.D., University of Tulsa. 1988-

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Helen Gaudin, Associate Professor of Biology • B.S., Southern Methodist University; Ph.D., University of Texas Southwestern Medical Center. 1995-

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Mark Griffin, Professor of Modern Languages • B.S.E., Oklahoma State University; M.S., University of Missouri; Ph.D., Tulane University. 1996-

Robert B. Griffin, Associate Professor of TESOL • B.A., University of Redlands; M.A., Ph.D., Indiana University. 2004-

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Karlie Kenyon Harmon, Professor of English • B.A., M.S., Ph.D., University of Texas at Arlington; M.A., Ph.D., Texas Christian University. 2002-
Donna Pulley Hodkinson, Assistant Professor of Spanish • B.A., Oklahoma City University; M.Ed., University of Central Oklahoma; Ed.D, Oklahoma State University. 1976-

Kay Holt, Adjunct Faculty in Applied Sociology • B.M., Oklahoma City University; M.M., University of Oklahoma; Ph.D., University of Wyoming. 2011–

Marie Hooper, Professor of History B.A., Metropolitan State College of Denver; M.A., University of California at Davis; Ph.D., University of Pittsburgh. 1999.

Charles G. Hoot Jr., Professor of Physics and Mathematics • B.A., University of California at San Diego; M.A., Princeton University; Ph.D., University of Illinois. 1997.

Jody D. Horn, Professor of Sociology and Justice Studies • B.S., M.S., Ph.D., Arizona State University. 1997-

Kate Huston, Assistant Professor of Political Science • B.A., M.A., University of Oklahoma. 2011-

Patricia Johnson, Adjunct Faculty in Education • B.A., Southern Nazarene University; M.Ed., University of Central Oklahoma. 2004-

Richard R. Johnson, Professor of Political Science • B.A., M.A., Sangamon State University; Ph.D., Arizona State University. 1997-

Rockford Johnson, Adjunct Faculty B.A., Oklahoma Baptist University; M.Div., Ph.D., Southwestern Baptist Theological. 2008-

Ralph Jones, Adjunct Faculty in Biology • B.S., M.S., University of Oklahoma. 1993-

Michael Joseph, Adjunct Faculty in Applied Sociology • B.A., J.D., University of Oklahoma. 2011-

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Abigail Keegan, Professor of English B.A., Oklahoma State University; M.A., Ph.D., University of Oklahoma. 1989-

Fritz Kiersch, Artist in Residence, Moving Image Arts Program • B.A., Ohio Wesleyan University. 2005-

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Charles Joseph Meinhart, Assistant Professor of Sociology and Justice Studies • B.S., University of Tulsa; M.Div., McCormick Theological Seminary; M.Div., Sacred Heart School of Theology; Ph.D., University of Oklahoma. 2011-

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Jeanneta Calhoun Mish, Director, Red Earth Creative Writing Program • B.A., M.A., University of Texas of the Permian Basin; Ph.D., University of Oklahoma. 2011-

Patricia Morgan, Adjunct Faculty in Education • B.A., Trinity University; M.Ed., Oklahoma City University; American Montessori Association Preprimary Certificate. 1997-

John Nail, Professor of Chemistry B.S., University of Oklahoma; M.S., Louisiana State University; Ph.D., University of Texas. 1999.

Sharon Pyeatt, Adjunct Faculty in Education • B.S., M.S., University of Oklahoma. 2007-

Rodney Newman, Adjunct Faculty B.A., University of Tulsa; M.Div., Princeton Theological Seminary. 2007-

Terry O. Phelps, Professor of English B.A., M.A., Southeastern Oklahoma State University; Ph.D., University of Oklahoma. 1983-

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Anne Roberts, Adjunct Faculty in Applied Sociology • B.M., M.M., University of Oklahoma. 2011-

Sarah Beth Robinson, Adjunct Faculty in English • B.A., University of Oklahoma; M.A., University of Central Oklahoma. 2007-

Nathan Ross, Associate Professor of Philosophy • B.A., Humboldt State University; M.A., Ph.D., DePaul University. 2008-

Klaus Rossberg, Professor of Physics Diploma, Ernst Moritz Arndt Universität, Greifswald, Germany; Ph.D., University of Arizona. 1969-

Daniel L. Rueckert, Associate Professor of TESOL • B.A., University of Utah; Ph.D., Indiana State University. 2008-

Adam K. Ryburn, Professor of Biology B.S., Southwestern Oklahoma State University; Ph.D., Oklahoma State University. 2009-

Lindsay Salliotte, Assistant Professor of Exercise and Sport Science • B.A., University of Michigan; M.S., Ph.D., Oklahoma State University. 2012-

Charles L. Samuels, Assistant Professor of Mathematics • B.A., Williams College; Ph.D., University of Texas. 2011-

Karen Schiler, Assistant Professor of English • B.A., M.A., University of Southern California; Ph.D., Purdue University. 2012-

Amrita Sen, Assistant Professor of English • B.A., M.A., M.Phil., Jadavpur University, India; Ph.D., Michigan State University. 2011-

Saeed Shadfar, Professor of Physics B.S., National University of Iran; M.S., Eastern Michigan University; Ph.D., University of Oklahoma. 1982-

Yi Shao, Visiting Assistant Professor of Psychology • B.S., Peking University; M.A., Ph.D., Cornell University. 2011-

Lisa Sielert, Assistant Professor of Early Childhood Education • B.F.A., Phillips University; M.Ed., University of Central Oklahoma. 2012-
Robert L. Spinks, Professor of Sociology and Justice Studies  B.M.E., M.S., Ed.D., Oklahoma State University. 2010-

John Starkey, Professor  B.A., Fordham University; M.T.S., Weston School of Theology; Ph.D., Boston University. 1998-

Anthony J. Stancampiano, Assistant Professor of Biology  B.S., M.S., University of Central Oklahoma; Ph.D., University of Oklahoma. 2011-

Jerry Stewart, Associate Professor of Photography  B.A., B.S., Jacksonville State University; M.F.A., Georgia State University. 1991-

Jacob Stutzman, Assistant Professor of Rhetoric/Director of Forensics  B.A., Truman State University; M.A., Texas State University. 2009-

Kourosh Tavakoli, Assistant Professor of Mathematics  B.S., M.S., Sharif University of Technology; M.Phil., Ph.D., Graduate Center of the City University of New York. 2012-

Valerie Thompson, Adjunct Faculty in Applied Sociology  B.S., Oklahoma State University; M.B.A., Ph.D., University of Oklahoma. 2011-

Moose Tyler, Instructor of Mass Communications  B.A., M.L.A., Oklahoma City University. 2005-

LeRoy Walser, Adjunct Faculty in Applied Sociology  B.A., M.A., Ed.D., Brigham Young University. 2011-

Ju-Chuan Wang-Arrow, Professor in Chinese  B.A., Soo-Chow University, Taipei; M.A.T., M.L.A., Oklahoma City University; Ph.D., University of Oklahoma. 1988-

Jennifer Watson, Adjunct Faculty in Education  B.A., M.Ed., Oklahoma City University; M.A., University of Central Oklahoma; Ph.D., University of Oklahoma. 1994-

Leo G. Wernerke, Professor of Philosophy and Director, School of Adult and Continuing Education  B.A., Oklahoma City University; M.A., Northwestern University; Ph.D., Queen’s College, Dundee University, Dundee, Scotland. 1968-

Elizabeth Willner, Professor of Education  B.A., Rocky Mountain College; Teacher Certification, University of Colorado; M.S., Purdue University; Ed.D., Oklahoma State University. 2007-

David Wilson, Adjunct Faculty  B.A., Oklahoma City University; M.Div., Phillips Theological Seminary. 1996-

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Harbour Winn, Director for Center for Interpersonal Studies through Film and Literature/Professor of English  B.S., Spring Hill College; Ph.D., D.A., University of Oregon; Preparatory Certificate, American Montessori Society. 1982-

Charlotte Wood-Wilson, Coordinator of Montessori Programs  B.S., Oklahoma State University; M.Ed., Oklahoma City University. 2009-

Lisa Wolfe, Associate Professor, Endowed Chair of Hebrew Bible  B.A., University of Colorado; M.Div., United Theological Seminary; Ph.D., Garrett-Evangelical Theological Seminary, Northwestern University. 2007-

Brandon Young, Adjunct Faculty in Applied Sociology  B.S., M.S., University of Oklahoma. 2011-

Ally A. Zhou, Associate Professor of TESOL  B.A., Central China Normal University; M.Ed., University of Central Oklahoma City University; Ph.D., University of Toronto. 2009-

MEINDERS SCHOOL OF BUSINESS

Steven C. Agee, Dean

Hyacinthe Ahoudja, Visiting Assistant Professor of Computer Science  B.S., Technical University at Sofia; M.S., University of Louisiana; M.S., Ph.D., University of Arkansas. 2008-

Jane Austin, Associate Professor of Accounting  B.S.A., M.S.A., Central State University; Ed.D., Oklahoma State University; C.P.A. 1981-

Barbara Crandall, Professor of Management  B.A., M.A., Central State University; Ph.D., University of Oklahoma. 1989-

Kyle Dean, Visiting Assistant Professor of Economics  B.S., University of Oklahoma; Ph.D., Oklahoma State University. 2011-

Jacob T. Dearmon, Associate Professor of Economics  B.S., Oklahoma State University; Ph.D., University of Oklahoma. 2008-

Alexis Downs, Associate Professor of Management  B.A., University of Wisconsin-Oshkosh; M.A., Oklahoma State University; M.A., University of Oklahoma; Ph.D., St. Louis University; M.A.T., University of Tulsa. 2012-

Russell Evans, Executive Director MSB Economic Research and Policy Institute, Visiting Assistant Professor of Economics  B.S., Oklahoma State University. 2011-

Jason Flores, Assistant Professor of Marketing  B.B.A., University of Texas - Pan American. 2012-

John Goulden, Associate Professor of Computer Science  B.S., Bethany Nazarene College; M.S., Oklahoma City University; M.S., Ph.D., University of Oklahoma. 1998-

Robert A. Greve, Associate Professor of Information Technology  B.B.A., M.B.A., University of Central Oklahoma; Oklahoma State University. 2004-

James Guzak, Assistant Professor, Management  B.S., University of Nebraska; M.B.A., University of Nebraska; M.M., University of Dallas; University of Texas at Arlington.

Carol A. Howard, Associate Professor of International Business  B.A., University of Washington; M.B.A., California State University, Long Beach; Ph.D., Indiana University. 1996-

Jeri Lynn Jones, Professor of Marketing  B.B.A., M.B.A., University of New Mexico; Ph.D., Oklahoma State University. 1995-

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Aixin (James) Ma, Associate Professor of Finance  B.L., Beijing University; M.A., University of New Orleans; Ph.D. University of Massachusetts at Amherst. 2008-

David L. May, Henry J. Freedie, M.D., Endowed Chair in Teaching Excellence in Business Administration and Professor of Economics  B.B.A., University of Oklahoma; M.S., Ph.D., Florida State University. 1996-

Noh Jin Park, Visiting Assistant Professor of Computer Science  B.S., Yonsei University; M.S., Ph.D., Seoul University; Ph.D., Oklahoma State University. 2008-

Socorro Maria Quintero, Associate Professor of Finance  B.S., University of the Philippines; M.S.I.E., Georgia Institute of Technology; Ph.D., University of Texas. 1993-

Kewei Sha, Visiting Assistant Professor of Computer Science  B.S., East China University; M.S., Ph.D., Wayne State University. 2008-

Ronnie J. Shaw, Associate Professor of Finance  B.S., M.S., Texas A&M University; Ph.D., University of Texas, Arlington. 1995-

Evan Shough, Assistant Professor, Accounting  B.S.A., M.S.A., Oklahoma State University; Ph.D., University of Oklahoma. 2009-

J. Alexander Smith, Associate Professor of Marketing  B.A., M.B.A., Wayne State University; Ph.D., Saint Louis University. 2008-
T. Elizabeth Stetson, Associate Professor of Accounting • B.B.A., University of Oklahoma; M.S., Golden Gate University; J.D., Ph.D., University of Oklahoma. 2005-.

Michael Williams, Associate Dean, Meinders School of Business, Professor of Marketing • B.B.A., M.B.A., University of Oklahoma; Ph.D., Oklahoma State University. 2009-.

Jonathan Willner, Professor of Economics • B.A., Colorado State University; M.S., Ph.D., Purdue University. 1995-.

ANN LACY SCHOOL OF AMERICAN DANCE AND ARTS MANAGEMENT

John Bedford, Dean

Diana Brooks, Associate Professor of Dance • B.A., Oklahoma City University. 2009-.

Jessica Fay, Assistant Professor of Dance B.A., M.F.A., Oklahoma City University. 2010-.

Paul Gebb, Associate Professor of Dance B.M., James Madison University; M.F.A., University of Central Florida. 2009-.

Rachel Jacquemain, Professor of Arts Management • B.A., F.A., M.F.A., University of Oklahoma. 1999-.

Brian J. Marcum, Assistant Professor of Dance • B.A., Oklahoma City University. 2010-.

Alana Martin, Instructor in Dance B.A., Oklahoma City University. 2002-.

Burr Millsap, Assistant Professor of Arts Management • B.S., University of Central Oklahoma; M.B.A., University of Oklahoma; C.P.A. 1994-.

Patricia Oplontik, Artist in Residence in Tap Pedagogy • A.A., Oklahoma City Community College. 2000-.

Don Risi, Instructor of Arts Management • B.A., East Central Oklahoma State University. 1993-.

Jo Rowan, Professor of Dance • B.S., M.A.D. in Dance, University of Cincinnati College Conservatory of Music. 1981-.

Julie Russell, Assistant Professor of Dance • B.S., M.F.A., Oklahoma City University. 2011-.

Kay Sandel, Assistant Professor of Dance B.A., Oklahoma City University. 1996-.

Kari Shaw, Instructor in Dance B.A., Oklahoma City University. 2001-.

Melanie Shelley, Associate Dean; Professor of Arts Management • B.A., M.L.A., Oklahoma City University. 1987-.

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Tiffany van der Merwe, Associate Professor of Dance • B.P.A., Oklahoma City University; M.S., Oklahoma State University. 2002-.

Tiffany Ward, Associate Professor of Dance • B.P.A., Oklahoma City University. 2005-.

Veronica Wilcox, Artist in Residence 2003-.

WANDA L. BASS SCHOOL OF MUSIC

Mark Edward Parker, Dean

John Allen, Adjunct Faculty in Trombone • 2008-.

Michael P. Anderson, Professor of Trumpet • B.M., Illinois State University; M.M., University of Nebraska. 2004-.

John Arnold, Adjunct Faculty in Violin B.M., M.M., University of Oklahoma. 1990-.

Rachel Barnard, Adjunct Faculty in Voice • B.F.A., State University of New York at Purchase; M.M., Oklahoma City University. 2002-.

Bradford Behn, Assistant Professor of Music • B.M., M.M., Northwestern University. 2010-.

Mark Beleik, Associate Dean, School of Music/Associate Professor of Music B.M., University of Michigan; M.M., University of Oklahoma; D.M.A., University of Texas at Austin. 2002-.

Florence Hobin Birdwell, Professor of Voice • B.F.A., M.A.T., Oklahoma City University. 1955-.

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Ann V. Brittan, Adjunct Faculty in Music Theory • D.E.U.G., University of Nice, France; B.M., M.M., D.M.A., University of Oklahoma. 2011-.

Donna Wolff Cain, Adjunct Faculty in Viola • B.M., Denison University; M.M., University of Michigan. 2000-.

Claudia Carroll-Phelps, Adjunct Faculty in Piano • A.A., Cotter College; B.M., M.M., University of Oklahoma. 1993-.

James Cheng, Adjunct Faculty Music Theory Instructor • B.A., Physics, Ouachita Baptist University; B.M., Theory/Composition Ouachita Baptist University; M.M., Composition, Arizona State University; M.M., Theory, Eastman School of Music. 2009-.

William N. Christensen, Professor of Voice • B.A., M.A., University of California at Santa Barbara. 2004-.

Courtney Crouse, Assistant Professor of Music • B.A., Texas Wesleyan; M.M., Indiana University. 2012-.

Kimberly Dreisbach Jensen, Adjunct Faculty of Piano • B.M., Huntington University; M.M., University of Nebraska-Lincoln; D.M.A., University of Oklahoma. 2011-.

Dave Easley, Assistant Professor of Theory • B.A., Southern Illinois University; B.M., Southern Illinois University; M.M., Louisiana State University; Ph.D., Florida State University. 2011-.

Randi Von Ellefson, Professor of Music B.A., Texas Lutheran University; M.F.A., University of Minnesota; D.M.A., Arizona State University. 2004-.


Beth Fleming, Music Librarian B.M., M.F.A., Arkansas State University; M.F.A., Ph.D., University of Kansas; Master of Library and Information Science, Kent State University. 2010-.

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Samuel Formnicola, Adjunct Faculty in Violin • B.M., Rice University; Artist Diploma Degree, Barratt-Dues Musik-Institut Chamber Music Study, European Mozart Academy. 2011 -

Michael Fresonke, Adjunct Instructor of Guitar • B.A., Oklahoma City University; M.A., University of Missouri. 2001-.

Cory Gavito, Associate Professor of Musicology • B.M.E., Texas Christian University; M.M., University of North Texas; Ph.D., University of Texas at Austin. 2006-.

Regina Grimaldi, Adjunct Faculty of Voice • B.M., SUNY Potsdam; M.M., University of Missouri, Kansas City. 2011-.

Brian Hamilton, Adjunct Faculty of Voice • B.M., University of Central Oklahoma. 2008-.

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Erik Heine, Associate Professor of Music Theory • B.M., Illinois Wesleyan University; M.M., University of Arizona; Ph.D., University of Texas at Austin. 2005-.
David Herendeen, Professor and Director of Opera/Music Theater
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Edward Knight, Professor of Music Composition
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Charles Koslowske, Adjunct Faculty in Vocal Coaching
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Gaye Leblanc, Adjunct Faculty in Harp
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Lisa Love, Instructor of Voice
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Catherine McDaniel, Adjunct Faculty in Voice
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Ben Nilles, Orchestra Conductor
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Brian Osborne, Adjunct Faculty in Vocal Coaching
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Parthena Owens, Adjunct Faculty in Flute
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Jeffrey Picon, Adjunct Faculty in Voice
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April Prince, Adjunct Faculty in Musicology
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Kate Pritchett, Assistant Professor of Theory and Horn
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Frank W. Ragsdale, Professor of Voice
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Jonathan Beck Reed, Adjunct Instructor of Music Theater
2002-

Anna Resnick, Adjunct Faculty in Bassoon
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Angela Richards, Adjunct Instructor of Trumpet
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Ryan Robinson, Adjunct Instructor of Tuba/Euphonium
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Sarah Sarver, Assistant Professor of Music Theory
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John Schimek, Professor of Strings and Music Education
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Jeanie Sholer, Adjunct Faculty
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David Steffens, Professor of Percussion
B.M., Central Michigan University; M.M., Michigan State University; D.M.A., Eastman School of Music; University of Rochester. 1997-

Jerod Tate, Adjunct Instructor of Orchestration
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Judith Willoughby, Professor of Music
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SCHOOL OF THEATRE

Mark Edward Parker, Dean

Lyn Adams, Adjunct Theatre Professor
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Kevin Asselin, Assistant Professor of Theatre
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Ashley Bellet, Assistant Professor of Theatre
B.A., University of the South; M.F.A., University of Memphis. 2010-

Elin Bhaird, Adjunct Theatre Professor
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Jeff Cochran, Assistant Professor of Theatre
B.F.A., University of Texas -Arlington; M.F.A., University of Missouri-Kansas City. 2010-

Sarah d’Angelo, Assistant Professor of Theatre
B.A., University of Washington; M.F.A., University of Montana. 2010-

Paula Dawson, Assistant Professor of Acting
B.F.A., Theatre, Concordia University; M.F.A., Dramatic Art, University of California, Davis. 2009-

Courtney Dibello, Adjunct Theatre Professor
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Christine Duncan, Assistant Professor of Theatre
B.A., Bethel University; M.F.A., Ohio University. 2012-

Tim Fall, Adjunct Theatre Professor
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Jason Foreman, Associate Professor of Theatre
B.F.A., University of Oklahoma; M.F.A., California State University-Long Beach. 2005

LukE Hadzall, Assistant Professor of Theatre
A.A., Northern Oklahoma College; B.A., University of Central Oklahoma; M.F.A., University of Cincinnati. 2012-
Hal Kohlman, Adjunct Theatre Professor  •  B.A., Rice University; M.F.A., University of Texas at Austin. 2009-

D. Lance Marsh, Associate Professor of Theatre  •  B.F.A., Stephens College; M.F.A., University of Wisconsin-Madison. 2006-

Aaron Mooney, Assistant Professor of Theatre  •  B.A., University of Tulsa; M.F.A., New York University. 2012-

Judith Palladino, Professor of Theatre and Director of Children’s Theatre  B.A., Ashland University; M.F.A., Eastern Michigan University. 1992-

David J. Pasto, Professor of Theatre  B.A., Cornell University; M.A., University of Pittsburgh; Ph.D., University of Michigan. 1993-

Jeanie Sholer, Adjunct Theatre Professor  B.A., Oklahoma State University; M.A., University of California-Los Angeles. 2012-

Ben Corbett Smith, Assistant Professor of Theatre  •  B.A., University of Dallas; M.F.A., University of Pittsburgh. 2008-

KRAMER SCHOOL OF NURSING

Marvel Williamson, Dean

Joseph Gracy Amalraj, Clinical Instructor of Nursing  •  B.S.N., Meenakshi College of Nursing; M.S.N., Oklahoma City University. 2012-

Susan Barnes, Associate Professor of Nursing  •  A.S., Northern Oklahoma College; B.S.N., M.S.N., Ph.D., University of Texas. 2005-

Debra Barnett, Clinical Instructor of Nursing  •  A.A.S., Oklahoma City Community College; B.S.N., M.S.N., Oklahoma City University. 2011-

Diana Blackmon, Clinical Instructor of Nursing  •  B.S.N., Central Missouri State University; M.S.N., University of Oklahoma. 2012-

Pamela Boeck, Clinical Instructor of Nursing  •  A.A.S., Oklahoma City Community College; B.S.N., Oklahoma Wesleyan University; M.S.N., Oklahoma Baptist University. 2012-

Dianna Bottoms, Clinical Assistant Professor of Nursing  •  B.S.N., M.S., University of Oklahoma. 2006-

Angela Bowen, Clinical Instructor of Nursing  •  B.S.N., Oklahoma City University; M.S.N., University of Phoenix. 2009-

Greg Brooks, Assistant Professor of Nursing  •  B.S., Oklahoma State University; B.S.N., Oklahoma Baptist University; M.S., University of Oklahoma; D.N.P., University of Arizona. 2011-

Denise Burton, Associate Professor of Nursing  •  B.S.N., Central State University; M.S., University of Oklahoma; R.N.C. 1985-

Dia Campbell-Detrixie, Clinical Instructor of Nursing  •  B.S.N., M.S., Oklahoma University Health Science Center; Ph.D., Texas Woman’s University. 2009-

Linda Cook, Professor of Nursing  B.S.N., M.S., University of Maryland; Ph.D., University of Pennsylvania. 2007-

Gina Crawford, Clinical Instructor of Nursing  •  A.A.S., Redlands Community College; B.S.N., M.S., University of Oklahoma Health Sciences Center. 2012-

Elizabeth Diener, Associate Professor Nursing  •  Diploma, Barnes Hospital School of Nursing; P.N.P., Washington University; B.S.N., Lindenwood College; M.S.N., University of Missouri-Kansas City; Ph.D., University of Missouri-St. Louis. 2009-

Melissa Duprey, Assistant Professor of Nursing  •  A.S., State College of Florida; B.S., University of South Florida; M.S.N., University of South Alabama; Ed.D., Walden University. 2012-

Cheryl Frutchey, Clinical Instructor of Nursing  •  B.S.N., Clarkson College; M.S.N., Oklahoma City University. 2010-

Cené Gibson, Clinical Instructor of Nursing  •  A.S.N., Dodge City Community College; B.S., University of Central Oklahoma; M.S., University of Phoenix. 2012-

Betty Gorrell, Associate Professor of Nursing  •  B.S., Oklahoma Baptist University; M.S., Indiana University; Ed.D., University of Oklahoma. 2003-

Nelda Hobbs, Clinical Instructor of Nursing  •  Diploma, St. Anthony Hospital School of Nursing; B.S.N., M.S.N., Oklahoma City University. 2009-

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