

Graduate College
2011-12 Graduate Catalog

First Edition
published July 2011

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- Application for Graduation
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- Thesis Information
- Office of the Registrar

Graduate Calendar

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July 20	Application for Admission deadline to avoid the late fee. (Some programs may have an earlier submission deadline.)
August 8-19	Fall Intersession (Considered part of the fall semester for admission, registration, grading, and graduation purposes.)
August 15	Graduate Student Orientation
August 22	Classes Begin
August 26	Deadline to Apply for Graduation (Students planning to complete their degree in December 2011)
September 5	Labor Day Holiday (no classes)
October 12	Mid-semester
October 13-16	Fall Break (no classes)
November 1	Deadline for Notification of Graduate Certificate Completion (Students planning to complete a certificate in December 2011)
November 22	Thursday evening classes meet; Tuesday evening classes do not
November 23-27	Thanksgiving Holiday (no classes)
November 28	Thesis deadline: Last day to submit approved thesis to the Graduate College
November 28	Seminar deadline: Last day to submit acceptance sheet of approved research project to the Graduate College. (Does not apply to all programs. Check with program advisor to determine if form is needed.)
December 8	Last day of classes
December 8	Deadline for submission of Comprehensive Examination results to the Graduate College
December 9	Study Day (no classes)
December 10-15	Final exams
December 16	Commencement

SPRING 2012

December 20	Application for Admission deadline to avoid the late fee. (Some programs may have an earlier submission deadline.)
January 9-13	Winter Intersession (Considered part of the spring semester for admission, registration, grading, and graduation purposes.)
January 16	Martin Luther King, Jr. Holiday (no classes)
January 17	Classes Begin
January 20	Deadline to Apply for Graduation (Students planning to complete their degree in May 2011)
February 20	President's Day (no classes)
February 22	Monday evening classes meet; Wednesday evening classes do not
March 9	Mid-semester
March 17-25	Spring Break

April 1	Deadline for Notification of Graduate Certificate Completion (Students planning to complete a certificate in May 2012)
April 5-8	Spring Holiday (no classes)
April 23	Thesis deadline: Last day to submit approved thesis to the Graduate College
April 23	Seminar deadline: Last day to submit acceptance sheet of approved research project to the Graduate College. (Does not apply to all programs. Check with program advisor to determine if form is needed.)
May 10	Last day of classes
May 10	Deadline for submission of Comprehensive Examination results to the Graduate College
May 11	Study Day (no classes)
May 12-17	Final exams
May 18	Commencement

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May 20	Application for Admission deadline to avoid the late fee. (Some programs may have an earlier submission deadline.)
May 21 - June 8	Summer Intersession (Considered part of the summer session for admission, registration, grading, and graduation purposes.)
May 28	Memorial Day Holiday (no classes)
June 11	Classes Begin
June 15	Deadline to Apply for Graduation (Students planning to complete their degree in August 2011)
July 1	Deadline for Notification of Graduate Certificate Completion (Students planning to complete a certificate in August 2012)
July 4	Independence Day Holiday (no classes)
July 23	Thesis deadline: Last day to submit approved thesis to the Graduate College
July 23	Seminar deadline: Last day to submit acceptance sheet of approved research project to the Graduate College. (Does not apply to all programs. Check with program advisor to determine if form is needed.)
July 27	Deadline for submission of Comprehensive Examination results to the Graduate College
August 1	Last day of classes
August 2-3	Final exams
August 3	Commencement

Graduate College
2011-12 Graduate Catalog

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Missouri State > Graduate College > Graduate Catalog > University Administration and Governance

University Administration and Governance

President

Name	Title	Phone
Mr. Clifton M. Smart	Interim President, President's Office	836-8500

President's Staff

Name	Title	Phone
Mr. Paul K. Kincaid	Chief of Staff, Assistant to the President for University Relations	836-5139
Steve Foucart	Interim Chief Financial Officer	836-5632

Office of the Provost

Name	Title	Phone
Dr. Frank A. Einhellig	Interim Provost	836-5119
Dr. John C. Catau	Deputy Provost	836-4589
Dr. Rachelle Darabi	Associate Provost for Student Development and Public Affairs	836-5034
Dr. Joye Norris	Associate Provost for Access and Outreach	836-4589
Dr. Kathy Coy	Director of Institutional Research	836-5274

Administrative and Information Services

Name	Title	Phone
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Mr. Edward Choate	Human Resources Director	836-6616
Mr. Donald Clark	Safety and Transportation Director	836-4441

Career Services

Name	Title	Phone
Mr. Jack Hunter	Director	836-5636

College of Arts and Letters

Name	Title	Phone
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Dr. Madeleine Hooper	Associate Dean	836-5247
Mr. Wade S. Thompson	Art and Design Head	836-5110
Dr. Randy K. Dillon	Communication Head	836-4321
Dr. W. D. Blackmon	English Head	836-5107
Mr. Mark M. Biggs	Media, Journalism & Film Head	836-5218
Dr. Jason Jolley	Modern and Classical Languages Head	836-5122

Dr. Julie Combs	Music Acting Head	836-5648
Dr. Bob Willenbrink	Theatre and Dance Head	836-4400

College of Business Administration

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Dr. David B. Meinert	Associate Dean	836-5646
Dr. Elizabeth Rozell	Acting Associate Dean and Master of Business Administration Director	836-5646
Dr. John R. Williams	School of Accountancy Director	836-5414
Dr. Jerry M. Chin	Computer Information Systems Head	836-4131
Dr. Shawn D. Strong	Fashion and Interior Interim Design	836-5136
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Dr. Shawn D. Strong	Technology and Construction Management Head	836-5121

College of Education

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to be named	Acting Associate Dean	836-5254
Dr. Josephine Agnew-Tally	Childhood Education and Family Studies Head	836-4525
Dr. Tamara J. Arthaud	Counseling, Leadership and Special Education Head	836-5449
Dr. Janice Duncan	Greenwood Laboratory School Director	836-5124
Dr. Catherine Pearman	Reading, Foundations and Technology Head	836-6769
Dr. L. Denise Fredrick	Secondary Education Director	836-5944

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Dr. Vickie Sanchez	Master of Public Health Director	836-6304
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Dr. Neil DiSarno	Communication Sciences and Disorders Head	836-5368
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Dr. Timothy K. Daugherty	Psychology Head	836-5797
Dr. Susan C. Dollar	School of Social Work Director	836-6953

College of Humanities and Public Affairs

Name	Title	Phone
Dr. Victor Matthews	Dean	836-6259
Dr. Pamela R. Sailors	Associate Dean	836-5529
Dr. Keith T. Hemmons	Criminology and Criminal Justice Head	836-3799
Dr. Keith B. Payne	Defense and Strategic Studies Head	703-218-3565
Dr. Ardeshir J. Dalal	Economics Head	836-5347
Dr. Kathleen A. Kennedy	History Head	836-5511

Dr. Pamela R. Sailors	Philosophy Head	836-5650
Dr. George E. Connor	Political Science Head	836-5630
Dr. John E. Llewellyn	Religious Studies Head	836-5514
Dr. William A. Wedenoja	Sociology and Anthropology Acting Head	836-5640

College of Natural and Applied Sciences

Name	Title	Phone
Dr. Tamera S. Jahnke	Dean	836-5249
Dr. Xingping Sun	Associate Dean	836-5249
Dr. S. Alicia Mathis	Biology Head	836-5126
Dr. G. Alan Schick	Chemistry Head	836-5506
Dr. Kenneth R. Vollmar	Computer Sciences Head	836-4157
Dr. Thomas G. Plymate	Geography, Geology and Planning Head	836-5800
Dr. Kenneth R. Vollmar	Mathematics Interim Head	836-5112
Dr. David M. Cornelison	Physics, Astronomy and Material Science Head	836-5131

W. H. Darr School of Agriculture

Name	Title	Phone
Dr. W. Anson Elliott	Director of Agriculture & Director of Research Campus at Mountain Grove	836-5638

Enrollment Services

Name	Title	Phone
Mr. Donald E. Simpson	Associate Vice President for Enrollment Management	836-5521

Financial Aid

Name	Title	Phone
Ms. Vickie Mattocks	Director	836-5262

Graduate College

Name	Title	Phone
Dr. Pawan Kahol	Interim Dean	836-5335
Dr. Thomas E. Tomasi	Associate Dean	836-5335
Aaron Coffey	Coordinator of Admissions and Recruitment	836-5331

International Student Services

Name	Title	Phone
Ms. Erin Parrish	Acting Director	836-6618

Library Services

Name	Title	Phone
Ms. Neosha A. Mackey	Dean	836-4525

Office of the Registrar

Name	Title	Phone
Dr. Rob S. Hornberger	Registrar	836-5520

Research and Economic Development

Name	Title	Phone
Dr. Jim Baker	Vice President	836-8501

Residence Life and Services

Name	Title	Phone
Dr. Gary Stewart	Director	836-5534

Student Affairs

Name	Title	Phone
Dr. Earl F. Doman	Vice President for Student Affairs	836-5526

Student Life and Development

Name	Title	Phone
Mr. Mike Jungers	Associate Dean of Students	836-5527

Governance and Administration

Missouri State University is under the general control and management of a Board of Governors which is charged with the responsibility and authority to adopt administrative policies and procedures relevant to the management of the University. The nine voting members of the Board are appointed by the Governor, by and with the advice and consent of the Senate, to serve six year terms. Two appointments are normally made every biennium during a regular session of the General Assembly. In addition, a non-voting student member of the Board is appointed by the Governor for a two year term. The President is the chief executive officer of the University, responsible to the Board of Governors for the administration of institutional policies and operations. The senior administrative officers of the University serve as an advisory body to the President and are responsible for specific operational divisions of the University. The Faculty Senate is an elected body of academic faculty established to provide a means of dealing with curricular matters and concerns of the faculty. The Graduate Council is an elected body of graduate faculty established to address matters concerning graduate education (i.e. programs, curricula, and policies). The Staff Advisory Council is an elected body from the University support staff that addresses concerns related to the staff. The Student Government Association provides the means by which students can participate in campus governance, student discipline, and management of student activities. Graduate student involvement is facilitated by the activities of the Graduate Student Council. The President of this organization is a member of the Graduate Council. To formulate policy, to facilitate decision-making, and to promote a spirit of collegiality, the University is committed to participatory governance and to an open system of communication throughout the University.

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 Pawan Kahol, Dean, Graduate College
 Neosha Mackey, Dean of Library Services
 Donald Simpson, Assistant Vice President for Enrollment Management
 Terrel Gallaway, Chairperson of Faculty Senate

Graduate Council

Department	Name
Chairperson	Eric Nelson
Master of Accountancy	A. Craig Keller
Administrative Studies	to be named
Agriculture	Wenping Qiu
Biology	John Havel
Biomedical Sciences	Scott Zimmerman
Chemistry	Dean Cuebas
Childhood Education and Family Studies	Joanna Cemore Brigden
Communication	Heather Carmack
Communication Sciences & Disorders	Thomas Clay Franklin
Computer Information Systems	Randy Sexton
Counseling, Leadership and Special Education	Kristi Perryman
Criminology	Brett Garland
Defense & Strategic Studies	none elected
English	Matthew Calihman
Geography, Geology & Planning	Bob Pavlowsky
Health, Physical Education & Recreation	David Oatman
History	Bethany Walker
Management (Health Administration)	Mike Leibert
Master of Business Administration	James Scott
Master of Public Health	David Claborn
Master of Science in Education, Sec Ed	Bob Quebbeman
Mathematics	Kishor Shah
Music	James Parsons
Natural & Applied Science	Arbindra Rimal
Nursing	Susan Berg
Physical Therapy	B. Susan Robinson
Physician Assistant Studies	Jodi Flynn
Physics, Astronomy & Material Science	Saibal Mitra
Political Science	Dennis Hickey
Psychology	Brooke Whisenhunt
Reading, Foundations and Technology	Deanne Camp
Religious Studies	Martha Finch
Social Work	Darryl Haslam
Sociology & Anthropology	Elizabeth Sobel
Technology and Construction Management	Kerry Slattery
Theatre & Dance	Robert Little
Office of the Registrar (Ex Officio Member)	Linda Johnson
Library (Ex Officio Member)	Andrea Miller
Graduate College (Ex Officio Member)	Pawan Kahol, Interim Dean
Graduate College (Ex Officio Member)	Thomas Tomasi, Associate Dean

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University Overview and Accreditation

History and Mission

University Mission

Missouri State University is a public, comprehensive metropolitan system with a statewide mission in public affairs, whose purpose is to develop educated persons. The University's identity is distinguished by its public affairs mission, which entails a campus-wide commitment to foster expertise and responsibility in ethical leadership, cultural competence and community engagement.

The academic experience is grounded in a general education curriculum which draws heavily from the liberal arts and sciences. This foundation provides the basis for mastery of disciplinary and professional studies. It also provides essential forums in which students develop the capacity to make well-informed, independent critical judgments about the cultures, values and institutions in society.

The Missouri State University campuses are structured to address the special needs of the urban and rural populations they serve. Missouri State University-Springfield is a selective admissions, graduate level teaching and research institution. Missouri State University-West Plains is a separately accredited open admissions campus primarily serving seven counties in south central Missouri. Missouri State University-Mountain Grove serves Missouri's fruit industry through operation of the State Fruit Experiment Station. Missouri State Outreach provides anytime, anyplace learning opportunities through telecourses, Internet-based instruction, iTunes U and through its interactive video network. The University also operates various other special facilities, such as the Darr Agricultural Center in southwest Springfield, the Journagan Ranch in Douglas County, the Jordan Valley Innovation Center in downtown Springfield, the Bull Shoals Field Station near Forsyth, Baker's Acres and Observatory near Marshfield, the Missouri State University Graduate Center in Joplin, and a branch campus at Liaoning Normal University (LNU) in Dalian, China.

Profile

The Carnegie Classification of Institutions of Higher Education categorizes Missouri State University as a Master's L institution because of the University's significant institutional commitment to graduate education, combined with extensive undergraduate education. Missouri State University is committed to providing the programs and scholarship base that make it the center for graduate education in the region and for selected students beyond the immediate locality.

The enrollment at Missouri State University, Springfield is approximately 20,000, and these students are engaged in the learning environment by more than 700 full-time faculty. More than 150 undergraduate programs provide a solid foundation leading to graduate education.

Approximately 3,400 students are enrolled in the graduate programs. These programs provide master's degrees in 44 areas, a Specialist in Educational Administration, Doctorates in Audiology and Physical Therapy, and a Doctorate in Educational Leadership which is offered jointly with the University of Missouri at Columbia. Twenty-one graduate-level certificate programs are also offered.

Missouri State University is a metropolitan university serving a unique combination of urban and rural environments. The broader context in which the University is located is a natural setting for academic achievement. The institutional mission of public affairs integrates and focuses university efforts in the themes of business and economic development; creative arts; health; professional education; science and the environment; and the human dimension. The community itself is a laboratory where these themes are experienced and addressed, and the public affairs mission of Missouri State University challenges all constituents to demonstrate community engagement, ethical leadership and cultural competency.

Missouri State belongs to The Coalition of Urban and Metropolitan Universities which subscribes to the philosophy that metropolitan universities are "major intellectual resources for their metropolitan regions," whose programs "respond to regional needs while striving for national excellence." This Coalition has committed its institutions "to be responsive to the needs of our metropolitan areas by seeking new ways of using our human and physical resources to provide leadership in addressing metropolitan problems, through teaching, research, and professional service."

Missouri State University System

The University functions through a multi-campus system that is integrated to address the special needs of the urban and rural populations they serve. The system includes campuses located in Springfield, Mountain Grove and West Plains, Missouri, and also a branch campus in Dalian, China.

Missouri State University – Springfield, the system's center of operation, is a selective admissions, graduate-level teaching and research institution. Graduate programs are offered through the academic departments on the Springfield campus.

Missouri State University – West Plains is a separately accredited two-year open admissions campus serving seven counties in south central Missouri. West Plains is located approximately 100 miles east of Springfield.

Missouri State University – Mountain Grove comprises 190 acres of land and boasts excellent building facilities, which support both field and laboratory research in the fruit and plant sciences. A small number of students live and work on-site at this campus.

The Missouri State University branch campus at Liaoning Normal University (LNU) in Dalian, China provides the Associate of Arts and one Bachelor's degree program for students in that part of the world, while also serving as a base to enhance learning for many students from the Springfield and West Plains campuses.

The Missouri State University Extended Campus provides anytime, anyplace learning opportunities through Internet based instruction, telecourses, and its interactive video network (BearNet). Three master's programs -Administrative Studies, Computer Information Systems and Project Management - can be completed through the internet. The major portion of the master's degree in Elementary Education, Special Education (Visual Impairment Emphasis), History (American Studies Track), Nursing (Nurse Educator role specialization), and Criminology also can be completed through Internet course work.

Access to graduate education has been expanded by offering five master's degree programs in Joplin, Missouri: Elementary Education, Accounting, Business Administration, Social Work, and the Master of Arts in Teaching. In addition, graduate courses in a number of programs are offered in several southwest Missouri communities including West Plains, Mountain Grove, Lebanon, and Neosho. The MBA is delivered via ITV to West Plains, Lebanon, and Nevada.

University Setting

Springfield Campus: The main Missouri State University campus is located on 225 acres in a residential area in central Springfield. The relatively close proximity of most classroom and laboratory facilities on campus allows walking between classes and an efficient shuttle system facilitates student transportation to more distant sites, including some university programs that are in the heart of the city.

Springfield is the third largest population center in Missouri with a metropolitan statistical area population of 430,000. The community is supported by an industrial/manufacturing base and an expanding service industry in tourism. The city serves as a regional center for health and medical services for southwest Missouri, northwest Arkansas, southeast Kansas, and northeast Oklahoma. Springfield is located in the Ozarks, a distinct geographic region with a unique cultural heritage, significant agricultural economy, and rapidly expanding tourism and recreational industries.

Educationally, the region is served by a diverse mix of both public and private colleges and universities. Missouri State University, the largest and only multipurpose university in southwest Missouri, serves as a creative and intellectual resource for the Springfield metropolitan area, contributing to its economic development, social health, and cultural vitality through education, research, and professional outreach. The Springfield Campus offers a spectrum of educational programs that respond to regional and statewide needs while striving for national and international excellence. These offerings include baccalaureate, master's, specialist in education, and professional doctorate degrees offered through 44 academic departments.

Special Facilities: Missouri State University operates various other special facilities, such as the 125 acre Darr Agricultural Center in southwest Springfield, the Jordan Valley Innovation Center in downtown Springfield, the Bull Shoals Field Station near Forsyth, and Baker's Acres and Observatory near Marshfield, Missouri. The University operates a graduate center in Joplin which provides for on-site classrooms and also includes ITV delivery classrooms.

Missouri State University also has one entire academic department, the Department of Defense and Strategic Studies, located near Washington, D.C. in Fairfax, Virginia. All classes for the M.S. in Defense and Strategic Studies are offered at this location.

Heritage

Missouri State University was founded in 1905 as the Fourth District Normal School and became Southwest Missouri State Teachers College in 1919. The chronology of history of the university over the first 100 years shows the institution has undergone dramatic change, yet the purpose has been the same. Missouri State University has opened the door of opportunity for young people from Springfield, the region, the state, the nation and now the world. The Daring to Excel theme of the 2005 centennial year is an apt descriptor of the history of the University. Through more than a century of service as a higher education community, the administration, faculty, staff, students, and the supporting community have taken bold steps to move the University into expanded roles and higher levels of excellence.

The University's primary purpose during the first 40 years was the preparation of teachers for the public schools in the southwest region of Missouri. By the mid-1940s, the University had expanded its instructional programs in the liberal arts and sciences. As a consequence of this growth, in 1945 the Missouri legislature authorized an official change in the institution's name to Southwest Missouri State College.

A cooperative graduate program with the University of Missouri was begun in 1955, and Southwest Missouri State College initiated its first Master of Arts and Master of Science degree programs in 1967. With the development of graduate programs and the continued expansion of undergraduate education, the University had become an educationally diverse institution. These changes were recognized with an official name change to Southwest Missouri State University in 1972. The Mountain Grove Campus, founded in 1899 as the State Fruit Experiment Station, was added to the University in 1974.

During the decade of the 1990's the University doubled its graduate program offerings and the number of graduate students. This commitment to more extensive graduate education and research resulted in an official name change to Missouri State University in 2005, the centennial year for the University. Today, the institution is a multidimensional, multi-campus university system providing diverse instructional, research, and service programs.

The major focus of graduate education is at the master's level with the University currently offering 44 master's degree programs that span a diverse array of disciplines. In keeping with the institutional heritage and continued commitment to teacher education, a Specialist in Educational Administration is offered in the College of Education, and the University collaborates with the University of Missouri-Columbia in offering a Doctorate in Educational Leadership. The University offers a Doctorate of Audiology and a Doctorate of Physical Therapy, exemplifying the University's broad commitment to education in health sciences.

The title of the University's strategic plan, *Imagining and Making Missouri's Future: A Long-Range Vision and Five Year Plan (2006-2011)* is indicative of the goal's and aspirations of the institution. This Plan can be viewed in its entirety at <http://www.missouristate.edu/longrangeplan/>.

University Roles

The University recognizes the interrelationship and compatibility of teaching and learning, research, and public service to the mission of the institution. Each draws from and builds upon the strengths of the others, and all focus on student learning. Research and creative activities are vital to ensure excellence in instruction. Instruction and research represent the foundation upon which service to the University's public is developed.

Developing Educated Persons: Missouri State University's purpose is "to develop educated persons." It is committed to the expansion and preservation of knowledge. It recognizes that human curiosity explores and pushes back the boundaries of the human intellect and the physical world. In an age where knowledge can become quickly dated, the University is committed to the discovery and dissemination of knowledge that serves the future. The characteristics of an educated person are readily assessable and recognizable:

- They cultivate their aesthetic tastes
- They are critical thinkers
- They are serious readers who become broadly literate
- They dedicate themselves to becoming curious and contributing citizens in an increasingly global society
- They balance an in-depth mastery of at least one academic discipline with a broad appreciation of the liberal arts

Teaching and Learning: The University is responsive to changing educational needs and has endeavored to develop, adopt, and implement innovative educational delivery modes to the extent they are appropriate. These include Internet classes, individualized instruction, experimental learning, computer-assisted instruction, audio- and video tutorial instruction, and the use of various additional technologies for distance learning.

Research: Both basic and applied research are vital functions essential to the mission of the University. These activities further complement teaching by providing depth, breadth, and application to the learning process. The University believes that its research efforts must (1) contribute to the discovery, preservation and dissemination of new knowledge, (2) foster application and integration for problem solving and improvement of society, and (3) provide students with opportunities to develop an appreciation for research and to learn a research methodology consistent with their chosen area of specialization.

Financial support for research activities comes from institutional funds as well as gifts, grants, and contracts from private and public sponsors (see Office of Sponsored Research and Programs listed under University Services). The scope of research activities at Missouri State University encompasses individual faculty research, departmental research programs, the activities of the University's research centers, and the operations of the Research Campus at Mountain Grove. Graduate students have many opportunities for involvement in these areas.

Centers: Missouri State University has established focused research and service centers that provide part of the organizational structure for meeting the University mission.

"Center" is a descriptor for formally recognized units, including institutes, bureaus and stations that function as an adjunct to the traditional University units (i.e., colleges and/ or academic departments). The support base for Centers is primarily from external sources, including grants, contracts, and fees (for services, workshops, conferences, etc.). These centers are active in multi-disciplinary research, education, training and service projects that serve both the University and external entities. Each year a number of graduate students are involved in the research and service projects that are conducted through Centers.

A listing of Missouri State University Centers follows:

- Bull Shoals Field Station
- Bureau of Economic Research
- Center for Archaeological Research
- Center for Business and Economic Development
 - Management Development Institute
 - Small Business Development Center
- Center for Continuing and Professional Education
- Center for Dispute Resolution
- Center for Grapevine Biotechnology
- Center for Homeland Security
- Center for Project Innovation and Management Education
- Center for Multidisciplinary Health Education, Research and Services
- Center for Research and Service
- Center for Resource Planning and Management
- Center for Scientific Research and Education
- Center for Social Science & Public Policy Research
- Community and Social Issues Institute
- Institute for School Improvement
- Jordan Valley Innovation Center
 - Center for Biomedical and Life Sciences
 - Center for Applied Science and Engineering
- Mid-America Viticulture & Enology Center
- Ozarks Environmental and Water Resources Institute
- Ozarks Public Health Institute
- Southwest Missouri Area Health Education Center
- Southwest Regional Professional Development Center

Public Service: In order to serve the public, Missouri State University incorporates resources of knowledge, skills, and artistry into the mainstream of society. The role, therefore, of public service at the University is to make available the University's physical resources and human expertise for the purpose of meeting needs or solving problems of various public constituents.

The most important public service resources of the University are the diverse and specialized talents of the faculty, staff, and students. The scope of the public service program includes community education, research that informs the public on the natural environment and social issues, cultural and entertainment events, recreational activities, clinical and diagnostic services, conferences and institutes, public broadcasting services, professional development clinics and seminars, summer workshops and camps, and faculty/staff consulting activities.

A number of the University Centers contribute extensively to the public, as well as the research efforts of the University. For example, the Institute for School Improvement provides a broad range of services to school districts of the region. Similarly, the Center for Resource Planning and Management regularly assists municipalities and counties in moving toward solutions to various problems. The mission of the Community and Social Issues Institute is to serve as a catalyst to organize and apply the research and service capacity of the University to assist public and private organizations in addressing social issues of the community. The Center for Dispute Resolution provides its expertise to agencies and many local organizations. These are representative of the many public service areas of the university.

Accreditations and Memberships

The University is accredited to offer graduate degrees by The Higher Learning Commission, a commission of the North Central Association of Colleges and Schools.

Accreditations - Graduate

Specific graduate programs are professionally accredited by the following organizations:

Accreditation Review Commission on Education for the Physician Assistant (ARC-PA): Master of Science, Physician Assistant Studies

AACSB International - The Association to Advance Collegiate Schools of Business: Master of Accountancy; Master of Business Administration; Master of Health Administration; Master of Science, Computer Information Systems

American Speech-Language-Hearing Association: Doctor of Audiology and Master of Science, Communication Sciences and Disorders/Speech- Language Pathology

Commission on Accreditation in Physical Therapy Education (CAPTE): Master of Physical Therapy

Commission on Collegiate Nursing Education (CCNE): Master of Science in Nursing

Council on Accreditation of Nurse Anesthesia Educational Programs: Master of Science, Nurse Anesthesia

Council on Education of the Deaf: Master of Science, Communication Sciences and Disorders/Education of the Deaf and Hard of Hearing

Council on Social Work Education: Master of Social Work

Department of Elementary and Secondary Education (DESE); Missouri State Board of Education: Educational Administration, Elementary Education, Reading, Secondary

Education, Special Education; Master of Arts in Teaching, Communication Sciences and Disorders, Counseling; Specialist in Education

National Association of Schools of Music (NASM): Master of Music; Master of Science in Education, Secondary Education/ Music National Association of Schools of Public Affairs and Administration: Master of Public Administration

National Association of Schools of Theater: Master of Arts, Theatre

National Council for Accreditation of Teacher Education (NCATE): Master of Science in Education, Educational Administration, Elementary Education, Instructional Media Technology, Reading, Secondary Education, Special Education; Master of Science, Counseling; Specialist in Education, Educational Administration

Memberships

Missouri State University is a member institution of the American Association of State Colleges and Universities, the Council of Graduate Schools in the United States, the Midwestern Association of Graduate Schools, and the American Association of Colleges for Teacher Education.

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Maintained by: Graduate College Web Coordinator
Contact Information
<http://graduate.missouristate.edu/catalog/accreditation.htm>

University Policies

[NOTE: This section on University Policies, plus the next two sections on Academic Regulations and the Graduate College, constitute the "Graduate Student Manual". All graduate students are expected to become familiar with these policies and procedures, as they describe the rights and responsibilities of graduate students at Missouri State University.

It is not possible to cover all potential situations in these pages, so graduate students (current and future) should contact the Graduate College for clarification or more information. Specific departments and graduate programs may have additional policies, procedures, and requirements not covered in these sections.]

UNIVERSITY POLICIES

In fulfilling its mission, the University adheres to a set of educational and administrative policies which are essential to the maintenance of a learning environment and which fosters a sense of community and public accountability.

The University is committed to freedom of thought and inquiry for both faculty and students. This commitment ensures that faculty have the freedom to teach, conduct research, exercise creativity, and publish in their professional capacity without restraint or fear of reprisals. Academic freedom is essential to the University's instructional and research activities. An open instructional environment is essential for the protection of the rights of faculty to teach and of the students' freedom to learn. Freedom in research and creativity is fundamental to the advancement of truth.

In return, faculty and students conducting research or other creative/scholarly activity as part of the academic enterprise do so in a responsible and ethical manner. Responsible conduct of research includes (but is not limited to) compliance with federal regulations related to the health/safety of the researchers, their subjects, and the environment. Training for specific compliance requirements, and information to prevent research misconduct or unethical research activities are available from the Office of Sponsored Research and Programs.

As a state-assisted public institution of higher education, Missouri State University is accountable for the fiscal management of funds received from public, business, philanthropic, and private sources. The University also recognizes its responsibility for educational outcomes relevant to individual and social needs, and for the effective administration of its programs. The University is committed to the concept of public accountability in the broadest sense. Such a commitment obligates the University to: (1) define institutional goals and priorities, (2) determine the degree to which goals are achieved, (3) identify and measure the outcome of its programs, and (4) measure the costs and benefits of programs. Inherent in those obligations is a commitment to systematic institutional planning and to continuous program review and evaluation to ensure maintenance of quality and excellence.

While it is impossible to specify all relevant University policies, the more salient ones are herein identified.

Family Educational Rights and Privacy Act (FERPA)

Missouri State University adheres to a policy of compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), 20 U.S.C. 1232g. Eligible students have four primary rights under FERPA including the right to: (1) inspect their education records, (2) consent to disclosure of personally identifiable information except to the extent that FERPA authorizes disclosure without consent, (3) seek correction of their records, to prevent inaccurate or misleading information, and (4) file a complaint with the U.S. Department of Education if they feel their rights are being violated.

Directory information may appear in public documents and may otherwise be disclosed by the University for any purpose in its discretion, without the student's consent. The following categories of information have been designated as directory information at Missouri State University:

- Name
- Address*
- Telephone number*
- Campus email address
- Field of study, including majors, minors, certifications, and pre-professional areas of study
- Classification (e.g. sophomore)
- Enrollment status (full-time, part-time, or less than part-time)
- Participation in officially recognized activities and sports, including photographs of athletes
- Dates of attendance, including matriculation, drop, and withdrawal dates
- Degrees and certificates received including date awarded
- Awards received, including deans list, scholastic honors, departmental honors, memberships in national honor societies, athletic letters, and University-funded scholarships (excluding those that are need-based)
- Previous education institutions attended

*The University maintains a number of different address and telephone types for students. Three (residence hall, current mailing, and primary/permanent) are considered directory information. General requests for student addresses (e.g., requests for an "address directory of current students") will be fulfilled by providing one address for each student based on availability according to the following hierarchy: (1) residence hall; (2) current mailing, and (3) primary/permanent. General requests for student telephone numbers will be generated in similar fashion.

All non-University contact information provided for purposes of the emergency notification system is not considered directory information. Cell phone numbers, unless provided as a residence hall, current, or primary/permanent telephone number, are not considered directory information.

Right to Limit Disclosure of Directory Information

The University will give annual public notice to students of the categories of information designated as directory information. Currently enrolled students have the right to suppress disclosure of their directory information (FERPA Hold). This hold do not apply retroactively to previous releases of directory information and will remain applicable until the student submits a written request specifying otherwise. To request a FERPA Hold, students must submit a written request to the Office of the Registrar, Carrington Hall, room 320.

A request to only exclude information from the online directory and printed directory may be completed by currently enrolled students at <http://search.missouristate.edu/hide/>. To be removed from anything other than the online people search or printed directory, including the Outlook Global Address Book, a FERPA hold must be completed. In order to be excluded from the printed directory this request must be completed before the printing of the directory, which takes place approximately two weeks after the beginning of each fall semester. Following the printing of the directory, submitting the request will exclude students only from the online directory and not the printed directory.

Consent To Disclosure of Personally Identifiable Information

The University will not release personally identifiable information in education records or allow access to those records except to the extent that FERPA authorizes disclosure without consent, including but not limited to the following:

- The individual student
- Whomever the student authorizes by providing the institution with a written release (release must be written, signed and dated and must specify the records to be disclosed and the identity of the recipient)
- Any party requesting directory information (unless the student has a Privacy or FERPA hold)
- University officials of Missouri State University who have a legitimate educational interest
- Officials of other schools in which a student seeks or intends to enroll or is enrolled
- Parents if parents claim the student as a dependent for tax purposes. The University will exercise this option only on the condition that evidence of such dependency is furnished to the Office of the Registrar and all requests for disclosures are referred to that office
- Persons in connection with a health or safety emergency
- An alleged victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense in connection with a Disciplinary Proceeding
- Parents regarding alcohol and drug violations of a student under 21 years of age
- As otherwise provided in 20 U.S.C. 1232g(b) and 34 CFR Sec. 99.31

Additional Information

For additional information regarding FERPA, please visit www.missouristate.edu/registrar/ferpa.html. If you have any questions regarding this policy or if you feel that your rights under FERPA are being violated, please contact the Office of the Registrar at Carrington Hall, room 320, 901 South National Avenue, Springfield, MO 65897 or call (417) 836-5520. Students have the right to file a complaint with the U.S. Department of Education if they believe that the University has failed to comply with the requirements of FERPA. The complaint should be in writing and sent to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C., 20202-5920.

Liability Protection

Because only officers or employees of the University are generally covered by the legal expense fund, students involved in internships or cooperative employments with other organizations are advised to provide for their own liability insurance through their cooperative employer/internship sponsor, through professional organizations, or personally.

Nondiscrimination

Missouri State University is a community of people with respect for diversity. The University emphasizes the dignity and equality common to all persons and adheres to a strict nondiscrimination policy regarding the treatment of individual faculty, staff, and students. In accord with federal law and applicable Missouri statutes, the University does not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age, disability, or veteran status in employment or in any program or activity offered or sponsored by the University. In addition, the University does not discriminate on any basis (including, but not limited to, political affiliation and sexual orientation) not related to the applicable educational requirements for students or the applicable job requirements for employees.

This policy shall not be interpreted in a manner as to violate the legal rights of religious organizations or military organizations associated with the Armed Forces of the United States of America.

The University maintains a grievance procedure incorporating due process available to any person who believes he or she has been discriminated against. Missouri State University is an Equal Opportunity/Affirmative Action employer. Inquiries concerning the grievance procedure, Affirmative Action Plan, or compliance with federal and state laws and guidelines should be addressed to Jana Estergard, Equal Opportunity Officer, Park Central Office Building, Suite 111, 901 South National Avenue, Springfield, Missouri 65897, (417) 836-4252.

Equal Employment Opportunity

The University is committed to nondiscrimination and equal employment opportunities and to affirmative action programs designed to strengthen this commitment. The University takes affirmative action to provide equal opportunity in all personnel related activities administered by the institution. This commitment includes the intent to maintain an environment free from discrimination, including harassment, as authorized in the University's Nondiscrimination Policy. Inquiries regarding the University's affirmative action program or compliance with Title VI, Title IX, Section 504, the Age Discrimination Act, and the Americans with Disabilities Act may be addressed to Jana Estergard, Equal Opportunity Officer, Park Central Office Building, Suite 111, 901 S. National Ave, Springfield, Missouri 65897, (417) 836-4252.

Student Disability Accommodation

Within the guidelines set forth in this policy, Missouri State University is committed to providing an accessible and supportive environment for students with disabilities. Equal access for qualified students with disabilities is an obligation of the University under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Missouri State University does not discriminate on the basis of disability against otherwise-qualified individuals in any program, service or activity offered by the University. The University is committed to insuring that no otherwise-qualified individual with a disability is excluded, denied services, segregated or otherwise treated differently than other individuals because of the absence of auxiliary aids or other appropriate services; however, accommodations cannot result in an undue burden to the University or fundamentally alter the requirements essential to a program of instruction.

Notifying Disability Services (DS) of a Request for Accommodation

Students requesting academic accommodations for a disability are responsible for notifying the University of their disability and their request for accommodations. To initiate a request for academic accommodations, students must contact the Director of Disability Services, Plaster Student Union, Suite 405, (417) 836-4192 (voice) or (417) 836-6792 (TTY), <http://www.missouristate.edu/disability>. On the West Plains Campus, students must contact the Coordinator of Disability Services, Academic Support Center (ASC), 128

Garfield, (417) 255-7940 (voice) or (417) 255-7981 (TTY). The student should notify the aforementioned offices as soon as the need for the academic accommodation becomes evident. In order to receive accommodations, students must provide disability documentation that meets University guidelines. Accommodations will not be provided for undocumented disabilities, except that accommodations may be provided on a provisional basis pending receipt of documentation for disabilities that are readily apparent. Only persons interested in disability-related accommodations or services need provide disability information. Accommodations must have a legitimate educational purpose, and cannot be based simply on applicants' preferences. Students must initiate a request for every semester in which accommodations are sought. If eligibility for services and the request for academic accommodations are approved, Disability Services (Academic Support Center at the West Plains Campus) or the Learning Diagnostic Clinic will provide the student a letter to be shared with instructors outlining the approved recommended accommodations.

DS Referrals to the Learning Diagnostic Clinic (LDC)

Students seeking accommodation for any type of disability should direct the initial request for accommodation to Disability Services. DS refers students seeking accommodations for psychological or learning disabilities to Missouri State University Learning Diagnostic Clinic. The West Plains Disability Services Coordinator will oversee the administration of DS and/or LDC recommended accommodations at the West Plains Campus.

Learning Diagnostic Clinic Testing Services

The LDC provides assessments of learning and psychological disabilities. Students who simply wish to inquire about LDC's diagnostic or testing services do not need to seek referral through Disability Services, but may instead directly contact the Learning Diagnostic Clinic, Alumni Building, Suite 502. To inquire about testing services, contact the Director, LDC, <http://www.missouristate.edu/contrib/lcd/>, (417) 836-4787. The LDC charges a sliding-scale fee for its testing services.

Appeal Processes

If the student's eligibility for services and/or request for academic accommodations is denied, Disability Services or the Learning Diagnostic Clinic will provide to the student written notification of denial, including the basis for denial as well as information on the appeal process. Student appeals related to eligibility for services or the request for academic accommodations shall be directed to the Equal Opportunity Officer, Office For Equity and Diversity, Park Central Office Building, Suite 111, 901 South National, Springfield, Missouri 65897, (417) 836-4252 (voice) or (417) 836-6874 (TTY).

At the West Plains Campus, appeals are initiated with the Affirmative Action Liaison, West Plains Civic Center, 128 Garfield, (417) 255-7966. The student has the right to file a disability-related grievance at any time.

A faculty member who believes that accommodations recommended by Disability Services or LDC can be shown to alter or compromise fundamental course or program goals has the right to appeal the provision of those accommodations; however, recommended accommodations should be provided until the appeal is resolved. A faculty member should first address his/her concerns through discussions with Disability Services or the Learning Diagnostic Clinic, and may initiate a formal appeal of a recommended academic accommodation by submitting a written statement to the Provost, clearly documenting the fundamental academic goals and demonstrating that the recommended accommodation necessarily compromises those goals. At the West Plains Campus the formal appeal would be initiated with the dean of the appropriate school. A faculty member who is not satisfied with the decision may file a grievance with the Equal Opportunity Officer at the Springfield Campus, or with the Affirmative Action Liaison at the West Plains Campus.

For the complete policy statement and rights and responsibilities of the University and its faculty as well as the rights and responsibilities of students with disabilities, please refer to: <http://www.missouristate.edu/disability>.

Email Communication

Email is an official means of communication at Missouri State University. Unless law, contract, or other university policy prohibits email or requires another form of communication, Missouri State University may send communications to faculty, staff, and students by email to their Missouri State University email address. It is expected that the email will be received and read by the recipient within a reasonable amount of time, as email communications may be time-sensitive. Students, faculty and staff are expected to maintain their email boxes, which includes deleting old email so that the box remains open and within size limits. The entire email communications policy is available online at www.missouristate.edu/ais/email.htm.

Non-Resident Status (For Registration And Fee Purposes)

Questions regarding this policy should be directed to: Admissions Office, Missouri State University, Springfield, MO 65897, Phone: (417) 836-5517.

The following was developed by the Missouri Board for Higher Education and adopted by the Missouri State University Board of Governors. Policy subject to change.

The Policy

1. Definitions

- a. "Domicile" shall mean presence within a state with an intent of making said state a permanent home for an indefinite period.
- b. "Residency" or "Resident Status" shall mean that status which is achieved when sufficient proof of a domicile within a state is presented.
- c. "Adult Student" shall mean any student having attained the age of twenty-one (21) years

2. Adult Student

If an adult student, not a resident, shall present sufficient proof of the establishment of a domicile within the State of Missouri, said student shall be granted resident status at the first enrollment following the establishment of said domicile.

3. Members of the Military Forces

Students shall neither gain nor lose resident status solely as a consequence of military service. For the purposes of student resident status, military personnel, when stationed within the State of Missouri pursuant to military orders, their spouses and unemancipated minor children, shall be regarded as holding Missouri resident status. However, a member of the military forces who is specifically assigned, under orders, to attend a Missouri institution of higher education as a full-time student, shall be classified, along with their spouses and unemancipated minor children, as if they had no connection with the military forces.

4. Non-citizens of the United States

Students who are not citizens of the United States must possess resident alien status, as determined by federal authority, prior to consideration for resident status. Aliens present within Missouri as representatives of a foreign government or at the convenience of the United States or Missouri governments and holding G visas shall be entitled to resident status, except for those who are government funded students. Aliens and their dependents holding A or L Visas may be granted resident status if determined to be individually designated as representatives of their governments and whose education is not government funded.

5. Factual Criteria in Determination of Resident Status

- a. Attendance at an institution of higher education shall be regarded as a temporary presence within the State of Missouri; therefore, a student neither gains nor loses resident status solely by such attendance.
- b. The burden of proof of establishing eligibility for Missouri resident status shall rest with the student.
- c. In determining resident status for the State of Missouri, either of the following shall be sufficient proof of domicile of individuals and their dependents within the State

of Missouri:

1. Presence within the State of Missouri for a period of twelve (12) months and sufficient proof of an intent to make Missouri a permanent home for an indefinite period; or
 2. Presence within the State of Missouri for the purposes of retirement, full-time employment, professional practice or to conduct a business full-time.
- d. In determining whether a student holds an intent to make the State of Missouri a permanent home for an indefinite period, the following factors, although not conclusive, shall be given heavy weight: continuous presence in Missouri during those periods not enrolled as a student; presence within Missouri upon marriage to a Missouri resident and the maintenance of a common domicile with the resident spouse; substantial reliance on sources within the State of Missouri for financial support; former domicile within the state and maintenance of significant connections while absent; and ownership of a home within the State of Missouri.
- e. The following factors indicating an intent to make the State of Missouri a permanent home for an indefinite period shall be given less weight than those in subsection 5(d) above and include: voting or registration for voting; a statement of intention to establish a domicile in Missouri; automobile registration or operator's license obtained in Missouri; and payment of income, personal and property taxes in Missouri. Only in borderline cases shall these factors become determinative.
- f. The waiver of forgiveness of a non-resident student fee, in full or in part, shall have no bearing on the residency status of a student and shall not be a basis for classification on a non-resident student as a resident.
- g. Non-resident students may offset against non-resident fees any income taxes paid to the State of Missouri. Dependent students may utilize Missouri income tax paid by their parents. (NOTE: Student must be shown as a dependent on the tax return.) No tax other than Missouri income tax will be taken into account and no credit will be given for income tax withheld or paid in connection with an estimated tax return during the current year. Offsetting a paid income tax against non-resident fees must occur within one year after the tax is paid. For example, income tax paid for 1998 must be offset against non-resident fees in the fall 1999 and/or spring 2000 semester. The tax credit will be offset against the non-resident portion of incidental fees only and will not be offset against any other fees or charges. The tax credit may be used only once, except that credit in excess of current non-resident fees may be carried forward to subsequent semesters subject to the one year limitation stated previously. Questions regarding the above procedure or policy should be directed to: Financial Services, Director of Accounting, 901 S National, Springfield, MO 65897 (417) 836-5632.

6. Review Procedure

Residency will be determined at the time of admission by the Office of Admissions or the Graduate College according to the above policy. Students who indicate Missouri residence on their admission applications, but who are initially classified as non-residents on the basis of available information, will be sent a copy of the residence policy and application. Any questions concerning the residency policy or its interpretation should be directed to the Admissions Office. The residency application decision may be appealed to the Committee on Residence. A written request must be submitted to the Admission Office to initiate the residency appeal process. When a decision is made by the Committee on Residence, the results are final and will be communicated to the student in writing.

Student Conduct

When students enroll at the University, they do so voluntarily and implicitly accept certain obligations of performance and behavior established by the University, as defined in the Code of Student Rights and Responsibilities and other official University publications. The development of self-discipline is a goal of education and the disciplinary process is intended to be educational in nature. The judicial system is designed to further the educational process; therefore, it is not comparable to, or a substitute for, jurisprudence under a criminal code. The procedures are designed to balance the rights and responsibilities of the student accused of a University policy violation with the rights of the accuser, other students, members of the academic community, and the public. A student alleged to have violated a University policy will be afforded a fair opportunity for hearing of the student's position, explanations, and evidence.

Any member of the University community may file a complaint against any student for misconduct. Generally, jurisdiction and discipline shall be limited to conduct which occurs on University premises or which adversely affects the University Community and/or the pursuit of its objectives. Charges shall be prepared in writing and directed to the Office of Student Conduct, Plaster Student Union, room 405, which is the office responsible for the administration of the University judicial system. Any charge should be submitted as soon as is reasonably possible after the event takes place, but in any case, no longer than one calendar year from the date the person knew or should have known the facts.

Acts of dishonesty can be perceived to be related to a student's academic performance or a student's conduct. When the matter is related to a student's academic performance, the policies of the Office of the Provost, listed in the "Academic Integrity" section of this catalog, are in effect. When the matter is related to a student's conduct, the policies of the Code are in effect. The course instructor has original jurisdiction over his/her class and may deny a student who is unduly disruptive the right to attend class. The student is expected to comply with all reasonable directives of the course instructor.

Once the hearing authority has determined that a violation of the Code has taken place, the hearing authority will determine a recommendation for a sanction appropriate to the violation. In determining its recommendation, the hearing authority will hear recommendations from the accused student and the Judicial Advisor, who is a representative from the Office of Student Conduct. The Judicial Advisor may introduce evidence of past violations by the accused student in order to establish why a recommended sanction is appropriate. Disciplinary sanctions other than dismissal and expulsion shall not be made a part of the student's permanent academic record, but shall become part of the student's confidential disciplinary record, which will be maintained in a specified area of the Dean of Students Office and shall be subject to the restrictions of the Family Educational Right to Privacy Act (FERPA).

The complete Code of Student Rights and Responsibilities is available at www.missouristate.edu/studentconduct or from the Office of Student Conduct, Plaster Student Union, room 405, (417) 836-6937. It is also recommended that each student become familiar with the Current Students and Campus Services web pages at www.missouristate.edu to learn about other University policies and procedures.

Academic Regulations

Academic Integrity Policies and Procedures

The community of scholars that is Missouri State University is committed to developing educated persons. Educated persons accept the responsibility to practice personal and academic integrity. Each participant of the University community refrains from and discourages behavior that threatens the freedom and respect each member deserves. The Student Academic Integrity Policy and Procedures document specifically addresses student academic integrity, but recognizes that student academic integrity is only part of the entirety of academic integrity in a community of scholars, and that all members of the community share the responsibility for fostering academic integrity.

The *Faculty Handbook* states that course policy statements must include a statement of the instructor's policies concerning cheating and plagiarism, including consequences. An instructor's policies on academic integrity issues, while they may reflect the instructor's personal views, should also be consistent with the University policy on student academic integrity. **The instructor must allow a student who has been charged with academic dishonesty to continue attending class until all appeals are resolved. If an academic integrity matter is pending at the end of a semester, the instructor will issue an Incomplete (I) grade to the student until the appeal process is completed.**

The complete Student Academic Integrity Policies and Procedures document, including information on the Academic Integrity Proceeding, is available at <http://www.missouristate.edu/academicintegrity/>. Some of its content is highlighted below.

Definitions

Academic Integrity Council (AIC): The 24-member Academic Integrity Council (AIC) consists of ten voting student members and ten voting faculty members, plus the Provost or designee, who is the non-voting Chair of the Council. In addition, the Dean of Students (or designee), the SGA Legislative Director for Academic Affairs, and an academic College Dean (or designee) serves as ex officio members (without voting privileges). The Council is charged with enforcing the Missouri State University academic integrity policy, including overseeing academic integrity proceedings. The Council is also responsible for organizing and conducting campus activities designed to educate members of the campus community on matters of academic integrity and the academic integrity policy, and promoting a campus-wide climate of academic integrity.

Academic Integrity Proceeding: An Academic Integrity Proceeding is conducted by a five-member panel drawn from the AIC membership. The purpose of a proceeding is to explore and investigate allegations of student academic dishonesty and to reach informed conclusions as to whether or not academic dishonesty is likely to have occurred.

Academic Dishonesty: Any one of the following acts constitutes academic dishonesty:

- **Cheating:** The term "cheating" refers to using or attempting to use unauthorized technology, materials, information, or study aids in any academic exercise (whether intentional or not).
- **Fabrication or other misconduct in research:** The term "fabrication" refers to unauthorized falsification or invention of any information (including research data) or any citation in any academic exercise; "misconduct in research" refers to any violation of ethical guidelines for attributing credit and authorship in research endeavors, non-compliance with established research policies, or other violations of ethical research practice.
- **Plagiarism:** The term "plagiarism" includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work or sections of a work of another person without full and clear acknowledgement (whether intentional or not). This includes any material copied directly or paraphrased from the Internet. The unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials, including material taken from or ordered through the Internet, also constitutes plagiarism.
- **Facilitating academic dishonesty:** Assisting or attempting to assist another to violate any provision of this Academic Integrity Policy, whether or not that action is associated with any particular course, is considered academic dishonesty.

Cell Phone Use in Testing Situations

Use of cell phones, similar communication devices, or any unauthorized electronic data storage device in testing situations, other than to receive University emergency notifications, may constitute a violation of the Academic Integrity Policy and lead to sanctions under the *Student Academic Integrity Policies and Procedures*.

Reporting Academic Dishonesty

All members of the University community share the responsibility and authority to challenge and make known acts of apparent academic dishonesty. Any student, faculty member, or staff person who has witnessed an apparent act of student academic dishonesty, or has information that reasonably leads to the conclusion that such an act has occurred or has been attempted, is strongly encouraged to report said act. Acts of apparent academic dishonesty that occur in the classroom may be reported directly to the course instructor, and/or the course instructor's department head, and/or the instructor's college dean. Incidences of apparent academic dishonesty, whether associated with a particular course or not, may also be reported directly to the Academic Integrity Council (AIC) by contacting the Chair of the Council (the Provost or designee) in the Office of the Provost, Carrington Hall 209. The Academic Integrity Council will not accept or act upon anonymous reports but will hold in strict confidence the identity of any person reporting a suspected instance of academic dishonesty, unless that person consents to having his or her identity revealed. If the act of academic dishonesty that is reported to the AIC is alleged to have occurred in a particular course, the AIC Chair will notify the course instructor of the allegation. If the instructor elects not to pursue sanctions, or if the reported allegation is not associated with any particular course, the AIC Chair may convene an Academic Integrity Panel to conduct an Academic Integrity Proceeding to explore the allegation, provided that at least one person making an allegation is willing to be identified and to participate in the proceeding.

Repeat Allegations and Academic Dishonesty Not Associated with Enrollment in a Course

The Chair of the AIC will convene a panel to address repeated allegations of academic dishonesty that may accumulate against a particular student.

In addition, any incident of alleged academic dishonesty by a student not enrolled in a particular course but sitting in the course for a student duly-enrolled (for example, taking a test for a duly-enrolled student) should be reported directly to the AIC, which will convene a panel to address the alleged incident. Similarly, any incident of alleged academic dishonesty committed by any student at Missouri State University outside the context of enrollment in any particular course should be reported directly to the AIC, which will convene a panel to address the alleged incident.

If the AIP finds convincing evidence of an attempted or actual act of academic dishonesty by a student, the panel may impose any of the following sanctions/recommendations:

- "XF" grades;
- denial of privilege to hold office in any student organization;
- denial of privilege to represent the University in any intercollegiate activity;
- required service to the University and/or required service to the community;
- recommendation to the Provost for suspension or expulsion;
- recommendation to the Provost that a degree already granted be revoked, even if all degree requirements are met.

Revoking a Grade/Degree

If an instructor discovers academic dishonesty after final grades have been assigned and wishes to retroactively impose an "F" or "XF" grade for the course as a sanction for the academic dishonesty, the instructor must send written notification within five calendar years to the Chair of the Academic Integrity Council, with a copy to the instructor's department head and dean, and in the case of a graduate student, with a copy to the Dean of the Graduate College. After five years, an instructor can no longer impose any direct sanction for an alleged infraction; however, alleged academic dishonesty may be reported to the AIC regardless of how much time has passed since the alleged act.

The Academic Integrity Council can at any time and at its discretion recommend to the Provost that a degree be revoked even if all degree requirements have been met, in cases where the academic dishonesty, including misconduct in research, is egregious and/or occurred multiple times. A recommendation to revoke a degree even if all degree requirements were met requires an affirmative vote of at least 14 of the 20 voting members of the Council. The Provost's decision to revoke a degree requires consultation with the Dean of the college which awarded the degree and, in the case of a graduate degree, consultation with the Dean of the Graduate College. The Provost's decision to revoke a degree requires the concurrence of the President of the university. The decision to revoke a degree may be appealed by the student to the Board of Governors, which may, at its discretion, hear the appeal.

Personal Student Information

Students shall verify that their addresses are correct at the time of registration either online or by reporting address changes to the Office of the Registrar.

The local address is generally used to contact students when classes are in session. The permanent address is used on billings, refunds and other items sent while classes may not be in session. The local and permanent address may be the same. Students are required to have a street address/PO Box number, city, state, and ZIP on the local and permanent addresses.

Change of a permanent address does not affect a student's residency status for fee purposes. If a change of residency is appropriate, the proper forms must be completed in the Office of Enrollment Services, Carrington Hall 304.

Name Change

Students are required to provide their official legal name at the time of application and to process official name changes while enrolled, as appropriate. Name change requests for applicants, current, and former students must be submitted in writing to the Office of the Registrar and will require documentation of the change. Requests may be made in person, via fax, or by mail. Mailed requests should be sent to: the Office of the Registrar, Room 320 Carrington Hall, Missouri State University, 901 S. National, Springfield, MO 65897.

Documentation generally consists of new driver's license, official state ID card, Social Security card, certified copy of marriage license, court order, dissolution decree, current passport or official proof of identity certified by U.S. embassy abroad or by the appropriate foreign embassy in the United States. Other forms of documentation may be considered on a case-by-case basis. When academic records are maintained on microfilm, the student's name cannot be updated on the microfilm. Students who attended Missouri State University before 1985 have microfilm records. A name change form is available on our web site at: www.missouristate.edu/registrar/name_change.pdf.

Student Name on Diploma and University Certificates

The student name listed on a diploma or certificate must match the official name on file at the University, with the following exceptions: option of first name or initial; option of middle name or initial; inclusion of former or maiden name(s); and inclusion of proper capitalization and accentuation of name. Students indicate the desired diploma name on the Intent to Graduate form (undergraduate students) or Application for Graduation form (graduates students); and the certificate name on the Notification of Completion form. If you have any questions regarding changing your name, please contact the Office of the Registrar at (417) 836-5520 or send an email to registrar@missouristate.edu.

Transcript from Missouri State University to be sent Elsewhere

A transcript is a chronological listing of the student's academic record at Missouri State University printed on safety paper. An official transcript bears the University Seal and is mailed directly to another university or outside agency. If student is to receive the transcript, it is indicated unofficial or placed in a sealed envelope and may not be considered official by some agencies and institutions. All students are issued a transcript (stamped "Issued to Student") upon graduation. Additional information regarding transcripts is provided below.

- Transcripts will not reflect a term's GPA calculation and student's academic status until the end of the semester- typically the day after final grades are due.
- Transfer credit is awarded and posted to transcripts only for students who enroll at Missouri State subsequent to completing coursework at other institutions.
- Courses taken through the West Plains Campus prior to fall 1995 appear on this transcript as institution credit.
- Academic probations, suspensions, and disciplinary expulsions are recorded on the transcript.
- For information on how to change your name with the University, please see the Student Name Change Policy.

Fees and Holds

There is no charge for routine and reasonable transcript requests.

A \$20 fee will be charged for transcripts or other documents sent via express or overnight mail within the continental U.S. The \$20 fee must be paid by check or money order made payable to Missouri State University and must accompany the transcript request form. An additional amount may be required when sending items outside of the country. Do not send cash, please.

Transcripts will not be released for students who have a University hold due to a financial-related obligation. Students may view their transcript online any time. Students with a hold may request an unofficial transcript from the Office of the Registrar.

How to Request a Transcript

Transcript requests are typically processed the same day or the following business day upon receiving the request. The University is open Monday-Friday, except for weekends and holidays. If someone other than the student is to request and/or pick up a transcript, that person must have a signed note from the student stating that the student (student name) gives Missouri State authorization to release the transcript to them (their name). The requesting person must also provide the student's photo ID (or a photo copy of the student's ID) and a photo ID of himself or herself. The following options are available for requesting transcripts. Please call the Office of the Registrar at (417) 836-5520 if you have any questions regarding requesting a transcript.

Option 1

Online request is currently unavailable.

Order online (user ID required). If you do not have a user ID or if your transcript request requires special handling conditions such as overnight, fax, or pick-up at the Office of the Registrar, please see Option 2 below. Transcript requests made online by 4:00 p.m. on business days, are generally mailed the following business day.

Option 2

Print the transcript request form page, either in Microsoft Word or PDF format, and fax or mail the form to the Office of the Registrar. The fax number and mailing address are at the top of the form.

Option 3

Send a written request to: Transcripts, Office of the Registrar, Missouri State University, 901 S. National, Springfield, MO 65897. Please include the following information:

- student's full legal name and any former names
- student's student identification number and date of birth
- last semester of attendance at Missouri State (please indicate if you attended the West Plains campus)
- student's current address including day phone number
- address to which transcript is to be mailed
- student's signature to authorize the release of the transcript

Option 4

Request and pick up transcripts in the Office of the Registrar, Carrington Hall, Room 320, by completing a Transcript Request Form and presenting a photo identification.

Transcript Limit

Transcript copies are limited to ten (10) copies per student per day.

Web Transcripts

Student Academic Transcripts (unofficial) are available for viewing through My Missouri State.

Commencement

Students who wish to participate in commencement ceremonies must do so in their semester of graduation (published deadline is the end of the first week of the semester). Students who cannot do this may apply through the Graduate College, Carrington Hall 306, to participate in a subsequent commencement ceremony. The listing of their names in the commencement program will remain in the semester of graduation. Students who complete a University certificate program do **not** participate in the commencement ceremony. These students will receive a "certificate of completion". Commencement information is available on our web site at www.missouristate.edu/commencement.

Diploma

The diploma is mailed to students approximately eight weeks after the end of the semester of graduation. A hold will prevent the release of a student's transcript and diploma. The name used is the name provided by the student on the Application for Graduation **and must match the name on the University system**.

The diploma lists the degree earned and the major. Options within majors and minors are not recorded on the diploma but are on the transcript. Students completing multiple majors in the same degree will only receive one diploma listing all majors.

Reissued diplomas may be ordered by sending a written request and a check or money order payable to Missouri State University in the amount of \$20 to the Office of the Registrar, Missouri State University, 901 S. National, Springfield, MO 65897. The written request must include the graduate's name, student identification number, date of graduation, mailing address, daytime phone number, signature, and exactly how the name is to be printed on the diploma.

All reissued diplomas and/or certificates produced on or after August 28, 2005, will bear the name Missouri State University.

In very rare cases, the university will consider requests for posthumous awarding of a degree. Contact the Office of the Registrar.

Registration Information

The University allows currently enrolled, admitted, and readmitted/reinstated students to register well in advance of the beginning of each semester. Students can check their registration status online. Mail and fax registration is available to evening and graduate students through the Adult/Commuter Student Services, The Extended Campus.

Students who are in good academic standing and plan to return under the same classification may be able to register without applying for readmission. Students indebted to the University are not permitted to register for any succeeding semester or summer term until the indebtedness has been paid.

Students are not permitted to attend classes unless they are officially enrolled in those classes. Students whose names do not appear on the instructor's official class list should contact the Office of the Registrar.

Once enrolled, students are required to withdraw from their courses if they will not be able to attend. Failure to do so will result in failing grades and continued financial obligations. See "Withdrawal Policies and Procedures" section.

Credit Hours And Semester System

The unit of credit used at Missouri State is the semester hour. The University follows the early semester system in which the academic year is divided into two instructional semesters with each having approximately 15 weeks of instruction plus a final examination period, and an 8 week summer session. Additional instructional periods such as intersession, blocks, sessions, short, and extended class periods are offered. The amount of credit hours awarded for courses is based upon the instructional time and the type (lecture or lab) of course. Lecture courses meet the equivalent of 50 minutes per week for 15 weeks (or 750 minutes total) for one semester hour of credit. Laboratory and

studio courses meet for the equivalent of 100 minutes per week for 15 weeks (or 1500 minutes total) for one semester hour of credit. Courses which include both lecture and laboratory type meetings will utilize the appropriate combination of the above guidelines; as will all courses taken for credit, regardless of length.

College courses taught in a shorter period of time than regular semester courses described in this catalog shall meet the same number of hours for both lecture and laboratories as required if offered on a semester or summer session basis. Laboratory sessions and activity-type courses which are primarily characterized by hands-on, experimental, and skill-building activities shall be in session 30 clock hours for each hour of credit. Workshop courses may vary, depending on the situation. Some workshops fall into the hands-on, activity-type category while others are structured primarily as lecture classes taught in a more intensive, abbreviated format.

Enrollment Status

Enrollment status may be reported to external agencies such as the National Student Clearinghouse. **Audited classes are excluded when determining enrollment status.** For official reporting purposes, Missouri State uses the following definitions:

Full-Time. Graduate students carrying 9 or more credit hours in the fall or spring semester are considered full-time students. Graduate students carrying 6 or more credit hours during the summer session are considered full-time students.

Half-Time. Graduate students carrying 5-8 credit hours during a fall or spring semester are considered half-time students. Graduate students carrying 3-5 credit hours during the summer session are considered half-time students.

Less Than Half-Time. Graduate students carrying less than 5 credit hours during a fall or spring semester are considered less than half-time students. Graduate students carrying less than 3 credit hours during the summer session are considered less than half-time students.

Reduced Course Load Policy

The University complies with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. These laws mandate that the University provide academic accommodation for students with disabilities.

The purpose of the reduced course load policy is to allow for case-by-case consideration of requests that students with disabilities be considered full-time or half-time when taking a reduced course load due to their disability. Students must petition for this accommodation each academic year. Students obtaining approval under this policy will adhere to the current fee structure of the University, but will be considered full-time or half-time and entitled to all of the services, benefits, rights and privileges of their status. Students must be enrolled in a minimum of 6 credit hours to be approved for full-time status and 3 credit hours to be approved for half-time status.

Reduced course load requests, with supporting documentation, shall be submitted to the Director of Disability Services. Supporting documentation must include a diagnostic evaluation from an appropriate professional that permits evaluation of the current need for accommodation. The Director shall review potential consequences of reduced course load with the student, including slower progress toward graduation, changes in financial aid, and changes in University billing. The Director shall encourage the student to explore potential external consequences of a reduced course load, including changes in vocational rehabilitation funding and federally regulated financial aid.

The Director shall submit the student's request, with supporting documentation, to the Office of the Provost for disposition. If the request is approved, the Office of the Registrar shall ensure that enrollment status is accurately noted on the student's record and accurately reported.

Overload information for Graduate and Postbaccalaureate Students:

Maximum: Sixteen hours (includes both undergraduate and graduate courses) for fall or spring semesters. Ten hours (includes both undergraduate and graduate courses) for summer semester. Courses for which a student is enrolled on an audit basis are counted in hours for an overload. In addition, postbaccalaureate students (excluding those seeking teacher certification) may not enroll in more than nine hours TOTAL of 600-900 level courses including completed, in-progress, and registered without permission from the Graduate College. Obtain overload permission from the Graduate College.

Prerequisites

The student is responsible for having the appropriate prerequisites prior to enrollment in a course. Prerequisites are indicated in the University Catalog and the web class schedule and will be enforced at the time of registration. If any academic department determines that a student does not have the appropriate prerequisites for a course, registration for the course *may* be cancelled either prior to or after classes begin. Any questions concerning the prerequisites should be answered by consulting the current catalog or by contacting the academic department offering the course.

Holds (formerly known as Encumbrances)

A hold may be placed on a student's record for a variety of reasons such as an unpaid bill or fine, failure to return books or equipment, or failure to submit appropriate forms within the specific time limit. Most holds will prevent a student from registering for upcoming semesters and the release of a student's transcript and diploma. A complete listing of hold code definitions and office contact information is available online at www.missouristate.edu/registrar.

Accelerated Masters Programs

Students admitted into an approved Accelerated Masters Degree Program may have a limited number of 600-level or higher courses counted toward both the undergraduate and graduate degree. Before enrolling in a course to be counted as both undergraduate and graduate credit ("mixed credit"), an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate program advisor, department head of the undergraduate program, and the dean of the Graduate College using a Mixed Credit Form. All approvals must be completed prior to the end of the Change of Schedule Period for the course(s). A maximum of 12 credit hours may be taken as Mixed Credit, but many programs have lower limits. See departmental listing in this catalog for further information.

Change Of Schedule (Add/Drop)

Students are expected to complete the courses for which they register. Failure to properly drop or withdraw from classes will result in the assignment of F grades for those classes, as well as a continued financial obligation. Refer to the "Costs and Fees" section of the catalog for additional information. Students who wish to drop *all* courses for a given semester should refer to the "Withdrawal Policies and Procedures" catalog section. Students who wish to add or drop selected regular semester courses must follow the procedures outlined below.

Prior to the beginning of the semester and during the Change of Schedule Period (first five days of fall or spring semesters, first two days of summer session)

Adds, drops, and section changes may be processed online or at any authorized registration center.* Students must complete a short form and present photo identification for in-person services. To add a course which requires permission, the student must first contact the instructor or department (as indicated on the class schedule) to obtain permission. If permission is granted, the student will then be able to add the course to his/her schedule.

After the Change of Schedule Period

To withdraw from a course: Withdrawing from one or more courses may be completed online or at an authorized registration center*. See Withdrawal Policies and

Procedures if student is dropping *all* his/her classes.

To add a course: In general, only courses which have not yet begun (e.g., second block courses, short courses, independent study, etc.) may be added after the Change of Schedule Period has ended. Courses that have not yet begun may be added online or in person at an authorized registration center.*

Department approval is required to add a first block or full semester length class beginning on day 6 of the fall or spring semester, and to add a second block class on day 3 or beyond of the second block period. The department may also require instructor approval.

Go to the department which offers the course to seek approval. If approval is granted the department office representative will affix the department signature and stamp to the Registration/Change of Schedule Form. Course Permission forms are not required during this period. Take the completed form to an authorized registration center with photo identification for processing.

To change sections: A section change should be completed during the Change of Schedule Period. Such changes are considered a drop and an add, and are treated as such in determining the refund or credit to be granted. Go to the department office of the course and request permission to change sections. The department may require instructor approval. If approved, the department will complete an Add/Section Change form and affix the department signature and stamp. Take the completed form and photo identification to an authorized registration center* for processing.

Note: It is the student's responsibility to review their record for accuracy and to request corrections immediately. Students' schedules and transcripts are available for review online. When using the web registration system, it is recommended that students print their schedule of classes and retain it until the end of the semester.

Auditing A Course

The auditing student is expected to attend class regularly and should consult with the instructor to determine what else is expected in the course. If an auditing student does not attend class regularly or does not fulfill agreed-upon expectations, the instructor may send a memo directing the Office of the Registrar to drop the student from the class. Such drops will be graded with a "W" grade and will be subject to the normal fee refund policy.

Students may audit courses to the maximum authorized academic load. A person currently not enrolled at the University must be admitted in order to register as an auditor. Courses audited are counted in the same way as courses taken for credit in determining required student fees. Credit is not awarded for auditing a class. Audited classes are excluded when determining enrollment status (full-time, half-time). Audited classes are included when determining need for Overload Permission.

To audit a course (or to remove a course from audit) the student must complete a form in the Office of the Registrar, Carrington Hall room 320 anytime prior to the "W" grade deadline for that course. Students may not change from a credit basis to an audit basis or vice versa once the "W" grade deadline has ended.

Repeating A Course

Op3.04-40 Repeat Policy

A student may repeat any of the courses that he or she has taken at Missouri State University. All attempts at the course and the grades earned (including those resulting in W, I, and Z) appear on the transcript. The grade from the most recent attempt at the course (though not an W, I, or Z) will be the one that counts in GPA calculations. For example, if a student takes the course four times and gets a D, B, C, and W, in that order, then the C would be their official grade that would be used when calculating the student's grade point average. Also, a course that has been repeated will only be counted once in the student's total credit hours earned.

This policy applies to course repeat attempts taken fall 2009 and subsequent semesters. When the most recent repeat attempt was taken prior to fall 2009, the policy published in the 2009-10 Undergraduate Catalog will be applied.

The repeat policy is applicable to transfer credit as well as credit earned at Missouri State. For example, if a student earns a C in a course at Missouri State and repeats an equivalent course at another institution, the C (D) will be removed from the calculation of the Missouri State GPA. The transfer grade, however, will be included only in the transfer and combined grade point averages. See Grade Equivalencies in the "Transfer Credit Policy" section of the catalog for further information.

Students should also be aware that even though a course prefix, number, and/or title changes, it is still considered the same course for repeat policy purposes. The Office of the Registrar maintains the complete listing of course prefix and number changes and should be contacted for such questions.

Students should also be aware that many graduate and professional schools recalculate GPAs taking into account every grade that appears on a transcript.

Students who are receiving financial aid must consider the impact of repeating classes on their eligibility for financial aid for future semesters. While repeated courses are counted when determining a student's enrollment status and annual satisfactory progress, students who fail to progress toward graduation (i.e., by increasing total hours earned) may exhaust their aid eligibility prior to graduation.

Instructor Drop

If a student does not attend by the second class meeting of a semester or summer session, and has not informed the departmental office of the intent to remain in the course, the instructor may institute proceedings to drop the student from the class. (This is generally done only when the space is needed for another student.) A faculty member may not institute drop proceedings after the second week of class. **A student cannot drop a course merely by not attending classes.** The student who is dropped by the instructor will be notified of such action by the Office of the Registrar.

Withdrawal Policies And Procedures

Students may withdraw from one or more of their courses online, or in person at the Office of the Registrar (Carrington 320 or by fax to 417-836-8776) Students who drop *all* their courses for a given semester who wish to return the following semester do not need to apply for readmission. The date the withdrawal is completed online or the date the official withdrawal request form is submitted to the Office of the Registrar (or the postmark date of withdrawal requests submitted by mail) shall be the date used in determining the refund of fees and the assignment of grades. Withdrawals are not allowed after the last day to drop or withdraw deadline for the course. See the "Academic Calendar" on the web for specific deadline dates. The following is important information for students who withdraw from all of their classes during a semester:

Financial Aid. Recipients of financial aid, scholarships, or short-term loans for payment of fees or expenses for the semester of withdrawal must be approved by the Financial Aid Office before they will be allowed to complete the withdrawal process. Such students may also be required to participate in an exit interview.

Grades. Assignment of grades for withdrawing students are made on the basis of current grading policies detailed in the "Change of Schedule" section of this catalog. Deadlines are available at <http://calendar.missouristate.edu/>.

Meal Plans. Contact the Dining Services Office, Plaster Student Union 213, regarding their refund policy for meal plans which are independent of a housing contract.

Parking. Parking permits must be returned to the Parking Administration Office, 700 E. Elm, by students who wish to receive a refund of the parking permit fee. Full refunds are issued for withdrawals processed through the second week of the semester, 50 percent refunds are issued for withdrawals processed from the third through the ninth weeks of the semester, and no refunds are issued after the ninth week.

Refunds. Refunds are credited to a student's account according to the policy indicated in the "Costs and fees" section of this catalog. Refunds will be issued by the Financial Services Office approximately four to six weeks following the withdrawal. Prior to issuing a refund check, the office will deduct any outstanding financial obligation to the University from the refund amount. Refunds will be mailed to the

permanent address of the student on file at the time the refund is issued. If a student withdraws from the University with outstanding financial obligations, the student's transcript will not be released and the student will not be permitted to enroll for a future semester until the obligation is satisfied. For questions concerning financial obligations, please contact the Financial Services Office, Carrington Hall 113.

Residence Halls. Students living in University housing must terminate their housing contract and vacate their room or apartment within 24 hours of the date of the withdrawal. For information, contact the Office of Residence Life and Services.

Veterans. Recipients of veterans benefits must report withdrawals to the Veterans Certifying Official, Office of the Registrar, Carrington Hall 320.

ZipCard. Students who have a ZipCard Debit Account must complete a ZipCard Debit Account Withdrawal form which is available at the ZipCard Office, Plaster Student Union room 128, (417) 836-8409. This form will cancel the account and authorize a refund of the account balance.

Withdrawal Policy for Students Mobilized for Active Military Duty

Withdrawal Procedure

Normal withdrawal procedures should be followed whenever possible. However, if students are unable to complete the necessary paperwork by coming into the Office of the Registrar, Carrington 320, or writing a letter of withdrawal, the University shall accept notification from the student or a family member. The Office of the Registrar will verify all notifications.

Refunds

- Students will receive 100% of their tuition & fees when they officially withdraw from one or more classes due to required military service any time during the current semester. Should students have financial aid, any refund must be paid back to the aid source(s) first. Students should contact the Financial Aid office for more information. Students drawing VA educational benefits should contact Veterans Certifying Official of their withdrawal and orders to report to duty.
- Graduate students who do not have assistantships and withdraw will be refunded 100% of their incidental fees.
- For those graduate students who have assistantships and withdraw, the unpaid balance of the stipend will be returned to the assistantship budget.
- Students shall receive a full refund for textbooks purchased at the University Bookstore and parking permits.
- The housing refund will be prorated based on the actual number of days room and board was used.
- Students who withdraw before a semester begins or during the first week of classes shall not receive a W or any grade on their transcript.
- Students withdrawing the second week of classes through the automatic "W" grade deadline (9th week) shall receive an "W" grade for each class in which they are enrolled in, except for completed intersession or first block courses.
- Students withdrawing or dropping individual classes after the automatic "W" grade deadline (9th week) shall receive an "W".

Grading of Officially Processed Drops or Withdrawals

Should students be mobilized at such a point in the semester that the course instructor believes that they have completed a majority of the material in their class(es), the instructor may assign a passing grade or initiate an "I" grade. Students will receive a 100% refund only for those classes that are officially processed as a withdrawal.

Removal of Incomplete Grades for student mobilized for active military duty.

Any student (undergraduate or graduate) who re-enrolls within one year of being released from military assignment shall have one year from the date of resumption of coursework to remove any "I" grades pending at the time of mobilization or received as a result of mobilization.

Grading Information

Grading and the Credit Point System

Grades are awarded to indicate the quality of a student's work and are assigned as follows (point values per credit hour appear in parentheses): **Consistent with the Faculty Senate action of February 14, 2008, the plus/minus grades will be implemented beginning with the Fall 2009 semester.** The following are current grade definitions:

A (4.00): Outstanding work. Outstanding achievement relative to the level necessary to meet course requirements. Performance was of the highest level. Excellence while meeting course objectives was sustained throughout the course. Not only was the student's performance clearly and significantly above satisfactory, it was also of an independent and creative nature.

A- (3.70): Excellent work. Excellent achievement relative to the level necessary to meet course requirements. Performance was clearly and significantly above satisfactory, and was creative and independent.

B+ (3.30): Near excellent work. Achievement was significantly above the level necessary to meet course requirements. Performance was clearly and significantly above satisfactory, and was creative and independent.

B (3.00): Very good work. Achievement significantly above the level necessary to meet course requirements. Performance was very good, although not of the highest level. Performance was clearly and significantly above satisfactory fulfillment of course requirements (For undergraduates: B = meritorious; For graduates B = adequate).

B- (2.70): Good work. Achievement at a level just above that necessary to meet course requirements. Performance was notable.

C+ (2.30): Slightly above satisfactory work. Achievement that meets the course requirements. Performance was slightly more than adequate.

C (2.00): Satisfactory work. Achievement that meets the course requirements. Performance was adequate, although marginal in quality (For undergraduates: C = adequate; For graduates: C = inadequate).

C- (1.70): Slightly below satisfactory work. Achievement that barely meets the course requirements. Performance has been slightly below satisfactory and was marginal in quality.

D+ (1.30): Passing work. Achievement below satisfactory in meeting course requirements. Student demonstrated below satisfactory achievement in meeting course objectives, yet fulfilled a sufficient enough portion of the course objectives that repeating the course is not necessary unless required by the academic unit.

D (1.00): Minimum passing work. Achievement barely worthy of credit. Student demonstrated unsatisfactory achievement in meeting course objectives, yet fulfilled a sufficient enough portion of the course objectives that repeating the course is not necessary unless required by the academic unit.

F (0.00): Failed – no credit. A failure to meet course requirements. The work of course objectives were either: 1) completed but not at a level of achievement that is worthy of credit, or 2) have not been completed and there was no agreement between the instructor and the student that the student would be awarded an "I" (incomplete).

I (0.00): Incomplete. Grade assigned when due to unusual circumstances a small portion of a course, such as a term paper or final examination, has not been completed. (See "Incomplete Grade.")

EX (0.00): Dual High School Course-Extended Grading Period. No hours or points assigned.

IP (0.00): In-Progress course.

NG (0.00): No grade assigned. Grade not submitted by instructor on time.

NP (0.00): Not Pass. Student did not pass the course under the Pass/Not Pass policy.

NR (0.00): Academic Renewal Elected. Grades removed from GPA calculation.

P (0.00): Pass. Student passed the course under the pass/not pass system or received MSU Credit by Examination.

V (0.00): Visitor. Student enrolled in and attended the course as an auditor. No hours or points assigned.

W (0.00): Withdrew. Student withdrew from course without academic penalty.

XF (0.00): Failure due to academic dishonesty.

XM (0.00): Academic Renewal Elected on MSU course. Grades and hours removed from GPA calculation.

XT (0.00): Academic Renewal Elected on transfer course. Grades and hours removed from transfer GPA calculation.

Z (0.00): Deferred grade. Assigned only to students enrolled in 700-level or higher courses, restricted to graduate theses, graduate problem courses, or graduate seminars which might not be completed within a semester. If a Z grade is not removed within two calendar years, it will become a "W".

Incomplete Grade

In each instance where an Incomplete (I) grade is assigned, the instructor of the course shall, at the end of the semester in which the I grade is given, indicate on the Assignment of Incomplete Grade form what the student must do to complete the course and how the completed work would affect the final grade. The original copy must be filed with the appropriate department office, one copy must be given to the student, and one copy must be retained by the instructor. If a student needs to repeat a course or a significant portion of a course, a "W" or "F" should be assigned according to regulations governing the assignments of such grades. A "W" grade can only be assigned if the student has officially dropped the course within the semester deadlines.

An I grade must be removed within one calendar year after it is received, or earlier as specified by the instructor, otherwise the I grade automatically becomes an "F" grade. An extension of the time limit to remove an "I" grade will be made only if a written request for such extension is submitted to the Office of the Registrar by the instructor. The student should make arrangements with the instructor or the department head for completion of the work. When the work is completed, the instructor will complete a Grade Change Authorization Form online or send a Form to the Office of the Registrar for processing. The grade may be changed from an "I" grade or from an "F" grade to the appropriate grade earned.

A "Z" is a deferred grade limited to a specific group of 700 – 900 level courses. This grade may be assigned when work on a graduate thesis, graduate problem course, or graduate seminar has not been completed within the semester of enrollment.

Removal of "I" and "Z" Grades: The student should make arrangements with the instructor or the department head for completion of a course. When the required work for the course has been completed, the instructor will assign a grade and notify the Office of the Registrar.

Pass/Not Pass Regulations

The Pass/Not Pass option is intended to provide students an opportunity to pursue specialized or outside interests without penalty or reduction of grade point average. It allows students a greater degree of participation in those courses than the audit system permits. Students earning a passing grade in courses for which they were enrolled on a Pass/Not Pass basis are given a "P" grade; those failing will receive a grade of "NP". Pass and Not Pass grades are not used in calculating grade point averages. To place a course on Pass/Not Pass, students must complete a form in the Office of the Registrar, Carrington Hall 320, anytime prior to the "W" grade deadline for that course.

Caution: Prerequisite requirements of other courses may not be met with a course completed on a Pass/Not Pass basis. The decision to take a course on a Pass/Not Pass basis cannot be reversed.

Students may take courses on a Pass/Not Pass basis under the following conditions:

1. Courses taken under the Pass/Not Pass option cannot be used to satisfy major, professional education, or specific degree requirements.
2. The Pass/Not Pass option is not available to repeat courses in which the student earned a D or F grade prior to Fall 2009.
3. The Pass/Not Pass option is not available to graduate students for graduate-level courses (600 or above). Departments may elect to offer certain non-didactic graduate courses (e.g., readings, special problems, independent study, clinical internships, research and thesis) on a Pass/Not Pass only basis.
4. Courses which are graded Pass/Not Pass only are exempt from the limitations otherwise imposed upon students by Pass/Not Pass regulations.

Grade Point Average

A student's Missouri State grade point average is based only on courses completed at Missouri State. A combined grade point average, based on work completed at Missouri State and in transfer, is also maintained. This combined grade point average is used in determining a student's academic standing and eligibility for graduation.

Grade point average is calculated by dividing the total grade points earned by the total credit hours attempted. The semester grade point average is calculated by dividing the credit points earned for the semester by the credit hours attempted for the semester. See "Grading and the Credit Point System" and "Repeat Policy" sections for more details on grade point average calculation. The grade point average of graduate and postbaccalaureate students is based only on graduate level courses (those numbered 600 and above). If a graduate student enrolls in undergraduate courses, grades earned in those courses will be included in the calculation of the undergraduate grade point average.

Grading

Prior to the end of the Change of Schedule Period: Dropped courses will not appear on the transcript.

After the Change of Schedule Period: Students may withdraw from courses through the "W" grade deadline for that course will receive a grade of "W". This is week 2 through 9 for full semester courses during fall and spring semesters; other course lengths are treated proportionally.

After the "W" Grade Deadline: Courses dropped up through the Last Day to Drop or Withdrawal deadline for that course will have either a "W" or "F" grade assigned by the instructor at the end of the semester. A "W" indicates that the student was doing passing work at the time of the drop. An "F" indicates a failing grade for the course, and is calculated into the grade point average. This period is from the 10th week through the next to last week of the semester for full semester courses during fall and spring semesters; other course lengths are treated proportionally.

No drops or withdrawals are allowed after the Last Day to Drop or Withdrawal deadline for the course.

Related Information: Students should use the drop procedure judiciously as dropping courses will generally result in extending the time required to complete a degree. In addition, dropping below a full-time or half-time enrollment status may jeopardize insurance, financial aid, scholarship, athletic participation eligibility and immigration status for F-1 or J-1 students. Students dropping a class because of a concern regarding their grade in a course are encouraged to consult with the instructor prior to dropping a course. Students who are

concerned about the impact of dropping a course on their progress toward graduation are encouraged to consult with their academic advisor prior to dropping.

*Authorized Registration Centers

These offices may process registrations and schedule changes year round.

- Honors College Students **must** process schedule changes in the Honors College, University Hall room 115.
- University Athletes **must** process registrations/schedule changes in the Athletic Achievement Center, Forsythe Athletic Center room 239.
- Declared Business Majors may process registrations/schedule changes in the College of Business Administration Advisement Center, Glass Hall room 106.
- All other students may process registrations/schedule changes in the Office of the Registrar, Carrington Hall room 320.

Grade Reports

Final grade reports are produced each semester and are available online.

Appeals and Grievances

Attendance Policy

Because class attendance and course grade are demonstrably and positively related, the University expects students to attend *all* class sessions of courses in which they are enrolled. Each instructor has the *responsibility* to determine specific attendance policies for each course taught, including the role that attendance plays in calculation of final grades and the extent to which work missed due to non-attendance can be made up. On the *first day of class*, each instructor will make available to each student a written statement of the specific attendance policy for that class.

The University encourages instructors not to make attendance a disproportionately weighted component of the final grade. The University expects instructors to be reasonable in accommodating students whose absence from class resulted from: (1) participation in University-sanctioned activities and programs; (2) personal illness; or (3) family and/or other compelling circumstances. Instructors have the right to request documentation verifying the basis of any absences resulting from the above factors. Any student who believes that his or her final grade for a course has been reduced unfairly because of attendance factors has the right to appeal that grade under the process outlined below.

Appeal Process For Attendance-Related Grade Reductions:

The process of grade appeal based upon attendance factors is intended to render a timely and peer-based judgment and is outlined as follows:

1. The student should first attempt to resolve the grade conflict with the instructor on an informal basis. If satisfactory resolution is not reached, formal appeal should be initiated as outlined in (2) below.
2. The student initiates the formal appeal process as follows:
 - a. The student writes a formal letter to the instructor (or to the appropriate department head if the instructor is no longer on campus) requesting a re-evaluation of his or her grade. The letter should include the following information: student's name and social security number; the course code, number, and section; the year and semester the course was taken; the instructor's name; and a clear statement of the grade change request and reasons which justify the request. This formal letter must be initiated no later than the end of the first semester after the grade in question is received (excluding summer semester).
 - b. The instructor (or the appropriate department head if the instructor is no longer on campus) must respond to the formal appeal within ten (10) school days of the receipt of the formal letter:
 - i. If it is determined that the student's request is justified, the instructor (or department head, as appropriate) will prepare a Grade Change Authorization and submit it to the department head, who will forward it to the Office of the Registrar. If the grade change is in a course taken for graduate credit, the department head must also notify the Graduate College
 - ii. If it is determined by the instructor (or department head, as appropriate) that the student's request is *not* justified, the instructor (or department head) will write a formal response to the student justifying his or her decision.
 - c. Should the student desire to continue the appeal process, he or she may request a formal hearing before the Attendance Appeal Board (AAB) as follows:
 - i. The student will submit to the Office of the Vice President for Student Affairs a completed AAB Request for Hearing Form (including a release of information on grades awarded on examinations and assignments, and attendance data, for the specific course in question); the student's formal letter to the instructor (or department head, as appropriate); and the instructor's (or department head's) response.
 - ii. Upon receipt of the specified documentation, the AAB will determine if the grade reduction is attendance related and potentially unreasonable and/or at variance with the instructor's stated attendance policy. If it is so determined, the AAB will convene a hearing *at the earliest possible date* based upon the schedules of the involved parties. The hearing will be conducted in an attempt to determine the facts associated with the appeal and the intent is that a recommendation will be rendered by the end of the semester in which the appeal was filed.
 - iii. The AAB is advisory only. The Board will forward all documentation and its recommendation to the Provost. Based upon those data, the Provost will make a ruling to the extent that: (1) the grade should be changed including the new grade to be awarded; or (2) the grade should not be changed.

The Attendance Appeal Board will consist of five members as follows: The Board Chair will be the Vice President for Student Affairs or his/her designee. The Vice President for Student Affairs will also select one faculty member from among those serving on the Faculty Student Judicial Commission and three students from among those serving as Justices on the Campus Judicial Board.

Students are not automatically dropped for non-attendance. Failure to properly drop or withdraw will result in F grade(s) and a continued financial obligation.

Class Disruption

The course instructor has original jurisdiction over his/her class and may deny a student who is unduly disruptive the right to attend the class. Students are expected to master the course content in compliance with the syllabus of the course instructor. The student is expected to comply with all reasonable directives of the course instructor. The course instructor may have a student administratively withdrawn from a course upon showing of good cause and with the concurrence of the department head. The appeals process in case of such administrative withdrawal shall be as stated in the academic regulations under "Grade Re-evaluation Based on Performance."

Grade Appeals

A student may request that an assigned grade be changed in accordance with the following procedures. The change must be requested prior to the end of the first semester of enrollment (excluding summer) following the term in which the grade was assigned. This process should not be used for students appealing a grade of F or XF assigned due to academic dishonesty. Refer to the Academic Integrity Policies and Procedures document.

Student evaluations and assignments of final course grades are the responsibility of the faculty. The faculty member is accountable for any and all grades assigned to students; therefore, each faculty member shall maintain records to support student evaluations and grades.

Students who have reasons which can be substantiated to request grade changes must:

1. write a formal letter to the instructor (or to the appropriate department head if the instructor is no longer on campus) requesting a re-evaluation of their performance in the course; and
2. provide the following information in the letter: name and student identification number; course number, title, and section; semester and year taken; name of instructor; and a clear statement of the grade change request and reasons which justify the request.

Faculty members, upon receipt of a student's request for a grade change, will review their records. If it is determined that a student's request is justified, the faculty member will prepare a Grade Change Authorization and submit it to the department head, who will forward it to the Office of the Registrar. If the grade change is in a course taken for graduate credit, the department head must also notify the Graduate College. A faculty member may not change an F grade to an W grade in those cases in which the student did not follow the proper procedures for dropping the course.

The student can appeal a negative decision of a faculty member. The steps in the appeal process are as follows:

1. present the appeal first to the faculty member's department head;
2. then to the college dean;
3. next to the Dean of the Graduate College, if the appeal is in a course taken for graduate credit;
4. then to the Provost, who may refer the appeal to his/her designee for a hearing and recommendation;
5. finally, to the President of the University.

At any step of the appeals process, any of the above individuals can authorize a grade change, and must notify the involved individuals of their action (i.e., the department head must notify the student and the faculty member of his/her decision; the college dean must notify the department head, faculty member, and student of his/her decision; the Graduate Dean, in the case of a graduate course, must notify the college dean, department head, faculty member, and student; the Provost or designee is responsible for notifying the college dean, department head, faculty member, and student of his/her decision. If the request for grade change is appealed to the final step, the President will take action deemed appropriate and so inform the Provost, college dean, department head, faculty member, and student. It is solely the student's responsibility to appeal in the order specified at each step of the process, and the student may halt the appeal at any step.

To appeal an attendance-related grade reduction, the appeal process that is part of the Attendance Policy must be followed. That appeal process can be found in the section describing the Attendance Policy.

Requests for Grade Changes Made After an Extended Period

Appeals for changes in a student's academic record that are not made within one calendar year of receipt of grades must be submitted to the Office of the Provost. Those appeals with documented exceptional circumstances will be considered on a case-by-case basis by the Scholastic Standards and Revision of Records Committee, and the committee will make its recommendation to the Provost.

Grade Re-evaluation Based On Exceptions to University Policy

In those cases in which the grade received by the student is the result of the University policy (e.g., an F resulting from failure to remove an Incomplete grade in the time allowed or failure to officially drop a course) rather than a faculty member's evaluation of performance in a course, the student's written appeal must be directed to the Office of the Provost within one calendar year of receipt of grade(s). Such appeals will be considered by the Scholastic Standards and Revision of Records Committee, and the Committee will make its recommendation to the Provost.

This process should not be used for students appealing a grade of F or XF assigned due to academic dishonesty. Refer to the Academic Integrity Policies and Procedures document.

Failure to Satisfy Academic Standards of University, College or Department

The University's colleges and departments have authority to set standards for admission of students to their programs or may deny enrollment for failure to satisfy academic standards or course/program prerequisites, even though no violation of disciplinary standards is involved. Except to the extent that cheating or plagiarism is involved, such standards are beyond the primary scope of this document. The University *Undergraduate Catalog* and/or *Graduate Catalog* and relevant advisement centers or deans' offices should be consulted for academic standards and for the process of requesting a waiver(s) or appeal(s) of a decision(s) involving those standards.

Financial Aid or Scholarships

For disputes related to the awarding or renewal of financial aid or scholarships, the student should consult the Financial Aid Office or the particular college or department under which the award is granted to ascertain the appropriate channel of inquiry. Also the student should obtain a copy of the scholarship eligibility criteria. Such disputes can be referred for appellate review only upon the recommendation of the Vice President for Student Affairs or the Provost or their designee. Where the grounds for denial of a scholarship or financial aid involves academic dishonesty, the matter should follow the procedure described for "Academic Dishonesty by Student Enrolled in a Course."

A student may request that an assigned grade be changed in accordance with the following procedures. **The change must be requested prior to the end of the first semester of enrollment (excluding summer) following the term in which the grade was assigned.** This process should not be used for students appealing a grade of F or XF assigned due to academic dishonesty. Refer to Academic Integrity Policies and Procedures and to the Student Academic Integrity Policies and Procedures document.

Student evaluations and assignments of final course grades are the responsibility of the faculty. The faculty member is accountable for any and all grades assigned to students; therefore, each faculty member shall maintain records to support student evaluations and grades.

Students who have reasons which can be substantiated to request grade changes must:

1. write a formal letter to the instructor (or to the appropriate department head if the instructor is no longer on campus) requesting a re-evaluation of their performance in the course; and
2. provide the following information in the letter: name and student identification number; course number, title, and section; semester and year taken; name of instructor; and a clear statement of the grade change request and reasons which justify the request.

Faculty members, upon receipt of a student's request for a grade change, will review their records. If it is determined that a student's request is justified, the faculty member will prepare a Grade Change Authorization and submit it to the department head, who will forward it to the Office of the Registrar. If the grade change is in a course taken for graduate credit, the department head must also notify the Graduate College. **A faculty member may not change an F grade to an N grade in those cases in which the**

student did not follow the proper procedures for dropping the course.

The student can appeal a negative decision of a faculty member. The steps in the appeal process are as follows:

1. present the appeal first to the faculty member's department head;
2. then to the college dean;
3. next to the Dean of the Graduate College, if the appeal is in a course taken for graduate credit;
4. then to the Provost, who may refer the appeal to his/her designee for a hearing and recommendation;
5. finally, to the President of the University.

At any step of the appeals process, any of the above individuals can authorize a grade change, and must notify the involved individuals of their action (i.e., the department head must notify the student and the faculty member of his/her decision; the college dean must notify the department head, faculty member, and student of his/her decision; the Graduate Dean, in the case of a graduate course, must notify the college dean, department head, faculty member, and student; the Provost or designee is responsible for notifying the college dean, department head, faculty member, and student of his/her decision. If the request for grade change is appealed to the final step, the President will take action deemed appropriate and so inform the Provost, college dean, department head, faculty member, and student. It is solely the student's responsibility to appeal in the order specified at each step of the process, and the student may halt the appeal at any step.

To appeal an attendance-related grade reduction, the appeal process that is part of the Attendance Policy must be followed. That appeal process can be found in the section describing the Attendance Policy.

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Graduate College

Carrington Hall, Room 306
901 S National
Springfield MO 65897
Phone (417) 836-5335 or toll free 1-866-767-4723
Fax (417) 836-6888
<http://graduate.missouristate.edu>
GraduateCollege@missouristate.edu

Pawan Kahol
Interim Dean of the Graduate College
Carrington Hall, Room 306
PawanKahol@missouristate.edu

Thomas E. Tomasi
Associate Dean
Carrington Hall, Room 306
TomTomasi@missouristate.edu

Mission

The Graduate College mission is to be an advocate for graduate education and provide quality service to graduate programs, faculty, and students with the goal of developing individuals who have advanced abilities to address issues of significance for the quality of life.

Role and Scope

The Graduate College acts to assure that postbaccalaureate education at Missouri State University has a high level of academic quality so that students are motivated and educated to be independent leaders in their professions and communities. To this end, the Graduate College fosters an instructional environment that enables excellence in teaching, research and creative activities, and encourages involvement with the community at large. These activities are central to a robust graduate education climate.

The Graduate College coordinates a diverse group of graduate programs that have in common the challenge to aid student progress toward a maturity of thought and discipline-related capabilities. The College functions to support both existing programs and the development of new programs in those disciplines congruent with the University themes and where the University has the vision and capacity to serve the needs of the public.

In fulfilling its mission, the Graduate College works in partnership with the six Missouri State University colleges. Within each college there are academic departments that offer graduate programs and have graduate faculty. The graduate faculty are committed to research, teaching, and service at the graduate level; they affirm the values of teaching and mentoring graduate students in the practice of their disciplines. A major aim of graduate education is to develop the resourcefulness and responsibility of individuals by enhancing their ability to handle effectively the materials and affairs of life, and to judge critically the value and limitation of information.

The Graduate College assists students in making the best use of the University's resources, in utilizing resources to engage in research and applying knowledge to the solution of problems, and in developing an environment in which critical thinking and problem-solving behaviors are nurtured.

Graduate Council

The Graduate Council is the faculty governance structure that recommends policies governing graduate study to the Dean of the Graduate College. Each department offering a graduate degree program has one faculty representative on the Graduate Council. Each interdisciplinary program also has a representative on the Council. The Graduate Council acts on curriculum matters, new programs, general policies, and appointments to the Graduate Faculty. The Graduate Council is proactive in representing the needs of graduate education and proposing strategies to allow the Graduate College to fulfill its mission.

Graduate Faculty

Appointment to the Graduate Faculty is required for persons to teach courses open only to graduate students and to guide graduate students as advisors or as members of graduate advisory committees. Faculty members holding an earned terminal degree, with recognized competence in an area of specialization appropriate to graduate study, and meet the approved departmental criteria, may be approved as members of the Graduate Faculty. Normally, the Graduate Faculty is composed of individuals with the academic rank of Assistant Professor or higher in departments that offer graduate degree programs or supporting graduate courses. A limited number of faculty members without earned terminal degrees, but who are widely recognized as leaders in their academic disciplines, may become members of the Graduate Faculty. Faculty who are not full time employees of Missouri State University can become members of the Graduate Faculty through the same process, after being appointed as an Adjunct Faculty member through the Office of Human Resources.

Recommendation forms to initiate the process for Appointment to Graduate Faculty can be found at <http://graduate.missouristate.edu> (under Faculty Resources).

Graduate Student Council

The purposes of the Graduate Student Council are to enhance communication among graduate students, to be a liaison between students and the Graduate Council, and to promote the general interests of graduate students.

Meetings are open to all currently enrolled graduate students in good standing at Missouri State University. The president of the Graduate Student Council (or designee) is a representative on the Graduate Council and is responsible for conveying the ideas, requests, questions and proposed policies from/to the Graduate Student Council. The

Graduate Student Council provides a representative to the Faculty Senate, two representatives to the Senate of the Student Government Association, and makes appointments to several other committees. In addition, they sponsor several awards for graduate assistants and graduate mentors.

Graduate Interdisciplinary Forum. Annually, in the spring semester, the Graduate Student Council in conjunction with the Graduate College, co-hosts the Graduate Interdisciplinary Forum (IDF). This public affairs event allows graduate students to give oral and poster presentations of their research and creative projects. This forum is a tremendous educational experience for graduate students; participation is voluntary. Approximately 100-140 students present each year. For complete information on the IDF, see graduate.missouristate.edu (under Interdisciplinary Forum).

Additional information about the Graduate Student Council and the IDF may be obtained online at graduate.missouristate.edu (under Current Student Resources).

Graduate Degree Programs

Master of Accountancy

Master of Arts

Communication

English

(Tracks: Creative Writing; Literature; TESOL)

History

(Tracks: American Studies; Global Area Studies; U.S. & World)

Religious Studies

Theatre

Writing

(Tracks: Rhetoric and Composition; Technical and Professional Writing)

Master of Arts in Teaching

Master of Business Administration

Master of Global Studies

(Areas: International Economics and Business; International Relations/ Comparative Politics; National Security; Public Administration)

Master of Health Administration

Master of Music

(Concentrations: Conducting; Music Education; Music Theory and Composition; Pedagogy; Performance)

Master of Natural and Applied Sciences

Master of Public Administration

(Areas: Local Government; Public Policy; Public Safety)

Master of Public Health

Master of Science

Administrative Studies

(Options: Applied Communication; Criminal Justice; Environmental Management; Homeland Security; Project Management; Sports Management; Individualized)

Applied Anthropology

Biology

Cell and Molecular Biology

Chemistry

Communication Sciences and Disorders

(Options: Education of the Deaf and Hard of Hearing; Speech Pathology)

Computer Information Systems

Counseling

(Options: Community Agency; Elementary School Counseling; Secondary School Counseling)

Criminology

Defense and Strategic Studies

Early Childhood and Family Development

Geospatial Sciences in Geography and Geology

(Options: Physical Geography; Environmental Geology)

Health Promotion and Wellness Management

Materials Science

Mathematics

Nurse Anesthesia

Physician Assistant Studies

Plant Science

Project Management

Psychology

(Tracks: Industrial/Organizational; Clinical; Experimental)

Student Affairs in Higher Education

Master of Science in Education

Educational Administration

(Options: Elementary Principal; Secondary Principal)

Elementary Education

Instructional Media Technology

Reading

Secondary Education

(18 subject emphasis options)

Special Education

(Emphasis areas: Developmental Disabilities; Mild to Moderate Disabilities; Orientation & Mobility; Special Education Alternative Certification; Visual Impairment)

Master of Science in Nursing

(Options: Family Nurse Practitioner, Nurse Educator)

Master of Social Work

Specialist in Education

Educational Administration (Options: Elementary Principal, Secondary Principal, Superintendent)

Doctorate in Audiology

Doctorate in Physical The

Doctorate in Educational Leadership

(Cooperative Doctorate with University of Missouri -Columbia)

Graduate Certificate Programs

The postbaccalaureate for-credit certificate programs are designed for those who want to complete a recognized concentration of study in an area. Missouri State University currently offers twenty graduate certificate programs.

- Autism and Spectrum Disorders (18 hrs)
- Conflict and Dispute Resolution (16 hrs)
- Defense and Strategic Studies (9 hrs)
- Forensic Accounting (12 hours)
- Forensic Child Psychology (12 hours)
- Geospatial Information Sciences (12 hrs)
- History for Teachers (15 hrs)
- Homeland Security and Defense (12 hrs)
- Instructional Technology Specialist (15 hrs)
- Orientation and Mobility (18 hrs)
- Ozarks Studies (15 hrs)
- Post-Masters Family Nurse Practitioner (27 hrs)
- Post-Masters Nurse Educator (12 hrs)
- Project Management (12 hrs)
- Public Management (18 hrs)
- Religious Studies for the Professions (12 hrs)
- Screenwriting for Television and Film (12 hrs)
- Sports Management (18 hrs)
- Tax Accounting (12 hrs)
- Teaching English to Speakers of Other Languages - TESOL (15 hrs)

Each graduate certificate program is a focused combination of courses designed to significantly increase competency in the stated discipline area. Students completing these certificate programs will have that completion status reflected on their official Missouri State University transcript. Although certificates may be earned independent of a graduate degree program, the course work in some certificates can be utilized in conjunction with obtaining a masters degree, simultaneously or later. As noted in the titles, two of the currently offered certificate programs require a previously earned masters degree. Specific details on each program are shown under the home academic department (see catalog index for specific page). For details on certificate application and completion procedures, see section on Special Academic Opportunities.

Graduate Procedures and Policy

Admission to Graduate Study

ADMISSION TO GRADUATE STUDY

Contact for graduate admission information:

Graduate Admissions
Missouri State University
Carrington Hall, Room 308
901 S. National Avenue
Springfield, MO 65897
Telephone: (417) 836-5331
Fax: (417) 836-6200

Masters and Specialist Admission Requirements

The minimum standards for admission to graduate study are documented in this section. Additional requirements and higher standards may be stipulated for specific graduate programs, and applicants should check for such requirements in the departmental section of this catalog.

The minimum requirements for graduate admission are:

1. a bachelor's degree from a college or university accredited by agencies recognized by Missouri State University; *AND* an overall grade point average of at least 2.75 on a 4.00 scale overall; *OR* at least a 2.75 grade point average on a 4.00 scale for the last 60 hours of academic course work; *OR* at least a 2.75 grade point average on a minimum of 9 hours of graduate credits; *OR* have a score of 475 or higher on either the verbal (56th percentile) or quantitative (22nd percentile) section of the Graduate

Record Examination*, AND a score of not less than 400 (35th and 12th percentile respectively) on the other section; OR

2. a bachelor's degree from a college or university not accredited by an agency recognized by Missouri State University, a grade point average of at least 2.75 on a 4.00 scale overall, OR at least a 2.75 GPA on a 4.00 scale for the last 60 hours of academic course work; AND a Graduate Record Examination* score of 475 or above on either the verbal (56th percentile) or quantitative (22nd percentile) section, AND a score of not less than 400 (35th and 12th percentile respectively) on the other section; OR
3. a bachelor's degree from a college or university recognized by Missouri State University; AND an exception request from the program director to consider the application.

*Percentile rank scores on the GMAT, MAT, LSAT, or MCAT that are comparable to the stated GRE level will satisfy the minimum criterion.

Doctoral Admission Requirements

The standards for admission to a doctoral program are more stringent than for a masters program, in accordance with the higher demands of the degree. The admission standards for a particular program may be even higher than the following university-wide standards, and a program may have additional requirements. Therefore, applicants must review the section in this catalog that pertains to their particular doctoral program of interest, and contact the department for admissions criteria. As a minimum, applicants for a doctoral program must meet the following:

1. Submission of scores from the GRE or comparable standardized exam for their discipline.
2. A minimum GPA of 3.00 in their most recent degree, either cumulative or for the last 60 credits of that degree, or have demonstrated success in previous graduate work.
3. Strong writing skills to ensure success in the program, as evidenced by submission of a "Statement of Interest/Goals", a prior research/term paper, or other writing example specified by the department.
4. Three (3) letters of recommendation (at least two from academic/professional references).

Test Requirements

The Graduate Record Examination (GRE), Graduate Management Admissions Test (GMAT), and Test of English as a Foreign Language (TOEFL) are primarily administered as computer-based tests. GRE and GMAT scores are acceptable for 5 years. Scores more than 5 years old are accepted only with the recommendation of the program director. The Educational Testing Service (ETS) will not send out TOEFL scores older than 24 months. MSU Graduate College will not accept unofficial scores.

Arrangements for taking the GRE test in Springfield can be made by contacting Sylvan Learning Center at (417) 882-0740 or (800) 300-0740. In addition, arrangements may be made to take the GMAT by contacting Pearson Professional Centers at (417) 881-3069.

Other information can be obtained in the following ways:

World Wide Web (you may also email from these sites):

GRE <http://www.gre.org/>
GMAT <http://www.gmac.com/gmac/thegmat>
TOEFL <http://www.toefl.org/>

Surface mail for all 3 tests:

Educational Testing Service
PO Box 6000
Princeton, NJ 08541
Fax: (609) 734-5410

Telephone:

GRE 609-771-7670
GMAT 800-717-4628
TOEFL 609-771-7100

The Miller Analogy Test (MAT) is offered on a monthly basis by the MSU Counseling and Testing Center (417) 836-5116. Arrangements for taking the MAT can also be made by contacting:

The Psychological Corporation

Miller Analogies
PO Box 98215
Chicago, IL 60693
(800) 622-3231

Application Deadlines

Application deadlines often vary from program to program. **Please check with your program for specific deadlines.**

Missouri State University does adhere to semester deadlines to avoid late fees. It is important to note that, in most cases, **you should submit your application well before these deadlines**, especially if you're considering a graduate assistantship. The "late fee" deadlines are as follows:

- Fall semester application, July 20
- Spring semester application, December 20
- Summer semester application, May 20

Students who apply for admission after the application deadline will be charged an additional \$25 for the application fee. In addition, please be aware that some programs have specific application deadlines that must be met in order to be considered for admission. Contact the department to find out if your program has a specific application deadline.

Some tips regarding application deadlines:

- Graduate students are strongly encouraged to apply **at least six weeks before** the start of the semester.
- Please note that some programs have specific once-a-year deadlines, and applications sent in **after** those deadlines might not be considered.

Check the departmental listing in this catalog to see if your department of interest has a specific deadline.

Admission Procedures

A student desiring admission into a graduate degree program needs to take the following steps:

1. Complete a Graduate College Application online at <http://graduate.missouristate.edu/>. Applications must be completed and submitted online.
2. Pay the **non-refundable application fee** of \$35. The application fee can be submitted with your online application or be sent by check or money order to the Graduate

College.

3. Submit to the Graduate College one official transcript showing course work for the bachelors degree and any graduate-level courses. At minimum, the bachelors transcript must show the last 60 hours of course work or the necessary additional undergraduate transcripts are required. Missouri State University transcripts do not need to be requested. Please note that transcripts are not considered official unless they are received directly from the institution where the course work was completed.
4. Send application, fee, transcripts, and test scores to:
Graduate College, Missouri State University
901 S National Avenue, Springfield, MO 65897
5. Check with department of interest for any additional materials necessary for admittance. These may include:
GRE, GMAT, or MAT scores
Letters of recommendation
Resume
Departmental/Program Application

Please note that letters of recommendation, resumes, departmental/program applications, and other supplemental materials specific to individual programs must be sent directly to the department.

The Graduate College will not be responsible for the loss or misplacement of any supplemental materials beyond the Graduate College application, transcripts, application fees and test scores.

The Graduate College or the appropriate department will inform you of your admission status. If you wish to check your admission status online, go to <http://graduate.missouristate.edu/> and click on "Check admission status". Please allow approximately **6 weeks** to process your application.

Late Applicants: Students who submit the Application for Graduate Admission after the application deadline will be assessed a late fee of \$25 in addition to the \$35 application fee. Applications that arrive after the deadline and do not have necessary transcripts may make it impossible to process for a specific program in time for the start of a semester. At the discretion of the Coordinator of Graduate Admissions and Recruitment, late applicants may be admitted as a non-degree seeking student pending full review of their materials. Please keep in mind that as a non-degree seeking student, students are NOT eligible for financial aid.

Accelerated Masters Admission

Undergraduate students who apply for an accelerated masters option must submit their application for the semester following the completion of their undergraduate degree.

Undergrad Graduation	Accelerated Application Date
Spring 2012	Summer or Fall 2012
Summer 2012	Fall 2012
Fall 2012	Spring 2013
Spring 2013	Summer or Fall 2013

For example, a student who is scheduled to graduate with her bachelors degree in Fall 2012 should list Spring 2013 on his/her accelerated masters application. He/she will be able to receive mixed credit during her undergraduate semesters, but will not be considered a full time graduate student until the Spring 2013 semester.

International Student Admission

International students should apply online at: <http://international.missouristate.edu/services/>

For more information, please contact:

International Services
Missouri State University
301 S. Jefferson , Suite 101
Morris Center for Continuing Education
Springfield, MO 65897 U.S.A.
Telephone: (417) 836-6618
Fax: (417) 836-7656
E-mail: internationalstudentservices@missouristate.edu
World Wide Web: <http://international.missouristate.edu>

Deadlines for applications and all required materials are May 1 for the fall semester courses (beginning in August) and September 1 for the spring semester courses (beginning in January). Students who provide required materials after these dates will be considered for the next semester upon request. Also, please check specific program deadlines.

Missouri State University is authorized under Federal law to enroll non-immigrant alien students. United States Citizenship and Immigration Service *Certificate of Eligibility* (Form I-20 for non-Immigrant Student Status) will be provided upon completion of all admission requirements and receipt of required financial statements.

International students making application to graduate study at Missouri State University are required to submit the following:

1. International Student Application: available online.
2. International Student Application Fee
3. All Graduate College and degree-program admission requirements including grade point average and appropriate test scores.
4. Verification of financial support in an amount determined by the University as stated in the application materials.
5. Complete official academic records including proof of degree attained. The applicant must have completed all requirements that are equivalent to a U.S. baccalaureate degree in an accredited, licensed, or recognized college or university and have appropriate undergraduate training to pursue the graduate degree of the applicant's choice. If your transcripts have previously been evaluated by World Education System (WES), Educational Credential Evaluators, Inc. (ECE), or the American Association of Collegiate Registrars and Admissions Officers (AACRAO), you may choose to include that in your application for consideration and in order to expedite processing of your application.
6. Standardized examination scores. Applicants to certain programs must submit GRE or GMAT scores. Please check the specific program admission requirements.
7. Applicants whose primary language is other than English are required to submit appropriate proof of English proficiency (see table below).

TOEFL	550 (paper)	213 (computer)
IBT TOEFL	79	

IELTS	6.0
Missouri State ELI	Level 5

For applicants who do not meet the TOEFL or IELTS requirement, Missouri State University offers a full-time intensive **English Language Institute** on campus. An online application is at <http://ccpe.missouristate.edu/eli>. For more information contact:

Mail: English Language Institute
Missouri State University
301 South Jefferson Avenue
Springfield, MO 65806 U.S.A.
Telephone: (417) 836-6540
Fax: (417) 836-4784
E-mail: JaneRobison@missouristate.edu

Note: International Students must be enrolled in at least 9 hours to meet SEVIS requirements as a full-time student. Only 3 hours of online course work can be included in meeting this 9 hour minimum for full-time classification.

GRADUATE CLASSIFICATIONS

Degree-Seeking

Students who wish to enroll in graduate-level courses to pursue a specific graduate degree at Missouri State University. Students seeking admission under this classification can contact the Graduate College at (417) 836-5331 or apply online.

Non-Degree Seeking (Unclassified)

Students who meet the general Graduate College requirements but are undecided on a specific degree or who wish to take courses for graduate credit are eligible for admission as a non-degree seeking student.

Under this classification, students may register for courses for which they meet the prerequisite. They are not candidates for a degree and this classification does not offer assurance of future admission to a degree program. Generally, students in this classification are not eligible for financial aid. Graduate courses (600-level and above) taken as a non-degree seeking student or a post-baccalaureate student will be counted in the student's graduate GPA. **No more than 9 graduate hours may be taken under this classification.** Any C+ grade or below may jeopardize a student's ability to enter into a degree program. Students seeking admission under this classification can contact the Graduate College at (417) 836-5331 or apply online.

NOTE: A student may request a change from non-degree seeking to a degree-seeking basis, or a change from one academic program to a different academic area of study. In these cases, acceptance into the program requested is based on the review and recommendation of the department. Applications for change of academic area are in the Graduate College, Carrington Hall, Room 308, or available online.

Postbaccalaureate

Students admitted into the post-baccalaureate classification have not been admitted to the Graduate College; they have only been given permission to enroll for graduate-level courses to earn graduate credit. A post-baccalaureate student is not required to furnish the application fee or transcripts and there is no minimum grade point average for admission. Enrollment as a post-baccalaureate student does not guarantee future admission into a specific degree program.

Post-baccalaureate students may take either undergraduate or graduate courses. **The only limitation is that no more than 9 hours of graduate credit may be accumulated under this classification and applied to a degree program.** Graduate courses (600-level and above) taken as a post-baccalaureate student will be counted in the student's overall graduate GPA. Any C+ grade or below may jeopardize the ability to enter into a degree program.

Students under this classification have completed a bachelor's degree and are graduate students. They are therefore governed by all Graduate College policies. Post-baccalaureate students must make satisfactory progress in graduate courses and any student receiving more than 9 hours of "C+" grade or below will not be allowed to enroll in further classes.

Generally, students in the post-baccalaureate classification are not eligible for financial aid. Students who first register in the post-baccalaureate classification and later initiate the process to change to a degree program will be required to submit the Graduate Admission Application along with the application fee and necessary transcripts. The application will be reviewed by the Graduate College and the director of the degree program to which the student applied and the student will be notified of the decision.

Individuals interested in admission as a post-baccalaureate student should contact Missouri State Outreach: Continuing and Distance Education at (417) 836-4126 or toll free (877) 678-2005.

Post Masters

Students who have received a master's or higher graduate degree and wish to continue taking course work for graduate credit without pursuing another graduate degree. In this category, students should apply through the Extended Campus office or the Graduate College.

Readmission Requirements

The procedure for readmission of a graduate student who has not maintained continuous enrollment:

- **Applied and accepted, but never attended or completed a class as a graduate student.**
 - If the time period has been less than one year, students may send an email to Graduate Admissions (graduateadmissions@missouristate.edu) requesting an update of the semester of application. Program exceptions are: Communication Sciences and Disorders, Counseling, Nurse Anesthesia, Nursing, Physical Therapy, Physician Assistant Studies, Psychology, and Social Work. (Contact the appropriate program director for more information.)
 - If the time period has been more than one year, students will need to reapply.
- **Former Missouri State University graduate degree recipients.**
 - Students returning to take additional classes and are not seeking an additional degree may be readmitted under the non-degree seeking, post-baccalaureate student classification. Contact Missouri State Outreach: Continuing and Distance Education at (417) 836-4126 for information regarding this process.
 - Students who wish to pursue an additional degree will need to submit a new application for admission and any provide any additional materials which are needed by the department. No additional application fee will be required.

General Degree Requirements

In the first week of the semester of intended graduation, students must complete an application for graduation and submit it to the Graduate College. Graduation applications

are available in the Graduate College or on the web at graduate.missouristate.edu (under "Forms").

Masters and Specialist Degree Requirements

To complete a master's or specialist degree, a candidate must:

1. Complete the minimum number of credit hours required for the graduate program (minimum hours for different programs range from 30 to 83). Keep in mind that courses taken for undergraduate credit may not be used on the Program of Study for a master's or specialist degree;
2. Complete at least one-half of the minimum semester hours in courses with no undergraduate parallel course;
3. Attain a grade point average of at least 3.0 on all graduate work utilized in the degree program that includes Missouri State University and transfer courses;
4. Satisfy a research requirement;
5. Pass a comprehensive examination (applies to all programs except the MBA, MAcc, MS in CIS, MS in PAS and MS in Project Management);
6. Meet all additional program-specific degree requirements; and
7. Complete all requirements within an eight-year period (exclusive of time spent in the U.S. Armed Forces).

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Doctoral Degree Requirements

The completion of a doctoral program indicates the attainment of the highest possible training and intellectual development in one's discipline. As such, the rigor of a doctoral degree program is necessarily higher than that of a Masters degree program, and is set above the level that an average student would generally be able to attain. Because the requirements for completion of a doctoral degree are discipline-specific, and often linked to national accreditation standards, some programs may have higher/additional requirements. Nonetheless, minimal university-wide standards include:

1. Complete the stated courses and minimum number of required credit hours for the program. Keep in mind that courses taken for undergraduate credit may not be used on the Program of Study for a doctoral degree.
2. Complete a doctoral research project, to be directed by a faculty member from their discipline with Graduate Faculty in Research status.
3. In addition, each project will be supervised by a Doctoral Research Committee. Each will consist of at least two (2) additional faculty members with Graduate Faculty status (research, clinical/practitioner, or performance). For doctoral students who are completing a doctoral thesis, their committee will also have a fourth member from outside the department who has Graduate Faculty status in Research.
4. Present the research results (thesis or project) at a forum approved by the department.
5. Obtain a minimum cumulative GPA of 3.00 in all course work associated with the degree.
6. Complete a comprehensive exam, as specified by the department.
7. Complete all degree requirements within an eight-year period (excluding time spent in the United States Armed Forces).
8. Meet all program-specific degree requirements (including research, practicum, comprehensive examination, etc).

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Advisement

Graduate students are assigned an advisor at the time of admission. The advisor's name and phone number are listed on the Admission Recommendation which notifies a student of acceptance into a program. In some cases, the graduate advisor will be changed once a student is fully matriculated into the program. This occurs most often when a research topic is chosen and it is appropriate for a different faculty member to direct that project. The role of the graduate advisor is to:

1. Assist the student in the selection of course work for his/her graduate program;
2. Evaluate transfer credits as acceptable for meeting requirements;
3. Recommend acceptance or rejection of all graduate course work toward the program of study as listed on the student's Advisor-Approved Program of Study; and
4. Advise and assist the student in completion of all Missouri State University and departmental requirements for degree.

It is extremely important that students have early contact with their advisor and gain advisor approval before registering for classes. The advisor is a key person in helping individuals plan their graduate program, ensuring that classes fit the program, planning an appropriate class sequence, and providing other input that ensures a student is successful in their graduate program. All degree-seeking students must have the advisor complete an electronic release prior to registering via the web, in person, or by fax or mail registration.

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Advisor-Approved Program of Study

The student's Advisor-Approved Program of Study is a form listing all courses that will be used to fulfill degree requirements. A student may submit an Advisor-Approved

Program of Study at any time after having been admitted to graduate study in a degree program; however, it should be submitted to the Graduate College **before** 14 hours have been completed.

1. Program of Study forms are available online at graduate.missouristate.edu (under *Forms*).
2. It is essential that students meet with their advisor before completing the Advisor-Approved Program of Study.
3. Once the advisor has signed the Advisor-Approved Program of Study to show approval, it should be submitted to the Graduate College.
4. The student will receive a copy of the approved Program of Study from the Graduate College.
5. Changes to the Program of Study may be made by completing a Change of Advisor-Approved Program of Study form which can be obtained in the Graduate College or online at graduate.missouristate.edu (under *Forms*).
6. Grades of "C-" and below will not be applied to a student's Program of Study.
7. At least one-half of the minimum semester hours must be in courses with no undergraduate parallel course.
8. Courses taken for undergraduate credit may not be used on the Program of Study for a master's, specialist, or doctoral degree

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Research Requirement

Most of the Missouri State University master's programs provide for either a Thesis or Seminar/Degree Paper Option as the research component to be completed in partial fulfillment of the degree requirements. Refer to specific departmental regulations in this catalog regarding their research requirements.

Thesis Option

A maximum of 6 hours of thesis credit shall be applied toward the minimum hours required for a master's degree. Guidelines explaining the requirements for the preparation of a thesis are available in the Graduate College or online at graduate.missouristate.edu (under Current Student Resources). Registration in a course number 799 and title designated "thesis" is limited to students pursuing completion of a thesis. A thesis is supervised by the student's advisory committee, which consists of three to five persons. A minimum of three, including the chair of the committee, must be members of the Missouri State University Graduate Faculty. The thesis shall be approved by the committee and by the Graduate College before the degree is granted.

Seminar/Degree Paper Option

This option requires the completion of an extensive seminar/degree paper or creative work. The advisor for the degree paper must approve the final research paper. In some cases, evidence of fulfillment of the research requirement is shown through the successful completion of a certain course. In other instances, evidence requires the advisor to complete a Seminar Report form that is approved by the Graduate College. Students should check with their academic department to determine if this form is required. Departments may or may not require an advisory committee for students electing the seminar/degree paper option for meeting the research requirement.

Research Compliance Requirements

Missouri State University requires that all research involving human subjects in any way, regardless of the source of support funds, must be reviewed by the Protection of Human Subjects Institutional Review Board (IRB) before it is undertaken. Applicants are required to complete online training before engaging in projects involving human participants. The Privacy Rule of the Human Insurance Portability and Accountability Act (HIPAA) contains additional requirements for anyone conducting human participant research that involves protected health information; online training is available on HIPAA for researchers. Research involving recombinant DNA techniques and other biohazards (e.g., infectious or venomous agents) must be reviewed by the Institutional Biosafety Committee (IBC). The IBC reviews the proposed research and consults with researchers on biosafety procedures; trains faculty, staff, and students involved in biohazardous research to obtain compliance with appropriate rules; and does surveillance of laboratory accidents involving biohazardous agents. The U.S. Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals requires institutions to establish and maintain proper measures to ensure the appropriate care and use of all animals involved in research, research training, and biological testing activities conducted or supported by the PHS. In accordance with this policy, the University requires that all projects proposing to use live vertebrate animals be reviewed and approved by the Institutional Animal Care and Use Committee (IACUC). Participation in animal care and use training is required for anyone involved in using animals in research or teaching. Students, faculty, and staff who work with animals in educational and research activities are required to enroll in the Animal Occupational Health and Safety Program. This includes those who handle or are exposed to animal tissues, fluids, secretions and/or excretions, as well as those who handle cages and other equipment potentially exposed to animal tissues or excretions.

Graduate College

Complete information on training and documentation requirements can be found online through the Office of Sponsored Research and Programs website at www.srp.missouristate.edu. All required training and documentation must be done prior to initiating research. No research will be accepted by the Graduate College if these requirements are not met.

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Comprehensive Examination

Comprehensive examinations will be administered at a time and place to be designated by the department (no later than two weeks before commencement).

1. To be eligible to take the comprehensive examination, a student must have an approved Advisor Approved Program of Study on file in the Graduate College and must have a 3.00 graduate GPA. The student's department will determine if the necessary 3.00 GPA has been acquired.
2. Comprehensive Examination Application/Result forms are available from the Graduate College or online at <http://graduate.missouristate.edu> (under *Forms*) and should be returned to the student's department upon completion.
3. The department will notify the student of the time and place of the examination. The use of various modes of technology during the exam, such as computer word processing, will follow the departmental policy and may vary from one graduate program to another.

4. The department will forward results of the examination to the Graduate College.
5. The student will receive written notification of the results from the Graduate College.

A student not passing the comprehensive examination may repeat the exam upon the recommendation of the advisor and the department head and with the approval of the Graduate College. Except for students in the MBA, the MAcc, the MSCIS, MS in PAS and MS in Project Management, a comprehensive examination must be passed by the candidate before a degree will be granted.

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Transfer Credit

On a case-by-case basis, Missouri State may accept graduate credit earned at other regionally accredited institutions or well-established international institutions. Acceptance of transfer credits on a graduate degree program occurs through recommendation of the student's major advisor and approval of the Graduate College. Transfer hours may count for up to 30% of the Program of Study. The policy on transfer credit also applies to students who are currently enrolled in, but have not completed, a graduate degree program at another institution. As with all credits applied toward a graduate degree, transfer credits must have been earned within the eight-year time limit for a degree program. Grades on transfer courses accepted in the degree program are included in the overall graduate grade point average.

Collaborative Agreements

The limitation on transfer credit may be superseded when the university develops a collaborative agreement with another institution for delivery of an academic program. In cases where Missouri State University shares program responsibility with another institution, both institutions may teach courses that might be applied to a degree program. For more information on a specific program, see the appropriate section of the catalog.

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Second Masters Degree

A student who has been awarded a master's degree at Missouri State University or at another accredited institution may apply up to 9 hours of graduate credit earned on the first degree toward meeting the requirements of a second degree. This same policy applies to a student who is admitted to and working on two degree programs at Missouri State University at the same time. All courses must be approved by the advisor. Anyone working on an advanced degree at another institution, but who has not completed the degree, may be approved to transfer up to 30% of the total hours required for the Missouri State University program of study. (See Transfer Credit).

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Grade Requirements for Degree

No course with a grade "C-" or below may be applied toward a graduate degree or graduate certificate. A graduate student becomes ineligible for graduate study if more than 9 semester hours of "C+" or lower are earned in graduate courses taken in the degree program, or if the student does not meet any additional specific degree retention requirements imposed by a department or program.

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Graduation

The deadline for the Application for Graduation is the first week of the semester in which the student plans to graduate. A student is advised, however, to apply in advance of the semester that they intend to graduate.

1. Applications for graduation are available online at <http://graduate.missouristate.edu> (under "Forms") or in the Graduate College office. This form must be submitted to the Graduate College during the first week of the semester in which the student plans to graduate.
2. Students should work closely with the advisor to ensure that all of the degree requirements are met.
3. Students who have completed all course work and are only working on their research component may sign up for **GEN 798 (Active in Research)**. This zero credit course offered at a reduced fee (\$75) allows the following:
 - access to the library, including online services such as interlibrary loans, MOBIUS, and restricted access databases;
 - opportunity to purchase a parking permit; and
 - access to computer services and campus email.

GEN 798 is graded as "P" (pass) or "N" (if the student discontinues participation and is dropped from the course). A special permission form is required which includes

approval by the student's advisor, department head, and the Graduate College.

Entities Affected by this Policy

All degree seeking or non-degree seeking graduate students.

Line of Authority

Responsible Administrator and Office: Office of the Provost

Contact Person in that Office: Associate Dean of Graduate College

Graduate Certificate Program Procedures

Admission Requirements And Procedures

The minimum standard for admission to a graduate certificate program is a bachelor's degree from a college or university accredited by agencies recognized by Missouri State University Graduate College. Additional requirements and higher standards may be stipulated for specific graduate certificate programs and applicants should check for such requirements in the departmental section of this catalog.

To be considered for admission, a student should complete the Graduate College Application (refer to the "Admission Procedures" section). If a student is currently attending Missouri State University as a masters or specialist student, no additional application fee will be required. Once the application is received by the Graduate College, information will be sent to the Certificate Advisor for an admission recommendation.

Plan Of Study Form

Following admission to a certificate program, a *Plan of Study Form* will need to be submitted to the Graduate College. This form is available on the Graduate College website at <http://graduate.missouristate.edu/certificates.htm> (click on the appropriate program).

The Plan of Study lists all the courses that will be used to fulfill certificate completion requirements. A student should work with their certificate program advisor to complete the form. Keep in mind that courses taken for undergraduate credit may not be used on a Plan of Study for a graduate certificate. Once the advisor has signed the Plan of Study form to indicate approval, it should be submitted to the Graduate College. If it becomes necessary to change a course originally listed on the Plan of Study, the student should complete the *Change of Certificate Plan of Study* form found at <http://graduate.missouristate.edu/certificates.htm>.

On a case-by-case basis, Missouri State University may accept graduate credit earned at other regionally accredited institutions. Acceptance of transfer credits on a graduate certificate program occurs through recommendation of the student's major advisor and approval of the Graduate College. No more than 6 credit hours may be transferred to Missouri State as part of a certificate program. Collaborative programs may have different requirements.

As with all credits applied toward a graduate degree, transfer credits must have been earned within the eight-year time limit for a degree program. Grades on transfer courses accepted in the degree program are included in the overall graduate grade point average.

Certificate Completion Requirements

A *Notification to Complete a Certificate Program* Form must be submitted to the Graduate College during the semester in which the students plans to complete the program requirements. This form is available at <http://graduate.missouristate.edu/forms.htm>.

To be eligible for a graduate certificate, a candidate must:

1. complete the minimum number of hours required for the certificate program. The minimum hours for different programs range from 12 to 18 hours (the exception being the Post Master's Family Nurse Practitioner program which is 27 hours);
2. attain a grade point average of at least 3.00 on all graduate work utilized in the certificate program (that includes Missouri State University and transfer courses). No course with a grade "C-" or below can be applied to the certificate program;
3. Students become ineligible for graduate study if more than 9 semester hours of "C+" or lower are earned in courses;
4. complete all requirements within an eight-year period (exclusive of time spent in the U.S. Armed Forces); and
5. meet all additional program-specific certificate requirements.

The certificate is mailed to the student approximately ten weeks after the end of the semester of completion. A hold will prevent the release of a student's transcript and certificate. The name used is the name provided by the student on the Notification of Completion form. The certificate lists the level (undergraduate or graduate) and the name of the program of study.

Duplicate certificates may be ordered by sending a written request and a check or money order in the amount of \$20 payable to Missouri State to the Office of the Registrar, ATTN: Degree Check Staff, Missouri State University, 901 S. National Ave, Springfield, MO 65897. The written request must include the student's name, student identification number, date of completion, mailing address, daytime phone number, signature, and exactly how the name is to be printed on the certificate.

Special Academic Opportunities

Accelerated Masters

The Accelerated Masters degree option provides a transition that enables outstanding Missouri State University undergraduate students to begin taking graduate course work in their junior or senior year and thus combine components of the undergraduate and graduate curriculum.

Students must apply and be admitted to the accelerated masters program by the department and the Graduate College before enrolling for any courses to apply to the graduate degree. Graduate programs at Missouri State University offering an accelerated option are listed:

- Accounting (MACC)
- Applied Anthropology (MS)
- Biology (MS)
- Business Administration (MBA)
- Cell and Molecular Biology (MS)
- Chemistry (MS)
- Communication (MA)
- Communication Sciences and Disorders (EDHH) (MS)
- Criminology (MS)

- Early Childhood and Family Development (MS)
- Elementary Education (MSEd)
- Geospatial Sciences in Geography and Geology (MS)
- Global Studies (MGS)
- Health Administration (MHA)
- History (MA)
- Literacy (MSEd)
- Material Science (MS)
- Mathematics (MS)
- Natural and Applied Science (MNAS)
- Nursing, MSN)
- Plant Science (MS)
- Project Management (MS)
- Public Administration (MPA)
- Public Health (MPH)
- Religious Studies (MA)
- Secondary Education - history area of emphasis only (MSEd)
- Special Education. Autism Spectrum Disorder Emphasis (MSEd)
- Theatre (MA)

Depending on the program, 6 to 12 hours of graduate credits will apply toward completion of the undergraduate degree requirements. This dual counting of a course for both undergraduate and graduate credit will only occur when a student completes a Mixed Credit form prior to the semester the course is taken. Students accepted into an accelerated program must complete a Mixed Credit form and submit it in person to a registration center at the time of registration. This form can be obtained from the student's department or the Graduate College, 306 Carrington Hall. Completion of this process is necessary for appropriate designation of course credit; this designation is a factor in Financial Aid determinations.

Under the Accelerated Masters degree option, a student will be fully admitted to the Graduate College upon completion of the baccalaureate degree. Undergraduate students interested in the Accelerated Masters opportunity should contact their department or the Graduate College (417-836-5335) to determine admission requirements and procedures.

Also, Missouri State University, Evangel University, Drury University and Southwest Baptist University (SBU) have entered into agreements that provide for undergraduate students at Evangel, Drury or SBU to participate in Accelerated Masters programs at Missouri State University. The SBU arrangement is limited to the Accelerated Master of Accountancy program.

Senior Permission

Missouri State University seniors and visiting degree-seeking seniors from another institution who are classified as non-degree seeking while at Missouri State University, may be permitted to take 600- and above numbered course work for graduate credit. Senior permission enrollment is allowed during the last two semesters of a baccalaureate program upon the recommendation of the head of the department in which the course is offered and approval of the Graduate College. To be eligible, a student must have a grade point average of at least 3.0 on the last 60 hours of undergraduate course work. Courses completed for graduate credit under Senior Permission cannot be applied toward an undergraduate degree.

A senior student may enroll in a maximum of 9 semester hours of graduate credit during a semester, with a maximum enrollment of 15 hours, including both undergraduate and graduate course work. Students may not complete more than a total of 12 semester hours of graduate credit under Senior Permission. Credit earned under Senior Permission can be applied toward a graduate degree at Missouri State University with this application of credits contingent upon approval of the head of the department in which the course is offered and the Graduate College. Senior Permission forms are available from the Graduate College, 306 Carrington Hall and must be completed and submitted in person to a registration center at the time a student registers.

Teacher Certification

Students in any graduate classification who wish to seek teacher certification should contact the Teacher Certification Office (417-836-8772). This office provides a program evaluation service for initial certificates (evaluation fee required), and advisement and assistance to gain additional certifications and/or additional endorsements. Official transcripts from all previous colleges attended are required for students seeking initial certification.

Those desiring Missouri initial certification in any area authorized by the State Board of Education must:

1. successfully complete Supervised Teaching;
2. satisfy all Missouri teacher certification requirements which are in effect at the time of certification;
3. have a cumulative combined (both Missouri State University and transfer) GPA of 2.50 or higher (2.75 for Elementary);
4. receive a departmental recommendation for the certification area(s);
5. meet all criteria established by the Missouri State Board of Education exit evaluation procedures (Praxis II);
6. complete professional education courses with a GPA of 2.50 (Missouri State University and transfer combined) and no grade lower than a C;
7. complete certification subject area(s) courses with a GPA 2.50 on Missouri State University and transfer combined (2.75 for Social Studies 9-12) on a 4.0 scale.

Students seeking initial certification may be required to complete a web-based Professional Preparation Portfolio.

In some cases, part or all of the Missouri teacher certification requirements can be met with appropriate graduate courses. Students should inquire about these opportunities in secondary and special education. It may be advantageous to couple those courses meeting certification with a graduate degree program.

Master of Arts in Teaching: This is a secondary education program that provides a pathway to a masters degree while also obtaining teacher certification. (See the catalog description of this degree program.)

Special Education Certification: Students interested in pursuing initial certification in Special Education may enroll in a combined certification/Masters degree program. Students selecting this pathway will need to apply for admission to the MSEd, Special Education, and work with their advisor to develop an appropriate Advisor-Approved Program of Study. Students seeking special education certification will need to choose from the following program options within the MSEd in Special Education.

Special Education, Alternative Certification Track (SEACT). This program allows students to earn initial certification in Mild/Moderate, Cross Categorical Special Education (K-12).

- Visually Impaired Track (VIP). This program allows students to earn initial certification in Blind and Partially Sighted (Birth to Grade 12).

Graduate Internet Course And Program Offerings

Missouri State University offers several graduate degree programs online:

- Master of Arts, History, American Studies track
- Master of Science, Administrative Studies (core courses and all option areas except Environmental Management available online)
- Master of Science, Computer Information Systems
- Master of Science, Criminology
- Master of Science, Project Management
- Master of Science in Education, Elementary Education
- Master of Science in Education, Special Education, Visual Impairment Track
- Master of Science in Nursing, Nurse Educator role specialization

The course work for completing the major part of several other graduate programs also can be obtained online. These programs include:

- Master of Science in Education, Educational Administration
- Master of Arts, Theatre

The following Graduate Certificate programs are available online:

- Conflict Dispute and Resolution
- Homeland Security and Defense
- Orientation and Mobility
- Project Management
- Sports Management
- Post-master's Nurse Educator
- Technology Management

Internet courses and programs have undergone the same academic review and scrutiny as programs offered on campus and students taking Internet courses are supported through access to a variety of campus services including advising and registration, help-desk support, and library access. Students can access their courses anytime and anywhere, thus enabling students to study and participate in discussions and other course work whenever and wherever they choose.

Note: International Students must be enrolled in at least 9 hours to meet SEVIS requirements as a full-time student. Only 3 hours of online course work can be included in meeting this 9 hour minimum for full-time classification.

For additional information visit the Adult Student Services website at <http://adultstudents.missouristate.edu/> or call 417-836-6929 or Toll Free 1-800-492-7900.

Graduate Education Off-Campus

Selected graduate courses are taught on-site or by Interactive Video (ITV) delivery at several locations in the Missouri State University 24-county service area. Off-campus course locations include the Missouri State University West Plains Campus, Missouri State University Mountain Grove Campus, Lebanon, Nevada, Neosho, and locations as demand necessitates. The MBA program is delivered via ITV to West Plains, Lebanon, and Nevada. The Extended University Handbook gives a complete listing of off-campus graduate courses available in a specific semester (417-836-4128 or 1-888-879-7678).

Joplin Graduate Center

Missouri State University provides graduate education to students in the Joplin region through a variety of courses offered at the Joplin Graduate Center located on the Missouri Southern State University campus. Most courses are offered with the instructor on-site, while others utilize the Interactive Video (ITV) distance learning system. Five degree programs can be completed through work at the Joplin Graduate Center:

Master of Science in Education, Elementary Education
Master of Accountancy
Master of Business Administration
Master of Social Work
Master of Arts in Teaching

In addition, selected graduate courses in educational administration, reading, special education, counseling, and several other disciplines are offered each semester. Information on course availability can be obtained through the Graduate Center office in Joplin (417-625-3133), the Extended Campus (417-836-4126), or the Extended Campus Handbook published each semester.

Bull Shoals Field Station

The Missouri State University Bull Shoals Field Station is located on a tract of land overlooking Bull Shoals Lake in Taney County, Southwest Missouri. The nearby terrestrial and aquatic habitats are mostly undisturbed, comprising an ecosystem with considerable biodiversity. The Field Station provides a wide range of opportunities for research endeavors of graduate students in the natural sciences. Certain class activities and service programs utilize the Field Station as an integral component of the educational experience. For further information contact the Field Station Director, Dr. Janice Greene (417-836-5126; JaniceGreen@missouristate.edu).

Inter-University Collaborations

Missouri State University and Missouri Southern State University Joint Master Of Arts In Teaching

The two Universities cooperate in offering the Master of Arts in Teaching program in Joplin. This alternative and innovative masters/certification program is approved by the Missouri Department of Elementary and Secondary Education (DESE) and fully accredited by NCATE. It provides students the opportunity to earn teacher certification in one of 20 different areas of secondary education while also completing a masters degree. Students completing this partnership program in Joplin receive a diploma issued by Missouri State University signifying completion of the cooperative program with MSSU. Refer to the Master of Arts in Teaching section of this catalog (School of Teacher Education) for additional detail (contact person: Scott Fiedler, 417-836-8772).

University Of Missouri-Columbia Cooperative Doctorate in Educational Leadership

Missouri State University collaborates in a cooperative program with the University of Missouri - Columbia (UMC) leading to an Ed.D. in Educational Leadership. Courses for the degree are offered on the Missouri State University Springfield campus and on the UMC campus. The degree is conferred by UMC. (See Department of Educational Administration for additional information.)

University Of Missouri-Columbia Master Of Arts In Library and Information Science

Through a collaborative agreement with the University of Missouri - Columbia (UMC), Missouri State University provides on-campus access to components of the M.A. in Library and Information Science. While the degree is offered by UMC, at least 4 courses in the program can be acquired on the Springfield campus. Contact Dr. Edgar, Missouri State University Library, for details about the partnership (417-836-4529; <mailto:billedgard@missouristate.edu>)

University Of Missouri-Columbia Doctoral Program In Plant Science

A cooperative doctoral arrangement is in place between the Department of Agriculture at Missouri State University and the Plant Sciences Unit at the University of Missouri-Columbia (UMC). Upon completion of the M. S. degree in Plant Sciences at Missouri State University, students can apply for admission to the doctoral program in the Plant Sciences Unit UMC. If admitted, students are eligible to compete for graduate assistantships on the UMC campus. Although enrolled in an UMC degree program, students can continue at Missouri State University and conduct doctoral research programs under the advisement of faculty at Missouri State University who hold adjunct appointments in the Plant Science Unit at UMC. For further information, contact Dr. Anson Elliott, Department Head at 417-836-5638 or AnsonElliott@missouristate.edu.

Inter-University Accelerated Masters Agreements

Missouri State University has collaborative arrangements with Evangel University, Drury University and Southwest Baptist University (SBU) that provide for qualified students from these institutions to be accepted and take courses in the Accelerated Masters program at Missouri State. This arrangement allows Evangel and Drury students who wish to obtain a masters degree in disciplines where Missouri State has an Accelerated Masters option to start taking courses at Missouri State University before they finish the undergraduate program. Collaboration between SBU and MSU applies to the Accelerated Master of Accountancy only. Enrollment at Missouri State University is simultaneous with students completion of the work at either Evangel, Drury or SBU.

In a similar collaboration, Missouri State University senior students could start the Drury University M. A. in Integrated Marketing Communication.

Dual-Degree Plant Science Programs

China Agricultural University (CAU): Missouri State University and CAU in Beijing, People's Republic of China, have an articulation agreement where CAU plant science graduate students can complete a portion of the CAU program and then be selected to enter the M.S. in Plant Science at Missouri State University. These dual-degree students will subsequently complete both the CAU and Missouri State University masters degrees in plant science. (contact Dr. Wenping Qui, 417-926-4105)

Northwest Agriculture and Forestry University (NAFU): Missouri State University and NAFU in Yangling, Shaanxi, China have an articulation agreement whereby masters students in the NAFU plant science program will complete a portion of the NAFU program and then enter the M.S. in Plant Science at MSU. These dual-degree students will subsequently complete both the NAFU and Missouri State University masters degrees in plant science. (contact Dr. Wenping Qui, 417-926-4105).

Alliances Between Missouri State University Academic Departments And Other Regional Universities

Chemistry: A cooperative agreement between the chemistry departments at Missouri State University and the University of Missouri-Columbia (UMC) facilitates the acceptance of masters degree graduates from Missouri State University into the doctorate program in chemistry at UMC. Contact Dr. Alan Schick, Department Head, for details at AlanSchick@missouristate.edu or (417) 836-5506.

Mathematics: Post-Masters students may transfer up to 18 credit hours of mathematics and statistics course work taken at Missouri State University to University of Missouri-Rolla (UMR) toward a doctoral program. The course work will focus on the subject matter covered by the UMR Qualifying Examinations in Statistics or Mathematics. For information, contact Dr. Yungchen Cheng, Department Head, Department of Mathematics (417-836-5112; YunghenCheng@missouristate.edu).

International Program Alliances

International School for Management Studies: ISMS, located at Chennai (Madras) in southern India, is a sister institution to the Madras School of Social Work and is under the sponsorship of the Society for Social Education and Research (SSER) in Chennai. The partnership is a twinning agreement that facilitates entrance of graduates of Indian universities into Missouri State University's MBA. The 24-credit hours of MBA foundation courses may be completed at ISMS and the remaining 33 hours of the MBA program will be completed in Springfield.

Lal Bahadur Shastri Institute of Management: LBSIM is located in New Delhi, India. The Missouri State-LBSIM agreement facilitates admission into the MBA program similar to the arrangement with ISMS in Chennai. The provisions of this twinning arrangement also provide opportunities for the exchange of business students and faculty at the graduate level, development of a joint-MBA in International Business with students from both institutions participating in course work at the two campuses, and other mutually beneficial programs.

Institutions in South America: Missouri State University has entered into twinning programs with the Instituto Brasileiro de Mercado de Capitais (IBMEC), Rio de Janeiro, Brazil and Universidad de Las Americas (UDLA) - SYLVANIA® International Universities, Santiago, Chile that offer excellent opportunities for faculty as well as graduate and undergraduate students with Portuguese (Brazil) and Spanish (Chile) language competencies to take part in faculty/student exchanges.

Beijing University of Technology: Missouri State University and Beijing Tech have an agreement that facilitates joint research projects for graduate students and faculty. A particular focus is in materials science, and this relationship enhances the opportunity for students from both universities to do their thesis research in the environment and laboratory facilities of the other university.

National Sun Yat-sen University (NSYSU): Missouri State University's Department of Political Science and the Graduate Institute of Political Science at NSYSU in Kaohsiung, Taiwan, have a student exchange agreement. This relationship facilitates Missouri State University students taking courses at the Graduate Institute of Political Science of NSYSU, and likewise NSYSU students are aided in the opportunity for graduate studies at Missouri State.

Strategic Research and Educational Partnerships with China Universities

Missouri State University has a number of strategic partnerships with universities and institutions in China. The primary partnership universities include: China Agricultural University, Liaoning Normal University, Qingdao University, Northwest Agricultural and Forestry University, and Henan University of Finance and Economics. In addition, MSU has a research partnership with the Ningxia Forestry Institute in Yinchuan which operates the State Key Laboratory of Seedling Bioengineering. Students from the strategic partner universities qualify for the International Partners Scholarship.

Fees and Registration

Student Fee Schedule

2011-12 – Required Student Fees for Fall 2011, Spring 2012, and Summer 2012

All University fees are subject to revision by the Board of Governors without notice.

Required student fees are a combination of *basic fees* and *student services fees*. Basic fees are assessed based on the level and type of courses for which a student enrolls. Courses audited are counted in the same way as courses taken for credit in determining fees. Some courses also have a supplemental fee (see the following page for information).

Basic Fees

Course Level or Type	Fee credit hour charge	
	Missouri Resident	Non-residents
Courses numbered 1-599	\$194	\$388
Courses numbered 600-999 (not listed below)	\$227	\$454
College of Business Administration All ACC courses – 600-799 (Except ACC 600) All BUS Courses – 600-799 All CIS Courses – 600-799 (Except CIS 600) All FIN Courses – 600-799 All INS Courses – 600-799 All LAW Courses – 600-799 All MGT Courses – 600-799 All MKT Courses – 600-799 All QBA Courses – 600-799 All TCM Courses – 600-799	\$259	\$486
College of Health and Human Services All PAS Courses – 600-899 All CSD Courses – 800-999 BMS 620, 622, 661, 665, 669, 700, 727 All PTE Courses – 600-999	\$252	\$479
All ANE Courses. A Program Fee, in addition to the per-credit-hour fee for Nurse Anesthesia enrollment (Clinical Fee per-term of enrollment), of \$2,200 will be assessed to cover the cost of clinical instruction and supervision	\$252	\$252
Courses numbered 900 level for Ed.D. in Educational Leadership program (based on current UMC fees)	to be announced based on UMC rate	to be announced based on UMC rate
GEN 698 Active in Research	\$75	\$75
All internet courses not listed below below	\$275	\$275
MS in Computer Information Systems courses* (CIS 732, 734, 736, 738, 740, 742, 744, 746, 747, 748, 750, 752, 754, 756)	\$410	\$410
MS in Administrative Studies courses taught via the Internet.* ACC 600, CIS 600, COM 611, COM 617, COM 621, COM 713, COM 718, COM 732, COM 736, CRM 710, CRM 740, CRM 745, CRM 750, CRM 770, PED 733, PED 739, PED 780, PED 798, PLS 651, PLS 717, PLS 719, PLS 756, PSY 776	\$235	\$235
College of Business Administration All ACC courses – 600-799 (Except ACC 600) All BUS Courses – 600-799 All CIS Courses – 600-799 (Except CIS 600 & CIS courses listed below under MS CIS) All FIN Courses – 600-799	\$307	\$307

All INS Courses – 600-799 All LAW Courses – 600-799 All MGT Courses – 600-799 All MKT Courses – 600-799 All QBA Courses – 600-799 All TCM Courses – 600-799		
College of Health and Human Services All PAS Courses – 600-899 All CSD Courses – 800-999 BMS 620, 622, 661, 665, 669, 700, 727 All PTE Courses – 600-999	\$300	\$300
Courses offered at BearNet locations (i.e., Branson, Joplin, Lebanon, Monett, Mountain Grove, Neosho, Nevada, West Plains, El Reno, OK, Miami, OK, Harrison, AR):		
1-599	\$194*	\$194*
600-899	\$227	\$227

* Courses specifically listed in the Graduate Catalog as applicable to the program requirements for the MAster of Science in Administrative Studies and the Master of Science in Computer Information Systems programs that are offered via the internet will be assessed at this rate, excluding all TCM courses. The TCM courses applicable toward the Administrative Studies program will be assessed at the College of Business Administration internet rate.

Student Services Fees

	1 cr hr	2 cr hr	3 cr hr	4 cr hr	5 cr hr	6 cr hr	7 + cr hr
Fall 2011; Spring 2012	\$127	\$165	\$201	\$238	\$275	\$312	\$389
Summer 2012	\$96	\$133	\$169	\$209	\$209	\$209	\$209

* Student Services fees include fees for capital project, student art gallery, health center, shuttle, computer usage, student involvement, recreation facilities, and student security. Student services fee will generally not be assessed for sections identified in the semester class schedule as: Intersession, iCourse, Internet, and courses taught in any location other than the Springfield campus. Sections identified as short will only be assessed Student Services Fees if the class is scheduled to meet on campus more than four times.

** Each semester upon initial use of the University Recreation Center, students who have not been assessed the full amount of the University Recreation Center Fee for that semester will be assessed the difference.

***Each semester upon initial use of the Taylor Health and Wellness Center services, students who have not been assessed the full amount of the Health Center Fee for that semester will be assessed the difference.

Variation in Assessment of Non-Resident Fees.

1. A waiver of out-of-state fees will be made for students who are children, grandchildren, or stepchildren of Missouri State University alumni. (See section Continuing the Tradition for details).
2. Non-resident students who have applied for and been approved on the Midwest Student Exchange program are assessed fees at a lower than normal rate (See Midwest Student Exchange Program for details).

Supplemental Course Fees

These fees may be assessed on individual courses to cover the cost of specialized supplies, equipment, or services for instructional purposes that are provided by the University to all students enrolled in the course and are in addition to routine instructional expenses. Supplemental course fees are identified in the class schedule and will be assessed at the time of registration.

Miscellaneous Fees And Deposits

Note: GA fee waivers cover only tuition and student services fees and do not cover differential tuition fees, special course fees, Internet fees, student health insurance, books, or other miscellaneous fees described below.

Application Fee:

- A \$35 non-refundable application fee is required of all first-time applicants applying for admission to the Graduate College. Students applying for readmission (who have completed classes at Missouri State University as a graduate student) are not required to submit a fee.
- A \$50 non-refundable application fee is required for all International Students applying on the international application form.

Late Fees: A \$25 late fee is charged to individuals applying for admission after the stipulated time and also for individuals registering after the stipulated deadline.

GEN 798, Active in Research Course: Students who have completed all course work and are only working on their research component may sign up for GEN 798 (Active in Research). This course is offered at a reduced fee of \$75 and allows the following:

1. access to computer services and Missouri State email.
2. access to the library including online service such as interlibrary loans, MOBIUS, and restricted access databases;
3. opportunity to purchase a parking permit

The course is a zero credit hour course and is graded "P" (pass) or "W" (student discontinues participation in the course and is dropped from the course).

Student Health Insurance: Health and Accident Insurance is available to all students and required of all international students. The fee will be charged each semester at the time of registration to all students for whom Missouri State University has issued Visa documents. Contact Taylor Health and Wellness Center for additional details.

Registration Deposit. There is no registration deposit needed to hold your courses once you register for them. As a student at Missouri State University, you are responsible for ensuring that you:

1. Pay the required student fees (or make arrangements through the Financial Aid, Financial Services, Human Resources, Graduate College or other appropriate office) by

the due date in effect at the time of your initial registration.

2. Review your class schedule and registration invoice for accuracy and request corrections immediately.
3. Complete the courses for which you enroll. Drop courses by the specified deadlines, based on class length. **Failure to properly drop or withdraw from courses will result in the assignment of an "F" grade(s) and a continued financial obligation for those courses.**

Duplicate/Reissue Diploma: A \$20 fee will be assessed for all reissued diplomas.

Expedited Document Delivery Fee (Office of the Registrar): A \$20 fee will be assessed for sending documents via overnight or express mail.

Parking: Automobile registration and a parking permit are required for those who will park on campus. The cost varies according to type of permit:

Commuter lots = \$96 annual; \$76 fall/spring; \$20 summer.

Residence hall = \$156 annual; \$136 fall/spring; \$20 summer

Reserved lots = \$150 per year

Evening (after 4:00 p.m.) = \$60 annual; \$40 fall/spring; \$20 summer

Motorcycle = \$18 annual; \$7 summer

For more information, contact Parking Administration, 700 E. Elm, (417) 836-4825 or visit the website at <http://www.missouristate.edu/safetran/13314.htm>.

Housing Deposit: A \$100 security deposit (\$200 for married and family housing) is required of all occupants in on-campus housing. This deposit, less any applicable charges, is refunded according to the terms of the housing contract or lease.

Laboratory Deposit: No deposit is required for laboratory courses. A student responsible for unusual breakage or loss of equipment will be required to pay.

Deferred Payment Plan

Missouri State has a Deferred Payment Plan which allows students to defer payment of required student fees and residence hall charges. In addition, Missouri State students, faculty, and staff will be allowed to use their identification numbers to charge miscellaneous charges and fines, including Taylor Health and Wellness Center charges, long distance telephone charges, Missouri State Bookstore charges, and library fines. These miscellaneous charges are not deferred, but are due when billed. Finance charges accrue on the second statement sent.

Fee payment deadlines are published in the semester Registration Guide and appear on each student's online account summary. The Required Student Fees and residence hall charges, if applicable, must be paid in monthly installments with the balance being paid in full by the fifteenth of the month preceding the end of the semester. Use of the Deferred Payment Plan does incur the assessment of finance charges.

The terms and conditions of the Deferred Payment Plan are printed on the reverse of the Registration Request form and the monthly accounts receivable statement. Students who violate the terms and conditions will be removed from participating and will be required to pay fees in full by the due date.

Refund Policy for Drops and Withdrawals

Students who withdraw from the University or drop a course may receive a partial refund of tuition (or a change in their fee assessment if all fees have not been paid) provided they complete the formal drop or withdrawal process by the established deadlines appropriate to the length or delivery method of the class. Students who are enrolled in the My Payment Plan are responsible for the amount of unpaid fees after the refund or re-assessment.

If a student receives a scholarship, grant, or loan from the University the refund is used to repay the scholarship, grant, or loan. A refund is made to the student only if the refund exceeds the amount of the award from the University. For students who are recipients of Federal Title IV student aid, refunds will be made in accordance with all applicable federal regulations. Examples of refund calculations for Title IV aid recipients are available in the Office of Student Financial Aid.

Refer to the "Academic Regulations" section of this catalog for information regarding the drop and withdrawal policies and procedures.

The date used in determining the refund of fees shall be the date the student completes the transaction online or submits an official withdrawal request to the Office of the Registrar or the postmark date of withdrawal requests submitted by mail. Refer to the Office of the Registrar for refund schedule.

Exceptions to the Fee Refund Policy

Exceptions to the Withdrawal and Change of Schedule refund policies must be approved by the Office of the Registrar and are generally granted only when a documented University error has occurred. Refund exceptions may also be granted when the deadline is missed by a few days due to documented exceptional circumstances that were beyond the control of the student (e.g. medical, death in the family, etc.). Appeals must be submitted in writing to the Office of Registrar, 320 Carrington Hall, within one month of the withdrawal or change of schedule and must be accompanied by appropriate supporting documentation. A Refund Exception Form is available in PDF format.

Courses which are offered through the Missouri State Online Program (Internet-based instruction) and are self-paced or off-sequence in regard to the regular semester schedule will utilize a special refund schedule adapted to the specific time frames of the individual courses. The administrators of the online program will maintain a refund schedule and authorize refunds for such courses.

Courses in the Master of Science in Computer Information Systems program, which combine an intensive on-campus residency and distance learning in an extended semester format, will utilize a special refund schedule adapted to the specific time frames of the individual courses. The College of Business Administration will maintain the refund schedule and authorize refunds for such courses.

Registration Procedures

The University uses a continuous registration system which allows currently enrolled and readmitted students to register well in advance of the beginning of the semester. Details are printed in the Semester Class Schedule available at www.secure.missouristate.edu/ClassSchedule/crse1.asp.

For additional information about registration and student enrollment status, see the Registration information in the University Policy and Academic Regulation sections of this catalog.

Students registering for the first time must fill out an Application for Graduate Admission (see Admission Policies) and be admitted prior to registering. Students registering after an absence of one or more semesters (excluding summer) must be updated before registering. This may be done by contacting the Graduate College. Students may be "quick admitted" if their absence from the University has been less than 3 years and if they are remaining in the same degree program as when they last attended. Exceptions to this are students in the DPT, MPH and the MS in CSD, CIS, COU, PAS, PSY, and Nurse Anesthesia programs.

Any student indebted to the University, or otherwise encumbered, is not permitted to register for any future semester until the indebtedness has been paid or the encumbrance removed. A student is not officially registered for classes until all fees have been paid in full, the student is enrolled in the Deferred Payment Plan, or the student has been awarded financial aid.

No student is permitted to attend a class unless the student's name appears on the class roll or an official change of schedule has been processed.

Course Numbering System

The following course numbering system is in effect:

000-599: Undergraduate Classes

600-799: Graduate courses designed primarily for master's level study.

800-899: Upper-level graduate courses primarily for students in specialist or doctoral programs.

900-999: Upper-level graduate courses primarily for students in doctoral programs.

Explanation Of Course Listings

Course offerings appear in the catalog as follows: a 3 letter course code, course number, former course number (where applicable), course title, credit hours (outside parentheses), lecture or recitation hours per week (first number inside parentheses), laboratory or studio hours per week (second number inside parentheses), semester course is offered (F=fall, S=spring, D=on demand, Su=summer, E=even years, and O=odd years), prerequisites, and course description. If no prerequisite is listed, none is required.

Some courses are listed in the catalog with a statement of "permission required." Unless otherwise stated in this catalog, permission is to be granted by the instructor or the department head. The student should go to the departmental office to secure such permission.

Variable Content Courses: Variable content courses include any courses whose content may be substantially different from one semester to another. This identification may be found at the end of the catalog description of such courses. It does not include special problems, special projects, readings, and research conducted on a tutorial basis with individual students.

Registration Options

In addition to registering in one of the Registration Centers on campus, current graduate students can also register online. Prior to registering, a graduate student must be admitted for the semester, must be free of any encumbrances, and must have his/her advisor's electronic "release to register". Complete details may be found at

http://www.missouristate.edu/registrar/reg_info.html.

Missouri State University students are required to fulfill all financial obligations incurred while a student at the University.

For additional registration information, please contact the Extended Campus, (417) 836-4126 or toll free at 1-888-879-7678. You may also obtain information online at <http://ce.missouristate.edu/>.

Note: International Students must be enrolled in at least 9 hours to meet SEVIS requirements as a full-time student. Only 3 hours of online course work can be included in meeting this 9 hour minimum for full-time classification.

Senior Permission And Mixed Credit Forms

There are two special circumstances allowing an undergraduate student to enroll for graduate credit. A "Senior Permission" form is used by senior undergraduate students wishing to take 600- and above level courses that will count for graduate credit. This form must be completed at the time of registration and submitted in person to a registration center. Please note that courses designated for graduate credit will NOT apply to the undergraduate program. For more information, see Senior Permission listed under Graduate College: Special Academic Opportunities.

Undergraduate students accepted into an Accelerated Master's Program need to complete a "Mixed Credit" form for courses that will be utilized to satisfy both undergraduate and graduate degree requirements. This form must be submitted in person to a registration center. For more information, see Accelerated Masters listed under Graduate College: Special Academic Opportunities.

Workshops

No more than five credit hours of graduate course work completed in workshops may be applied to the minimum hours required for a masters degree.

Financial Assistance

Graduate Assistantships

Graduate assistantships are available in many areas to assist students with expenses and to enhance learning while studying for advanced degrees at Missouri State University. Graduate assistantships are offered in both academic and administrative areas and involve teaching, research, and/or administrative responsibilities. Often, the assistantship assignment is related to the student's program of study. Some openings are posted on the Graduate College website <http://graduate.missouristate.edu> (under Financing Graduate School). As this is not an exhaustive listing, students are encouraged to contact departments and offices directly regarding openings.

Assistantships begin the week prior to classes and continue through graduation. Specific hours of employment are arranged between the student and the supervisor.

Commitment Date: Missouri State University supports the policy adopted by the Council of Graduate Schools (CGS) concerning assistantship offers (does not apply to admissions decisions). When a student accepts an offer of a graduate assistantship for the next academic year prior to April 15, this constitutes a "letter of intent" that is not considered binding but is a "good faith" agreement. On April 15, this agreement becomes a verbal contract that is considered binding for both the students and the department/office that offered the assistantship, and both parties are expected to honor it. Any assistantship offered and accepted after April 15 is likewise considered immediately binding.

Students wishing to break this contract after April 15 must request from the department/office that awarded them the assistantship a written release from their contract. Similarly, students accepting an assistantship offer after April 15 who have already accepted an assistantship at another university must submit with this acceptance a letter from the other university releasing them from their contract.

The complete CGS resolution can be found at http://www.cgsnet.org/portals/0/pdf/CGS_Resolution.pdf

Stipends: The graduate assistantship is generally 20 hours per week and provides a minimum stipend of \$8,000 for the 2011-12 academic year (nine months), and in some disciplines, stipends of \$9,730 will be awarded. A graduate assistant must complete a minimum of 6 hours of graduate course work (600-level or above) during each semester of appointment on an assistantship. Some departments or administrative units may require graduate assistants to be enrolled for more than 6 hours of course work in a semester. Graduate Assistants in their final semester can be enrolled in as few as 3 hours if they are completing the course work on their Program of Study. In rare cases, an assistantship may be awarded at quarter-time (10 hours per week) and would pay half the normal stipend.

A limited number of graduate assistantships are available during the summer session. A graduate assistant appointed for the 2012 summer session will receive a stipend of either \$2,000 or \$2,432. Summer graduate assistants must complete a minimum of 3 hours of graduate course work (600-level or above) during the summer session.

Students who apply for graduate assistantships are also eligible to receive a limited fee-waiver scholarship (see Fee-waiver Scholarships section). Note that graduate assistant paperwork must be received in the Graduate College by September 15 (for Fall semester) and February 15 (for Spring semester) for the student to be eligible for the fee-waiver scholarship.

Application: An application for a graduate assistantship must be submitted directly to the department in which the assistantship is sought. It is wise to check with the department before applying. Application forms are available on the Graduate College website or from the Graduate College (Carrington Hall 306). Information requested from an applicant includes employment and academic history and references. Departments employing graduate assistants may request additional information.

Eligibility: Since the primary purpose of graduate assistantships is to aid students in the pursuit of advanced degrees, a student must be admitted into a graduate degree program or graduate certificate program at Missouri State to be eligible. Eligibility ends once the Advisor Approved Program of Study is completed. A minimum GPA of 3.00 on the undergraduate cumulative or last 60 hours for first time graduate students, or graduate cumulative (minimum of 9 hours) for current graduate students is required. A student in a master's degree program may hold an assistantship for a maximum of two years (including fall, spring and summer) and a student admitted to a graduate certificate program may hold an assistantship for two semesters. A student is eligible for a third year of an assistantship support if he/she has completed all requirements for a master's degree and is admitted to a second master's degree or graduate certificate program. Also, a student in a doctoral program is eligible for a third year of assistantship support. **Students with 20 hours per week graduate assistantships are not eligible to work at any other paid position at Missouri State University during the time of their assistantship.** With pre-approval only from the Graduate College, a half (10 hour per week) assistant may possibly be allowed to hold other University employment on a very limited basis. Assistants must maintain a 3.00 GPA to maintain eligibility.

International Students: International students can only work 20 hours maximum per week during the fall and spring semesters per U.S. Immigration law.

Graduate students who did not receive both their primary and secondary education in a country where English was the primary language must meet certain requirements based on Missouri statutes to qualify for graduate assistantships with teaching assignments:

- Successful completion of at least one semester of enrollment at a public institution of higher education in the state of Missouri. (Note: Exceptions may be granted in special cases upon approval of the chief academic and executive officers of the institution). During this semester, students will obtain a cultural orientation to prepare them for a teaching appointment.
- In the weeks prior to this semester, attendance at the new-student orientations sponsored by International Student Services and the Graduate College.
- Passing of a Missouri State University juried examination in which the candidate must demonstrate his/her ability to interpret written English passages and to communicate orally in English in a classroom setting. Juried examinations are to be approved by the Graduate College. Membership of the jury will include one member of the applicant's major department (appointed by that department's head), one member from the Department of Communication, and one other faculty representative (the latter two members to be approved by the Graduate College).

Graduate Assistant Orientation and Training

University: The Graduate College provides an intensive orientation prior to the Fall semester for all new graduate teaching assistants. A condensed version of this orientation is also offered prior to the spring semester. These sessions are designed to provide students with information relevant to their academic role: i) graduate assistantship responsibilities; ii) legal issues related to teaching; and iii) effective teaching strategies. Students having assistantship responsibilities that include direct or indirect teaching must participate in this pre-semester orientation. The Graduate College also provides a number of workshops throughout the academic year that are optional for students to

attend. These include training on a variety of topics that help develop skills and enhance readiness for career pathways.

Departments: In most cases where Graduate Assistants have instructional responsibilities, the academic department provides formal orientation and training sessions for the specific teaching assignments.

Scholarships

Fee-waiver Scholarships

Students who receive graduate assistantships are also eligible for a **limited** fee waiver scholarship if appointed by September 15 (fall semester or academic year GA) or February 15 (spring semester GA). Fee waivers are intended to cover graduate courses required on the Advisor Approved Program of Study. The maximum cumulative graduate credits allowable with fee waiver scholarship assistance will not exceed ten percent beyond the minimum credit hour requirements of the degree program. Upon review, courses which do not meet this guideline will result in loss of the fee waiver benefit for such courses or possible future eligibility. **Fee-waiver scholarships are for up to 15 hours of course work consistent with the student's program of study for each of the fall and spring semesters (limited to 6 hours for quarter-time assistantships). Those receiving summer term fee-waiver scholarships have fee coverage for up to 6 hours of course work (limited to 3 hours for quarter-time assistants).**

Students appointed on a graduate assistantship during the Spring semester are eligible for a fee waiver scholarship during the following Summer term as long as minimum eligibility is maintained. This eligibility does not depend on having a Summer graduate assistantship.

For fee-waiver purposes, credit hours taken in the intersession prior to the semester are part of the allowable fee-waiver limits of that semester (i.e., 15 hrs limit in fall, 15 hrs limit in the spring; 6 hrs in summer).

Please note that the GA fee waiver scholarship covers **only** the standard \$227 for Missouri Residents or \$454 for Non-Resident (per credit hour) of Basic Fees for any regular-instruction graduate-level course, or up to \$275 (per credit hour) for any internet-based graduate-level course, plus the Student Services Fee. It does not cover the \$32 (COBA) or \$25 (CHHS) "Differential Fee" assessed for any type of enrollment (regular or internet-based instruction) in the specified courses. It also does not cover supplemental course fees, student health insurance, books, or other miscellaneous fees.

Missouri Outreach Graduate Opportunity (MOGO) Scholarship

The Missouri Outreach Graduate Opportunity (MOGO) Scholarship provides a partial remission of out-of-state fees for full-time graduate students who are not Missouri residents. The MOGO Scholarship has a value of three-fourths of the out-of-state portion of graduate students fees for 9 credit hours (5 credits hours in the summer). For the 2011-2012 academic year the value would have been \$1,533 for fall and spring semester. The scholarship amount will be adjusted annually when the Missouri State University Board of Governors approves changes to the student fee schedule.

No application is required. Once a student meets the eligibility criteria, the scholarship will automatically be offered. The MOGO Scholarship cannot be combined with other forms of University aid, including scholarships, graduate assistantships, or fee waivers.

MOGO Eligibility Requirements: To be eligible, a student must be considered a non-resident of Missouri for fee purposes, have an undergraduate GPA of at least 3.25, have official scores from the Graduate Record Examination (GRE), Graduate Management Admission Test (GMAT), or Miller Analogies Test (MAT) on file with the Missouri State University Graduate College, be a first-time, degree-seeking graduate student admitted into an eligible program (see below) and be enrolled as a full-time graduate student, taking at least 9 graduate credit hours during the fall and during the spring semester or 5 graduate credit hours during the summer. Out-of-state undergraduate students in Missouri State University accelerated master's programs may qualify for the scholarship after they have completed their bachelor's degree and are given full graduate status.

Eligible Programs include:

Accountancy (MAcc)
Applied Anthropology (MS)
Audiology (AuD)
Biology (MS)
Cell and Molecular Biology (MS)
Chemistry (MS)
Communication (MA)
Communication Sciences and Disorders (MS)
Counseling (MS)
Criminology (MS)
Early Childhood and Family Studies (MS)
Educational Administration (MSEd)
Elementary Education (MSEd)
Educational Administration (EdS)
English (MA)
Geospatial Sciences in Geography & Geology (MS)
Health Administration (MHA)
Health Promotion and Wellness Management (MS)
History (MA)
Instructional Media Technology (MSEd)
International Affairs and Administration (MIAA)
Master of Arts in Teaching (MAT)
Mathematics (MS)
Materials Science (MS)
Music (MM)
Natural and Applied Science (MNAS)
Nursing (MSN)
Plant Science (MS)
Psychology (MS)
Project Management (MS)
Public Administration (MPA)
Public Health (MPH)
Reading (MSEd)
Religious Studies (MA)
Secondary Education (MSEd)
Social Work (MSW)
Special Education (MSEd)
Student Affairs (MS)

Theatre (MA)
Writing (MA)

Programs **not** eligible for MOGO are:

Administrative Studies (MSAS)
Business Administration (MBA)
Computer Information Systems (MS)
Defense & Strategic Studies (MS)
Educational Leadership – Cooperative Program with the University of Missouri-Columbia (EdD)
Nurse Anesthesia (MS)
Physical Therapy (MPT)
Physician Assistant Studies (MS)

Renewal Criteria: To renew the MOGO Scholarship for subsequent semesters, students must remain enrolled in an eligible program, complete at least 9 graduate credit hours during each semester the award is received and at least 5 graduate credit hours during each summer session the award is received, maintain a cumulative graduate GPA of 3.00 and remain classified as a non-resident for fee purposes. Eligibility will be verified at the end of each semester. If a student becomes ineligible, the scholarship will not be reinstated unless the student is approved for an exception which can only be granted by the Graduate College. Enrollment in the MOGO program during the summer semester is optional. An exception to the credit hour requirement will be granted to students who are enrolled in their last semester and need fewer than the prescribed minimum hours to graduate. Students in their last semester seeking a reduction to the credit hour requirement must submit the "Satisfactory Academic Appeal" Form found on the Financial Aid website. If an exception is granted, the scholarship award will be reduced proportional to the number of credit-hour enrollment.

Undergraduate MSU Scholarships

MSU undergraduate students who complete their bachelor's degree and move immediately into a graduate program (including accelerated master's programs), and have unused eligibility in their undergraduate scholarship, may be able to transfer the remaining scholarship to their graduate programs. Check with the Financial Aid Office for information and eligibility requirements. Note: this cannot be used in conjunction with a graduate assistantship.

International Partnership Scholarships

G5.03 International Partnership Scholarships

It is the policy of Missouri State University to award scholarships to international students in the amount of seventy-five percent (75%) of non-resident tuition when these students come to the University from an institution that has a formal cooperative arrangement with the University. The Provost is responsible for determining criteria for awarding this scholarship and for determining which cooperative agreements shall contain a provision for awarding this scholarship. (Bd. Min. 6-29-07; Res. Fees No. 128-07.)

Missouri State University International Partners Scholarship

This program will provide a waiver of 75 percent of the out-of-state portion of the non-resident fees for international students coming to Missouri State University from institutions with which Missouri State has entered into a formal, approved cooperative agreement. Specific criteria will be established as part of the agreement with each institution. The number of these scholarships is not limited except on the basis of being linked to the cooperative agreement between Missouri State University and their International Partner. Qualified students will be identified in accordance with the terms of these formal agreements and students will be notified of their award. The value of the scholarship per year for each student varies based on the number of credit hours taken.

Continue the Tradition Scholarship

"Continue the Tradition" is a program for out-of-state students who are the children and grandchildren of Missouri State University graduates. To qualify, students must be classified as non-residents for fee purposes, must be enrolled full-time (9 hours for graduate students), and must have at least one parent, stepparent, or grandparent who is a graduate of Missouri State University (Associate, Bachelor, Masters, or Specialist degree). In addition, recipients must be admitted to a graduate degree program.

Students who meet these criteria will receive a waiver covering the out-of-state portion of required student fees. This waiver will be renewed for graduate students who complete 18 hours per year with at least a 3.0 cumulative GPA. Because this waiver covers all out-of-state fees, it cannot be combined with other out-of-state waivers or stipends. To submit your application for this scholarship, visit www.missouristate.edu/continuetheheritageapp. You may also contact the Office of Admissions at 417-836-5517 or 1-800-492-7900 for more information.

Midwest Student Exchange Program

Missouri State University participates in the Midwest Student Exchange Program (MSEP). This program provides an opportunity for Illinois, Indiana, Kansas, Michigan, Minnesota, Nebraska, North Dakota, and Wisconsin residents to attend Missouri State at resident fees. All graduate degree programs are eligible for this scholarship.

Graduate students whose legal residence is Illinois, Indiana, Kansas, Michigan, Minnesota, Nebraska, North Dakota or Wisconsin may qualify if they also have an undergraduate cumulative GPA of 3.25 and are formally admitted to a graduate degree program. The value is a full waiver of out-of-state fees for the academic year (fall and spring) and may not be held in conjunction with the MOGO Scholarship. The Midwest Student Exchange Scholarship will be renewed for one year (4 semesters total) for graduate students who complete 18 hours per year with at least a 3.50 Missouri State grade point average. This award cannot be combined with other out-of-state waivers or graduate assistantship stipends. Application is automatic with application to the university, but the total amount of awards available is limited to the first 20 eligible students. This award is not available during the summer semester.

For more information about the Midwest Student Exchange Program, please write or call the Office of Student Financial Aid, Missouri State University, 901 S. National, Springfield, MO 65897, 417-836-5262 or 1-800-283-4243. You may also email finaid@missouristate.edu or visit the web site at www.missouristate.edu/financialaid.

Graduate Incentive Grants

Occasionally, one-time scholarships/incentive grants may be available for a specific semester. See the Graduate College website (<http://graduate.missouristate.edu>) for information. Current Incentive Grants for fall 2010 include.

Aileen and Keith Ford Endowed Scholarship

This scholarship is awarded in the fall semester to two first-year, full-time graduate students who received an undergraduate degree from Missouri State University. To be eligible, a student must be a first-year graduate student who earned the undergraduate degree from Missouri State and be enrolled in at least 9 credit hours during the fall and spring semester. Consideration will be given to performance at the undergraduate level of study, academic potential to successfully complete the program in which the applicant is enrolled, leadership qualities, personal maturity, and motivation. Information and the submission form can be found on the Graduate College website.

Basil and JoAnn Boritzki Scholarship

This endowed scholarship is awarded annually to two full-time graduate students, one male and one female, in recognition of their academic achievement. To be eligible, a student must have the intention to enter, and/or remain in the teaching profession in publicly-supported educational institutions, either K-12 or college teaching, have a cumulative grade point average of 2.75 or above and be enrolled full-time during the academic year that the award is given. Full-time is defined as nine semester hours of graduate credit for non-graduate assistants or six semester hours of graduate credit for graduate assistants.

John Bourhis Excellence in Teaching Award

This scholarship is awarded in the spring semester to two full-time graduate teaching assistants in recognition of their teaching excellence. To be eligible, a student must hold a graduate teaching assistantship, be in good standing, and be nominated. Nominations are received during the spring semester. Information and the online submission form can be found on the Graduate College website.

Departmental and Non-Departmental Scholarships

Privately donated funds are given each year to Missouri State University students who demonstrate qualifications such as, but not limited to, outstanding academic achievement, leadership involvement and financial need. The funds come from private gifts to the university by individuals, groups or companies. To apply for these scholarships, you must first be admitted to the university. Once you are admitted, complete the General and Departmental Scholarship application at www.missouristate.edu/financialaid/scholarships/general.html. Deadline: The priority deadline date is March 1 each year. The application is available until May 1.

Federal Financial Assistance

The following federal aid programs are awarded on the basis of financial need. To determine eligibility for these programs, a student must complete and file the Free Application for Federal Student Aid (FAFSA). The priority application date is March 31. Students may apply online at <http://www.fafsa.ed.gov>. Students classified as non-degree seeking or postbaccalaureate should contact the Office of Student Financial Aid to see if they are eligible.

Federal regulations require Missouri State University to establish a satisfactory academic progress (SAP) policy to ensure all students receiving financial aid are making reasonable progress towards completing their degree. Students who fail to make progress toward the completion of their education will be suspended from receiving financial aid.

Satisfactory academic progress is defined as passing a required number of hours and achieving a required grade point average (GPA) during a reasonable period of time. The academic records of all aid recipients are reviewed at the end of each semester in which the student is enrolled to determine compliance. Regulations require that a student's entire academic history be considered, even if the student has never received financial aid. State and non-federal programs and scholarships may have different standards of satisfactory academic progress.

These standards apply only to a student's eligibility for federal financial aid. Refer to the academic policies section of the MSU Policy Library for academic policies that apply to all students (regardless of whether they are receiving financial aid) and to the undergraduate and graduate catalogs for degree and major requirements.

Federal Subsidized Stafford Loan

These loans carry a fixed interest rate of 6.8% and require repayment after the student leaves school. The school approves the loan and private lenders such as banks, savings and loans, or credit unions provide funds. Annual limits for graduate students are \$8,500. Cumulative limits are \$65,500 for undergraduate and graduate loans combined. Eligibility for this program is based upon demonstrated financial need. The federal government pays the interest on these loans during the time a student is in school.

Federal Unsubsidized Stafford Loan

Students who do not qualify for a Stafford Loan based on need may receive an unsubsidized loan. The interest rate is 6.8%, and deferment requirements are the same as the Stafford Loan.

PLUS Loan for Graduate and Professional Students

This loan is available to graduate and professional students to borrow in addition to their eligibility for Stafford loans. This program does not allow students to borrow above their cost of attendance, but it will enable students who have reached annual or aggregate limits for Stafford loans to continue to borrow through the FFELP. Students must complete a FAFSA and have a good credit history. The interest rate is 8.5%. Repayment begins on the date of the financial disbursement, and the first payment is due within 60 days of the loan being fully disbursed.

Federal Work-Study (FWS)

This program provides part-time jobs to undergraduate and graduate students while they are in school. A work-study award is an opportunity to work enough hours to earn the amount awarded. Jobs are available in various departments on campus as well as off campus in health, welfare, and recreation programs. The rate of pay is at least minimum wage. Awards are based upon information contained in the student's financial application.

Veterans Benefits and Services

Veterans Benefits: Missouri State University is approved for certification of students eligible to receive educational assistance (G.I. Bill) from the U.S. Department of Veterans Affairs (DVA). The Veterans Certifying Official is located in Carrington Hall, Room 314. For more information, please call (417) 836-6199 or send an email to VeteransServices@missouristate.edu.

Veterans Services: Veterans Services provides quality support services to students eligible to receive veterans educational benefits such as certifying enrollment, monitoring progress, conferring with students, and ensuring that students are in compliance with federal and state laws governing educational benefits. A veteran may be eligible to receive benefits under various GI Bills. When applying for educational benefits, it is essential that the veteran's status be known (Montgomery GI Bill, REAP, Vocational Rehabilitation or Survivors or Dependents). The veteran must be enrolled and pursuing an approved program of education or training to be eligible for benefits. Students who plan to attend the University on the Montgomery GI Bill should be prepared to pay for their first semester when they arrive. It can take 10-12 weeks for their claim to be processed and either first payment to arrive; it can take up to 16 weeks for a first-time REAP applicant to receive their first payment. Additional information including minimum grade and credit requirements, advice on the benefits, or application forms may be obtained by contacting the Veterans Certifying Official is located in Carrington Hall, Room 320, or by visiting VeteransServices@missouristate.edu.

Student Employment Service

The Student Employment Office maintains an active file of permanent and temporary part-time jobs as well as a few full-time employment opportunities. Any currently enrolled MSU student may visit the office of Student Employment Service in Blair-Shannon Hall, Room 113 or access the job database by going to www.missouristate.edu/studentemp and clicking on "Missouri State University Students". Although the job market remains extremely competitive, many students have found positions that fit their needs through Student Employment Services. For more information, call (417) 836-5627 or visit www.missouristate.edu/studentemp.

Graduate Assistants (20 per week) are not eligible to hold any additional on-campus positions during the time of their appointment.

Interdisciplinary Graduate Programs

Academic Units

- Master of Science, Administrative Studies
- Master of Science in Education, Secondary Education

Missouri State University encourages interdisciplinary research and recognizes that the careers of many students will be enhanced through graduate programs that connect knowledge and perspectives from different disciplines. Interdisciplinary programs fulfill a special niche for students that recognize they may have multiple career needs that draw upon various knowledge bases.

The Master of Business Administration and the Master of Natural and Applied Science are interdisciplinary programs within their respective colleges. Program descriptions can be found under the College of Business Administration and College of Natural and Applied Science sections.

Two graduate programs, the Master of Science in Administrative Studies and the Master of Science in Education, Secondary Education, cut across a number of colleges and programs. These programs are outlined below.

Master of Science, Administrative Studies

Carrington Hall, Room 306, Phone: (417) 836-5335, Fax: (417) 836-6888
Email: TomTomasi@missouristate.edu
Website: <http://www.missouristate.edu/msas/>
Director: Tom Tomasi

Programs

Master of Science, Administrative Studies

Program Description

The Master of Science in Administrative Studies is a cross-disciplinary program which features enhancement of administrative abilities with areas of emphasis in Applied Communication, Criminal Justice, Homeland Security, Environmental Management, Project Management, and Sports Management. The program is designed to meet the needs of individuals who are established in careers and are seeking professional growth and advancement within their vocations. The 33-hour program builds upon past work experience, and allows participants to expand their knowledge base, abilities, and skills which can lead to enhanced administrative roles within organizations.

A basic premise of the program is that for individuals to be effective in their career paths, they need to build from a core of courses designed to impart various skills common to effective administration and successful goal achievement. Hence, all students will take courses that build competencies in Communication, Personnel Issues, Information Systems, Legal/Political Issues, Budgeting, and Research Design/Methods. For the additional 12 hours of the program, students will select, with advisement, a discipline-option area that focuses on one application of administrative services.

The Master of Science in Administrative Studies may be taken via the Internet. All of the required 24 hours of core courses and the Communication, Criminal Justice, Homeland Security, Project Management and Sports Management options are available over the Internet. Currently, the 12-hour Environmental Management option is available only on campus. The Individualized option would depend on the selection of courses chosen.

Degree Requirements (minimum of 33 hours)

1. Core Requirements (21 hours)

Course Code	Course Title	Credits
ACC 600	Financial Accounting Concepts for Managers	3 hrs
COM 718	Applied Communication Research Methods	3 hrs
PLS 756	Financial Management For State & Local Government	3 hrs
COM 736	Concepts & Analysis of Communication In Organizations	3 hrs
CIS 600	Information Systems in Business Organizations	3 hrs
PLS 651	Administrative Law	3 hrs
PSY 776	Personnel Selection, Placement & Classification	3 hrs
TOTAL		21 hrs

2. Research Methods/Research Requirement

Research Methods Requirement. The research methods requirement is satisfied by completing COM 718, Applied Communication Research Methods, in the required core.

Research Requirement. MSAS students are expected to demonstrate research and writing proficiency appropriate to their career path and program emphasis. Scholarly projects are required within the option area and a research methods course to satisfy this requirement. Students will complete a significant project as a capstone experience in an option area course.

3. Option Areas (12 hours)

Six formal options exist for the Master of Science in Administrative Studies. Students must complete a minimum of 12 credit hours in an option. Options include Communication, Criminal Justice, Homeland Security, Project Management, Environmental Management, Sports Management and an Individualized Option. Under special circumstances and close supervision of the Program Director, students may be allowed to develop a specialized course of study to complete the option area of the degree.

Applied Communication Option (choose any of the following four courses):

Course Code	Course Title	Credits
COM 611	Conflict and Communication	3 hrs
COM 617	Communication & Diversity in the Workplace	3 hrs
COM 619	Communication and Ethics	3 hrs
COM 732	Theories & Concepts of Small Group Communication	3 hrs
COM 713	Media Resources for Organizations	3 hrs

Criminal Justice Option:

Course Code	Course Title	Credits
CRM 710	Justice Administration	3 hrs
CRM 740	Foundations of Homeland Security	3 hrs
CRM 750	Law Enforcement & Community	3 hrs
CRM 770	Correctional Theory & Practice	3 hrs

Homeland Security Option:

Course Code	Course Title	Credits
CRM 740	The Foundations of Homeland Defense & Security	3 hrs
CRM 745	Special Topics: Homeland Defense & Security	3 hrs
PLS 717	Multi-Disciplinary Approaches to Homeland Defense and Security	3 hrs
PLS 719	Strategic Planning/Organizational Imperatives in Homeland Defense and Security	3 hrs

Environmental Management Option:

Required (6 hours)

Course Code	Course Title	Credits
GRY 731	Environmental Assessment	3 hrs
ECO 640	Economics of the Environment	3 hrs

Elective hours (6 hours chosen in consultation with advisor)

Course Code	Course Title	Credits
BIO 632	Principles of Fisheries Management	3 hrs
BIO 662	Limnology	3 hrs
BIO 689	Game Management	3 hrs
BIO 726	Advanced Limnology Methods	3 hrs
CHM 760	Chemistry of Environmental Systems	3 hrs
PLN 671	Land Use Planning	3 hrs
PLN 674	Open Space & Recreation Planning	3 hrs
GRY 748	Physiography & Resource Planning	3 hrs
PLN 670	Planning Law	3 hrs

Project Management Option:

Required Courses (6 hours)

Course Code	Course Title	Credits
TCM 701	Project Management	3 hrs
TCM 750	Advanced Project Management	3 hrs

Plus two of the following:

Course Code	Course Title	Credits
TCM 611	Product Design & Development	3 hrs
TCM 645	Project Control Systems	3 hrs
TCM 651	Cost Analysis for Industrial Mgmt.	3 hrs

TCM 710	Project Leadership	3 hrs
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Recommended sequence: TCM 701, 2 electives, TCM 750

Sports Management Option:

The Sports Management Option is a 15 hour option that includes three 3 credit hour courses and one 6 hour field experience course. PED 733 covers the research requirement for the MSAS program.

Required Courses (6 hours)

Course Code	Course Title	Credits
PED 739	Principles of Sports Management	3 hrs
PED 780	Legal Aspects in Sports, P.E., Recreation & Wellness Prog.	3 hrs
PED 733	Current Problems in Sports Admin.	3 hrs
PED 798	Field Experience in Sports Mgmt.	6 hrs

Individualized Option:

Under special circumstances and close supervision of the Program Director, students may be allowed to develop a specialized course of study to complete the option area of the degree.

4. **Comprehensive Examination.** This examination must be passed by the candidate before a degree will be given. Please note that comprehensive examinations are regularly administered in the fall and spring semesters with some option areas being available in the summer semester.

Admission Requirements

The Master of Science in Administrative Studies is designed for mature individuals who have three years professional experience and are highly motivated to pursue an advanced degree. Admission is competitive and meeting the minimum standards for admission will not guarantee acceptance into the program. The applicant must provide a statement of his/her goals for, and interest in, the degree.

In addition, students accepted into the program must have completed:

1. a bachelor's degree from a college or university accredited by agencies recognized by Missouri State University or equivalent education from a foreign university;
2. an overall GPA of 2.75 on a 4.00 scale, or 2.75 on a 4.00 scale for the last 60 hours of course work;
3. submission of evidence of three years of relevant work experience (Resume);
4. Submission of Graduate Record Examination (GRE) scores from the general test or Graduate Management Admissions Test (GMAT);
5. two letters of recommendation from individuals able to speak to the applicants academic and professional abilities and potential to succeed in the program;
6. all additional University and Graduate College requirements for admission to a degree program.

Graduate College Courses

GRD 797 Non Thesis Project

Prerequisite: permission. In-depth study in an area relating to the core or option areas of the Master of Science in Administrative Studies, culminating in an extensive scholarly degree paper and presentation. 3, F,S,Su

Master of Science in Education, Secondary Education

Hill Hall, Room 304-C, Phone: (417) 836-6204
Email: vickisimons@missouristate.edu
Website: <http://www.missouristate.edu/secondary/66466.htm>
Director: Dr. Denise Fredrick

Programs

Master of Science in Education, Secondary Education

Program Description

This program provides teachers an opportunity to upgrade their preparation in both professional education and subject matter areas appropriate to their teaching fields. Students may select from 17 different subject areas of emphasis and work with the emphasis area advisor to develop the Advisor Approved Program of Study. Details about the emphasis area are provided in the departmental section, and students should contact the emphasis area department for advising.

Advisement

The advisor works with the student to determine the Program of Study which will be developed according to the needs and interest expressed by the advisee; the advisee's formal training at the undergraduate level; the teaching assignment of the advisee; and, professional assignments in which the advisee hopes to be involved in the future.

The seminar paper or original work must be approved by the advisor from the area mentoring the project. The advisor will determine the number of copies of the seminar paper or original work to be submitted.

Emphasis Areas. Students may earn degrees in the following emphasis areas (the advisor is listed in each area):

Agriculture – Dr. James Hutter
Art - Ms. Judith Fowler
Biology - Dr. Georgiana Saunders, Dr. Janice Greene
Business - Dr. Heidi Perreault
Chemistry - Dr. Bryan Breyfogle
Earth Science - Dr. Melida Gutierrez
English - Dr. Keri Franklin
Family & Consumer Science – Dr. Debra Agee
Geography - Dr. Judith Meyer
History - Dr. Tom Dicke
Mathematics - Dr. Lynda Plymate
Music - Dr. Robert Quebbeman
Natural Science - Dr. Tamera Jahnke
Physical Education - Dr. David Oatman
Physics - Dr. Bill Thomas
Social Science - Dr. Tom Dicke
Speech and Theatre - Dr. Chris Herr

Degree Requirements – TOTAL: 33 HRS

General Core

Total of 18 hrs

• Required Courses

6 hrs

- SFR 750 Philosophies of Education
- SFR 780 Educational Research Methodology

• Professional Courses

6 hrs

Course work designed for improvement of classroom instruction. Courses should be selected from two of the six areas below*:

- IMT 650 Selection & Utilization of Instructional Technology
- MID 725 Advanced Theory & Practice in the Teaching of Early Adolescent
- PSY 705 Psychology of Adolescence OR PSY 710 Psychology of Education
- RDG 710 Reading in the Content Field
- SEC 701 Secondary School Curriculum
- SPE 613 Physical & Health Needs of Students with Disabilities

* Other electives specifically related to classroom teaching may be identified and substituted for numbers 1 through 6

above in conference with, and approval of, the degree advisor.

• **Research and Specialized Experience** **6 hrs**

Includes research (see below) and other course work to total 6 hours. Of these 6 hours, a minimum of 2 hours must be in one of the following two research options. Additional course work is needed if less than 6 hours of research is chosen.

Option I: Completion of a thesis. Thesis credit may not exceed 6 hours of the total program. Students writing a thesis may enroll in the appropriate course for their certification area (SFR 799 or thesis course in the emphasis area). Students must obtain their program director and/or advisor approval for their thesis course(s).

Option II: Completion of an extensive research project or major creative work. Students must obtain their program director and/or advisor approval for their research course(s) component.

• **Emphasis Area** **15 hrs**

This emphasis must be an area in which the State of Missouri currently offers a certificate for grades K-12 or 9-12. At least 3 hours of 700-level credit must be earned from Missouri State University in the emphasis area. Refer to your emphasis area departmental section of this catalog for specific information.

Course work in some emphases is limited and may not be offered every semester. Students should check with the advisor as to availability of specific course offerings.

Comprehensive Examinations

A comprehensive examination must be passed by the candidate before a degree will be granted.

Graduation Requirements

In addition to requirements established by the Graduate College, students must have a cumulative GPA of 3.00 on all work attempted in education and in all work attempted in the emphasis area.

Entrance Requirements

Student must hold certification to teach secondary education and meet all graduate school requirements. Students in education-related occupations or professions other than secondary school teaching which require licensing or certification by state or national boards may be recommended for admission. The student must complete any required prerequisite courses. Such courses do not count toward completion of the degree requirements.

College of Arts and Letters

Dean: Carey H. Adams

Associate Dean: Madeleine Hooper

Office: Craig Hall, Room 106 C

Phone: (417) 836-5247, Fax: (417) 836-6940

Academic Units

- Department of Art and Design
- School of Communication Studies: Department of Communication
- School of Communication Studies: Department of Media, Journalism and Film
- Department of English
- Department of Modern and Classical Languages
- Department of Music
- Department of Theatre and Dance

Department of Art and Design

Wade S. Thompson, Department Head

Master of Science in Education, Secondary Education

School of Communication Studies:

Department of Communication

Randy Dillon, Department Head

Heather Carmack, Graduate Director

Master of Arts, Communication (includes accelerated master's opportunity)

Master of Science, Administrative Studies - Applied Communication Option

Graduate Certificate: Conflict and Dispute Resolution

Department of Media, Journalism, and Film

Mark M. Biggs, Department Head

Screenwriting for Television and Film Graduate Certificate

Department of English

W.D. Blackmon, Department Head

Matthew Calihman, Graduate Director, MA, English

Linda Moser, Graduate Director, MA, Writing

Master of Arts, English

Master of Arts, Writing

Master of Science in Education, Secondary Education

Graduate Certificate in Ozarks Studies

Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL)

Department of Modern and Classical Languages

Jason Jolley, Department Head

Department of Music

Julia C. Combs, Department Head

Robert C. Quebbeman, Graduate Director

Master of Music

Master of Science in Education, Secondary Education

Department of Theatre and Dance

Bob Willenbrink, Department Head
Christopher Herr, Graduate Director

Master of Arts, Theatre (includes accelerated master's opportunity)
Master of Science in Education, Secondary Education

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Department of Art and Design

Ellis Hall, Room 308, Phone: (417) 836-5110, Fax: (417) 836-6055
Email: ArtandDesign@MissouriState.edu
Website: <http://art.missouristate.edu/>
Department Head: Wade S. Thompson

Faculty

Professor: Keith A. Ekstam, Billie J.A. Follensbee, Judith Fowler, Sarah Perkins, Wade S. Thompson, Bruce J. West, Vonda Yarberry

Associate Professor: Steve C. Willis

Emeritus Professor: Dwaine Crigger, Rodney S. Frew

Programs

Master of Science in Education - Secondary Education: Art Area of Emphasis

Contact Ms. Judith Flower and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisites and Admission Requirements

Admission requirements include a Bachelor's degree from an accredited art program with a major equivalent to certification by a state agency to teach art (K-12); a minimum of 8 hours in art history survey courses with significant exposure in non-western art; a course in modern or contemporary art history; and approval of departmental entrance committee.

Program Requirements in Art

A minimum of 15 hours of course work in art is required. With permission of their advisor, students may apply 1-6 additional hours of art electives (21 total) to the 32-hour degree minimum.

Course Code	Course Title	Credits
ART 700	Historical Perspective in Art Education	3 hrs
ART 760	Cont. Issues & Current Trends in Art Ed.	3 hrs
	Art Electives	9 hrs
	Optional course work (which may be taken in Art) chosen in consultation with the advisor	0-6 hrs
	TOTAL	15-21 hrs

Students may choose a concentration in art education, art history, or art studio. A minimum of 6 hours is required in art education, and students may select additional course work in art education, art history, or art studio to total 15 hours. In the studio area, students may choose from a series of workshops dealing with various studio areas, independent study in one studio area, or a combination of the two. Portfolio review of work in the chosen studio area will be required.

Art Courses

ART 690 Art Studio Workshops

Focused study in specific studio area, emphasis on upgrading skills and extending understanding of aesthetic and visual qualities. May be repeated to a total of 5 hours. Variable Content Course. May be taught concurrently with ART 590. Cannot receive credit for both ART 590 and ART 690. 2-3, F,S

ART 698 Seminar in Art Education

In-depth study of specific topics and/or interaction with leaders in the fields of aesthetics, art criticism, art history, art making, and art education. May be repeated to a total of 6 hours. Variable content course. May be taught concurrently with ART 598. Cannot receive credit for both ART 598 and ART 698. Supplemental course fee. 1-3, Su

ART 700 Historical Perspectives in Art Education

A history of ideas in art education and the individuals who have made significant contributions to the field; overview of beliefs, values, and practices and the role of art and art education in society. 3(3-0), F

ART 760 Contemporary Issues and Current Trends in Art Education

Critical examination of current issues and theories concerning the teaching of art; analysis of relationships between historical purposes and current practice; interpretation and evaluation of recent research. 3(3-0), S

ART 783 Practicum in Art Education and Educational Workshops

Prerequisite: ART 360 and ART 366 and 30 hours of studio art. Observation and classroom teaching experiences; writing unit and lesson plans; classroom motivation, management and discipline; educational seminar workshops; and exhibition of K-12 student artworks. 3(2-3), F

ART 794 Independent Study in Art History

Prerequisite: permission of instructor. Individual projects and special problems in Art History. Permission granted only in special circumstances. May be repeated to a total of 9 hours. 1-3 D

ART 795 Graduate Internship in Art History

Prerequisite: permission of instructor. Student will complete various duties as assigned with art history-related organizations. These include local museums, galleries, and/or various resource-media collections. May be repeated to a total of 6 hours. 1-3 D

ART 799 Independent Study

Prerequisite: portfolio review of work in selected studio area. Independent work in one studio area, directed and critiqued by studio advisor. May be repeated to a total of 9 hours. 3(0-6), F,S

School of Communication Studies: Department of Communication

Craig Hall, Room 375, Phone: (417) 836-4423, Fax: (417) 836-4774
Email: RandyDillon@MissouriState.edu
Website: <http://communication.missouristate.edu>
Department Head: Randy Dillon

Faculty

Professor: Carey H. Adams, Charlene A. Berquist, John S. Bourhis, Randy K. Dillon, Gloria J. Galanes, Janis L. King

Associate Professor: Isabelle Bauman, Samuel C. Dyer, Kelly S. Wood

Assistant Professor: Heather J. Carmack, Elizabeth Dudash, Eric Morris, Stephanie Norander

Emeritus Professor: Herbert W. Jackson, Russell M. Keeling, John I Sisco, Ralph R. Smith, Holt V. Spicer, Donal J. Stanton, Richard L. Stovall

Programs

Master of Arts, Communication

Heather J. Carmack, Graduate Director
Craig Hall, Room 365, Phone (417) 836-4321
HeatherCarmack@MissouriState.edu

Entrance Requirements

1. The student must have received an undergraduate degree from a regionally accredited college or university.
2. The applicant must hold an undergraduate degree with an academic major in communication (speech or mass communication, journalism, rhetorical studies) or a related discipline (e.g., anthropology, English, history, psychology, or sociology), or have completed a minimum of 15 hours of undergraduate course work in communication to demonstrate an adequate background for graduate work in the field of communication. Additional undergraduate courses may be required as prerequisites to the student's graduate program. Prerequisites are determined by the Department of Communication and relayed to the Graduate College as conditions of admission.
3. The applicant must submit scores for either the General Record Examination (GRE) OR the Millers Analogy Test (MAT) prior to the beginning of their second semester of course work. For information on these tests, please see the "Admission to Graduate Study" section of the Missouri State University Graduate Catalog.
4. The student must have attained a GPA of at least 3.00 on a 4.00 scale for the last 60 credits of academic work **or** at least a GPA of 2.75 on a 4.00 scale for the last 60 credits of academic work **and** a score of 500 or above on the verbal section of the Graduate Record Examination (GRE) and a score of 425 or above on the quantitative section of the GRE **or** a score on the MAT in the 50th percentile or higher.
5. Students who do not meet the normal admission requirements, but who show an indication of high promise, will be considered for probationary admission. Probationary conditions will be defined by the Graduate Director. Probationary students will not be eligible for graduate and/or teaching assistantships.
6. All other University and Graduate College requirements for admission to a degree program will also apply. Please refer to the requirements given in this catalog.

Enrollment Requirements

To enroll in graduate courses in the Department of Communication, a student must satisfy one of the following two conditions:

1. Be admitted to a graduate program in Communication, **or**
2. Have permission to enroll from the Graduate Director in the Department of Communication.

Degree Requirements (Minimum of 32 hrs)

1. **Theory.** Must complete 10 hours in Theory as follows:

Course Code	Course Title	Hours
COM 701	Intro. to Graduate Studies	1 hr
COM 702	Theory and Research in Com.	3 hrs

MED 704	Theory and Research in Mass Com.	3 hrs
COM 706	Rhetorical Theory	3 hrs

2. **Methodology.** Must select two courses, 6 hours, in the Methodology of Inquiry:

Course Code	Course Title	Hours
COM 712	Quantitative Analysis in Com. Rsrch	3 hrs
COM 714	Qualitative Analysis in Com. Rsrch	3 hrs
COM 716	Rhetorical Analysis in Com. Rsrch	3 hrs
COM 718	Applied Com. & Rsch Methods	3 hrs

3. **Additional course work.** Students are required to complete a minimum of 16 additional hours selected by advisement and approved by the Graduate Director, consistent with their professional, educational, and/or personal objectives. No more than 9 hours may be selected from departments other than Communication and Media, Journalism and Film. It is possible to complete all 16 credits in the Department of Communication.
4. **Teaching Assistants.** In addition to the above listed requirements, all graduate teaching assistants (TAs) must enroll in COM 710 during the first semester of their assistantship. See course description of COM 710 for additional information.
5. **Research.** Complete one of the following two research options.

Option I: Completion of a thesis that is approved by committee, the Graduate Director and the Graduate College. The department further requires a public presentation of the thesis. Thesis credit shall be no more than six semester hours of the minimum required for a master's degree.

Option II: Complete a seminar paper approved by a seminar paper advisor, a departmental committee on seminar papers, and the Graduate Director. The department further requires a public presentation of the seminar paper. A maximum of 3 credit hours of COM 796 may be used for the purpose of completing the seminar paper.

6. **Comprehensive Examination.** A comprehensive examination must be passed by the candidate before a degree will be granted.
7. **Non-class Instruction.** A maximum of eight credit hours of non-class instruction (COM 795 Communication Internship, COM 796 Independent Study and/or COM 799 Master's Thesis hours) may be counted toward the minimum 32 hours necessary for graduation.

Accelerated Master's Degree Option

Eligible undergraduate majors in the School of Communication Studies may apply for early admission to the Master of Arts in Communication during the second semester of their junior year. Once accepted for early admission, students will be able to take up to 10 credit hours at the 600-700 level that apply to both their undergraduate and graduate degree programs. Students MUST enroll in COM 701 during the fall semester of their senior year as part of the accelerated program. Before enrolling in courses to be counted for both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated master's program AND receive prior approval from the Director of Graduate Studies, the Department Head, and the Dean of the Graduate College (on a Mixed Credit Form).

Admission Requirements for the Accelerated Master's Option

1. Junior standing with a cumulative GPA of 3.25.
2. Major in the School of Communication Studies or the equivalent, having completed 15 hours in the major department, including at least six hours at the 300-level or above, with a GPA in the major of 3.50 or better.
3. A letter of recommendation by a faculty member in the School of Communication Studies.
4. A personal statement of no more than 2 pages addressing the applicant's qualifications for the Accelerated program and the role the program plays in the applicant's personal and professional goals.
5. Admission by the Graduate Faculty in the Department of Communication.
6. Submission of GRE or MAT scores prior to the beginning of the second semester of course work. For information on these tests, please see the "Admission to Graduate Study" section of the Missouri State University Graduate Catalog.

Date for first consideration for applications: March 1.

Entrance Requirements

1. The student must have received an undergraduate degree from a regionally accredited college or university.
2. The applicant must hold an undergraduate degree with an academic major in communication (speech or mass communication, journalism, rhetorical studies) or a related discipline (e.g., anthropology, English, history, psychology, or sociology), or have completed a minimum of 15 hours of undergraduate course work in communication to demonstrate an adequate background for graduate work in the field of communication. Additional undergraduate courses may be required as prerequisites to the student's graduate program. Prerequisites are determined by the Department of Communication and relayed to the Graduate College as conditions of admission.
3. The applicant must submit scores for either the General Record Examination (GRE) OR the Millers Analogy Test (MAT) prior to the beginning of their second semester of course work. For information on these tests, please see the "Admission to Graduate Study" section of the Missouri State University Graduate Catalog.
4. The student must have attained a GPA of at least 3.00 on a 4.00 scale for the last 60 credits of academic work **or** at least a GPA of 2.75 on a 4.00 scale for the last 60 credits of academic work **and** a score of 500 or above on the verbal section of the Graduate Record Examination (GRE) and a score of 425 or above on the quantitative section of the GRE **or** a score on the MAT in the 50th percentile or higher.
5. Students who do not meet the normal admission requirements, but who show an indication of high promise, will be considered for probationary admission. Probationary conditions will be defined by the Graduate Director. Probationary

students will not be eligible for graduate and/or teaching assistantships.

6. All other University and Graduate College requirements for admission to a degree program will also apply. Please refer to the requirements given in this catalog.

Enrollment Requirements

To enroll in graduate courses in the Department of Communication, a student must satisfy one of the following two conditions:

1. Be admitted to a graduate program in Communication, or
2. Have permission to enroll from the Graduate Director in the Department of Communication.

Degree Requirements (Minimum of 32 hrs)

1. **Theory.** Must complete 10 hours in Theory as follows:

Course Code	Course Title	Hours
COM 701	Intro. to Graduate Studies	1 hr
COM 702	Theory and Research in Com.	3 hrs
MED 704	Theory and Research in Mass Com.	3 hrs
COM 706	Rhetorical Theory	3 hrs

2. **Methodology.** Must select two courses, 6 hours, in the Methodology of Inquiry:

Course Code	Course Title	Hours
COM 712	Quantitative Analysis in Com. Rsrch	3 hrs
COM 714	Qualitative Analysis in Com. Rsrch	3 hrs
COM 716	Rhetorical Analysis in Com. Rsrch	3 hrs
COM 718	Applied Com. & Rsch Methods	3 hrs

3. **Additional course work.** Students are required to complete a minimum of 16 additional hours selected by advisement and approved by the Graduate Director, consistent with their professional, educational, and/or personal objectives. No more than 9 hours may be selected from departments other than Communication and Media, Journalism and Film. It is possible to complete all 16 credits in the Department of Communication.
4. **Teaching Assistants.** In addition to the above listed requirements, all graduate teaching assistants (TAs) must enroll in COM 710 during the first semester of their assistantship. See course description of COM 710 for additional information.
5. **Research.** Complete one of the following two research options.

Option I: Completion of a thesis that is approved by committee, the Graduate Director and the Graduate College. The department further requires a public presentation of the thesis. Thesis credit shall be no more than six semester hours of the minimum required for a master's degree.

Option II: Complete a seminar paper approved by a seminar paper advisor, a departmental committee on seminar papers, and the Graduate Director. The department further requires a public presentation of the seminar paper. A maximum of 3 credit hours of COM 796 may be used for the purpose of completing the seminar paper.

6. **Comprehensive Examination.** A comprehensive examination must be passed by the candidate before a degree will be granted.
7. **Non-class Instruction.** A maximum of eight credit hours of non-class instruction (COM 795 Communication Internship, COM 796 Independent Study and/or COM 799 Master's Thesis hours) may be counted toward the minimum 32 hours necessary for graduation.

Master of Science, Administrative Studies - Applied Communication Option

The Department of Communication participates in the Master of Science, Administrative Studies (MSAS) degree. The MSAS is an interdisciplinary program composed of courses from departments and colleges across campus. The program, which includes a significant online component, is administered by a faculty committee and located in the Graduate College.

Required Courses (Choose any four from list below):

Course Code	Course Title	Hours
COM 611	Conflict, Mediation & Negotiation	3 hrs
COM 617	Communication & Diversity in the Workplace	3 hrs
COM 619	Communication and Ethics	3 hrs
COM 732	Theories & Concepts of Small Group Communication	3 hrs
COM 713	Media Resources for Organizations	3 hrs

Certificate in Conflict and Dispute Resolution

Charlene Berquist, Certificate Advisor

Park Central Office Building, Room 212, Phone (417) 836-5158
CharleneBerquist@MissouriState.edu

Program Description

The Certificate in Conflict and Dispute Resolution provides a 16 hour graduate-level experience for educators, health care workers, business people, managers, workers, or community members who are interested in dispute resolution and conflict processes. The program provides for the acquisition of knowledge and skills necessary for understanding conflict and resolving disputes. The certificate is interdisciplinary in nature and has three required components: a theory/research component, a law/policy/ethics component, and an applied component. The 6 hours of electives allow the student to pursue study of conflict and its resolution in the context of their specific discipline or profession.

Admission Criteria

To be considered for the program, a student must have a 3.00 grade point average as well as apply and be admitted to the Graduate College. Students who do not meet the normal admission requirements, but who show an indication of high promise, will be considered for probationary admission. Probationary conditions will be defined by the Graduate Director. Admission to the certificate program does not constitute admission to any other Missouri State University graduate program.

Required Courses - 16 Hours Total

Theory/Research Core

Course Code	Course Title	Hours
COM 611	Communication, Community & Conflict	3 hrs
COM 621	COM 621 Communication, Mediation & Negotiation	3 hrs

Both COM 611 and COM 621 contribute to the mission of the certificate by providing essential background on theory and research on conflict, mediation, and negotiation.

Application Core

Course Code	Course Title	Hours
COM 600	Graduate Level Service Learning	1 hr

Contributes to the mission of the certificate by providing hands-on experience in conflict and/or mediation.

Law/Policy/Ethics Core

One of the following courses:

Course Code	Course Title	Hours
RIL 600	Legal Environment for Bus. Managers	3 hrs
EAD 785	Legal & Ethical Contexts of Schooling	3 hrs
PHI 613	Bioethics	3 hrs
PSY 761	Ethical & Professional Issues	3 hrs
PLS 692	Civil Rights & Liberties in the American Constitutional System	3 hrs

Each class in the Law/Policy/Ethics Core contributes to the mission by helping students examine necessary professional standards for mediation/conflict professionals in their specific field.

Electives - 6 hrs

Select 6 hours of electives from the following courses:

Course code	Course Title
COM 607	Family Communication
COM 617	Communication & Diversity in the Workplace
COM 722	Argumentation & Communication
COM 724	Theories of Interpersonal Communication
COM 732	Theories & Concepts of Small Grp Comm. OR PSY 778 Group Processes
EAD 784	Human Relations & Collaborative Processes
EAD 861	Human Relations
PSY 718	Organizational Psychology OR COM 736 Concepts & Analysis of Comm. in Orgnztns
PSY 780	Social Psychology
RIL 631	Labor Law & Employment Discrimination
SWK 741	Family Health & Domestic Violence

The electives contribute to the mission of the certificate by allowing students to focus on conflict processes that are specific to their professional area. These courses allow a more discipline specific focus than is found in the theory/research core classes.

Completion Requirements

Courses must be completed with a 3.00 GPA for successful completion of certificate.

Communication Courses

COM 600 Service Learning in Communication Graduate Study

Prerequisite: permission of instructor and concurrent enrollment in a communication, media, or journalism course designated as a service learning offering. This service component for an existing course incorporates community service with classroom instruction in communications to provide an integrative learning experience that addresses the practice of citizenship and promotes an awareness of and participation in public affairs. Includes 40 hours of service that benefits an external community organization, agency, or public service provider. Approved service placements and assignments will vary depending on the course topic and learning objectives; a list of approved placements and assignments is available from the instructor and the Citizenship and Service Learning Office. May be repeated. May be taught concurrently with COM 500. Cannot receive credit for both COM 600 and COM 500. 1, F, S

COM 604 Health Communication and Culture

The examination of intercultural communication concepts in the health care context. Emphasis will be on understanding the health needs of diverse populations, Western health practices, non-Western health practices, and the conflicts that can emerge when cultures collide. May be taught concurrently with COM 507. Cannot receive credit for both COM 604 and COM 507. 3(3-0), FE

COM 607 Family Communication

This course is intended to provide students with an in-depth examination of communication as it functions in family systems. May be taught concurrently with COM 506. Cannot receive credit for both COM 506 and COM 607. 3(3-0), D

COM 608 Patient-Provider Communication

This course explores the nature of patient-provider interactions in health care contexts. Emphasis is placed on traditional and non-traditional health care providers, their patients, and interpersonal communication theories specific to health care interactions. May be taught concurrently with COM 508. Cannot receive credit for both COM 608 and COM 508. 3(3-0), SO

COM 609 Proseminar in Public Relations

Prerequisite: permission of instructor. Readings and applications in chosen areas of professional communication practice. May be repeated once for credit. Variable content course. May be taught concurrently with COM 509. Cannot receive credit for both COM 509 and COM 609. 3(3-0), D

COM 611 Conflict and Communication

Equips students to understand the dynamics of interpersonal conflict and its resolution in a variety of community settings. Students will learn to analyze their own conflict styles and to develop self-regulation strategies for collaborative outcomes. The course covers conflict theory and research and applies these ideas to current community and organizational settings and diverse populations. Lectures/discussions by scholars, community leaders, and/or agency personnel who deal with conflict as well as simulations of conflict situations will be provided. May be taught concurrently with COM 511. Cannot receive credit for both COM 511 and COM 611. 3(3-0), F

COM 617 Communication and Diversity in the Workplace

Exploration of current theory and research regarding communication and diversity in the workplace. Study of practical applications for the assessment and training of communication skills relative to culture, race, sex, age, disability, sexual orientation and other diversity issues. Emphasis is placed on improving understanding of communication similarities and differences among diverse population groups. Includes readings, class discussion, observation, and/or class projects about assessment and training in communication skills in a diverse workplace. May be taught concurrently with COM 512. Cannot receive credit for both COM 512 and COM 617. 3(3-0), D

COM 619 Ethical Issues in Communication

Ethical theories and justification models are studied and then related to ethical decision making in a variety of communication contexts, including interpersonal communication, group communication, organizational communication, and public communication. The course will examine the components of good ethical decision making in communication, as well as obstacles that can stand in the way of responsible choices. May be taught concurrently with COM 513. Cannot receive credit for both COM 513 and COM 619. 3(3-0), D

COM 621 Communication, Mediation, and Negotiation

Explores the communicative foundation for understanding the processes of mediation and negotiation as methods for resolving conflict, with an emphasis on interpersonal and organizational conflict. The course covers theories and concepts pertaining to mediation and negotiation, particularly alternative dispute resolution, and provides students the opportunity to apply concepts through a variety of experiential activities. May be taught concurrently with COM 521. Cannot receive credit for both COM 521 and COM 621. 3(3-0), S

COM 631 Teaching Debate

This course prepares the student to teach various forms of debate in a high school setting. It will explore all major forms of high school debate, including CX Policy Debate, L/D Debate, parliamentary, and Public Forum debate. May be taught concurrently with COM 532. Cannot receive credit for both COM 532 and COM 631. 3(3-0), F

COM 633 Teaching Individual Events

This course prepares the student to teach various individual events common in a high school setting. It will explore all major high school individual events, including Foreign and Domestic Extemporaneous Speaking, Original Oratory, Poetry, Prose, Dramatic Interpretation, Humorous Interpretation, Radio Speaking, Storytelling, and Student Congress. May be taught concurrently with COM 534. Cannot receive credit for both COM 534 and COM 633. 3(3-0), S

COM 635 Directing Forensics

Problems in coaching and conducting forensic contests. May be taught concurrently with COM 536. Cannot receive credit for both COM 536 and COM 635. 2(2-0), D

COM 650 Political Communication

Examination of the communication process in modern political campaigns. Emphasis is placed on the role of communication

strategies and tactics in political organization, message formation, fund raising, and mass media usage. May be taught concurrently with COM 550. Cannot receive credit for both COM 550 and COM 650. 3(3-0), F

COM 660 Social Movement Communication

Examination of social movement communication with emphasis on functionalist, dramatic, and symbolic convergence theories. Study of movements' use of communication to generate discontent, mobilize and coordinate support, defend themselves and attack opponents, and negotiate with external groups. Critical analysis of collective actions such as student, civil rights, identity, labor, religious, feminist, lesbian/gay, and utopian movements. May be taught concurrently with COM 566. Cannot receive credit for both COM 566 and COM 660. 3(3-0), SE

COM 698 Studies in Communication Theory and Practice

In-depth examination of a specific communication topic. May vary from semester to semester and, with permission of the department, may be repeated to a total of 12 hours. Variable content course. May be taught concurrently with COM 597. Cannot receive credit for both COM 597 and COM 698. 3(3-0), D

COM 701 Introduction to Graduate Studies

Introduction to graduate study in communication. Topics include an overview of the field, introduction to relevant journals, library skills, professional associations, planning a program of study, and how to satisfy the research requirement. 1(1-0), F

COM 702 Theory and Research in Communication

Survey of communication theory, models, and research. Topics include perception, construction of meaning, language and symbol systems, interpersonal discourse, relationships, small group interaction, and organizational communication. 3(3-0), F

COM 705 Health Communication

Examination of communication theory in the health care context. Emphasis will be on communication effectiveness in health care professional/client relationships, in addition to message practices in small group, organizational, and mediated health campaign settings. 3(3-0), D

COM 706 Rhetorical Theory

The study of rhetorical theories from the pre-Socratic period to the contemporary period. 3(3-0), F

COM 710 Contemporary Communication Education

Examination of current practices and trends in Communication Education. Graduate teaching assistants in communication are required to take this course during the first semester of the assistantship. Course is only open to graduate teaching assistants in the Department of Communication. 3(2-2), F,S

COM 712 Quantitative Analysis in Communication Research

Quantitative research designs and statistical tools used in human communication research. Topics include descriptive and inferential statistics, validity and reliability, hypothesis testing, and analysis and interpretation of computer assisted research. Students may design and carry out individual research projects. 3(3-0), D

COM 713 Media Resources for Organizations

This course is designed to provide students with an opportunity to explore the interface of profit and non-profit organizations with television, radio, newspapers and the internet to enhance organizational effectiveness. The course is project based focusing on developing specific media resources to meet strategic organizational communication goals. 3(3-0), D

COM 714 Qualitative Analysis in Communication Research

Qualitative approaches to studying human communication. Topics include in-depth interviewing, survey methods, observation and coding techniques in structured and naturalistic settings, and interpretive data analysis. Students may be required to design and complete research. 3(3-0), S

COM 716 Rhetorical Analysis in Communication Research

The investigation and evaluation of rhetorical acts and artifacts for the purpose of understanding rhetorical processes. Students will survey methods of rhetorical analysis and practice critical analysis of artifacts, events, and/or acts. 3(3-0), D

COM 718 Applied Communication Research Methods

Prerequisite: permission of instructor. In-depth examination of a specific applied communication research methodology including: survey research, media criticism, communication audits, in-depth interviewing, and focus group interviewing. Topic will vary semester to semester. May be repeated but only 3 hours will count toward the degree. 3(3-0), D

COM 722 Argumentation as Communication

Argumentation as related to decision making, conflict resolution and negotiation in business, industry, government, and education. 3(3-0), D

COM 724 Theories of Interpersonal Communication

Topics include theories, concepts, models of interpersonal communication, interpersonal discourse, relationships, resolving conflicts, verbal message analysis, interpreting nonverbal message. 3(3-0), D

COM 732 Theories and Concepts of Small Group Communication

Survey of theories and concepts related to communication in small groups. Topics include group development, roles, norms, leadership, cohesiveness, decision making, conflict, interaction analysis, and research approaches to small group communication. 3(3-0), D

COM 736 Concepts and Analysis of Communication in Organizations

Advanced study of communication in organizations. Application of traditional and contemporary theories of communication and organizations in current research and practice. Particular attention is given to the symbolic nature of organizing and to the analysis

of organizational culture. 3(3-0), D

COM 739 Concepts and Analysis of Public Relations

Examination of concepts which underlie practices in public relations. Analysis of current practices and issues important in public relations for corporations, not-for-profit organizations, government agencies, and educational institutions. 3(3-0), D

COM 795 Communication Internship

Prerequisite: 12 graduate credit hours in Communication; and permission of department. Independent projects in the various areas of communication. May be repeated to a maximum of 6 hours with permission of the department. 1-6, F,S

COM 796 Independent Study

Prerequisite: permission of advisor. Study may be reading project or a practical application of theories. May be repeated to a maximum of 4 hours. 1-4, F,S

COM 797 Seminar: Communication Theory

Special topics in history, theory and criticism of communication. Topic may vary from semester to semester. With permission, may be repeated for a maximum of 6 hours. 3(3-0), D

COM 799 Master's Thesis

Prerequisite: completion of 9 graduate credit hours in communication; and permission of the Director of Graduate Studies and admission to the thesis option; and complete 3 graduate hours in research methods or be concurrently enrolled in one of the following courses: COM 712, COM 714, COM 716, or COM 718. Independent research and study connected with preparation of thesis. 1-6, F,S

School of Communication Studies: Department of Media, Journalism and Film

Craig Hall, Room 307A, Phone: (417) 836-5218, Fax: (417) 836-4637
Email: MarkBiggs@MissouriState.edu
Website: <http://mjf.missouristate.edu>
Department Head: Mark M. Biggs

Faculty

Professor: Thomas V. Dickson, Mark Paxton

Associate Professor: Mark M. Biggs, Andrew R. Cline, Mary Jane Pardue, Timothy R. White

Assistant Professor: Diana D. Botsford

Emeritus Professor: Arlen E. Diamond

Programs

Certificate in Screenwriting for Television and Film

Diana Botsford, Certificate Advisor

Craig Hall, Room 381B, Phone (417) 849-1051

DBotsford@missouristate.edu

Program Description

The Graduate Certificate in Writing for Television and Film provides a 12-hour graduate-level experience to prepare the student's script portfolio for professional submissions. The program is designed to teach students the screenwriting craft; to develop each student's potential and to help all students find their unique style; to expose students to the concept of "workshopping pages" and giving and receiving critical input on style, writing technique and structure; and to provide insight into today's film and television market. Graduate students will complete polished drafts on multiple treatments/outlines, a short or full-length screenplay, and one to two dramatic teleplays.

Required Courses 12 Hours Total

Course Code	Course Title	Hours
MED 667	Screenwriting	3 hrs
MED 668	Writing the One-Hour Drama Teleplay	3 hrs
MED 669	Script Rewriting and Marketing	3 hrs

Plus a minimum of 3 hours taken from:

Course Code	Course Title	Hours
MED 663	Writing Adaptations for Television & Film	3 hrs
MED 664	Genre Writing for Television and Film	3 hrs
MED 682	TV/Film Producing	3 hrs

Completion Requirements

Courses must be completed with a 3.00 GPA for successful completion of certificate.

Admission Criteria

To be considered for the program, a student must have a bachelor's degree with a 2.75 undergraduate GPA. Applicants must submit a writing sample of 5-10 script pages or 5-10 pages of prose.

Journalism Courses

JRN 690 Issues in Journalism

A variable content course addressing topics of current interest as well as timeless issues. May be repeated to a total of 6 hours

with permission if topic is different. May be taught concurrently with JRN 590. Cannot receive credit for both JRN 590 and JRN 690. 3(3-0) D

JRN 695 Journalism Internship

Prerequisite: permission of instructor. Work experience with news organizations. The student will be provided an educational opportunity not available through classroom experience. The instructor must approve all necessary paperwork before the student may begin the internship. May be repeated for a total of 6 hours. May be taught concurrently with JRN 595. Cannot receive credit for both JRN 595 and JRN 695. 1-6 F, S

Media Courses

MED 661 Sound Mixing

An in-depth exploration of the art of sound design for digital film and TV. Students will learn how to carry out the aesthetic considerations of sound through the mixing process. Emphasis will be placed on advanced sound editing for sub- and final mixing, mix engineering, sound-effect processing and surround-sound practice. Students will learn how to mix a movie's dialogue, sound effects, ambience and music into stereo and surround tracks. May be taught concurrently with MED 561. Cannot receive credit for both MED 661 and MED 561. 3(3-1) F

MED 662 Digital Filmmaking

Prerequisite: MED 461 or MED 462 or MED 465. A film-style production class in high-definition digital filmmaking. Students will form small production teams to plan, design, and produce short narrative films. May be taught concurrently with MED 562. Cannot receive credit for both MED 662 and MED 562. 3(2-2) S

MED 663 Writing Adaptations for Television and Film

Study and practice in adapting material for television or film. Plot decisions, character redefinition and story structure will be examined through analysis and application. Students will select a source to adapt and will create a polished outline and selected scenes from original materials during the course. This course will also review the legalities and business issues of public domain rights versus options and licensing. May be taught concurrently with MED 463. May be repeated to a total of 6 hours with permission of the instructor. 3(3-0) S

MED 664 Genre Writing for Television and Film

An overview of the expectations and requirements of the various genres, including comedy, mystery, romance, horror, science fiction and fantasy. Students will study the past, present and possible future trends of each genre in the television and film markets. The course will focus on what defines audience expectations. Students will craft characters, plot, dialogue, settings, and themes that are genre specific. May be taught concurrently with MED 464. May be repeated to a total of 6 hours with permission of the instructor. 3(3-0) F

MED 667 Screenwriting

Writing the feature film screenplay. Students will study characterization, structure, plot, description, dialogue and format. The course will include screenings and discussions of feature films and their screenplays, and the business of professional screenwriting. Students will create a premise, character biographies, story structure and scene outline as well as generate their first draft of a short film screenplay or the first act of a full-length film for student and instructor critique and feedback. May be taught concurrently with MED 565. Cannot receive credit for both MED 565 and MED 667. May be repeated to a total of 6 hours with permission of the instructor. 3(3-0) F, S

MED 668 Writing the One-Hour Drama Teleplay

An in-depth look of the elements of writing for the one-hour television market. The course will include the foundations of story structure and plot, character and conflict, dialogue and setting, and how to apply these elements to storytelling on the small screen. Writing will include development of a story through outline and beat sheets as well as a first and polished draft of an episode of a currently running television series. Students will learn to pitch their ideas effectively to writer-producers. May be taught concurrently with MED 566. Cannot receive credit for both MED 566 and MED 668. May be repeated to a total of 6 hours with permission of the instructor. 3(3-0) F, S

MED 669 Script Rewriting and Marketing

Prerequisite: permission of instructor. An examination of the many phases of rewriting television or feature length screenplays for professional submission. Students will analyze and critique screenplays and teleplays, apply rewriting methods to their scripts for workshopping, create a marketing business plan for submission, and receive feedback. May be taught concurrently with MED 567. Cannot receive credit for both MED 567 and MED 669. May be repeated to a total of 6 hours with permission of the instructor. 3(3-0) D

MED 670 Film Theory

An analysis of the art of film by using classical and contemporary film theory to investigate such aspects as the relationship between form and content, visual style, and the nature of pictorial motion. Weekly screenings and discussions of short film excerpts, complete classics and contemporary films. May be taught concurrently with MED 570. Cannot receive credit for both MED 570 and MED 670. 3(3-1) S

MED 680 Media in Politics

An in-depth examination of the role of print and electronic media in American politics. Emphasis is placed on media coverage of government, social issues, and political campaigns. The course examines both the strategies of paid media and the media's coverage of politics as news. May be taught concurrently with MED 580. Cannot receive credit for both MED 580 and MED 680. 3(3-0) D

MED 681 Issues in Media Ethics

An investigation of fundamental ethical issues and their implications for media practitioners. Responsibilities of media practitioners to the public, advertising agencies, the government, and special interest groups will be examined. Special attention will be paid to the possibility of conflict between the business of media and general ethical considerations. May be taught concurrently with MED 581. Cannot receive credit for both MED 581 and MED 681. 3(3-0) F, S

MED 682 TV/Film Producing

An in-depth examination of the producer's various roles in television and film production. Practical experience with script breakdowns, scheduling and budgets will provide the student with an understanding of the various aspects of production and how the development and structure of the script can affect the production's outcome. May be taught concurrently with MED 462. Cannot receive credit for both MED 682 and MED 462. 3(3-0) F

MED 683 Advanced Television Production

Prerequisite: MED 383. Principles, skills, and techniques involved in advanced television production. Practical experience in writing, producing, directing and editing non-fiction television content for a video-magazine, news show, and/or promotions. May be taught concurrently with MED 583. Cannot receive credit for both MED 683 and MED 583. 3(2-2) D

MED 695 Media Internship

Prerequisite: permission of instructor. Work experience with a professional media organization. The student will be provided an educational opportunity not available through classroom experience. The instructor must approve all necessary paperwork before the student may begin the internship. May be repeated to a total of 6 hours. May be taught concurrently with MED 595. Cannot receive credit for both MED 595 and MED 695. 1-6 F,S

MED 697 Advanced Studies in Media

Prerequisite: permission of instructor. In-depth examination of a special topic in media. Variable content course. May be repeated to a total of 6 hours. May be taught concurrently with MED 597. Cannot receive credit for both MED 597 and MED 697. 3(3-0), D

MED 704 Theory and Research in Mass Communication

Survey of theories, models and research in mass communication. Topics include propaganda, attitude change, agenda setting and media effects research. 3(3-0) S

Department of English

Siceluff Hall, Room 215, Phone: (417) 836-5107, Fax: (417) 836-4226
Email: English@MissouriState.edu
Website: <http://www.missouristate.edu/English>
Department Head: W. D. Blackmon

Faculty

Distinguished Professor: Joel D. Chaston

Professor: James S. Baumlin, Mary French Baumlin, Christina M. Biava, W. D. Blackmon, Marcus Cafagna, Michael E. Ellis, Jane Hoogestraat, Judith A. John, Etta M. Madden, Yili Shi, Jean Stringam, Kristene S. Sutliff, Margaret E. Weaver

Associate Professor: Lanette Cadle, Matthew Calihman, Keri Franklin, Lyn F. Gattis, Rachel Gholson, Marianthe Karanikas, Linda Trinh Moser, Shannon R. Wooden

Assistant Professor: Lanya Lamouria

Senior Instructor: Richard Neumann, Michael A. Stowe, John R. Turner

Emeritus Professor: Robert D. Beckett, Phyllis Bixler, Michael D. Burns, Clark J. Closser, Carter M. Cramer, Donald R. Holliday, Mark Trevor Smith, Myron L. Taylor

Mission Statement

The MA in English seeks to impart advanced skills in writing, critical reading, and the analysis of language, as well as a broad, general knowledge of literature. Varying with students' interests, the MA prepares graduates for doctoral study and for careers in writing, teaching, and other professions.

Programs

Master of Arts, English

Matthew Calihman, Graduate Director

Siceluff Hall, Room 3 Phone 836-4266
MatthewCalihman@missouristate.edu

Mission

The MA in English seeks to impart advanced skills in writing, critical reading, and the analysis of language, as well as a broad, general knowledge of literature. Varying with students' interests, the MA prepares graduates for doctoral study and for careers in writing, teaching, and other professions.

Program Description

Students complete a core of 18 hours and specialize in one of three tracks: (1) literature, (2) creative writing, or (3) TESOL.

Admission Requirements

Due Dates: For students applying for Summer and Fall semester, priority consideration will be given to applications received by March 1; for Spring, by October 1.

Admission to the program is based on the following components and Application Requirements/Deadlines:

1. A bachelor's degree in English or similar course work*;
2. A minimum GPA of 3.00 overall and a minimum 3.00 in English course work beyond the freshman year;
3. Graduate Record Examination General scores (verbal, quantitative, analytical);
4. The following materials must be received in the English Department:
5. A Personal Statement (a 200- to 250-word description of the reasons and goals behind your interest in English graduate studies);
6. At least two letters of recommendation from individuals able to speak of the applicant's academic achievements and potential;
7. A writing sample (a 10-15 page critical paper in English). Students interested in the creative writing track may submit a creative writing sample (for example, 5-10 poems, a short story, or 10-20 pages from a novel);
8. Graduate Assistantship Application if the prospective student would like to be considered for this award.

Applicants will be notified by mail once their application is complete. Students who do not meet 1 and 2, above, but show high promise, may be admitted conditionally. As conditions of admission, they may be required to take extra courses to make up deficiencies (including weaknesses in writing) or they may have other requirements stipulated.

*For students interested in the TESOL track, course work in language and linguistics will be considered in lieu of literature courses).

Core Requirements (18 hours)

All students in the MA program in English must complete the following 18-hour core:

- 3 hours - ENG 700 Introduction to Rsrch Methods in English
- 3 hours - Early English Literature (ENG 613, 615, 641, 643, 698, 744)
- 3 hours - Linguistics (ENG 688, 689, 690, 691, 695, 698, 792, 793)
- 3 hours - Seminar (ENG 710, 711, 712, 720, 721, 725, 735, 744, 748, 757, 758, 780, 785, 786, 793)
- 6 hours - Theory Component (ENG 627, 628, 687, 688, 689, 690, 691, 695, 720, 721, 725, 781, 785, 786, 792, 793)
- **18 hours - Total**

Additional Degree Requirements (minimum of 14 hours)

1. **Track Options & Requirements.** The different tracks described below outline a minimum of 14 additional hours of graduate-level course work. Students should choose electives with an awareness that at least half the credit hours applied toward the 32-hour minimum must be in courses numbered 700 or above. The student must choose a program track before filing a Program of Study.
2. **Language Proficiency.** The language requirement may be met through one of the following options: (a) completion of 12 hours of undergraduate course work in a foreign language with at least a "C" average; (b) completion of the second intermediate foreign language college course with a grade of "C" or higher; (c) passing a reading competency test equivalent to the level of the second intermediate foreign language college course administered by the Department of Modern and Classical Languages; or with advisor's permission; (d) completion of 6 additional hours in graduate-level linguistics courses (raising the student's degree minimum for 38 hours). A student whose native language is not English will be considered to have met the language requirement.
3. **Research Requirement.** The MA in English requires either a thesis or two degree papers.
Thesis: The research requirement may be satisfied by completing a satisfactory thesis. Credit for the thesis (ENG 799), up to 6 hours, may apply to the minimum 32 hours required for the degree. The thesis will ordinarily involve research on an original subject or an original approach to a subject. When appropriate, the thesis may be a creative work.
Degree Papers: The research requirement may be satisfied by completing two degree papers, deriving from two different 700-level courses. They may be critical, interpretive, or investigative studies of an original topic or an original treatment of a subject, based on primary sources. When appropriate, they may be creative work.
4. **Colloquia.** Students are expected to attend and participate in academic and professional activities. These may be scheduled by the department or may include university and community events (scholarly conferences, professional workshops, lectures, and presentations).
5. **Comprehensive Examination.** The graduate student in English takes the comprehensive examination during the last semester of course work or later.

The comprehensive examination for the MA in English is based on reading lists that reflect the student's particular degree emphasis. Each student will prepare for two examination areas, and write two, two-hour essays. Students should begin preparing for the examination early in their graduate studies.

Creative Writing Track

In addition to the core and degree requirements listed above, students choosing the graduate track in creative writing must complete the following courses:

- 6 Hours - Advanced writing (ENG 601, 604, 606, 607, 708)
- 2-3 Hours - Electives in literature, linguistics, theory, writing
- 6 Hours - ENG 799 Thesis (or ENG 708)
- ENG 708 is not advised for students who plan on completing a thesis.

Literature Track

In addition to the core and degree requirements listed above, students choosing the graduate track in literature must complete the following courses:

- 8-9 Hours - Electives in literature, linguistics, theory, writing
- 6 Hours - ENG 799 Thesis (or alternative 700-level course work and two degree papers)

TESOL Track

Students choosing the graduate track in TESOL (Teaching English to Speakers of Other Languages) must satisfy the following course work as part of their core requirements: ENG 688, 691, 695, 793. In addition to the core and degree requirements listed above, these students must also complete the following courses:

- 9 Hours - Courses in linguistics and TESOL
 - ENG 696
 - ENG 792
 - 1 from ENG 605 or ENG 690 or ENG 689
- 6 Hours - ENG 799 Thesis (or alternative 700-level course work and two degree papers)

For detailed descriptions of the TESOL program and the Missouri State TESOL certification requirements, see "Opportunities in TESOL" later under the Department of English information. Students may also consult with the Coordinator of the TESOL program, Dr. Christina Biava.

Master of Arts, Writing

Linda Trinh Moser, Graduate Director
Siceluff Hall, Room 345, Phone (417) 836-6606
LMoser@missouristate.edu

Mission

The MA in Writing pursues several objectives: to develop research methods used to study the teaching of writing or the practice of writing in business and industry; to improve students' professional writing skills; to train effective writing teachers and effective professional writers; to collaborate with area schools, businesses, and industry on issues related to written communication and literacy.

Program Description

The 32-hour program includes a core of 18 hours and one of two tracks: (1) rhetoric and composition or (2) technical and professional writing.

Technical and Professional Writing Track

The graduate track in technical and professional writing offers two options: an academic option, designed for students who plan to teach and/or pursue a Ph.D., and a professional option, designed for students who plan a career in writing.

Academic Option. In addition to the core and degree requirements listed above, students choosing the academic option must complete the following courses:

- 3 Hours - Either ENG 771 Professional Writing OR ENG 775 Designing Technical Documents
- 3 Hours - ENG 770 Teaching of Tech. & Prof. Writing
- 6 Hours - ENG 799 Thesis
- 2-3 Hours - Elective in English or an approved cognate area

Professional Option. In addition to the core and degree requirements listed above, students choosing the professional option must complete the following courses:

- 3 Hours - ENG 771 Professional Writing
- 3 Hours - ENG 775 Designing Technical Documents
- 3 Hours - ENG 694 Technical Writing Internship
- 5-6 Hours - ENG 799 Thesis (or electives below)

Electives in English or an approved cognate area.

Rhetoric and Composition Track

In addition to the core and degree requirements listed above, students choosing the graduate track in rhetoric and composition must complete the following courses:

- 3 Hours - ENG 627 History of Rhetoric
- 3 Hours - ENG 720 Seminar: Composition Theory
- 3 Hours - ENG 721 Theory of Basic Writing
- 5-6 Hours - ENG 799 Thesis (or electives below)

Electives in rhetorical theory, composition theory and pedagogy, linguistics/ TESOL, technical/ professional writing, creative writing, literature, critical theory.

Additional Degree Requirements

(A minimum of 14 hours)

1. **Track Options and Requirements.** The tracks described below outline a minimum of 14 additional hours of graduate-level course requirements and electives. Students should choose electives with an awareness that at least half the credit hours applied toward the 32-hour minimum must be in courses numbered 700 or above. The student must choose a program track before filing a Program of Study.
2. **Language Proficiency.** The language requirement may be met through a number of options: (a) completion of 12 hours of undergraduate course work in a foreign language with at least a "C" average; (b) completion of a second intermediate college course with a grade of "C" or higher; (c) passing a reading competency test administered by the Department of Modern and Classical Languages; (d) completion of 6 additional hours in graduate-level linguistics courses (raising the student's degree minimum to 38 hours); (e) demonstrating proficiency in computer languages (12 hours minimum of undergraduate course work with at least a "C" average). A student whose native language is not English will be considered to have met the language requirement.
3. **Research Requirement.** Refer to the different graduate tracks (described below) for their specific research requirements. Unless ENG 799 is specified, students may satisfy the research requirement either by a thesis or by two degree papers deriving from two different 700-level courses.
4. **Colloquia.** Students are expected to attend and participate in academic and professional activities. These may be scheduled by the department or may include university and community events (scholarly conferences, professional workshops, lectures, and presentations).
5. **Comprehensive Examination.** The graduate student in writing takes the comprehensive examination during the last semester of course work or later. The comprehensive examination for the MA in Writing is administered in two parts: written and oral. During the written examination the student answers two questions in two 90-minute sessions. The student will

choose one question from those that cover core requirements and one question from courses required in the track. A student must pass both written essays in order to pass the written examination. During the oral examination, the student will respond to questions related to his or her portfolio (see below).

6. **Writing Portfolio.** All candidates for the MA in Writing must submit a portfolio of writing projects (which may include thesis) developed during their study. This portfolio will be evaluated and discussed as part of the oral component of the student's comprehensive examination.

Core Requirements (18 hours)

All students in the MA program in Writing must complete the following 18-hour core:

- 3 Hours - ENG 700 Introduction to Rsch Methods in English
- 3 Hours - ENG 604 Advanced Writing: Non-Fiction
- 3 Hours - ENG 628 Modern Rhetorical Theory
- 3 Hours - ENG 725 Seminar: Composition and Rhetoric
- 3 Hours - A graduate-level linguistics course
- 3 Hours - A graduate-level literature course
- **Total 18 Hours**

Admission Requirements

Due Dates: For students applying for Summer and Fall semester, priority consideration will be given to applications received by March 1; for Spring, by October 1.

Admission to the program is based on the following components and Application Requirements/Deadlines:

1. A bachelor's degree with extensive preparation in English (the course work equivalent of an English minor);
2. A minimum GPA of 3.00 overall;
3. Graduate Record Examination General scores (verbal, quantitative, analytical);
4. A completed Missouri State University Application for Graduate Admission; and
5. The following materials must be received in the English Department:
 - a. Personal Statement (a 200- to 250- word description of the reasons and goals behind your interest in English graduate studies);
 - b. At least two letters of recommendation from individuals able to speak of the applicant's academic achievements and potential;
 - c. A writing sample (a 10-15 page critical paper in English or portfolio of writing samples);
 - d. Graduate Assistantship application if the prospective student would like to be considered for this award.

Applicants will be notified by mail once their application is complete. Students who do not meet 1 and 2, above, but show high promise, may be admitted conditionally. As conditions of admission, they may be required to take extra courses or make up deficiencies (including weaknesses in writing) or they may have other requirements stipulated.

Master of Science in Education, Secondary Education: English Area of Emphasis

Contact Dr. Keri Franklin or Dr. Linda Trinh Moser and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Undergraduate Prerequisites

The applicant must be certified or certifiable in English in the state of Missouri upon completion of the minimum 15 hours in English. Before beginning the MEd (English) program, the applicant should have completed (and attained a minimum 3.00 GPA in) at least one composition course beyond freshman level, one course in the English language, and 12 hours of survey or period courses in British and American literature.

Program Requirements in English

(15-21 hours of graduate course work)

1. **ENG 629 Composition (3 hrs).** Students who have used ENG 520/629 as part of their undergraduate degree course work will substitute another course approved by the Graduate Director or English Education advisor.
2. **ENG 613 Shakespeare (3 hrs)** or another single-author course. Undergraduate course work may **not** be applied.
3. **One course in a literary genre (3 hrs)** such as fiction, poetry, or drama.
4. **English Electives (6-12 hrs)** chosen with a student's advisor. Including at least 3 hours of 700-level course work, students must complete a minimum of 15 total hours in English graduate courses. With permission of the advisor, a student may apply 3-6 additional hours in English electives (21 total) to the 33 hour degree minimum.
5. **Research Requirement.** Candidates for the MEd (English) may satisfy their research requirement by completion of either a thesis or a degree paper. The subject of their research may derive from course work in education or English, and, when appropriate, may feature creative work.
6. **Comprehensive Examination.** This exam is taken the semester course work is completed, or later. The examination is based on reading lists that reflect English and education content areas. Each student will prepare for two examination areas, writing two one-hour essays. Students should begin preparing for the examination early in their graduate studies.

Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL)

Christina Biava, Certificate Advisor

Sicefull Hall, Room 207; Phone (417) 836-5867

Program Description

The Graduate Certificate in TESOL provides a 15-hour graduate-level experience for people who already hold a bachelor's degree (or higher) in some area and who are interested in teaching English to adults, either abroad or in the U.S. The program includes courses in theoretical linguistics as well as in pedagogical concerns. (The certificate is not to be confused with the Missouri teaching certificate in ESOL, K-12. For information about that program, see the TESOL Certification Option below or contact the certificate advisor).

Admission Criteria

To be considered for the program, a student must have a bachelor's degree from a regionally accredited college or university, with at least a 3.00 undergraduate grade point average and no grade lower than a "B" in any graduate courses (if any have been taken). The student must apply and be admitted to the Graduate College; admission to the certificate program does not constitute admission to any other Missouri State University graduate program. Students who are already graduate students at MSU may apply to the certificate program as well (except for students in the M.A. in English with an emphasis in TESOL program).

Required Courses (15 Hours Total)

Course	Hours
*ENG 691 Linguistic Theory	3 hrs
ENG 688 Sociolinguistics for Language Tchng	3 hrs
ENG 695 Principles of Second Language Acquisition	3 hrs

* If a student has already taken an introduction to linguistics at the undergraduate level, he/she may, with the approval of the certificate advisor, substitute a different course for ENG 691 from the list of elective courses below, or another graduate course in linguistics with the consent of the certificate advisor.

2 courses from:

Course	Hours
ENG 605 Methods in TESOL	3 hrs
ENG 690 Grammatical Analysis	3 hrs
ENG 696 Materials & Assessment in TESOL	3 hrs

Transferred Course Work

Students may transfer one course taken from a different regionally-accredited institution into the certificate program, with the approval of the certificate advisor and following MSU's policy on transfer credit. (See the Graduate College section on Transfer Credit for these policies).

Double Counting Courses

Students may not count the same course more than once within the certificate program itself. Students may count toward the graduate certificate in TESOL any of the courses listed above that have been taken as part of the M.A. in English or the M.A. in Writing. Double counting in other programs may be allowed with the consent of the certificate advisor and the student's major advisor.

Completion Requirements

Courses must be completed with a 3.00 GPA for successful completion of certificate.

Opportunities in TESOL

Specialists in TESOL (Teaching English to Speakers of Other Languages) teach English (speaking, listening, reading, writing) to people who do not speak English as their first language. They may teach children of immigrants or refugees or non-permanent residents, or children who speak different languages (such as Spanish, Vietnamese, Navaho) at home or in the community. They may also teach adults in universities, community colleges, or various literacy programs. Some may teach overseas in schools, businesses, or other settings such as the Peace Corps. A TESOL specialist has an interest in foreign languages, in language structure, in teaching, and in working with people from other cultures.

Graduate students in English may emphasize TESOL course work in their MA program without necessarily seeking certification; some may seek Missouri state K-12 TESOL certification as described below.

TESOL Certification Option

A student can be certified in TESOL by meeting the following requirements:

1. Completing a bachelor's degree;
2. Holding a Missouri teaching certificate in any other area (e.g. elementary education, secondary English);
3. Completing the following professional education requirements (may be taken as part of bachelor's degree): RDG 474 or RDG 710; and SPE 310, SPE 340 or SPE 710;
4. Completing the TESOL certification requirements outlined below. It is recommended, though not required, that the student have course work in a foreign language or have a foreign cultural experience.

Certification Requirements (21 hours)

Course Code	Course title	Credits
ENG 296 ENG 691	Introduction to Linguistics OR Linguistic Theory	3 hrs

ENG 688	Sociolinguistics for Language Teaching	3 hrs
ENG 695	Prin. of Second Lang. Acquisition	3 hrs
ENG 696	Materials and Assessment in TESOL	3 hrs
ENG 605	Methods in TESOL	3 hrs
ENG 697	TESOL Practicum	3 hrs
	Electives in English, education, or other cognate areas	3 hrs

NOTE: Students must earn a "C" or higher in all courses counting toward state certification.

Certificate in Ozarks Studies

Kristene Sutliff, Certificate Advisor

Siceluff Hall, Room 215A; Phone (417) 836-4804

KrisSutliff@MissouriState.edu

Program Description

The interdisciplinary certificate in Ozarks Studies provides a 15-hour graduate-level experience in the diverse social, environmental, and cultural features of the Ozarks region. The certificate is designed to meet the needs of individuals who wish to advance their careers or to continue a life of learning about the region.

Admission Criteria

A student must be admitted to the Graduate College and have all course work approved by the Program Director.

Required Courses (15 hours total)

Note: All courses taken for the Certificate in Ozarks Studies require work focusing on the Ozarks.

Course Code	Course Title	Credits
HST 796	Readings in History	1-3 hrs
GRY 697	Special Topics in Geography	1-5 hrs
ENG 683	Themes in Folkloristics	3 hrs

Plus a minimum of 3 hours taken from:

Course Code	Course Title	Credits
GRY 696	Topical Issues in Education	1-5 hrs
GRY 610	Tourism & Sustainability	3 hrs
PLN 674	Open Spaces & Recreation Planning	3 hrs

Plus a minimum of 3 hours taken from:

Course Code	Course Title	Credits
ANT 696	Directed Readings in Anthropology	1-3 hrs
SOC 679	Directed Readings in Sociology	1-3 hrs
SOC 785	Community Change	3 hrs
SOC 790	Religion in Society	3 hrs

Completion Requirements

During the semester preceding completion of the certificate, student must submit for review a portfolio containing 2 (two) copies of all Ozarks focused assignments completed for the certificate. Portfolios will be given a "pass," "request for further information", or "fail" by the Ozarks Studies Committee. Courses must be completed with a 3.00 GPA.

Graduate Teaching Assistantships

Teaching assistantships in English are awarded competitively to students accepted into any of the department's graduate programs. Students interested in such assistantships are encouraged to complete their applications for admission by March 1. In addition, students should submit to the Graduate Director by March 10: an application form (available on the Graduate College website); two letters of recommendation; GRE scores; and a 2-page personal statement and/or brief critical essay.

English Courses

ENG 601 Advanced Writing: Fiction

Group discussion and criticism. Individual writing projects. May be repeated to a total of 6 hours. May be taught concurrently with ENG 501. Cannot receive credit for both ENG 501 and ENG 601. 3(3-0) F

ENG 604 Advanced Writing: Non-Fiction

Group discussion and criticism. Individual writing projects. May be organized around one or more of the following non-fiction genres: personal essay, journalism and magazine writing, stylistics, scholarly writing, technical and scientific writing. May be repeated for a total of 6 hours. May be taught concurrently with ENG 500. Cannot receive credit for both ENG 500 and ENG 604.

3(3-0) F,S

ENG 605 Methods in Teaching English to Speakers of Other Languages (TESOL)

Contemporary approaches to teaching grammar, reading, writing, listening, and speaking for students who are learning English as a second language. Includes material design, development, and evaluation; student assessment; integration of all components into a unified TESOL curriculum. May be taught concurrently with ENG 505. Cannot receive credit for both ENG 505 and ENG 605. 3(3-0) S

ENG 606 Advanced Writing: Drama

Group discussion and criticism. Individual writing projects. May be repeated to a total of 6 hours. May be taught concurrently with ENG 506. Cannot receive credit for both ENG 506 and ENG 606. 3(3-0) S

ENG 607 Advanced Writing: Poetry

Group discussion and criticism. Individual writing projects. May be repeated to a total of 6 hours. May be taught concurrently with ENG 503. Cannot receive credit for both ENG 503 and ENG 607. 3(3-0) F

ENG 609 Creative Writing Project

Directed development of a substantial work of poetry, fiction, or non-critical prose, prepared for publication. May be taught concurrently with ENG 508. Cannot receive credit for both ENG 508 and ENG 609. 3(3-0) F,S

ENG 613 Shakespeare

Selected plays and poems of Shakespeare, representative criticism, and Shakespeare's theatre and milieu. May be taught concurrently with ENG 513. Cannot receive credit for both ENG 513 and ENG 613. 3(3-0) F

ENG 614 British Drama

Representative British plays from pre-Renaissance times to present, including such authors as Marlowe, Congreve, Wilde, and Shaw. May be taught concurrently with ENG 514. Cannot receive credit for both ENG 514 and ENG 614. 3(3-0) S

ENG 615 Chaucer

The Canterbury Tales and other works by Chaucer; social, historical, literary, and linguistic background of late Middle Ages. May be taught concurrently with ENG 510. Cannot receive credit for both ENG 510 and ENG 615. 3(3-0) F

ENG 616 Mark Twain

Twain's life and work (selected novels, short pieces, travelogues, autobiography, and criticism) studied as pivotal between an old and new America. May be taught concurrently with ENG 516. Cannot receive credit for both ENG 516 and ENG 616. 3(3-0) S

ENG 617 The American Novel

Works by major figures in the development of the American Novel, such as Twain, James, Howells, Dreiser, Lewis, Hemingway, Faulkner, and Warren; major criticism of the genre. May be taught concurrently with ENG 517. Cannot receive credit for both ENG 517 and ENG 617. 3(3-0) S

ENG 618 The British Novel

Works by major figures in the development of the British novel, such as Fielding, Austen, Dickens, George Eliot, Hardy, Lawrence, and Woolf; major criticism of the genre. May be taught concurrently with ENG 512. Cannot receive credit for both ENG 512 and ENG 618. 3(3-0) F

ENG 619 American Drama

Development of American Drama to the present; emphasis on 20th century, including such authors as O'Neill, Wilder, Hellman, Williams, Miller, and Albee; major criticism of the genre. May be taught concurrently with ENG 519. Cannot receive credit for both ENG 519 and ENG 619. 3(3-0) F

ENG 623 Writing Center Theory and Practice

Collaborative workshop designed to prepare individuals for teaching one-to-one in a writing center environment. May be taught concurrently with ENG 523. Cannot receive credit for both ENG 523 and ENG 623. 3(3-0) S

ENG 627 History of Rhetoric

Study of historical trends important to the development of written discourse and writing instruction. Survey of theory from classical antiquity through the nineteenth century. May be taught concurrently with ENG 525. Cannot receive credit for both ENG 525 and ENG 627. 3(3-0) S

ENG 628 Modern Rhetorical Theory

A continuation of ENG 627. Study of twentieth-century rhetorical theory and its applications in literary criticism, literacy, technical writing, and/or composition. May be taught concurrently with ENG 526. Cannot receive credit for both ENG 526 and ENG 628. 3(3-0) S

ENG 629 Composition and Rhetoric in High School and Junior College

Prerequisite: Teacher Certification students must be admitted to the teacher education program. A survey of current writing and evaluation practices. Training in the teaching and evaluating of oral and written composition. The student will have an opportunity to examine methods currently taught in area high schools. May be taught concurrently with ENG 520. Cannot receive credit for both ENG 629 and ENG 520. 3(3-0), F,S

ENG 631 Writing for Elementary and Middle School Teachers

A course intended to develop the writing skills of prospective elementary and middle school teachers and to explore the means by which writing of elementary and middle school children can be encouraged, developed, and evaluated. May be taught concurrently with ENG 521. Cannot receive credit for both ENG 521 and ENG 631. 3(3-0) F

ENG 633 Studies in Childrens Literature

A study of significant themes (such as gender, ethnicity, or childhood) or genres (such as children's poetry, the picture book, and the literary folktale and historical fiction) in literature for the young. May be repeated when content varies. May be taught concurrently with ENG 533. Cannot receive credit for both ENG 533 and ENG 633. 3(3-0) D

ENG 634 Historical Perspectives in Childrens Literature

Study of one or more periods in the historical development of children's literature, such as the Golden Age of children's classics, twentieth-century British children's literature, and the novels for children since 1950. May be repeated when content varies. May be taught concurrently with ENG 534. Cannot receive credit for both ENG 534 and ENG 634. 3(3-0) D

ENG 636 Young Adult Novel

Study of various kinds of novels written for young people; includes historical perspectives; emphasizes developments since the "New Realism" of the 1960s. May be taught concurrently with ENG 536. Cannot receive credit for both ENG 536 and ENG 636. 3(3-0) S

ENG 639 Advanced Writing for Children and Young Adults

Group discussion and criticism. Individual writing projects. May be taught concurrently with ENG 539. Cannot receive credit for both ENG 539 and ENG 639. 3(3-0) S

ENG 641 Renaissance Literature

Sidney, Spenser, Donne, Milton, and other major non-dramatic writers; literary developments, 1500-1660. May be taught concurrently with ENG 541. Cannot receive credit for both ENG 541 and ENG 641. 3(3-0) S

ENG 642 British Romantic Literature

Blake, Wollstonecraft, Dorothy Wordsworth, William Wordsworth, Coleridge, Byron, Mary Shelley, Percy Bysshe Shelley, Keats; cultural backgrounds and literary developments, 1798-1837. May be taught concurrently with ENG 544. Cannot receive credit for both ENG 544 and ENG 642. 3(3-0) F

ENG 643 Restoration and 18th Century Literature

Dryden, Swift, Pope, Johnson, and other significant writers; literary developments, 1660-1798. May be taught concurrently with ENG 543. Cannot receive credit for both ENG 543 and ENG 643. 3(3-0) S

ENG 645 Modern British Literature

Significant works from several genres by authors such as Conrad, Yeats, Greene, Lessing, and Stoppard; literary developments, 1901-present. May be taught concurrently with ENG 547. Cannot receive credit for both ENG 547 and ENG 645. 3(3-0) S

ENG 646 Victorian Literature

Tennyson, Browning, the Rossettis, Hardy, and other British Victorian writers; literary developments, 1837-1901. May be taught concurrently with ENG 546. Cannot receive credit for both ENG 546 and ENG 646. 3(3-0) F

ENG 649 Major British Authors

Study of several major works by one or two British writers, such as Marlowe and Jonson, Johnson and Boswell, George Eliot and Hardy, Yeats and T.S. Eliot, Amis and Larkin; the intellectual milieu of their works. May be taught concurrently with ENG 548. Cannot receive credit for both ENG 548 and ENG 649. 3(3-0) F

ENG 652 American Romantic Literature

Significant works from several genres by authors such as Cooper, Poe, Irving, Thoreau, Emerson, Hawthorne, Melville, and Whitman; literary developments to 1855. May be taught concurrently with ENG 553. Cannot receive credit for both ENG 553 and ENG 652. 3(3-0) S

ENG 656 American Realism

Significant works from several genres by authors such as Twain, Howells, James, Crane, and Frost; literary developments, 1855-1914. May be taught concurrently with ENG 557. Cannot receive credit for both ENG 557 and ENG 656. 3(3-0) S

ENG 659 Modern American Literature

Significant works from several genres by authors such as Fitzgerald, Hemingway, Lowell, Roethke, Bellow, and O'Connor; literary developments, 1914-present. May be taught concurrently with ENG 559. Cannot receive credit for both ENG 559 and ENG 659. 3(3-0) F

ENG 661 Major American Authors

Study of several major works by one or two writers, such as Emerson and Thoreau, Frost and Dickinson, Sexton and Lowell; the intellectual milieu of their works. May be repeated when content varies. May be taught concurrently with ENG 558. Cannot receive credit for both ENG 558 and ENG 661. 3(3-0) F

ENG 662 Contemporary American Poetry/Fiction

A survey of contemporary American poetry or fiction, which encompasses a selection of significant authors and traces the history and development of various literary theories, schools and movements, from new Criticism through more recent trends in both narrative and lyric modes (poetry) and Post-Modern narrative techniques (fiction). May be taught concurrently with ENG 562. Cannot receive credit for both ENG 562 and ENG 662. 3(3-0) F,S

ENG 665 Literature and Language Workshop

Prerequisite: permission of the Director of Graduate Studies in English. Variable topics related to the use of writing and story especially in the classroom. Number of class hours determined by length of workshop. May be repeated for a total of 6 credit hours. May be taught concurrently with ENG 565. Cannot receive credit for both ENG 665 and ENG 565. 1-3 Su

ENG 668 Major World Authors

Study of several major works by one or two writers, such as Aristophanes and Sophocles; Ibsen and Strindberg; the intellectual milieu of their works. May be repeated when content varies. May be taught concurrently with ENG 568. Cannot receive credit for both ENG 568 and ENG 668. 3(3-0) F

ENG 678 Writing in the Health Professions

Rhetorical analysis and production of a broad range of document genres, including public health campaigns, grant proposals, medical reports, and patient information materials. Students research and present their findings on current issues in the field. Emphasis on audience analysis, document design principles, and ethical considerations. May be taught concurrently with ENG 570. Cannot receive credit for both ENG 570 and ENG 678. 3(3-0) S

ENG 679 Writing for the Web

Explores the professional writer's role in creating web pages and sites designed to deliver information. Topics include planning, user analysis, organization, structure, presentation, content development, writing style, and accessibility accommodation. May be taught concurrently with ENG 573. Cannot receive credit for both ENG 573 and ENG 679. 3(3-0) F

ENG 682 Gender Issues in Language and Literature

Consideration of gender issues from the standpoint of literary history, genre, composition/rhetoric, linguistics, or feminist theory. May be repeated to a total of 6 hours if topic is different. May be taught concurrently with ENG 580. Cannot receive credit for both ENG 580 and ENG 682. 3(3-0) F,S

ENG 683 Themes in Folkloristics

A topical course investigating the relationship of folklore and daily life through reading and examination of the field and its genres as a global discipline. Consideration of lived-environments such as occupational, educational, and popular culture settings or themes. May be repeated to a total of 9 hours if topic is different. May be taught concurrently with ENG 583. Cannot receive credit for both ENG 583 and ENG 683. 3(3-0) F,S

ENG 684 Topics in Professional Writing

Covers a single topic within the field of professional writing. The subject will vary according to student demand and faculty availability. Examples include writing for the legal profession, writing proposals, regulatory writing, developing training materials, and ethics in professional writing. May be repeated to a total of 6 hours when the topic varies. Variable content course. May be taught concurrently with ENG 575. Cannot receive credit for both ENG 575 and ENG 684. 3(3-0) D

ENG 687 History of Literary Criticism

A survey of the theories of literary critics, such as Sidney, Pope, Coleridge, Eliot, Brooks, Barthes, Eagleton, Kristeva, and Derrida. May be taught concurrently with ENG 585. Cannot receive credit for both ENG 585 and ENG 687. 3(3-0) F

ENG 688 Sociolinguistics for Language Teaching

Various sociolinguistic topics, with an emphasis on those relevant for language teaching, such as language attitudes; standard languages; literacy; language variation; multilingualism; language planning and policy; and language maintenance and loss. May be taught concurrently with ENG 592. Cannot receive credit for both ENG 592 and ENG 688. 3(3-0) F

ENG 689 Studies in Linguistics

Topics in linguistics including history of linguistics, language acquisition, or transformational grammars. May be repeated to a total of 9 hours if topic is different. May be taught concurrently with ENG 593. Cannot receive credit for both ENG 593 and ENG 689. 3(3-0) F

ENG 690 Grammatical Analysis

Advanced study of English morphology and syntax using a variety of current approaches, including phrase-structure, transformational, discourse-based, and semantic-based grammars. May be taught concurrently with ENG 590. Cannot receive credit for both ENG 590 and ENG 690. 3(3-0) S

ENG 691 Linguistic Theory

A specialized survey of linguistics intended for graduate and advanced undergraduate students. Areas covered include, but are not limited to, phonology, morphology, syntax, semantics, discourse, pragmatics, language change, and language variation. Students cannot receive credit for both ENG 296 and ENG 691. May be taught concurrently with ENG 591. Cannot receive credit for both ENG 591 and ENG 691. 3(3-0) F

ENG 694 Technical Writing Internship

Projects in technical writing, combining academic training and supervised work experience in business, industry, government, academia, or nonprofit organizations. Students are required to work a minimum of 135 hours. May be taught concurrently with ENG 574. Cannot receive credit for both ENG 574 and ENG 694. 3(3-0) F,S

ENG 695 Principles of Second Language Acquisition

The processes of both first and second language acquisition, with an emphasis on Teaching English to Speakers of Other Languages (TESOL) and bilingualism. Includes the theory behind and history of TESOL methodologies, as well as contemporary theoretical issues in TESOL. May be taught concurrently with ENG 595. Cannot receive credit for both ENG 595 and ENG 695. 3(3-0) F

ENG 696 Materials and Assessment in Teaching English to Speakers of Other Languages (TESOL)

Practical and theoretical perspectives in specific areas in TESOL, including speaking, grammar, composition, and critical reading. Consideration of material design and student assessment. May be taught concurrently with ENG 596. Cannot receive credit for both ENG 596 and ENG 696. 3(3-0) S

ENG 697 Practicum in Teaching English to Speakers of Other Languages (TESOL)

Application of coursework in TESOL with individualized experience based on students' needs and background, especially in

composition, grammar, and pronunciation. May be taught concurrently with ENG 597. Cannot receive credit for both ENG 597 and ENG 697. 1-3 F,S

ENG 698 Early English Language and Literature

Special topics in Old and Middle English language and literature, including an understanding of the linguistic structure of early English, experience in working with a variety of medieval English texts, and application of various linguistic and literary theories to the study of Old and Middle English writing. May be repeated to 6 hours if topic is different. Will not count toward any teacher certification requirement. May be taught concurrently with ENG 598. Cannot receive credit for both ENG 598 and ENG 698. 3(3-0) F

ENG 700 Introduction to Research Methods in English

Provides an introduction to research methods and writing within the broadly defined discipline of English Studies. It focuses on ways of developing research problems and questions, designing studies, and conducting, reading and evaluating research. Students will also learn to present their research in verbal and written formats including the abstract, proposal, conference presentation, and publishable essay. 3(3-0), F,S

ENG 702 Service Learning in English II

Prerequisite: concurrent enrollment in an English Department course designated as a service-learning offering. This service component for an existing course incorporates community service with classroom instruction. It provides an integrated learning experience, addressing the practice of citizenship and promoting an awareness of and participation in public affairs. It includes a minimum of 40 hours of service that benefits an external community organization or public-service provider. Approved service placements and assignments will vary depending on the course topic. May be taken once for credit. 1 F,S

ENG 703 Practicum in Teaching Composition

Writing, evaluation of student essays, discussion of current theory and practice in teaching college composition. Credit from this course will not count toward the MA in English or the MS in Ed (ENG) degrees. Required of graduate teaching assistants their first two semesters of appointment. May be repeated up to 6 hours. 1-3, F,S

ENG 708 Creative Writing Project II

Prerequisite: permission of instructor. Directed development of a substantial work of poetry, fiction, or non-critical prose. This work may be submitted as a degree paper in partial fulfillment of the research requirement in English. 3(3-0), S

ENG 710 Seminar: Fiction

Significant genres, authors, and developments in prose fiction. May be repeated to a total of 9 hours if topic is different. 3(3-0), F,S

ENG 711 Seminar: Poetry

Significant genres, authors, and developments in poetry. May be repeated to a total of 9 hours if topic is different. 3(3-0), F,S

ENG 712 Seminar: Drama

Detailed study of selected plays and dramatists. May be repeated to a total of 9 hours if topic is different. 3(3-0), S

ENG 720 Seminar: Composition Theory

Detailed study of contemporary composition theory in university freshman writing. Open to all graduate students. Graduate teaching assistants must take ENG 720 during their first year of appointment, unless they have taken ENG 520 as undergraduates. 3(3-0), F

ENG 721 Theory of Basic Writing

Study of issues, problems, and pedagogical strategies appropriate to teaching composition to students with limited English proficiency. 3(3-0), S

ENG 722 Literacy Theory and Composition

An introduction to literacy theory and its application to the teaching of composition. 3(3-0), F

ENG 725 Seminar: Composition and Rhetoric

Topics in the application of rhetorical theory to the teaching of writing. 3(3-0), S

ENG 726 Issues in Rhetorical/Professional Writing

Study of some aspect of rhetorical/professional writing not ordinarily offered in the curriculum. Students read, discuss, and write about selected books or other documents related to the field. May be repeated to a total of 9 hours if topic is different. Variable content course. 3(3-0), F

ENG 730 Ozarks Writing Project

Prerequisite: permission of instructor. An intensive course in the writing process and the writing curriculum, designed for experienced K-16 teachers across the disciplines using the National Writing Project model. Readings of current theory and research will be related to participants' experiences as writers and as teachers. May be repeated for up to six hours. 3(3-0), Su

ENG 735 Seminar: Childrens Literature

Detailed study of selected works, authors, or themes in children's/young adult literature. May be repeated to a total of 9 hours if topic is different. Variable content course. 3(3-0), F,S

ENG 744 Seminar: English Literature Before 1798

Detailed study of selected works, authors, or themes in English literature up to the Romantic Movement. May be repeated to a total of 9 hours if topic is different. 3(3-0), F,S

ENG 748 Seminar: English Literature After 1798

Detailed study of selected works, authors, or themes in English literature since 1798, including the Romantic Movement. May be repeated to a total of 9 hours if the topic is different. 3(3-0), F,S

ENG 757 Seminar: Early American Literature

Detailed study of selected works, authors, or themes in American Literature to 1900. May be repeated to a total of 9 hours if topic is different. 3(3-0), F,S

ENG 758 Seminar: 20th Century American Literature

Detailed study of selected works, authors, or themes in American Literature, 1900 to the present. May be repeated to a total of 9 hours if topic is different. 3(3-0), F,S

ENG 770 The Teaching of Technical and Professional Writing

Theory and practice of teaching college courses in technical and professional writing. Some consideration of in-service writing courses for business, science, industry, and government. 3(3-0), S

ENG 771 Professional Writing

Theory and practice of writing and analyzing documents in business, science, and industry. 3(3-0), F

ENG 773 Writing for the Computer Industry

Study and practice in developing user-centered computer system documentation. Topics include working with workplace and user communities to develop content; formatting, organizing, and designing information; and user analysis and testing. 3(3-0), S

ENG 774 Professional Writing Internship

Prerequisite: permission of instructor. Projects in technical and professional writing, combining academic training and supervised work experience in business and industry. Students are required to work a minimum of 150 hours. 3(3-0), F,S

ENG 775 Designing Technical Documents

Producing, analyzing, and adapting technical documents to meet the needs of diverse clients. 3(3-0), S

ENG 777 Scientific and Technical Editing

Current practices in editing and electronic publishing. Group and individual projects involving diverse fields, audiences, and formats; topics include copyediting, content editing, usability editing, author-editor relations, and the production process. 3(3-0), S

ENG 780 Seminar: Intellectual Backgrounds of Literature in English

Relation of basic intellectual and social ideas to the form, content, production/publication, and distribution of selected literary works or genres. May be repeated to a total of 9 hours if topic is different. 3(3-0), F,S

ENG 781 Rhetorical Criticism

Study of rhetorical and metalinguistic approaches to analyzing literature, with applications of theory to particular works. 3(3-0), S

ENG 785 Seminar: Critical Theories

Literary criticism, with emphasis upon modern, critical practice; application of theory to particular problems. May be repeated to a total of 9 hours if topic is different. 3(3-0), S

ENG 786 Seminar: Form and Theory of Poetry and Prose

Designed for creative writers. Detailed study of traditional literary forms in poetry, drama, or fiction and the new forms that have grown out of them. Discussion of interaction between structure and content. Variable Content Course. 3(3-0), F

ENG 792 Linguistics in Rhetoric and Composition

Applications of linguistic models to rhetorical theory and/or the teaching of composition. 3(3-0), S

ENG 793 Seminar: Linguistics

Topics in historical, theoretical, or applied linguistics. May be repeated to a total of 9 hours if topic is different. 3(3-0), F,S

ENG 799 Thesis

Prerequisite: permission of the Director of Graduate Studies in English. Independent research and study connected with preparation of thesis. 1-6, F,S

Department of Modern and Classical Languages

Siceluff Hall, Room 223, Phone: (417) 836-5122, Fax: (417) 836-7626
Email: jasonjolley@missouristate.edu
Website: <http://www.missouristate.edu/mcl>
Acting Department Head: Jason Jolley

Faculty

Professors: Edwin Carawan, Mary C. Harges, Joseph J. Hughes

Associate Professor: Jason R. Jolley, Judith E. Martin

No master's program is offered in the Modern and Classical Languages Department. However, the following courses may be taken for graduate credit by students admitted to graduate study at Missouri State University.

French Courses

FRN 625 Seminar in Francophone Literature

Selected topics in Francophone literature such as genre studies, period studies or concentration on one or more authors. Variable content course. May be repeated once with changed content. May be taught concurrently with FRN 525. Cannot receive credit for both FRN 525 and FRN 625. 3(3-0), D

FRN 635 Advanced French Composition and Conversation

A study of French grammar, style and modes of expression. Designed to further develop the mastery of written and spoken French. May be taught concurrently with FRN 535. Cannot receive credit for both FRN 535 and FRN 635. 3(3-0), D

German Courses

GRM 625 Seminar in German Literature

Selected topics in German literature such as genre studies, period studies or concentration on one or more authors. May be repeated once with changed content. Variable content course. May be taught concurrently with GRM 525. Cannot receive credit for both GRM 525 and GRM 625. 3(3-0), D

Greek Courses

GRK 603 Advanced Greek Translation

Advanced training in the skills of translating and explicating texts in classical and koine Greek. May be repeated to 9 hours if topic varies. Variable content course. May be taught concurrently with GRK 503. Cannot receive credit for both GRK 503 and GRK 603. 3(3-0), D

Language and Literature Courses

LLT 645 Seminar in Roman Culture

Selected topics in Roman culture or daily life such as Roman law, rhetoric, religion, historiography, family life, politics, etc. May be repeated once with changed content. Variable content course. May be taught concurrently with LLT 545. Cannot receive credit for both LLT 545 and LLT 645. 3(3-0), D

LLT 695 Special Topics in Classics

Selected topics in Classical Studies such as topography of Rome and Athens, Advanced Mythology, genre studies. May be repeated up to 6 hours with changed content. Variable content course. May be taught concurrently with LLT 595. Cannot receive credit for both LLT 595 and LLT 695. 1-6, D

LLT 696 Seminar in Hispanic Literature in Translation

Designed to acquaint the student with major authors and works in Hispanic literature offered in English translation. Topics may include special themes, historical and political developments, and cultural aspects of the works. Variable content course. May be repeated once with changed content. May be taught concurrently with LLT 596. Cannot receive credit for both LLT 596 and LLT 696. 3(3-0), D

Latin Courses

LTN 625 Seminar in Latin Literature

Selected topics in Latin literature such as genre studies, period studies, or concentration on one or more authors. May be repeated once with changed content. Variable content course. May be taught concurrently with LTN 525. Cannot receive credit for both LTN 525 and LTN 625. 3(3-0), D

Modern and Classical Languages Courses

MCL 610 Advanced Research in the Discipline

This course will focus on research sources and methods such as the use of bibliographical materials and literary investigation and interpretation in non-English languages. Emphasis will be on resources for teachers in developing individualized professional interests. 3(3-0), D

MCL 650 Advanced Study Abroad

Study in an area of the world where the target language is spoken. This may be taken through the Department's existing program or at any accredited institution. May be taught concurrently with MCL 550. Cannot receive credit for both MCL 550 and MCL 650. 3-6, D

MCL 697 Topics for Teachers of Foreign Languages

Topics of discipline-specific interest to foreign language teachers, e.g., specialized technological resources or contemporary cultural materials. Sections may be specific to a particular language or concern general pedagogical issues. May be repeated up to 6 hours. Variable Content Course. 1-6, D

MCL 700 Advanced Language Teaching Methods and Technology

This course will acquaint language teachers with current second language research and teaching practice, with emphasis on the uses of technology. 3(3-0) D

MCL 799 Thesis

Prerequisite: permission of instructor. In consultation with MCL and Education advisors, a student may elect to write a thesis on a topic within the discipline. May be repeated up to 6 hours. 1-6, D

Spanish Courses

SPN 610 Advanced Translation

Builds on the translation and interpreting skills acquired in SPN 410. Students will be exposed to a variety of translation theories and methods and will increase their overall language proficiency as they gain further practical translation experience in a number of genres. May be taught concurrently with SPN 510. Cannot receive credit for both SPN 510 and SPN 610. 3(3-0), D

SPN 625 Seminar in Spanish Literature

Selected topic in Spanish literature such as genre studies, period studies or concentration on one or more authors. May be repeated once with changed content. Variable content course. May be taught concurrently with SPN 525. Cannot receive credit for both SPN 525 and SPN 625. 3(3-0), D

SPN 635 Advanced Spanish Composition and Conversation

A study of Spanish grammar, style and modes of expression. Designed to further develop the mastery of spoken and written Spanish. Variable content course. May be repeated, as content changes, to a maximum of 6 hours. 3(3-0), D

Department of Music

Ellis Hall, Room 208, Phone: (417) 836-4122, Fax: (417) 836-4122

Email: Music@missouristate.edu

Website: <http://www.missouristate.edu/music/>

Department Head: Julia C. Combs

Faculty

Professor: Lisa Casey, Michael R. Casey, Peter F. Collins, Julia C. Combs, Randall Hamm, David R. Hays, Jill Heyboer, Cynthia Green Libby, Amy F. Muchnick, Michael A. Murray, Michael F. Murray, James Parsons, Grant S. Peters, Belva W. Prather, John S. Prescott, Robert C. Quebbeman, Wei-Han Su, Guy B. Webb

Associate Professor: James S. Cameron, Jeremy A. Chesman, Daniel Hellman, Richard Todd Payne, Allison M. Storochuk, Chris Thompson

Assistant Professor: Hye-Jung Hong, Paula Patterson

Emeritus Professor: Wynne Harrell, Mollie R. Molnar, Rose Mary Owens

Programs

Master of Music

Robert C. Quebbeman, Graduate Director

Hammons Hall for the Performing Arts, Room 103

Phone (417) 836-5729 RobertQuebbeman@missouristate.edu

Program Objective

The Master of Music seeks to promote the continued development of individual talents, interests, and philosophies that can be used creatively to explore, preserve, and extend our cultural heritage. The degree will prepare students for the many and various challenges of the music profession.

Program Description

The Master of Music degree will develop professional competence in the evaluation and dissemination of knowledge in such disciplines as conducting, pedagogy, music performance, theory and composition, and music education. Each student will complete a core of music courses and will select one of the five specific concentrations. A final research project will be required of each candidate. Missouri State University is an accredited institutional member of the National Association of Schools of Music.

Performance Curriculum Outline

Required Core

Course Code	Course Title	Credits
MUS 700	Intro to Graduate Studies in Music	3 hrs
	Performance	
MUS 675, 678, 682, 762, 765, 768, 775, 776, 778, 792	Ensembles	2 hrs
MUS 649, 651, 653, 655, 656, 657, 749, 751, 753, 755, 756 or 757	Applied Music	2 hrs
	Adv courses in Mus Theory and Comp or Mus Hst	6 hrs
MUS 790, 798 (Public performance and research document)	Final Project	4 hrs
	Total	17 hrs

Performance

Course Code	Course Title	Credits
MUS 749, 751, 753, 755, 756, 757	Advanced Applied Music (additional to core)	6 hrs

MUS 762, 765, 768, 772, 773, 774, 775, 776, 778, 792	Ensembles (additional to core)	2 hrs
MUS 630, 658	Pedagogy	2 hrs
	Music Electives	5 hrs
	Total	15 hrs

* Voice majors are expected to be proficient in German, French and Italian diction.

Music Theory and Composition Outline

Required Core

Course Code	Course Title	Credits
MUS 700	Intro to Graduate Studies in Music	3 hrs
	Performance	
MUS 675, 678, 682, 762, 765, 768, 775, 776, 778, 792	Ensembles	2 hrs
MUS 649, 651, 653, 655, 656, 657, 749, 751, 753, 755, 756 or 757	Applied Music	2 hrs
	Adv courses in Mus Theory and Comp or Mus Hst	6 hrs
MUS 790, 798, 799 (Public performance and research document)	Final Project	4 hrs
	Total	17 hrs

Theory Track

Course Code	Course Title	Credits
MUS 629	Intro to Commercial Music	3 hrs
MUS 728	Pedagogy of Music Theory	3 hrs
MUS 727	Seminar: Music Theory	3 hrs
MUS 744	Directed Study in Music Theory	3 hrs
	Music History and Literature Elective	3 hrs
	Total	15 hrs

Composition Track

Course Code	Course Title	Credits
MUS 629	Intro to Commercial Music	3 hrs
MUS 728	Pedagogy of Music Theory	3 hrs
MUS 715	Advanced Private Composition	9 hrs
	Final Project: An original composition and public performance.	
	Total	15 hrs

Pedagogy Curriculum Outline

Required Core

Course Code	Course Title	Credits
MUS 700	Intro to Graduate Studies in Music	3 hrs
	Performance	
MUS 675, 678, 682, 762, 765, 768, 775, 776, 778, 792	Ensembles	2 hrs
MUS 649, 651, 653, 655, 656, 657, 749, 751, 753, 755, 756 or 757	Applied Music	2 hrs
	Adv courses in Mus Theory and Comp or Mus Hst	6 hrs
MUS 790, 798 (Public performance and research document)	Final Project	4 hrs
	Total	17 hrs

Pedagogy

Course Code	Course Title	Credits
MUS 749, 751, 752, 753, 755, 756, 757	Advanced Applied Music (additional to core)	2 hrs
MUS 658	Survey of Pedagogical Methods	2 hrs
MUS 738	Survey of Pre-College Repertoire	2 hrs
MUS 739	Pedagogy Practicum I	3 hrs
MUS 740	Pedagogy Practicum II	3 hrs
	Music Electives	3 hrs
	Total	15 hrs

Music Education Curriculum Outline

Required Core

Course Code	Course Title	Credits
MUS 700	Intro to Graduate Studies in Music	3 hrs
	Performance	
MUS 675, 678, 682, 762, 765, 768, 775, 776, 778, 792	Ensembles	2 hrs
MUS 649, 651, 653, 655, 656, 657, 749, 751, 753, 755, 756 or 757	Applied Music	2 hrs
	Adv courses in Mus Theory and Comp or Mus Hst	6 hrs
MUS 790, 799 (Research document)	Final Project	4 hrs
	Total	17 hrs

Music Education Concentration

Course Code	Course Title	Credits
	Music Education Core (required)	
MUS 725	History & Phil of Music Educ	3 hrs
MUS 707	Psychology of Music	3 hrs
	Music Education Electives - may be in general, choral, or instrumental areas	9 hrs
	Total	15 hrs

Conducting Curriculum Outline

Required Core

Course Code	Course Title	Credits
MUS 700	Intro to Graduate Studies in Music	3 hrs
	Performance	
MUS 682, 674, 675, 678, 762, 765, 768, 775, 776, 778, 792	Ensembles	2 hrs
MUS 649, 651, 653, 655, 656, 657, 749, 751, 753, 755, 756 or 757	Applied Music	2 hrs
	Adv courses in Mus Theory and Comp or Mus Hst	6 hrs
MUS 790, 798	Final Project (Public performance and research document)	4 hrs
	Total	17 hrs

Two hours of the final project will be devoted to a written research paper discussing and analyzing the pieces to be performed on the final public performance. The other 2 hours will be the preparation and conducting of the public performance.

Conducting Track

Course Code	Course Title	Credits
MUS 670, 671, 780	Conducting	6 hrs
MUS 781	Score Reading and Analysis	3 hrs
MUS 746, 747, 748	Repertoire Course	3 hrs

	(Choose Wind, Orchestral, Choral)	
	Music Electives	3 hrs
		15 hrs

Degree Requirements

1. **Hours.** Candidate will complete a minimum of 32 hours of course work.
2. **Placement Exams.** Master's students are required to take placement exams in music history and music theory. Students with deficiencies will be advised to take appropriate courses.
3. **Final Project.** A final project will be required of each candidate. See individual curriculum outline for specific requirements. The candidate will work with a major advisor to determine the precise scope of the project.
4. **Comprehensive Examination.** A written comprehensive examination must be passed before a degree will be granted. The written examination will be taken after the course work has been completed. The exam will be prepared and evaluated by a committee assigned for individual students.

Entrance Requirements

Music Department Standards

The entering graduate student in music must meet all requirements for admission to graduate studies. In addition, students must have taken the general Graduate Record Examination (GRE) and have their scores on file for review.

Conducting Concentration

To be admitted to the conducting program, students must satisfactorily meet the following conditions:

1. intensive interview with the faculty member from the conducting area with whom they will study;
2. submission of DVD or videotapes of ensemble conducting performances OR visitation of Missouri State University faculty to concert or classroom situations, OR observation of live performance by Missouri State faculty;
3. audition in a major performance area.

Music Education Concentration

To be admitted to the music education program, students must satisfactorily meet the following conditions:

1. bachelor's degree from an accredited music program with a completed major equivalent to certification by a state agency to teach music (K-12);
2. intensive interview with a faculty member in the music education area;
3. submission of tapes/cassettes and programs of choral and/or instrumental performances OR classroom visit by faculty for the purpose of observing and evaluating the student in his or her teaching situation;
4. audition in a major performance area.

Music Pedagogy Concentration

Applicants must be prepared to perform a live audition consisting of at least three pieces of contrasting styles. Keyboard auditions must be memorized.

Music Theory and Composition Concentration

To be admitted to the theory and composition program, students must satisfactorily meet the following conditions:

1. applicants interested in composition must submit at least three compositions to the composition faculty for their approval as a prerequisite for admission;
2. applicants interested in theory must submit samples of written theory work (research papers, analyses, etc.) to the theory faculty for their approval as a prerequisite for admission;
3. audition in a major performance area.

Performance Concentration

Applicants must be prepared to perform a live audition consisting of at least three pieces of contrasting styles. Piano auditions must be memorized. Vocal auditions should include five memorized selections in contrasting styles including pieces in French, German, and Italian.

Master of Science in Education - Secondary Education, Music Area of Emphasis

Contact Dr. Robert Quebbeman and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Requirements

A bachelor's degree from an accredited music program with a major completed equivalent to certification by a state agency to teach music (K-12).

Program Requirements

1. Demonstration of ability, scholarship, and/or experience in the field of Music Education sufficient to give reasonable promise of further accomplishment at the graduate level. This will be determined by:
 - a. Examinations in the field of Music History, Literature, and Music Theory.
 - b. Demonstration of musicianship by: (1) audition in an applied area, either in person or by taped transcription; or (2) by conducting a Missouri State University ensemble or chamber group; or (3) be observed in the student's professional endeavor by a committee from the Music Department.

These requirements should be completed before or during the candidate's first enrollment period. An evaluation of the results will be used by the music graduate studies committee for advisement purposes.

The above requirements may be waived in the case of the candidate's holding the BSEd degree in Music Education with certification (grades 9-12 or grades K-12) granted from Missouri State University after 1968.

2. Complete a minimum of 15 hours in Music including:

Course Code	Course Title	Credits
MUS 700	Intro to Graduate Study in Music	3 hrs
MUS 725	History & Philosophy of Music Ed	3 hrs
MUS 790	Research Project OR	2 hrs
MUS 799	Thesis	1-6 hrs

Music Courses

MUS 606 Band Administration and Materials

Practicum and experience in all aspects of the successful band program. Includes organizational strategies and review of large and small ensemble literature for marching band, stage band, jazz band, and concert band. May be taught concurrently with MUS 506. Cannot receive credit for both MUS 506 and MUS 606. 1-3 FE

MUS 609 Choral Literature and Materials for Secondary Levels

Survey and analysis of choral music for large and small ensembles including glee clubs, mixed choruses, and choirs of all levels of performance (7-12 grade). May be taught concurrently with MUS 510. Cannot receive credit for both MUS 510 and MUS 609. 2(2-0) S

MUS 611 Music Education Workshop

Variable topics related to music education instruction. Number of credit hours determined by length of workshop and depth of topic. May be repeated for a maximum of five hours. May be taught concurrently with MUS 501. Cannot receive credit for both MUS 501 and MUS 611. 1-3 Su

MUS 612 Electronic Music

Exploration of theories and techniques of sound synthesis, sequencing, and digital audio through composition. May be repeated to a total of 6 hours when topic varies. Variable content course. May be taught concurrently with MUS 512. Cannot receive credit for both MUS 512 and MUS 612. 3(1-4) FO

MUS 613 Orff in the Classroom

A study of music education using the approach developed by Carl Orff. Will include creative techniques including instruments, singing, and movement. May be taught concurrently with MUS 503. Cannot receive credit for both MUS 503 and MUS 613. 3(3-0) F

MUS 614 The Methodology of Zoltan Kodaly

The development of music literacy according to the sequential program of Zoltan Kodaly. May be taught concurrently with MUS 504. Cannot receive credit for both MUS 504 and MUS 614. 3(3-0) S

MUS 616 Composition I

Prerequisite: permission of instructor. Elementary composition of pieces in a variety of forms. Emphasis on works for piano, solo instruments, or voice. Adapted to meet the needs of the individual student. May be taught concurrently with MUS 516. Cannot receive credit for both MUS 516 and MUS 616. 2-4 F,S

MUS 617 Composition II

Prerequisite: permission of instructor. Intermediate level composition. Emphasis on writing for small groups of instrumentalists or vocalists. Adapted to meet the needs of the individual student. May be taught concurrently with MUS 517. Cannot receive credit for both MUS 517 and MUS 617. 2-4 F,S

MUS 618 Choral Arranging

Techniques of arranging for small and large choral ensembles; with attention given to the practical application in a teaching situation. May be taught concurrently with MUS 518. Cannot receive credit for both MUS 518 and MUS 618. 2(2-0) F

MUS 619 Composition III

Prerequisite: permission of instructor. Composing for larger groups of instrumentalists or vocalists. Adapted to meet the needs of the individual student. May be repeated. May be taught concurrently with MUS 520. Cannot receive credit for both MUS 520 and MUS 619. 2-4, F,S

MUS 621 Composition IV

Prerequisite: permission of instructor. Advanced composition. A wide variety of mediums and styles are possible including electronic music of all types. Adapted to meet the needs of the individual student. May be repeated. May be taught concurrently with MUS 521. Cannot receive credit for both MUS 521 and MUS 621. 2-4, F,S

MUS 623 Keyboard Literature

Keyboard works from the 17th century to the present. May be taught concurrently with MUS 523. Cannot receive credit for both MUS 523 and MUS 623. 2(2-0), F

MUS 624 Song and Opera Literature

Italian arias, German Lieder; representative songs by French, English, and American composers; standard operatic repertoire in relation to the composer's style and the period of theater and music history from which they emanate. May be taught concurrently with MUS 524. Cannot receive credit for both MUS 524 and MUS 624. 2(2-0), FE

MUS 626 Advanced Arranging

Prerequisite: permission of instructor. Independent study or three hour seminar per week. Techniques of arranging for various choral or instrumental groups, suited to the need of the individual student. May be repeated to a total of 6 hours when topic varies. Variable content course. May be taught concurrently with MUS 526. Cannot receive credit for both MUS 526 and MUS 626. 3(1-4), D

MUS 629 Introduction to Commercial Music

Prerequisite: permission of instructor. A comprehensive survey of various aspects of music associated with the entertainment industry. Students will be exposed to a wide variety of topics including song and advertising jingle writing, scoring for film and video, negotiating contracts, and dealing with music publishers. May be taught concurrently with MUS 529. Cannot receive credit for both MUS 529 and MUS 629. 3(3-0), S

MUS 630 Vocal Pedagogy and Materials

Understanding the basic principles of voice production and their application to the training of singers. A comparative study of different pedagogical approaches to voice training. Including a survey of materials needed in successful programs of choral and vocal education in secondary schools for all levels of performance. May be taught concurrently with MUS 530. Cannot receive credit for both MUS 530 and MUS 630. 3(3-0), FO

MUS 635 Advanced Woodwind Techniques

Special problems and techniques in the teaching of woodwind instruments. Current materials are surveyed. 2(1-2), D

MUS 636 Advanced Brass Techniques

Special problems and techniques in the teaching of brass instruments. Current materials are surveyed. 2(1-2), D

MUS 637 Advanced Percussion Techniques

Special problems and techniques in the teaching of percussion instruments. Current materials are surveyed. 2(1-2), D

MUS 649 String (Instrument)

Prerequisite: permission of instructor. Applied instruction available in violin, viola, violoncello, and bass viol. May be repeated for credit. 1-2, F,S

MUS 651 Piano

Prerequisite: permission of instructor. Applied instruction in piano. May be repeated for credit. 1-2, F,S

MUS 652 Organ

Prerequisite: permission of instructor. Applied instruction in organ. May be repeated for credit. 1-2, F,S

MUS 653 Voice

Prerequisite: permission of instructor. Applied instruction in voice. May be repeated for credit. 1-2, F,S

MUS 655 Woodwind

Prerequisite: permission of instructor. Applied instruction in flute, oboe, clarinet, bassoon, and saxophone. May be repeated for credit. 1-2, F,S

MUS 656 Brass

Prerequisite: permission of instructor. Applied instruction in trumpet, horn, trombone, euphonium and tuba. May be repeated for credit. 1-2, F,S

MUS 657 Percussion

Prerequisite: permission of instructor. Applied instruction on percussion instruments. May be repeated for credit. 1-2, F,S

MUS 658 Survey of Pedagogical Methods

A study of methods of teaching applied music. May be taught concurrently with MUS 538. Cannot receive credit for both MUS 538 and MUS 658. 2(2-0), D

MUS 659 String Pedagogy and Instrumental Literature and Materials for Elementary and Secondary Levels

Prerequisite: permission of instructor. Students will explore all aspects of orchestra and string programs for elementary and secondary education. Literature appropriate for beginning and advanced levels in school string programs will be addressed. May be taught concurrently with MUS 539. Cannot receive credit for both MUS 539 and MUS 659. 3(3-0), S

MUS 660 Carillon

Prerequisite: permission of instructor. Applied instruction in carillon. May be repeated for credit. 1-2, F,S

MUS 670 Instrumental Conducting

A study of conducting techniques and problems in rehearsal and performance. Baton technique and repertoire development. May be taught concurrently with MUS 580. Cannot receive credit for both MUS 580 and MUS 670. 3(3-0), F,Su

MUS 671 Choral Conducting

A study of conducting techniques and problems in rehearsal and performance. Conducting technique and repertoire development.

May be taught concurrently with MUS 581. Cannot receive credit for both MUS 581 and MUS 671. 3(3-0), F,Su

MUS 674 Jazz Ensemble

A Laboratory course in instrumentation, materials, arranging, and organization of the jazz ensemble. May be repeated for credit. 1(0-2), F,S

MUS 675 Band

The band performs as a marching unit during the football season and as an indoor ensemble throughout the school year. Formal concerts and public performances are given by the ensemble each year. Auditions for placement are required. May be repeated for credit. 1(0-2), F,S

MUS 678 University/Community Band

Traditional style concert band which provides performance opportunities for musicians from the university and the community at large. At least one concert is presented each semester. May be repeated for credit. 1(0-2), F,S

MUS 682 Piano Ensemble

Prerequisite: permission of instructor. The student will strengthen ensemble and rehearsal techniques through the study and performance of piano four-hand and duo literature. May be repeated for credit. 1(0-2), F,S

MUS 683 Music of the Renaissance

A comprehensive study of Western music from the Franco-Netherlands composers to Monteverdi (c. 1450 to 1600). May be taught concurrently with MUS 543. Cannot receive credit for both MUS 543 and MUS 683. 3(3-0), SO

MUS 684 Music of the Baroque Era

A comprehensive study of Western music from monody to J.S. Bach and Handel (c. 1600 to 1750). May be taught concurrently with MUS 544. Cannot receive credit for both MUS 544 and MUS 684. 3(3-0), FO

MUS 685 Music of the Classical Era

A comprehensive study of Western music from pre-classicism to Beethoven (c. 1750 to 1810). May be taught concurrently with MUS 545. Cannot receive credit for both MUS 545 and MUS 685. 3(3-0), SE

MUS 686 Music of the Romantic Era

A comprehensive study of Western music from Beethoven to the post-romantic composers (c. 1800 to 1900). May be taught concurrently with MUS 546. Cannot receive credit for both MUS 546 and MUS 686. 3(3-0), FE

MUS 687 Music of the 20th Century

A comprehensive study of Western music from 1900 to the present. May be taught concurrently with MUS 547. Cannot receive credit for both MUS 547 and MUS 687. 3(3-0), FE

MUS 688 Choral Literature

Choral literature from the Renaissance through the 20th Century. May be taught concurrently with MUS 548. Cannot receive credit for both MUS 548 and MUS 688. 2(2-0), D

MUS 689 Special Topics in Music

Prerequisite: permission of instructor. Topic of interest determined by student and professor. May be repeated, as topics change, to a maximum of 6 hours. Variable content course. May be taught concurrently with MUS 599. Cannot receive credit for both MUS 599 and MUS 689. 1-3, D

MUS 700 Introduction to Graduate Study in Music

General introduction to graduate curriculum; planning the program; formal writing style; sources used in research; study of methods in research. Required of all degree candidates. 3(3-0) F,S

MUS 701 Music Education Curriculum

An examination of trends in elementary, middle, and secondary music education; evaluation of selected materials and techniques; and special projects in planning for change in music education curriculum. 3(3-0) D

MUS 702 Elementary Music Education

Study of problems in planning a music program to encourage children's aesthetic enjoyment of music; teaching principles and methods for guided learning through creative discovery; use of instructional media for providing such experiences. 3(3-0) Su

MUS 703 Middle School/Junior High Vocal Material

Group discussion; individual study and research on projects approved by Music Education faculty, individual conferences with assigned faculty members, oral report, and a document at conclusion of semester. 3(3-0) Su

MUS 704 Music Literature for Children: Performing and Listening

Survey of appropriate literature for choral organizations at the elementary level and materials appropriate for developing listening skills. 3(3-0) D

MUS 705 Instrumental Music in the Elementary, Middle and Secondary Schools

Organization of beginning instrumental program; articulation of instrumental instruction in elementary, middle school/ junior high, and senior high school. 2(2-0) Su

MUS 707 Psychology of Music

Adapted to the view of the music educator. Emphasis is placed upon the physics of sound, psychology of performances and teaching, and the principles of listening. 3(3-0) D

MUS 708 Contemporary Music Education

A study of current trends and contemporary issues relevant to education and/or music education, as identified from various sources, and what impact they may or may not have on music education. 3(3-0)D

MUS 710 Secondary General Music

A survey of general music at the high school level with emphasis on developing programs to meet specific educational settings. 3(3-0) D

MUS 715 Advanced Composition

Prerequisite: permission of instructor. Private compositional study for graduate students. Variable content course. May be repeated to a total of 9 hours when topic varies. 3(3-0) D

MUS 720 Directed Study in Music Education

Prerequisites: permission of instructor. Individual study and research on projects approved by Music Education faculty; individual conferences with assigned faculty members; oral report, and a document at conclusion of semester. May be repeated to 3 hrs. 1-3 F,S

MUS 725 History and Philosophy of Music Education

History of educational philosophies and objectives. 3(3-0) D

MUS 727 Seminar: Music Theory

A study of various aspects of music theory, including analysis and pedagogy, researched from primary and secondary sources from the medieval period through the present. May be repeated to a total of 6 hours when topic varies. 3(3-0) FE

MUS 728 Pedagogy of Music Theory

Techniques of teaching harmony and ear training as well as other theoretical aspects of music to high school and college music students. 3(3-0) Su

MUS 738 Survey of Pre-College Repertoire

Prerequisite: MUS 538 or MUS 658. An examination of appropriate repertoire from the Baroque, Classical, Romantic, and 20th Century style periods for beginner, intermediate, and advanced pre-college students. 2(2-0) S, Su

MUS 739 Pedagogy Practicum I

Prerequisite: MUS 738. A course consisting of three components: class meetings for the discussion of teaching techniques, observation of the teaching of experienced teachers, supervised student teaching. 3(2-2) F

MUS 740 Pedagogy Practicum II

Prerequisite: MUS 739. Private teaching of a prescribed number of pre-college students of various levels of advancement under guidance of pedagogy instructor. Pedagogy students must present assigned pre-college students in an end of semester recital. 3(0-6) S

MUS 744 Directed Study in Music Theory

Prerequisite: permission of instructor. Individual study on approved projects; individual conferences with assigned faculty member. May be repeated to a total of 3 hours. 1-3 F,S

MUS 745 Directed Study in Music History and Literature

Prerequisite: permission of instructor. Advanced study in special topics of music history and literature. May be repeated to a total of 3 hours when topic varies. Variable content course. 1-3 D

MUS 746 Seminar: Symphonic Literature

A survey of the repertoire for orchestras of varying sizes and ability levels. May be repeated for credit for a total of 6 hours when topic varies. Variable content course. 3(3-0), D

MUS 747 Seminar: Wind Literature

A survey of the repertoire for wind groups of various sizes and ability levels. May be repeated to a total of 6 hours when topic varies. Variable content course. 3(3-0), D

MUS 748 Seminar: Choral Literature

A survey of the repertoire for choral groups of various sizes and ability levels. Variable content course. May be repeated to a total of 6 hours when topic varies. 3(3-0) D

MUS 749 String (Instrument)

Prerequisite: permission of instructor. Applied instruction available in violin, viola, violoncello, and bass viola. May be repeated for credit. 1-2 F,S

MUS 751 Piano

Prerequisite: permission of instructor. Applied instruction in piano. May be repeated for credit. 1-2 F,S

MUS 752 Organ

Prerequisite: permission of instructor. Applied instruction in organ. May be repeated for credit. 1-2 F,S

MUS 753 Voice

Prerequisite: permission of instructor. Applied instruction in voice. May be repeated for credit. 1-2 F,S

MUS 755 Woodwind (Instrument)

Prerequisite: permission of instructor. Applied instruction available in flute, oboe, clarinet, bassoon, and saxophone. May be repeated for credit. 1-2 F,S

MUS 756 Brass

Prerequisite: permission of instructor. Applied instruction available in trumpet, French horn, trombone, euphonium and tuba. May be repeated for credit. 1-2 F,S

MUS 757 Percussion

Prerequisite: permission of instructor. Applied instruction on percussion instruments. May be repeated for credit. 1-2 F,S

MUS 760 Carillon

Prerequisite: permission of instructor. Applied instruction in carillon. May be repeated for credit. 1-2 F,S

MUS 762 Collegiate Chorale

The chorus membership studies the masterpieces of choral literature through preparation and performance of selected compositions. A spring concert is presented each year. May be repeated for credit. 1(0-2) F,S

MUS 765 Chamber Singers

Repertoire consists of vocal chamber music in polyphonic style, masses, motets, madrigals, chanson, and polyphonic lieder, from the 13th and 17th Centuries. Formal concerts and public performances are given by the ensemble each year. May be repeated for credit. 1(0-2) F,S

MUS 767 Lyric Singers

The membership is open by audition. All types of choral literature for women's voices are studied. Concerts are presented on campus and to area high schools. Active involvement in conducting, score analysis, research of literature performed, and administration of the ensemble. May be repeated for credit. 1(0-2) F,S

MUS 768 Concert Chorale

The choir is open to all college students by audition. All types of choral literature, accompanied and unaccompanied, are prepared and performed by its members. The choir presents a Christmas concert, a spring concert, and programs in area high schools. May be repeated for credit. 1(0-4) F,S

MUS 769 Missouri State Singers

Membership open by audition. Choral literature of various types and periods for men's voices will be studied. Active involvement in conducting and administration of the ensemble. May be repeated for credit. 1(0-2) F,S

MUS 772 Small Ensembles

Ensembles may be arranged each semester in the fields of piano, voice, strings, wind instruments, and percussion to meet the needs of participating students and the department. May be repeated for credit. 1(0-2) F,S

MUS 773 String Orchestra Workshop

Study and performance of the literature and style of music for string ensembles of all sizes, A conducted group. May be repeated for credit. 1(0-2) F,S

MUS 774 Stage Band

A laboratory course in instrumentation, materials, arranging, and organization of the stage band. May be repeated for credit. 1(0-2) F,S

MUS 775 Band

The band performs as a marching unit during the football season and as an indoor ensemble throughout the school year. Formal concerts and public performances are given by the ensemble each year. Auditions for placement are required. May be repeated for credit. 1(0-4), F,S

MUS 776 University Symphony

Symphony performs and reads music from standard orchestral literature and accompanies opera productions. Open to all university orchestral players by audition. May be repeated for credit. 1(0-4), F,S

MUS 778 University/Community Band

Traditional-style concert band which provides performance opportunities for musicians from the university and the community at large. At least one concert is presented each semester. May be repeated for credit. 1(0-2), F,S

MUS 780 Practicum in Advanced Conducting

Prerequisite: permission of instructor. A study of techniques needed to project the conductor's concept in rehearsal and performance. Participation in rehearsals under the supervision of the instructor. May involve conducting in public performance. 3(2-2) D

MUS 781 Score Reading and Analysis

Analysis of scores and its application to conducting. Development of skills in reading clefs and transpositions. Variable content course. May be repeated to a total of 6 hours when topic varies. 3 (3-0) D

MUS 790 Research Project

Research in the student's major area of concentration, culminating in a written document. Topic to be chosen through consultation with the student's major advisor. May be repeated for credit. 2(2-0) D

MUS 792 Accompanying

Prerequisite: permission of instructor. Development of skills in accompanying for pianists. 1(0-2) F,S

MUS 797 Directed Study in Pedagogy

Advanced study in special topics in pedagogy. Variable content course. May be repeated to a total of 3 hours when topic varies. 1-3 D

MUS 798 Graduate Recital

Fulfills half of the final project requirement for concentrations in performance, pedagogy, and conducting. 2(0-4) F,S

MUS 799 Thesis

Prerequisite: permission of instructor. Selection of thesis topic, research or compositional techniques to be employed, compilation of bibliography, guidance of compilation and interpretation of data; organization and writing of study or writing of composition and description including program notes. 1-6 F,S

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<http://graduate.missouristate.edu/catalog/Music.htm>

Department of Theatre and Dance

Craig Hall, Room 355, Phone: (417) 836-4400, Fax: (417) 836-4234
Email: TheatreandDance@missouristate.edu
Website: <http://www.theatreanddance.missouristate.edu>
Department Head: Bob Willenbrink

Faculty

Professor: Cynthia Winstead

Associate Professor: Ruth Barnes, Sara J. Brummel, Kurt G. Heinlein, Christopher J. Herr, Robert W. Little, Carol J. Maples, Mark Putman

Assistant Professor: Telory Davies, Louise M. Herman, Stacy Parker Joyce
Emeritus Professor: Byrne D. Blackwood, Robert H. Bradley, Katherine M. Brown, Rhythm L. McCarthy, John S. McElhaney

Programs

Master of Arts, Theatre

Christopher Herr, Graduate Director
Craig Hall, Room 352; Phone 836-3212
CJHerr@missouristate.edu

The MA program in Theatre is designed to give students the skills they need to be successful as theatre scholars, teachers, or practitioners. It is broad enough to allow students to discover a more particular area for future study, but it is also rigorous enough to allow students to develop their practical and pedagogical skills. Interdisciplinary in focus, the program allows students to explore theatre not just as a blending of theory and practice, but also as it relates to other fields within the University. All of the requirements for the degree are designed to provide students with the tools, especially teaching, research, and writing skills that they will need whether they choose to be teachers, scholars, or artists.

The Master of Arts in Theatre is accredited by the National Association of Schools of Theatre.

Accelerated Master's Degree Option

Eligible Missouri State undergraduate theatre majors may apply for preliminary acceptance into the Master of Arts in Theatre program after admission requirements for the accelerated master's option are met. If a student is accepted, the undergraduate requirements of up to six (6) hours of 600-level theatre courses may be counted towards both the undergraduate and graduate degrees. These courses will be, except in rare circumstances, limited to THE 631 (3 hrs) and THE 632 (3 hrs). This option allows student with exceptional academic achievements to complete the coursework for both a bachelor's and a master's degree in ten semesters with additional time as needed for the completion of the research requirement (see information under MA, Theatre requirements).

Before enrolling in a course to be counted towards both programs and to count the course towards the MA degree, an undergraduate student must be accepted into the accelerated program and receive proper approval from the graduate program advisor, department head, and Dean of the Graduate College. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule period for the semester the course is taken. See the Graduate College for further information.

Entrance Requirements for the Accelerated Master's Option in Theatre

1. Junior standing.
2. Successful completion of at least 12 hours of THE courses and a Writing II course with a GPA of 3.40 or above.
3. Overall GPA of 3.40 or above.
4. Submission of a statement of purpose, an academic writing sample, and two letters of recommendation from faculty.

Students may apply for admission to the Accelerated Master's Option anytime after the admission requirements have been met. They should submit application materials to the Graduate College and the department's Graduate Coordinator as early as possible to ensure timely consideration of their materials.

Graduate assistantships may be available to students in the Accelerated Master's option, but such support is not guaranteed.

Curriculum

Core: The academic program consists of a required core of the following seminars: **27 hrs**

Course Code	Course Title	Credits
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THE 631	Theatre History I*	3 hrs
THE 632	Theatre History II*	3 hrs
THE 694	Theatre Practicum**	3-6 hrs
THE 700	Introduction to Graduate Studies	3 hrs
THE 707	Seminar: Theatre Pedagogy	3 hrs
THE 742	Seminar: Dramatic Theory & Criticism	3 hrs
THE 790	Workshop in Theatre	3 hrs
THE 797	Topics in Theatre/Theatre Pedagogy	3-6 hrs

The core curriculum also includes a Research Requirement: **6 hrs**

Course Code	Course Title	Credits
THE 798	Thesis Research	3 hrs
THE 799	Thesis Writing	3 hrs
OR		
THE 793	Degree Paper	3 hrs
THE 795	Applied Research Project	3 hrs
Total		33 hrs

* May be able to test out of course. Please note that if this option is allowed, the student will be required to take additional hours to meet degree requirements.

** Students will be required to complete at least one summer residency of at least 6 credits (usually THE 694, and either THE 797 or THE 790) in conjunction with the department's Tent Theatre Season. They have the option to return for a second summer residency. During the summer residency, students should also plan their research requirement, but may be required to return to campus at additional times to meet with advisors.

Electives

Students may, with advisor approval, substitute related 600- and 700-level courses for a limited number of the above requirements (usually no more than 6 hours), including courses in related fields. Students may not, however, opt out of the summer residency requirement.

Research Option

All master's work shall conclude with a research component. To satisfy the research requirement, students may choose one of two options: an academic research option which requires the submission of a thesis or an applied research option which requires the submission of one degree paper and a graduate project. Up to 6 hours of research credit hours (THE 798 and 799 or THE 793 and 795) may be counted toward the degree.

1. Academic Research Option

Students preparing for Ph.D. programs are encouraged to take the academic research option consisting of a thesis which may be a critical, historical, theoretical, ethnographic, or pedagogic study. After completing 18 graduate hours, students should enroll in THE 798 (Thesis Research). During that semester, students will complete a thesis prospectus. The following semester, students will enroll in THE 799 (Thesis Writing), during which time, they will complete the thesis.

2. Applied Research Option

Students preparing to work in theatre companies, community colleges, agencies, or secondary schools are encouraged to take the applied research option consisting of one degree paper and a research project. Students should enroll in THE 793 and THE 795 for their research credit hours. The degree paper must be produced from work begun in theatre 700-level courses. Arrangements must be made with both the instructor and the candidate's research advisor during the semester in which the degree paper is to be produced. The degree paper may or may not relate to the applied research project. The applied research project may consist of: (1) creative project (directing, designing, scripting, performing), or (2) an internship with a host company or agency. Usually creative projects are done in cooperation with an already-scheduled production or activity. Occasionally, students may apply to direct, design, or present a show expressly selected to address their research objectives. Internships are done in cooperation with a theatrical company, a community agency, corporation, or other appropriate institution.

Arrangements must be made with the candidate's research advisor and, if appropriate, the host institution during the semester before the project shall be conducted. For the applied research project, students must design specific educational, as well as artistic, objectives and appropriate assessment measures in consultation with an advisor. Students who choose the applied research option will present to the graduate faculty and interested students a research report based upon either the degree paper or the project before they will be allowed to graduate.

Research Advisor

Each candidate is required to arrange for a research advisor from the graduate faculty. The candidate will work with the advisor to develop a curriculum and a schedule for the completion of the research requirement. If the candidate chooses the academic research option, the research advisor should serve as the chair of the thesis committee. If the candidate chooses the applied research option, the research advisor should serve as the applied research project mentor.

Degree Requirements. (Minimum of 33 hours)

Research Requirement. A research requirement must be satisfied. (See below for explanation).

Comprehensive Examination. A comprehensive examination must be passed by the candidate before a degree will be granted.

Entrance Requirements

1. The MA in Theatre requires an undergraduate major in Theatre or a minimum of 24 hours in Theatre to demonstrate an adequate background for graduate work. A student may make up a deficiency with additional undergraduate courses, though such courses may not be counted toward the total requirements for the master's degree.
2. The student must have a GPA of at least 3.00 for the last 60 hours of undergraduate work.
3. The student must submit a writing sample.
4. The student must submit three (3) letters of recommendation.

Master of Science in Education, Secondary Education: Speech and theatre Area of Emphasis

(Contact Dr. Christopher Herr and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Speech and Theatre Requirements

The prerequisites for a speech and theatre emphasis require an undergraduate major in speech and theatre, or a minimum of 15 hours in speech and theatre to demonstrate an adequate background for graduate work.

Speech and Theatre Requirements

Speech and theatre courses from both the theatre- interpretation and communication areas to total 15 hours. A minimum of 3 hours of course work must be in speech and theatre courses numbered 700 or above.

Theatre Courses

THE 605 Theatre for Children and Youth

Special training and techniques involved in the preparation and development of productions for, and by, children and youth. Activities include directing, scenic and costume design, scripting, and a study of the history, literature and research of the field. May be taught concurrently with THE 505. Cannot receive credit for both THE 505 and THE 605. 3(3-0) F

THE 606 Creative Dramatics

The art of creative drama and how it can be used in the school and community with children, youth, adults, and "special populations." Students teach their own classes in creative drama during the latter part of the semester. 3(3-0), S

THE 611 Scripting and Performing

Theoretical and practical knowledge in developing performance skills for one-person shows, extended literary performances, performance art, stand-up comedy, personal narrative and other performer-composed theatrical texts. May be taught concurrently with THE 510. Cannot receive credit for both THE 510 and THE 611. 3(3-0), S

THE 616 Theatre for Social Change

Theoretical and practical knowledge for developing performances for, about, and in partnership with community-based nonprofit organizations. Includes volunteer assignment and techniques for journaling, interviewing, scripting, and directing original material. May be taught concurrently with THE 515. Cannot receive credit for both THE 515 and THE 615. 3(3-0), F

THE 623 Acting for the Camera

Character preparation and control techniques; physical and vocal training; relationship of performer to the aesthetic space, and technological demands of the camera. May be taught concurrently with THE 522. Cannot receive credit for both THE 522 and THE 623. 3(1-2), S

THE 631 Theatre History I

Traces the important periods in the development of theatre from its beginning through the English Restoration. Through analysis of conventions of staging and dramatic literature, examines the aesthetic, cultural, ethical, and social dimensions of theatre in different cultures and time periods. May be taught concurrently with THE 541. Cannot receive credit for both THE 541 and THE 631. 3(3-0), F

THE 632 Theatre History II

Traces the important periods in the development of theatre from the 18th century to the present. Through analysis of conventions of staging and dramatic literature, examines the aesthetic, cultural, ethical, and social dimensions of theatre in different cultures and time periods. May be taught concurrently with THE 542. Cannot receive credit for both THE 542 and THE 632. 3(3-0), S

THE 633 Development of Modern Theatre

Examines the aesthetic, cultural, ethical, and social dimension of modern theatre, from the development of naturalism to Theatre of the Absurd, through analysis of staging practices, theatrical theory, and dramatic literature. May be taught concurrently with THE 543. Cannot receive credit for both THE 543 and THE 633. 3(3-0), FO

THE 634 Contemporary Theatre

Examines the aesthetic, cultural, ethical, and social dimension of theatre and drama since 1960. Emphasis will be on theatre as an art form and a social and cultural institution. May be taught concurrently with THE 545. Cannot receive credit for both THE 545 and THE 634. 3(3-0), SE

THE 635 Development of American Theatre

Study of theatre in the United States from colonial times to the present with a focus on the cultural and aesthetic variety of American theatrical practice and the theatre as a reflection of various social, cultural, and political beliefs. May be taught concurrently with THE 547. Cannot receive credit for both THE 547 and THE 635. 3(3-0), FE

THE 640 Directing II

Advanced directing techniques. Directing of a one-act play. May be taught concurrently with THE 530. Cannot receive credit for both THE 530 and THE 640. 3(2-2), F,S

THE 652 Scene Design II

Advanced designs of selected plays including floor plans, front elevations, white and finished models and renderings. 3(2-2), D

THE 655 Lighting Design II

Advanced principles and techniques of lighting for theatre, dance, and other performance/presentational events. May be taught concurrently with THE 555. Cannot receive credit for both THE 555 and THE 655. 3(2-2), D

THE 658 Sound Design for the Theatre

Principles of sound design with an emphasis on practical application. Includes a study and practice of basic audio production, recording, editing, mixing, reinforcement, and playback techniques used in association with dramatic events. Study of sound design includes aesthetic, dramatic, and practical considerations of script analysis, creative collaboration, research, and problem solving. Practical class application will be in the form of simple projects, exercises, and designs. May be taught concurrently with THE 558. Cannot receive credit for both THE 558 and THE 658. 3(2-2), SO

THE 665 Costume Design II

Emphasis on special problems in costume design including applications of concepts to design projects and presentation of completed design projects. May be taught concurrently with THE 565. Cannot receive credit for both THE 565 and THE 665. 3(2-2), D

THE 671 History of Costume and Decor I

A survey of styles of dress, interior design and decoration, architecture, art, and historical events as they pertain to the design of theatrical productions, from ancient Egypt to circa 1700. Requires sketching. May be taught concurrently with THE 561. Cannot receive credit for both THE 561 and THE 671. 3(3-0), F

THE 672 History of Costume/Decor II

Survey of styles of dress, interior design and decoration, architecture, and art as they pertain to the design of theatrical productions, from circa 1700 to the present day. Requires sketching. May be taught concurrently with THE 562. Cannot receive credit for both THE 562 and THE 672. 3(3-0), S

THE 694 Theatre Practicum

Prerequisite: permission of department head. Acting, stagecraft, costuming and associated work in the Tent Theatre or other specified theatre production. May be taught concurrently with THE 595. Cannot receive credit for both THE 595 and THE 694. 1-6, D

THE 700 Graduate Research Methods in Theatre and Interpretation

Exploration of the current state of theatre studies. Focuses on strategies for research with primary and secondary sources, critical and theoretical methodologies, and various methods of reporting research. 3(3-0), D

THE 707 Theatre Pedagogy: Theories and Practices

Designed to acquaint theatre teachers with the field of current theories and practices of theatre and performance pedagogy, and to develop instructional skills with specific application to teaching introductory level theatre courses. 3(3-0) F

THE 710 Seminar: Performance

Studies in rhetorical, cultural, social and aesthetic dimensions of performance. 3(3-0), SE

THE 742 Dramatic Theory and Criticism

Representative theories of dramatic form and function; works of major critics and philosophers from Aristotle to present. 3(3-0) D

THE 790 Workshop in Theatre

Designed to improve the students' skill and knowledge in specific areas of theatrical production. Each workshop will be concerned with a single topic, either acting, directing, or design. The course will examine the intersections between theory and practice in the creation of theatrical works. May be repeated to a maximum of 9 hours credit. 3-9, S

THE 793 Degree Paper

Research and writing of an extended paper originating in one of the 600-level courses. The degree paper may or may not relate to the applied research project. Students may choose to present the completed paper for their required research report. 3 F,S,Su

THE 795 Applied Research Project

Prerequisite: permission of research advisor and, if applicable, host institution permission must be obtained the semester prior to enrollment. The applied research project may consist of: 1) a creative project (directing, designing, scripting, performing), or 2) an internship with a host company or agency. For the non-thesis project, students must design specific educational and social as well as artistic objectives and appropriate assessment measures in consultation with the advisor. Students may choose to report on the applied research project for their required research report. Graded Pass/Not Pass only. 3 F,S,Su

THE 796 Readings

Prerequisite: permission of graduate coordinator. Individual, experimental or research studies in theatre and performance studies. May be repeated to total of 6 hours. 1-3 F,S

THE 797 Topics

Prerequisite: permission of graduate coordinator. Creative or special topics in theatre and performance studies. May be repeated to total of 6 hours. 1-3 F,S

THE 798 Thesis Research

Prerequisite: permission of the graduate coordinator. Research leading to a Master's thesis. Students will present a proseminar on their research during the semester they are enrolled in this course. 3 F,S,Su

THE 799 Thesis Writing

Prerequisite: permission of graduate coordinator. Preparation of thesis. May be repeated, but no more than 3 hours may be counted toward a master's degree. Graded Pass/Not Pass only. 3, F, S, Su

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College of Business Administration

Dean: Stephanie M. Bryant

Associate Dean: Dave B. Meinert, Elizabeth Rozell

Office: Glass Hall, Room 400

Phone: (417) 836-5646, Fax: (417) 836-4407

Academic Units

- Business Administration
- School of Accountancy
- Department of Computer Information Systems
- Department of Fashion and Interior Design
- Department of Finance and General Business
- Department of Management
- Department of Marketing
- Department of Technology and Construction Management

Master of Business Administration

(includes accelerated master's opportunity)

Elizabeth Rozell, Director of MBA Program

Master of Science in Education, Secondary Education

School of Accountancy

John R. Williams, Director

David B. Byrd, MAcc Graduate Coordinator

Master of Accountancy (includes accelerated master's opportunity)

Forensic Accounting Graduate Certificate

Tax Accounting Graduate Certificate

Department of Computer Information Systems

Jerry M. Chin, Department Head

Shannon McMurtrey, Graduate Director

Master of Science in Computer Information Systems

Department of Fashion and Interior Design

Shawn Strong, Interim Department Head

Master of Science in Education, Secondary Education

Department of Finance and General Business

Kent P. Ragan, Department Head

Department of Management

Barry L. Wisdom, Department Head

Robert O. Lunn, Graduate Director, MHA Program

Master of Health Administration

Department of Marketing

Ronald L. Coulter, Interim Department Head

Department of Technology and Construction Management

Shawn Strong, Department Head

Neal Callahan, Graduate Director

Master of Science, Project Management (includes accelerated master's opportunity)
Master of Science, Administrative Studies: Project Management Option
Graduate Certificate in Project Management

Vision, Mission, and Value Statements

Vision

The College of Business Administration at Missouri State University seeks to be recognized as one of the leading Colleges of Business in the state of Missouri and in the Midwest region of the United States.

Mission

The College of Business Administration is committed to effectively developing educated persons in the business disciplines with a broad understanding of public affairs. This will be accomplished by providing students, primarily from Missouri, with knowledge, skills and values to succeed and adapt in a global economy, by encouraging faculty to focus on applied intellectual contributions and convey the results to the wider academic and business community, and by building effective partnerships with global institutions, industry, the public and our colleagues.

Shared Values and Guiding Principles

We value ethical behavior. We believe in consistently practicing honesty and professional ethics in all aspects of the work we do. We believe it is extremely important to promote ethical behavior in our students, faculty, administrators and staff.

We value our students. We believe in providing a high quality educational environment that facilitates learning through students' interactions with faculty, staff and administrators. We believe it is important to instill a commitment to lifelong learning in our students.

We value our faculty, staff and administrators. We believe in nurturing and supporting a collegial environment for faculty, staff and administrators that is supportive of our individual and collective educational efforts. While we recognize, support and applaud differing viewpoints, we strive to maintain a decision-making process that considers alternative views before decisions are made.

We value our research endeavors. We believe our scholarship should be directed at discovery of new ideas and applying knowledge to support improvement in business, educational processes, and community and social issues.

We value our community and our region. We believe in developing programs that support our community and region. As the largest College of Business Administration in the region and as a state-supported institution, we strive to provide organizations with serious, well-prepared students and to make available various support functions to help businesses to be more successful in their dynamic environments.

We value continuous improvement. We believe in individual and collective efforts that support the College mission; we will strive for continuous improvement. By committing to continuous improvement over time, we will take areas that need attention and ultimately make them strengths, and take existing strengths and further increase the College's points of differential advantage.

Accreditation

The undergraduate and graduate programs in Business and Accounting that immediately follow comprise the business unit. All programs in the College of Business Administration's business unit are accredited by AACSB International - The Association to Advance Collegiate Schools of Business:

Business

BS (Accounting, Computer Information Systems, Finance, Management, and Marketing)
MAcc
MBA
MHA
MSCIS

In addition, the School of Accounting has attained separate AACSB Accounting accreditation of the following degrees:

BS (Accounting)
MAcc

The following undergraduate and graduate programs are within the College of Business Administration but outside the business unit. The Technology and Construction Management (TCM) program, with B.S. options in Construction Management and Technology Management, B.A.S. option in Technology Management and Master of Science in Project Management (MPM). Select TCM undergraduate programs are accredited by American Council for Construction Education (ACCE) – Construction Management, B.S., and The Association of Technology, Management, and Applied Engineering (ATMAE) – Construction Management and Technology Management, B.S. The Fashion and Interior Design program, with B.S.Ed. and M.S.Ed options in Family and Consumer Sciences, and B.S. options in Fashion and Interior Design.

Business Administration

Glass Hall, Room 400, Phone: (417) 836-5646
Email: MBAProgram@missouristate.edu
Website: <http://mba.missouristate.edu/>
Director: Elizabeth Rozell

Programs

Master of Business Administration

Program Description

The Master of Business Administration (MBA) degree is a College of Business Administration degree with courses taken in various departments. The program is specifically designed for students who hold undergraduate degrees in Arts, Science, Engineering, and Law, as well as for students who hold Baccalaureate degrees in Business Administration. The program will provide the background knowledge necessary for professional practice in the field of business. Students with little undergraduate work in business will normally require five semesters to complete the program. Students with appropriate prior academic preparation in business and economics may complete the program in one calendar year.

The MBA is accredited by the AACSB International - The Association to Advance Collegiate Schools of Business.

Academic Standing

A student who fails to attain a 3.00 GPA after completing the approved program may enroll for additional course work not to exceed 6 semester hours to raise the GPA. The course work will be approved by the Director of the MBA Program and the Dean of the College of Business Administration.

The maximum class load for a full-time student is normally 12 hours per semester. An overload is permitted only after students have demonstrated their ability to achieve an outstanding graduate record at this university. Students employed in a full-time job should not enroll for more than 6 semester hours.

All other University and Graduate College requirements governing grading and attendance will apply.

To enroll in graduate courses in the College of Business Administration, a student must satisfy one of the two conditions listed below:

1. be admitted to a graduate program in the College of Business Administration, or
2. have permission to enroll from the Director of the MBA Program.

Students who do not meet one of these two conditions will be dropped from the course(s) at any time during the session involved.

Admission

Qualified applicants may enter the MBA program at the beginning of any semester. Admission to the MBA program is granted to students who fulfill the following provisions.

1. The student must have received a Bachelor's or Master's degree from a regionally accredited college or university.
2. The applicant must meet the following performance standards:
 - a. A GPA of at least 2.75 for the last 60 hours of academic work;
 - b. A Graduate Management Admission Test (GMAT) composite score of at least 400. Arrangements for taking the GMAT can be made by calling Pearson Professional Centers at (800) 717-4628 or by visiting their website.

NOTE: With the approval of the Director of the MBA program, recent scores from other national standardized tests for graduate study such as the Graduate Records Examination (GRE) may be deemed equivalent. In these instances, equivalent test scores can be used to meet minimum GMAT score requirements (above) and can be used in formula calculations for admission purposes. A GMAT to GRE Conversion Chart is available.

- c. A minimum value of 1,000 based on the following formula — $(200 \times \text{GPA in last 60 hours}) + \text{GMAT score}$;
- d. A minimum score in the 20th percentile for both the verbal and the written components of the GMAT. Applicants meeting performance standards "a", "b", and "c", but not standard "d" can be admitted conditionally to the MBA program pending completion of the Speak Test, an essay test (graded on the CUNY Scale), and a grammar test. These tests will be administered to conditionally admitted students during the MBA Orientation Program prior to the beginning of each semester.
 - i. Conditionally admitted students attaining the scores indicated below will be fully admitted to the MBA Program:

Speak Test = 40 or greater; essay test = 4.0 or greater on the CUNY Scale; and grammar test = 70% or greater correct.

- ii. Conditionally admitted students attaining the scores indicated above on one or two of the tests may be given permission to enroll in a limited number of MBA classes pending approval by the MBA Program Director of a plan to correct any communication deficiency. When it has been demonstrated that all deficiencies have been removed, full admission to the MBA Program will be granted.
 - iii. Requirement "d" can be waived if the applicant successfully completes the Missouri State University English Language Institute (see below for more information).
3. Students who do not meet the normal admission requirements, but who possess high promise (usually based upon a successful record of managerial performance at increasing levels of responsibility) may be considered for admission.

EXECUTIVE MBA OPTION (EMBA)

When offered to a select group of students, typically a cohort, which significant business experience, the MBA Program may be presented in a format referred to as the Executive MBA Option or the EMBA. From a curricular viewpoint, the EMBA would be structured in the same way as the traditional MBA, however, the presentation format of core and elective courses will be designed in such a way as to maximize the benefit to working business professionals.

GMAT/GRE scores are not required for admission to the EMBA, however, the applicant would need to provide documentation verifying at least 5 years of business experience.

For EMBA students, prerequisite requirements for the core program courses can be satisfied through appropriate prior coursework, relevant business experience or by an individualized study program developed and supervised by the EMBA Program Director.

The credit hour costs for classes taken by students enrolled in the EMBA program are assessed at a higher rate than the traditional MBA offerings due to additional expenditures associated with the program.

Admission Requirements

Completion of a regionally accredited undergraduate degree.

1. Completion of 5 or more years of business/professional experience.

Accelerated Master's Degree Option

Undergraduate majors in the College of Business Administration may apply for admission to the Master of Business Administration program during the second semester of their junior year. If accepted, up to 6 hours of 600- or 700-level COBA classes taken in the senior year may be counted toward both the undergraduate and graduate degrees. As an MBA graduation requirement, students exercising the accelerated MBA option will be required to have had one year of professional experience or a 3 hour internship.

Before enrolling in a course that will apply to both the undergraduate program and the master's program, an undergraduate student must:

- Be accepted into the accelerated program.
- Receive prior approval from the graduate advisor, department head of the undergraduate program, and the Dean of the Graduate College. This is done by using a mixed credit form.

Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Admission Requirements

- Completion of 80 or more hours at time of application
- An overall GPA of 3.00 or better
- A score of 450 or better on the Graduate Management Admissions Test (GMAT)

Degree Requirements

With foundation courses met, the MBA degree requires a minimum of 33 semester hours of graduate credit composed of:

Core Requirements	24 hours
Other Requirements	9 hours
Total	33 hours

1. Core Requirements - 24 hours

Course Code	Course Title	Credits
*ACC 711	Managerial Accounting**	3 hrs
*CIS 761	Management Information Systems	3 hrs
*FIN 780	Advanced Financial Management	3 hrs
*MGT 764	Organizational Behavior	3 hrs
MGT 767	Organization Strategy and Policy	3 hrs

*MKT 772	Marketing Management	3 hrs
*QBA 775	Quant. Methods in Business Decision Making	3 hrs
	Select one course from FIN 682***, MGT 747***, or MKT 774	3 hrs

*Students whose undergraduate major is in a MBA core course discipline must consult with the MBA Program Director to determine if they should substitute another 600- or 700-level course in the College of Business for the core course in that discipline.

**Students who have completed Managerial Cost Accounting must consult with the MBA Program Director to select an appropriate substitute course.

***Students who have already taken FIN 582 or MGT 447 must consult with the MBA Program Director for an appropriate substitute course.

2. Other Requirements - 9 hours**

Seminar (A Seminar Course is required) - 3 hrs

Most students will select from CIS 790, FIN 790, MGT 790, MKT 790 (or MKT 770), although other courses may be acceptable.

Area of Concentration Options - 6 hours:

In consultation with the MBA Director, students may select one of the following areas of concentration:

FINANCE - FIN 790, plus two more FIN graduate courses

MANAGEMENT - MGT 790, plus two more MGT graduate courses

MARKETING - MKT 790 (or MKT 770), plus two more MKT graduate courses

COMPUTER INFORMATION SYSTEMS - CIS 790, plus two more CIS graduate courses

** No more than 6 hours of 600-level courses may be applied to the degree program.

3. Research

Students are expected to demonstrate research and writing proficiency appropriate to the business environment. Significant written projects are required within each of the core courses. In lieu of the required seminar course and one other course from the area of concentration, a student may complete a thesis for 6 hours of credit.

Foundation Courses

The MBA program requires 24 hours of foundation courses. This foundation is composed of the following eight graduate-level courses which are designed to provide accelerated coverage of the knowledge base necessary for students to benefit most from the MBA curriculum:

Course Code	Course Title	Credits
ACC 600	Accounting Concepts for Managers	3 hrs
CIS 600	Information Systems in Business Organizations	3 hrs
ECO 600	Fundamentals of Economics	3 hrs
FIN 600	Managerial Finance	3 hrs
MGT 600	Administrative, Organizational, and Operational Concepts for Managers	3 hrs
MKT 600	Marketing Concepts for Managers	3 hrs
QBA 600	Statistical Methods in Business Research	3 hrs
LAW 600	Legal Environment for Business Managers	3 hrs
	Total	24 hrs

Upon evaluation of baccalaureate degree transcripts, some or all of these courses may be waived, particularly for students holding an undergraduate degree in business.

Seven of the foundation courses are now available once each year via the Internet. These online courses do not have a campus component and can be completed entirely from the student's location. Contact the MBA Program Director regarding questions about these courses. To enroll in one or more of the online courses, call 1-888-879-7678.

Those considering entering the MBA program are encouraged to contact the MBA Program Director for a transcript analysis.

English Language Institute

The English Language Institute (ELI) at Missouri State University is designed to equip English language learners with skills to achieve success in the degree program of their choice and to enhance their potential for future employment after graduation. ELI faculty members have advanced degrees in TESOL and overseas teaching experience, as well as a great enthusiasm for interacting with learners from different cultures.

Students entering the ELI take a series of placement tests to determine their level of proficiency. Once they are placed into the appropriate level, they enroll in 23 to 27 hours of ELI classes per week. The intensive English program consists of the following components: writing/grammar, reading, speaking and listening. The writing and grammar component addresses ESL-related problems that occur in both written and spoken language. Students are given the opportunity to better understand English grammar within the framework of their own written texts and as they interact through verbal tasks. In addition, upper-level writing/grammar students receive instruction and practice in rhetorical modes, style, mechanics, research skills, documentation

techniques, and other aspects of technical writing applicable to their field of study.

The reading component presents reading strategies and study skills necessary for critical reading within an academic context. Course content focuses on reading for meaning, building vocabulary, and increasing comprehension and speed, while incorporating the skills of scanning, drawing inferences, recognizing cohesive links, and summarizing.

Speaking and listening skills are taught in components that offer pair and small group practice in pronunciation skills, note-taking and summarizing from oral lectures, individual oral reports and group presentations, role-playing, and discussions based on cultural studies and idiomatic usage.

All students enrolled in Speaking also attend the Pronunciation Lab where they focus on individual pronunciation skills. In addition, an open computer lab is available for students to practice their English skills with special software for language learners and to practice for graduate exams such as the GMAT or GRE. Occasional field trips, native speaker conversation partners, spelling classes, and an academic lecture series are also part of the Institute's program. In each of the components, the instructors endeavor to follow a communicative model, to use authentic materials, and to design assignments that correspond in nature to assignments given in the students' future academic courses.

For more information, please contact: Director, English Language Institute, 301 S Jefferson, Springfield, MO 65806, USA, Phone (417) 836-6540, Fax (417) 836-4784, email JaneRobison@missouristate.edu. You may also visit the ELI Website at www.eli.missouristate.edu

GMAT preparation course

The Center for Continuing and Professional Education offers a GMAT preparation course each semester. The price of the course is \$350 (subject to change). For additional information, contact 417-836-6660 or visit <http://morriscenter.missouristate.edu/si/>.

Unclassified admission

Students who meet general Graduate College requirements, but have not fulfilled all requirements to enter the MBA program, may be admitted to the Graduate College as a "Graduate student - unclassified." This status will allow a student to enroll in an absolute **maximum of 9 graduate hours** before being fully admitted to the MBA program. **All courses at the 600-level or higher are considered graduate hours.**

Computer application competency

Students entering the Master's of Business Administration program are expected to be proficient in the use of word processing, database, and spreadsheet software. No coursework is required to fulfill this criterion. Knowledge derived from professional or personal experience will qualify. If a student feels that he or she does not have the necessary base of knowledge to fulfill this requirement, there are various resources available on campus, such as self-paced tutorials and hands-on programs that would be helpful to increase computer knowledge and experiences.

International applicants

Applicants from foreign countries whose native language is not English are required to submit scores on the Test of English as a Foreign Language (TOEFL). Normally, TOEFL scores of 550 on the paper-based or a comparable score of 213 on the computer-based TOEFL are required.

Master of Science in Education, Secondary Education: Business Area of Emphasis

Contact Dr. Glenna Vanderhoof, CIS department, and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

College of Business Administration Requirements

Students must have undergraduate preparation in, or the equivalent of, the following core requirements.

Course Title	Credits
Basic Statistics	3 hrs
Principles of Accounting	6 hrs
Basic Business Law	4 hrs
Principles of Finance	3 hrs
Principles of Economics	6 hrs
Management Theory	3 hrs
Principles of Marketing	3 hrs
Computer Information Systems	3 hrs
Word Processing	3 hrs
Total	34 hrs

Business Requirements

Course Code	Course Title	Credits
BSE 696	Problems in Business Education	3 hrs
BSE 705	Curriculum Construction in Bus. Educ.	3 hrs
MGT 706	Organizational Communication	3 hrs

BSE 710	Improvement of Instruct. in Bus. Educ.	3 hrs
	Additional College of Business Admin. course work	3 hrs
	Total	15 hrs

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School of Accountancy

Glass Hall, Room 439, Phone: (417) 836-5414, Fax: (417) 836-5164
Email: Accountancy@missouristate.edu
Website: <http://www.missouristate.edu/SOA>
Director: John R. Williams

Faculty

Professor: David B. Byrd, Sandra D. Byrd, Sidney R. Ewer, Olen L. Greer, S. Michael Groomer, Lester E. Heitger, James C. Lampe, Debra H. Oden, Stevan K. Olson, George Schmelzle

Associate Professor: Phillip D. Harsha, Anthony C. Keller, Carl E. Keller, Jr., Geanie W. Margavio, John R. Williams

Assistant Professor: Paul A. Ashcroft

Emeritus Professor: Ronald R. Bottin, Kenneth W. Brown, Radie G. Bunn, Michael J. Cerullo, Margaret Virginia Cerullo, Kurt E. Chaloupecky, Jon R. Nance, Richard L. Nichols

Programs

Master of Accountancy

David B. Byrd, MAcc Program Director
Glass Hall, Room 452 Phone (417) 836-4183
Fax (417) 836-5164; DavidByrd@missouristate.edu

Mission Statement of the School of Accountancy

The School of Accountancy (SOA) cultivates a comprehensive, high quality accounting environment, serving graduate and undergraduate accounting majors, business majors, and other interested persons. Student development is the School's top priority, and the primary responsibility of a full-time faculty engaged with its students. Accordingly, the faculty encourages interaction with students in the classroom, during office visits and through other school, college and university programs. Faculty members are also engaged in productive scholarship and meaningful service and interaction with the accounting profession, the University, and the larger community. The SOA acknowledges that the teaching, research, and service are integrated, complementary activities. These scholarly endeavors advance knowledge, foster an attitude of inquiry, meet the needs of society and contribute to student learning.

Program Description

The Master of Accountancy (MAcc) is intended to articulate with the undergraduate program to provide an integrated five-year educational experience, with the objective of preparing the graduate for a successful career in public, private, or governmental accounting, or for pursuing a doctoral degree. It also meets the "150-hour" education requirement to sit for the CPA examination and for membership in the American Institute of Certified Public Accountants.

An *accelerated option* is available for eligible Missouri State University undergraduate accounting majors. Students must apply during the second semester of their junior year. If accepted, up to 6 hours of 600-700 level accounting courses may be counted toward both the undergraduate and graduate degrees. This option allows Missouri State University accounting majors to obtain both the Bachelor of Science and MAcc degrees in five years with a total of 152 semester hours rather than the normal 158 hours.

The MAcc program is accredited by AACSB International - The Association to Advance Collegiate Schools of Business.

Academic Standing

A student who fails to attain a 3.00 GPA after completing the approved program may enroll for additional course work not to exceed 6 semester hours to raise the GPA. The course work will be approved by the MAcc Program Director.

The maximum class load for a full-time student is normally 12 hours per semester. An overload is permitted only after students have demonstrated their ability to achieve an outstanding graduate record at this university. Students employed on a full-time job should not enroll for more than 6 semester hours.

All University and Graduate College requirements governing grading and attendance will apply. To enroll in graduate courses in the College of Business Administration, a student must satisfy one of the following two conditions:

1. be admitted to a graduate program in the College of Business Administration, or
2. have permission to enroll from the COBA Program Director.

Students who do not meet one of these two conditions may be dropped from the course(s) at any time during the session involved.

Degree Requirements **Total 33 hrs**
106

The Master of Accountancy degree requires a minimum of 33 hours of graduate credit. At least 24 of the 33 hours must be taken at the 700 level. Specific course and credit hour requirements follow.

1. Accounting Core 9 hrs

ACC 703, 790 and one from ACC 705, 715

2. Accounting Electives 15 hrs

With advisor approval, elect five accounting courses, with at least one course from each of the following four functional areas:

- a. Financial (ACC 604, 606, 632, 705)
- b. Managerial/Cost (ACC 613, 712, 715)
- c. Tax (ACC 624, 625, 721, 722, 723)
- d. Auditing/Systems (ACC 655, 656, 741, 750, 751, 752, 754)

3. Additional Electives 9 hrs

With advisor approval, elect three courses. Note: No more than a total of 3 credit hours from ACC 695, ACC 794, or ACC 796 may be applied to the MAcc degree.

4. Research

Research projects may be required in any graduate accounting course. ACC 703 will have a significant professional research component.

Prerequisite Courses

The MAcc can accommodate students without undergraduate degrees in accounting. Deficiencies in a student's undergraduate business or accounting education must be removed by taking appropriate prerequisite courses. Those courses add to the number of hours required to complete the program. To determine the extent of deficiencies, students should contact the MAcc Program Director for a transcript analysis.

By completion of the MAcc Program, the student is expected to meet the common body of knowledge requirements of the AACSB International. These requirements involve course work in economics, statistics, computer information systems, finance, business law, management and marketing that is essentially equivalent to that required of Missouri State University undergraduate accounting majors.

Admission- Traditional MAcc

1. The student must have received an undergraduate degree from a regionally accredited college or university.
2. The student must have attained a GPA of at least 3.20 for the last 60 hours of academic work and must have attained a GPA of at least 3.20 in upper-division accounting courses.

Undergraduate accounting courses must either have been successfully completed within the five years prior to entry to the MAcc Program, or the student must provide other evidence of current knowledge in undergraduate core topics. Otherwise, applicants may be required to repeat selected courses.

1. The student must achieve a minimum composite score of 500 on the Graduate Management Admissions Test (GMAT), and a minimum score of at least the 30th percentile for both the verbal and the quantitative components of the GMAT. With the approval of the Director of the MAcc program, recent scores from other standardized tests for graduate study, such as the Graduate Record Exam (GRE) or the Law School Aptitude Test (LSAT), may be deemed equivalent. This GMAT requirement may be waived for students having a GPA of 3.20 or better on their last 60 semester hours at an AACSB accredited school.
2. Students who do not meet the normal admission requirement, but who show an indication of high promise, will be considered for probationary admission.
3. All other University and Graduate College requirements for admission to a degree program will also apply.

Admission- Accelerated MAcc

1. Completion of ACC 301, 302, 311, 321 and 341 with a GPA of 3.20 or better.
2. An overall GPA of 3.20 or better.
3. The student must achieve a minimum composite score of 500 on the Graduate Management Admissions Test (GMAT), and a minimum score of at least the 30th percentile for both the verbal and the quantitative components of the GMAT. With the approval of the Director of the MAcc program, recent scores from other standardized tests for graduate study, such as the Graduate Record Exam (GRE) or the Law School Aptitude Test (LSAT), may be deemed equivalent. If a student has a GPA of 3.20 or better for the last 30 hours of academic work, the GMAT may be waived.
4. For a courses to be designated as Mixed Credit, the graduate advisor, undergraduate department head, and Graduate College Dean must approve by signing the Permission for Mixed Credit form. This form must be obtained prior to registering for the courses.

Qualified applicants may enter the program at the beginning of any semester. Arrangement for taking the GMAT can be made by calling Pearson GMAT Registration Center at 1-800-717-4628 or by writing to Graduate Management Admissions Test, Educational Testing Service, PO Box 6000, Princeton, NJ 08541. Application booklets are also available in the Counseling and Testing Center, Carrington Hall 311.

Applicants from foreign countries whose native language is not English are required to submit scores on the Test of English as a Foreign Language (TOEFL). Normally scores of 600 on the paper-based or a comparable score of 253 on the computer-based TOEFL are required for admission.

Forensic Accounting Graduate Certificate Program

Program Description

The Forensic Accounting Certificate program provides a 12 hours graduate-level experience in the forensic accounting field. The program involves in depth study of forensic accounting and information technology topics, including fraud examination, litigation support, financial expert witnessing, business valuation, investigative data mining and others. Contact the Director of the School of Accountancy or the MAcc Program Director for additional information.

Entrance Criteria

Candidates for the certificate program must be admitted to the University as a graduate student. The candidate should have a bachelor's degree in accounting and meet minimum admission criteria for the Master of Accountancy program. All course work must be approved by the MAcc Program Director.

Required Courses (12 hrs)

Course Code	Course Title	Credits
ACC 754	Forensic Accounting	3 hrs
ACC 752	Fraud Examination	3 hrs
ACC 751	Information Systems Auditing	3 hrs
Select one of the following:		
ACC 741	Advanced Accounting & Management Information Systems	3 hrs
ACC 750	Advanced Auditing	3 hrs
ACC 794	Internship (Forensic Acc. related)	3 hrs
ACC 796	Independent Study (Forensic Acc. related)	3 hrs

GPA Requirements

Students must have a B or better grade in each course.

Graduate Certificate in Tax Accounting

Program Description

The Tax Accounting Graduate Certificate program provides a 12 hours graduate-level experience in the tax accounting field. The program involves in depth study of tax accounting topics, including individual taxation, corporate taxation, tax planning, applied tax problems and others. Contact the Director of the School of Accountancy or the MAcc Program Director for additional information.

Entrance Criteria

Candidates for the certificate program must be admitted to the University as a graduate student. The candidate should have a bachelor's degree in accounting and meet minimum admission criteria for the Master of Accountancy program. All course work must be approved by the MAcc Program Director.

Required Courses (12 hrs)

Course Code	Course Title	Credits
ACC 721	Advanced Tax Accounting	3 hrs
ACC 722	Public Service Tax Accounting	3 hrs
ACC 723	Tax Considerations for Decision Makers	3 hrs
Select one of the following:		
ACC 625	Individual Income Tax Assistance	3 hrs
FIN 638	Introduction to Estate Planning	3 hrs
ACC 794	Internship (Tax Accounting related)	3 hrs
ACC 796	Independent Study (Tax Accounting related)	3 hrs

GPA Requirement. Students must have a B or better grade in each course.

Accounting Courses

ACC 600 Accounting Concepts for Managers

Prerequisite: permission of a director of COBA graduate program or the director of the MS in Administrative Studies program. Comprehensive study of the fundamentals of financial and managerial accounting. Designed for graduate students who have not had an undergraduate course in accounting. Will not be counted in the hours required for a COBA graduate degree. 3(3-0), F, S

ACC 604 Advanced Accounting

Prerequisite: grade of "C" or better in ACC 302; and admitted to the MAcc Program. Study of accounting for pensions, deferred taxes, business combinations, partnerships, and certain multicurrency accounting issues. May be taught concurrently with ACC 504. Cannot receive credit for both ACC 504 and ACC 604. 3(3-0), F, S

ACC 606 International Accounting

Prerequisite: grade of "C" or better in ACC 302; and admitted to the MACC Program. Accounting practices in different nations; multi-national corporation and selected accounting problems. May be taught concurrently with ACC 506. Cannot receive credit for both ACC 506 and ACC 606. 3(3-0), F,S

ACC 613 Managerial Cost Accounting II

Prerequisite: grade of "C" or better in ACC 311 and admitted to the MACC Program. A continuation of the topics examined in ACC 311. Specific topics covered include activity-based costing, strategic cost management, activity- and strategic-based responsibility accounting, quality costing, measurement and control of productivity, environmental cost management, cost-volume-profit analysis, activity resource usage, relevant costing, pricing and profitability analysis, capital investment decisions, and inventory management topics such as economic order quantity, just-in-time, and the theory of constraints. May be taught concurrently with ACC 513. Cannot receive credit for both ACC 513 and ACC 613. 3(3-0), S

ACC 624 Tax Accounting II

Prerequisite: grade of "C" or better in ACC 321; and admitted to the MACC Program. Principles of federal tax accounting; research in income tax problems of partnerships and corporations; estate and gift tax problems of individuals. May be taught concurrently with ACC 524. Cannot receive credit for both ACC 524 and ACC 624. 3(3-0), F,S

ACC 625 Individual Income Tax Assistance

Prerequisite: grade of "C" or better in ACC 321; and permission of instructor; and admitted to the MACC Program. To provide students with an opportunity to integrate intermediate tax accounting skills, critical thinking skills, communication skills, and research skills with community service. This course provides service-learning experience in the preparation and review of actual individual income tax returns (both federal and state) as well as the social and ethical issues inherent in US tax policy. May be taught concurrently with ACC 525. Cannot receive credit for both ACC 525 and ACC 625. 3(1-4), S

ACC 632 Governmental and Not-For-Profit Organizational Accounting

Prerequisite: grade of "C" or better in ACC 301; and admitted to the MACC Program. Governmental and not-for-profit organizational accounting records and funds, budgeting, budget control, analysis and interpretation of financial statements. May be taught concurrently with ACC 532. Cannot receive credit for both ACC 532 and ACC 632. 3(3-0), F,S

ACC 653 Auditing

Prerequisite: grades of "C" or better in ACC 301 and ACC 302 and ACC 311 and ACC 321 and ACC 341 and ACC 470; and admitted to the MACC Program. Kinds of audits, the duties and obligations of the auditor, principles and procedures to be followed in conducting an audit. A grade of "C" or better is required in this course in order to take ACC 703, 750, 751, 752, 754 and 790. This course has a required assessment component. May be taught concurrently with ACC 553. Cannot receive credit for both ACC 553 and ACC 653. 3(3-0), F,S

ACC 655 Internal Auditing

Prerequisite: grade of "C" or better in ACC 341; and admitted to the MACC Program. Functions of internal audit, financial audit, and operations audit; importance of the changing professional status of the internal auditor. May be taught concurrently with ACC 555. Cannot receive credit for both ACC 555 and ACC 655. 3(3-0), D

ACC 656 Operational Auditing

Prerequisite: admitted to MACC Program. Primarily a case study approach covering nonfinancial audits of efficient and effective resource utilization, accomplishment of operational goals, adherence to laws and regulations, fraud prevention and detection, integrity and security of computer systems, and achievement of program goals. May be taught concurrently with ACC 556. Cannot receive credit for both ACC 556 and ACC 656. 3(3-0), D

ACC 688 Healthcare Accounting Concepts

The role of accounting in the financial and operational management of healthcare organizations is approached via an introduction to healthcare financial and managerial accounting principles. This course addresses the definition of financial accounting; external reporting; development and use of the income statement, balance sheet and statement of cash flows. The course also addresses the managerial accounting topics of cost behavior and allocation; accounting data for pricing and service decisions; planning and budgeting in healthcare organizations; analysis of financial condition; and selected topics in ethics. The course is a core requirement for Master of Health Administration students and may be of interest to students in other graduate programs. Note that ACC 688 cannot be substituted for ACC 711 in the MBA program and cannot be counted in the 33 semester hours required for the MAcc degree. 3(3-0) S,Su

ACC 695 Research Issues and Problems: Accounting

Prerequisite: permission of the School of Accountancy Director; and admitted to the MACC Program. Research issues and projects growing from particular needs which may require additional depth or breadth of study. Outline of study must be approved prior to enrolling. May be repeated to a total of 3 hours. May be taught concurrently with ACC 596. Cannot receive credit for both ACC 596 and ACC 695. 1-3, D

ACC 703 Seminar in Accounting Theory

Prerequisite: grade of "C" or better in ACC 653 or ACC 553; and admitted to the MACC Program. Critical evaluation and interpretation of accounting theory. Completion of a significant research project. 3(3-0), F,S

ACC 705 Advanced Financial Accounting Problems

Prerequisite: grade of "C" or better in ACC 302; and grade of "C" or better in ACC 504 or ACC 604 or concurrent enrollment in ACC 504 or ACC 604; and admitted to MACC program. Case studies of the application of major authoritative financial accounting pronouncements to integrated financial accounting problems; emphasis on the impact of accounting pronouncements on financial reporting, the changing trend in accounting theory and the possible future development of accounting pronouncements. 3(3-0), F,S

ACC 711 Managerial Accounting

Prerequisite: grade of "C" or better in ACC 211 or ACC 206 or ACC 600; and admitted to MBA or MHA program. Role of accounting in improving the practice of business management; budgeting, accounting analysis, the behavior of costs, accounting control. This course will not be counted in the 33 semester hours required for the MAcc degree. 3(3-0), F,S

ACC 712 Controllership and Communication

Prerequisite: grade of "C" or better in ACC 311 or in ACC 711; and admitted to the MACC Program. An in-depth examination of the leadership and communication challenges associated with being a controller and/or professional accountant. The written and oral communication skills required for success as a professional accountant will be developed. 3(3-0), F

ACC 715 Advanced Cost Accounting

Prerequisite: grade of "C" or better in ACC 311 or in ACC 711; and admitted to the MACC Program. An in-depth study of problems and contemporary issues in cost accounting. An introduction to selected quantitative techniques used by accountants to solve cost accounting problems. 3(3-0), S

ACC 721 Advanced Tax Accounting

Prerequisite: grade of "C" or better in ACC 321; and grade of "C" or better in ACC 624 or in ACC 524; and admitted to MACC program. Case study approach to develop tax research, analytical, and communication skills. Incorporated into the case studies are ethical and legal constraints within which tax practitioners are obligated to operate. 3(3-0), S

ACC 722 Public Service Tax Accounting

Prerequisite: permission of instructor; and admitted to MACC program. Students will learn theoretical foundations in public service tax accounting topics and develop skills; which will apply to practical situations that will help students be better citizens and employees. Students will assist low-income, elderly, and English as Second Language taxpayers in the community in identifying and meeting their tax rights and responsibilities. 3(2-3), S

ACC 723 Tax Considerations for Decision Makers

Prerequisite: grade of "C" or better in ACC 624 or in ACC 524; and admitted to MACC program. Tax course with emphasis on recognizing and understanding the importance of tax considerations in the process of making decisions in business and personal matters; developing a tax institution to anticipate and understand the effect of prospective tax law changes; examining U.S. tax policy issues; and motivating students to a lifetime of learning by engaging them in independent study. 3(3-0), F

ACC 731 Control of Non-Profit Organizations

Prerequisite: grade of "C" or better in ACC 311 or in ACC 711; and admitted to MACC program. Case study approach to financial control in non-profit organizations. Special emphasis is on governmental and health care organizations, although other non-profit organizations are also studied. 3(3-0), D

ACC 741 Advanced Accounting and Management Information Systems

Prerequisite: grade of "C" or better in ACC 341; and admitted to MACC program. Application of the concepts of systems design and implementation. Study of the attributes of accounting information systems and their relationship with management information systems. Functions of accounting information systems including data collection and transmission, internal controls, data organizations and storage, processing data, and information retrieval and display. Characteristics and applications of both manual and automated information systems. 3(3-0), F

ACC 750 Advanced Auditing

Prerequisite: grade of "C" or better in ACC 653 or in ACC 553; and admitted to MACC program. External auditing procedures; implementing auditing standards; verifying adherence to generally accepted accounting principles; importance of the auditor's attest function. 3(3-0), F,S

ACC 751 Information Systems Auditing

Prerequisite: grade of "C" or better in ACC 653 or in ACC 553; and admitted to MACC program. A study of information systems controls; auditing around, through, and with the computer; auditing advanced computer systems, spreadsheets and other fourth generation language applications. Hands-on computer auditing projects will be integrated into the course. 3(3-0), S

ACC 752 Fraud Examination

Prerequisite: grade of "C" or better in ACC 653 or in ACC 553; and admitted to MACC program. An in-depth study of the fraud examination process, including fraud prevention, detection, investigation, and management and employee fraud, and the legal aspects of fraud. Case studies are used extensively throughout the course. 3(3-0), D

ACC 754 Forensic Accounting: Litigation Support and Expert Witnessing

Prerequisite: grade of "C" or better in ACC 653 or ACC 553; and admitted to MACC program. This course explores one of the major areas of practice in forensic accounting. The course provides an in-depth investigation into the world of accounting litigation support and financial expert witnessing. The course requires students to actively participate in case analysis, development of expert reports, deposition testimony, and trial testimony. Students are exposed to the legal issues that impact on their role as an expert witness. 3(3-0) F,S

ACC 790 Seminar in Accounting

Prerequisite: grade of "C" or better in ACC 653 or ACC 553; and admitted to MACC program. Critical evaluation and interpretation of the current research and professional literature in accounting. Study of ethical and institutional features of the accounting environment. Completion of a significant research project. 3(3-0), F,S

ACC 794 Internship: Accounting

Prerequisite: 12 graduate credit hours of accounting courses; and permission of instructor; and admitted to MACC program. In consultation with the coordinating professor, the student is engaged in first-hand experience with a business, organization, or other professional entity. A portfolio of assigned work shall be collected, examined, and evaluated during the semester. 3(3-0), D

ACC 796 Independent Study-Accounting

Prerequisite: permission of instructor; and admitted to the MACC program. In consultation with coordinating professor, student selects for intensive study of a specific area of concern related to the student's program, with emphasis on research. 1-3, D

ACC 797 Special Topics in Accounting

Prerequisite: 9 graduate hours of accounting courses; and admitted to the MACC program. In-depth study of contemporary topics in accounting. Each offering concerns a single topic. May be repeated with departmental permission to a total of 9 hours. 1-3, D

ACC 799 Thesis

Prerequisite: permission of instructor; and admitted to the MACC program. Independent research and study connected with preparation of thesis. 1-6, D

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Department of Computer Information Systems

Glass Hall, Room 359, Phone: (417) 836-4131, Fax: (417) 836-6907
Email: jerrychin@missouristate.edu
Website: <http://cis.missouristate.edu>
Department Head: Jerry M. Chin

Faculty

Professor: Tonya B. Barrier, Jerry M. Chin, Ronald Dattero, Michael A. Hignite, Richard A. Johnson, Rajeev Kaula, Thomas M. Margavio, David B. Meinert, John W. Satzinger, Randall S. Sexton

Associate Professor: Sheryl D. Brahnham, Duane R. Moses

Assistant Professor: Brian G. Burton

Adjunct Faculty: Rick L. Brattin, Martin D. Crossland, Kirk Garten, Steven F. Schmidt

Senior Instructor: Shannon McMurtrey

Emeritus Professor: James T. Brown, E. Reed Doke, Chung S. Kim, Heidi Perreault, Jean C. Swanson

Programs

Master of Science in Computer Information Systems

Shannon McMurtrey, Graduate Director
Glass Hall, Room 385; Phone (417) 836-4177
mscis@missouristate.edu

Program Description

The Master of Science in Computer Information Systems provides relevant and timely graduate education to information systems professionals. It is intended for experienced professionals who need increased skills in the effective management, development and implementation of information systems in organizations. Building upon work experience, the program uses a combination of intensive on-campus learning sessions and extensive distance-learning assignments to deliver a high-quality graduate learning experience to students. The result is a program which develops the effective organizational, leadership and job-specific skills needed by members of the fast-paced information systems field.

The credit-hour costs for classes taken by students enrolled in the MS in CIS program are assessed at a higher rate than other graduate programs. The current rate is \$410 per credit hour.

The MS in CIS program is accredited by AACSB International - The Association to Advance Collegiate Schools of Business.

Degree Requirements (minimum 36 hrs)

The Master of Science in Computer Information Systems is a 36 credit-hour program. Course loads are nine hours per semester for four semesters. Students must complete a minimum of ten courses (30 credit hours) in the MS in CIS degree program as part of the residence requirement. Up to 6 semester hours of graduate work can be transferred from another accredited graduate school and applied to the MS in CIS degree requirements. All transfer credit must be approved by the Program Director. Typical course sequence and course loads are as follows:

MS CIS course offerings up to 36 credit hours:

CIS 732	Information Systems Planning
CIS 734	Staffing The Information Systems Function
CIS 736	Network Planning & Administration
CIS 738	Information System Project Management
CIS 744	Information System Management
CIS 742	Management of End-User Computing
CIS 740	Comparative System Development Methodology
CIS 746	Data Modeling & Database Administration
CIS 747	IT Legal Issues

CIS 748	Principles of IT Security
CIS 750	Information System Resource Acquisition
CIS 752	Behavioral and Leadership in IT
CIS 754	Organizational Transformation
CIS 756	Special Topics in Information Systems

Research

Research projects with oral or written reports may be required in any graduate CIS course. Significant professional research components are included in many courses.

Entrance Requirements

The Master of Science in Computer Information Systems is open to persons with the following qualifications.

1. At least three years of information systems work experience.
2. At least one course from an institution of higher learning in each of the areas of database, systems analysis and design, and programming.
3. A GPA of at least 2.75 for the last 60 hours of academic work. In addition, students must have attained a score of at least 450 on the Graduate Management Admissions Test (GMAT) or a comparable percentage rank score on the Graduate Record Examination (GRE).
4. A background in business administration including exposure to accounting, finance, management, marketing, and economics. These business requirements will be waived if the student has an undergraduate or graduate degree in business administration or courses equivalent to at least nine credits in three different areas of business. The Graduate Director will determine if the student has the necessary background.

Applicants who do not meet the normal admission requirements, but who show an indication of high promise, will be considered by the Program Director for probationary admission on a case-by-case basis.

Program course work is offered in a lock-step sequence in which each cohort (20-25 students) completes the program together. Students may start their program any semester in which a new cohort begins.

Business Education Courses

BSE 603 Teaching of Business

Prerequisite: EDC 350; and ACC 211 or ACC 206; and Teacher Certification students must be admitted to teacher education program; and approved major in business; or permission of department head. Development of a philosophy for and about business education; study of relevant legislation; study of methods of teaching selected business subjects including use of research-based readings, observation, and microteaching. A grade of "C" or better is required in this course in order to take BSE 493 or BSE 494. May be taught concurrently with BSE 503. Cannot receive credit for both BSE 503 and BSE 603. 3(3-0), F

BSE 609 Business Education Workshop

Development and promotion of desirable programs in business education. Each workshop emphasizes a single topic. May be repeated for a maximum of 5 hours when topic varies. May be taught concurrently with BSE 509. Cannot receive credit for both BSE 509 and BSE 609. 1-5, D

BSE 620 Occupational Analysis

Prerequisite: teacher certification student. Analysis and breakdown of broad occupations or specific jobs into basic elements for instructional purposes. Identical with AGV 620. May be repeated to a total of 2 hours when topic varies. May be taught concurrently with BSE 520. Cannot receive credit for both BSE 520 and BSE 620. 1-2, D

BSE 622 Philosophy of Vocational Education

Philosophical foundations of vocational education; philosophies of vocational education in the contemporary school. Meets Missouri Vocational Education certification requirements. Identical with AGV 622 and SEC 622. May be repeated to a total of 3 hours when topic varies. May be taught concurrently with BSE 522. Cannot receive credit for both BSE 522 and BSE 622. 1-3, D

BSE 623 Guidance for Vocational Development

Prerequisite: teacher certification student. Materials, procedures, and problems in guidance of individuals in the selection of, preparation for, and advancement in a vocation. Identical with AGV 623. May be repeated to a total of 3 hours when topic varies. May be taught concurrently with BSE 523. Cannot receive credit for both BSE 523 and BSE 623. 1-3, D

BSE 624 Implementing Vocational Business Education Programs

Prerequisite: teacher certification student. Problems; procedures; and local, state and federal relationships in the implementation and administration of vocational business education in the contemporary school. May be taught concurrently with BSE 524. Cannot receive credit for both BSE 524 and BSE 624. 1-3, D

BSE 626 Coordination of Cooperative Education

Prerequisite: teacher certification student. Problems and procedures in organizing and operating part-time cooperative and evening occupation programs. Restricted to those who can qualify as coordinators. Identical with AGV 626 and SEC 626. May be repeated to a total of 2 hours when topic varies. May be taught concurrently with BSE 526. Cannot receive credit for both BSE 526 and BSE 626. 1-2, D

BSE 628 Measurement and Evaluation of Vocational Education Programs

Prerequisite: teacher certification student. Assessing specific program needs as determined from occupational surveys and other demographic data; follow-up techniques to evaluate the overall effectiveness of the program on manpower needs in a given labor

market area. Identical with AGV 628 and SEC 628. May be repeated to a total of 3 hours when topic varies. May be taught concurrently with BSE 528. Cannot receive credit for BSE 528 and BSE 628. 1-3, D

BSE 640 Curriculum Development for Business Education

Prerequisite: teacher certification student must be admitted to teacher education program. Major emphasis given to curriculum development in business courses. Selected topics include teaching basic business courses; developing course objectives, content, and evaluative strategies; sponsoring youth organizations; selecting equipment. May be taught concurrently with BSE 540. Cannot receive credit for both BSE 540 and BSE 640. 3(3-0), S

BSE 696 Problems in Business Education

Prerequisite: permission of department head. Technical or professional problems growing from particular needs that may require additional depth or breadth of study. Outline of study must be approved prior to enrolling. May be repeated to a total of 3 hours when topic varies. May be taught concurrently with BSE 596. Cannot receive credit for both BSE 596 and BSE 696. 1-3, F,S

BSE 705 Curriculum Construction in Business Education

Objectives and interrelationships of business education courses and programs. Development of curricular materials and evaluative devices. Identical with SEC 705. May be repeated to a total of 3 hours when topic varies. 1-3, D

BSE 710 Improvement of Instruction in Business Education

Current developments and trends in teaching business subjects; new developments in resources, methods, and techniques. May be repeated to a total of 3 hours when topic varies. 1-3, D

BSE 730 Research Seminar in Business Education

Critical interpretation and evaluations of research in business education. Individualized assistance provided in the development of an extensive research paper to satisfy the requirement for Research Option II. 3(3-0), D

Computer Information Systems Courses

CIS 600 Information Systems in Business Organizations

Prerequisite: permission of a director of a COBA graduate program. Comprehensive study of the fundamentals of business information systems. Designed for graduate students who have not had undergraduate information systems courses. Will not be counted in the hours required for a COBA graduate degree. 3(3-0), F,S

CIS 610 e-Business Technology Concepts

Prerequisite: BUS 510 or BUS 610 or permission of director of COBA graduate program. An introduction to e-Business and Internet concepts and technology. The course emphasizes content driven web development using database concepts. May be taught concurrently with CIS 510. Cannot receive credit for both CIS 510 and CIS 610. 3(3-0), F,S

CIS 615 Fourth-Generation Languages

Prerequisite: permission of a director of a COBA graduate program. An introduction to fourth-generation languages (4GL). A study of the versatility and integrated functions of popular fourth generation languages including general application development, report generation, database query, screen development and graphics. May be taught concurrently with CIS 515. Cannot receive credit for both CIS 515 and CIS 615. 3(3-0), S

CIS 622 Decision Support Systems Development

Prerequisite: permission of a director of a COBA graduate program. A study of Decision Support Systems (DSS), a review of current DSS literature, and the design and development of a DSS with emphasis on the user interface. May be taught concurrently with CIS 522. Cannot receive credit for both CIS 522 and CIS 622. 3(3-0), D

CIS 626 Computer Security

Prerequisite: MGT 340 or permission of a director of a COBA graduate program. Primarily, but not exclusively, designed for MBA students, CIS undergraduates, and IT Service Management undergraduates. The course is an introduction to the basic issues in computer security. This course is managerial in its approach in that the student is not required to have an extensive background in programming or technical support. May be taught concurrently with CIS 525. Cannot receive credit for both CIS 525 and CIS 626. 3(3-0), D

CIS 628 Database Management Systems Implementation

Prerequisite: CIS 326 or permission of a director of a COBA graduate program. Application of database management principles in the implementation of a business information system. Emphasis will be on the design, construction, testing, and installation of a comprehensive database system using SQL, fourth generation languages or other data access tools. May be taught concurrently with CIS 528. Cannot receive credit for both CIS 528 and CIS 628. 3(3-0), F,S

CIS 630 Training for End User Computing

An analysis of the training function and its application to end user computing. Emphasis on selecting appropriate methods and media. May be taught concurrently with CIS 530. Cannot receive credit for both CIS 530 and CIS 630. 3(3-0), F

CIS 641 Advanced Network Administration

Prerequisite: CIS 330 or CSC 465 or permission of a director of a COBA graduate program. Application of basic networking concepts to create working network systems for organizations and to solve business problems. Installing and configuring network operating systems and Internet web servers. Planning and implementing network security schemes. Planning and implementing enterprise networking. Server-based roll-outs and maintenance of applications on multiple workstations. May be taught concurrently with CIS 540. Cannot receive credit for both CIS 540 and CIS 641. 3(3-0), F,S

CIS 651 Advanced Object-Oriented Systems

Prerequisite: CIS 326 and CIS 350; or permission of a director of a COBA graduate program. Application of the concepts of object-oriented systems. Case study approach provides the framework for developing working prototypes of business applications

using one or more graphical user interface object-oriented languages. May be taught concurrently with CIS 550. Cannot receive credit for both CIS 550 and CIS 651. 3(3-0), F,S

CIS 691 Information Systems Development

Prerequisite: CIS 323 or CIS 334 or CIS 350 or CIS 375; and CIS 431 or CIS 528 or CIS 628; or permission of a director of a COBA graduate program. Independent analysis, design and development of an information system in a field of the student's choice. With the instructor's approval, the system can be developed in a language and on a machine of the student's choice. These systems can be individual or group projects. May be taught concurrently with CIS 591. Cannot receive credit for both CIS 591 and CIS 691. 3(3-0), F,S

CIS 696 Problems in Business: Computer Information Systems

Prerequisite: permission of a director of a COBA graduate program. Technical or professional problems growing from particular needs which may require additional depth or breadth of study. Outline of study must be approved prior to enrolling. May be repeated to a total of 3 hours. May be taught concurrently with CIS 596. Cannot receive credit for both CIS 596 and CIS 696. 1-3, D

CIS 707 Practicum in Computer Information Systems

Prerequisite: permission of department head. Work-study program with cooperating employers. Class and/or conference discussion of successes achieved and problems encountered by the student. On-the-job application of techniques, methods, procedures, and principles dealt with in other courses. 1-3, D

CIS 720 Project Management in Information Systems

A study of the concepts, practices, processes, tools, techniques and resources used by information system (IS) project managers. The entire project life cycle will be covered from inception to close-out. The course will closely follow the framework of the Project Management Body of Knowledge (PMBok). The course will focus on how to manage the scope, schedule, budget and risk of projects, with emphasis on information systems and information technology projects. 3(3-0), D

CIS 725 Neural Networks

An introduction to the subject to solve business problems using neural network software. In addition, the student will study the theory and framework for the appropriate use of neural networks in regard to solution and data analysis. 3(3-0), D

CIS 732 Strategic IT Planning

Prerequisite: acceptance in the M.S. in CIS program. Introduction to fundamental issues of information system (IS) planning. Current theory and specific IS planning practices are studied. Emphasis on strategic implications of information technology, IS planning vis-a-vis strategic planning, development and maintenance of IS plans, analysis of organization information requirements, and prioritizing IS projects. Implications for business and technology trends and application of planning concepts to IS planning projects are examined. 3(3-0), D

CIS 734 Staffing the Information Systems Function

Prerequisite: acceptance in the M.S. in CIS program. Focus on current and emerging issues of recruitment, selection, training, motivation, retention and evaluation of IS staff. Issues include developing job descriptions, shifting demands for staffing, performance criteria, alternative approaches to training, alternative career tracks, and the role of personality types on performance. Influence of recent trends including downsizing, outsourcing, centralization and decentralization, and end-user computing will be examined. Current theory and specific practices are studied. Practical applications will be stressed. 3(3-0), D

CIS 736 Data Communications and Information

Prerequisite: acceptance in the M.S. in CIS program. Computer network planning, including physical layout, resource requirements, and budgeting. Administration of computer networks, including managing user accounts; selecting and loading applications software; managing upgrades and enhancements; monitoring and optimizing system performance; ensuring physical and logical system security. 3(3-0), D

CIS 738 Information System Project Management

Prerequisite: acceptance in the M.S. in CIS program. Objectives and techniques of planning, organizing, and managing complex information systems development projects. The course will include a study of resources and tools available for scheduling, tracking, and measuring system development productivity. 3(3-0), D

CIS 740 Comparative Systems Development Methodology

Prerequisite: acceptance in the M.S. in CIS program. Study of various systems development methodologies used to analyze, design, and implement information systems; selection criteria for a specific methodology, and how to introduce a new methodology within an existing environment. Specific tools and techniques for systems development and for business process reengineering will be explored and applied. 3(3-0), D

CIS 742 Management of End User Computing

Prerequisite: acceptance in the M.S. in CIS program. Planning, organizing, staffing, control, and support of end user computing. Various organizational structures used to support end user computing will be investigated. Methodology for development of end user computing systems will be identified for several forms and types of projects. A case project will involve development of an end user system using an appropriate methodology. 3(3-0), D

CIS 744 Information Systems Management

Prerequisite: acceptance in the M.S. in CIS program. Overview of managerial applications of information technology (IT) to increase effectiveness. Use of IT to support decision making, cooperative work, organizational competitive advantage, and inter-organizational communication. Various planning approaches will illustrate the use of IT in organizations. Case method will be used. 3(3-0), D

CIS 746 Data Management

Prerequisite: acceptance in the M.S. in CIS program. Study of data modeling using tools such as Entity-Relationship and Semantic

Object Models. Examination of the Database Administrator's responsibilities including monitoring and tuning of the database, establishment of database reliability, and security. A case project will include the development of a data model and a database administration plan for a client/server database system. 3(3-0), D

CIS 747 IT Legal Issues

Prerequisite: acceptance in the M.S. in CIS program. Focus on the legal and ethical environment relevant to advances in technology. Issues include intellectual property, jurisdiction, defamation, invasion of privacy, electronic contracts, computer crime, censorship, unsolicited E-mail, antitrust issues, and encryption. Recent developments, court decisions, federal and state statutes, treaties and international agreements, administrative rulings, and legal literature regarding Internet law, will be explored and explained. 3(3-0), D

CIS 748 Principles of Information Security

Prerequisite: acceptance in the M.S. in CIS program. This course provides the foundation for understanding the key issues associated with protecting information assets, determining the levels of protection and response to security incidents, and designing a consistent, reasonable information security system, with appropriate intrusion detection and reporting features. The students will learn a balance introduction to both security management and technical components of information security; they will be exposed to the spectrum of security activities, methods, methodologies, and procedures. This spectrum includes inspection and protection of information assets, detection of and reaction to threats to information assets, and examination of pre- and post-incident procedures, technical and managerial responses and an overview of the information security planning functions. 3(3-0) D

CIS 750 Sourcing and Procurement

Prerequisite: acceptance in the M.S. in CIS program. In-depth study of key factors and issues associated with hardware/software selection, acquisition and implementation. Emphasis on problem definition and analysis, comparative methodologies for evaluation and selection, identifying and qualifying vendors, and developing/evaluating request for proposals (RFP's). Management implications of enterprise-wide software solutions including software distribution, version and release management, and software standards and practices are discussed. Completion of an acquisition project will be included. 3(3-0), D

CIS 752 Behavior and Leadership in IT

Prerequisite: acceptance in the M.S. in CIS program. This course is designed to provide an understanding and appreciation of organizational behavior issues facing senior and mid-level IT managers. Topics to be examined include: organizational behavior from an individual, group and structural perspective, organizational culture, leadership, perception and decision-making values and attitudes, and emotional intelligence. The material should be of interest and benefit to IT professionals, irrespective of technical specialty, who are currently in or aspire to IT management. 3(3-0) D

CIS 754 Organizational Transformation

Prerequisite: acceptance in the M.S. in CIS program. Study of interrelated economic, social, political, and technological forces requiring organizations to transform their systems and processes to survive and succeed. Students will examine a variety of typical transformations from the perspective of a work unit member and a manager of the change process. 3(3-0), D

CIS 756 Special Topics in Information Systems

Prerequisite: acceptance in the M.S. in CIS program. Variable content with topics that can change from semester to semester. Topics are identified by title in the schedule of classes. Practical applications will be stressed. The course may be repeated for a total of six hours. 3(3-0), D

CIS 761 Management Information Systems

Prerequisite: CIS 429 or CIS 600 or CIS 500 or equivalent. A macro application to the concept, design and implementation of management information systems. This course is designed to be useful to MBA students interested in management information systems development as well as those who plan to be involved in managing MIS projects. Cannot receive credit for both CIS 461 and CIS 761. 3(3-0), S

CIS 790 Seminar in Management Information Systems

Prerequisite: 15 graduate hours in business administration and economics and permission of the coordinator of graduate studies. Critical evaluation and interpretation of research and literature in information systems. 3(3-0), D

CIS 794 Internship: Computer Information Systems

Prerequisite: permission of the director of the appropriate graduate program and department head. In consultation with the coordinating professor, the student is engaged in first-hand experience with a business, organization, or other professional entity. A portfolio of assigned work shall be collected, examined and evaluated during the semester. 3(3-0), F,S

CIS 796 Independent Study-Computer Information Systems

Prerequisite: permission of advisor. In consultation with the advisor, student selects, for intensive study, a specific area of concern related to the student's program, with emphasis on research. 1-3, F,S

CIS 797 Special Topics

Prerequisite: permission. Study of topics in Computer Information Systems/Business Education. May be repeated to a total of 6 hours when topic varies. 1-3, D

CIS 799 Thesis

Prerequisite: permission of instructor. Independent research and study connected with the preparation of a thesis. 1-6, D

Department of Fashion and Interior Design

Park Central Office Building, Suite 300, Phone: (417) 836-5497, Fax: (417) 836-4341
Email: ShawnStrong@missouristate.edu
Website: <http://www.missouristate.edu/fid/>
Interim Department Head: Shawn Strong

Faculty

Professor: Michele M. Granger

Instructor: Debra Agee

Emeritus Professor: Edna Bell, Carrie J. Ireland, Debra S. McDowell, Loanna M. Thompson, Joyce J. Waldron

Programs

Master of Science in Education, Secondary Education: Family and Consumer Sciences Area of Emphasis

Contact Debra Agee and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Family and Consumer Sciences Requirements

A minimum of 3 hours of course work must be in Family and Consumer Sciences courses numbered 700 or above.

Family and Consumer Sciences courses **15 hrs**

Family and Consumer Sciences Courses

FCS 600 Issues in Family and Consumer Sciences

Advanced inquiry into specialized areas of study in Family and Consumer Sciences such as: Blended Families, Historic Building Preservation, Textile Conservation, Preservation Techniques, Advanced Culinary Techniques, and International Trends in Hospitality. May be repeated to a total of 6 hours when topics change. Variable content course. May be taught concurrently with FCS 500. Cannot receive credit for both FCS 500 and FCS 600. 1-3, D

FCS 602 Study Tour

Study of and/or visits to mills, factories, stores, museums, hospitals, laboratories, design studios and/or trade markets. Supplemental course fee (variable by section). May be taught concurrently with FCS 502. Cannot receive credit for both FCS 502 and FCS 602. 1-3, D

FCS 607 Student Organizations in Family and Consumer Sciences

Prerequisite: concurrent enrollment in FCS 612. Methods of organizing student groups in Family and Consumer Sciences programs, techniques of working with students in individual and group projects; leadership training. May be taught concurrently with FCS 507. Cannot receive credit for both FCS 507 and FCS 607. 1(1-0) F

FCS 612 Teaching Family and Consumer Sciences

Prerequisite: concurrent enrollment in FCS 607. An overview of the philosophy and history of family and consumer sciences education; includes curriculum building with emphasis on critical thinking and reflective decision-making, problem-based learning, and the development of authentic assessments. Includes the planning of lessons, units, and development of teaching materials in the family and consumer sciences discipline and practice implementation of such lessons. Completion of checkpoint II for the Professional Portfolio is a component of this course. A grade of "C" or better is required in this course. May be taught concurrently with FCS 512. Cannot receive credit for both FCS 512 and FCS 612. 3(2-2) F

FCS 615 Organization of Family and Consumer Sciences Programs

Prerequisite: FCS 607 and FCS 612. Investigation of the organization and administration of family and consumer sciences programs; identification of types of programs; program planning, program evaluation and career counseling with emphasis on critical thinking and reflective decision-making. A grade of "C" or better is required in this course. May be taught concurrently with FCS 515. Cannot receive credit for both FCS 515 and FCS 615. 3(2-2) S

FCS 701 Supervision of Student Teachers in Family and Consumer Sciences

Prerequisite: teaching experience in Family and Consumer Sciences; and permission. Experiences in creating an environment that will encourage Family and Consumer Sciences student teachers to realize their potentials and gain competence in teaching. 3 (3-

0), D

FCS 795 Advanced Technical Practice

Prerequisite: permission. Work in CAD, EDI, Child Life, mental health, hospitality, clinical hospitals, schools, manufacturing, retailing, and/or other settings. Ninety clock hours required. 3, D

FCS 796 Practicum

Prerequisite: permission. The assumption of responsibilities at an approved practicum site under the direction of a professor and practicum site supervisor. 4(0-8), D

Fashion Merchandising and Design Courses

FMD 660 Entrepreneurship

Developing a fashion business plan from concept to store opening including: target market, location, merchandising classification, human resources, cash flow sheets, profit and loss, store design, assortment planning, marketing strategies and funding.

Completed business plan is critiqued by a financial industry professional. A grade of C or better is required for graduation. May be taught concurrently with FMD 560. Cannot receive credit for both FMD 660 and FMD 560. 3(3-0) S

FMD 670 Senior Collection

Complete a fashion collection to be critiqued and juried by fashion industry professionals for the spring fashion show. A grade of "C" or better is required for graduation. Supplemental course fee. May be taught concurrently with FMD 570. Cannot receive credit for both FMD 670 and FMD 570. 3(1-4) S

FMD 682 Graduate Seminar in Fashion Merchandising and Design

Prerequisite: 12 hours of graduate credit. Selected topics in clothing and textiles that involve the areas of apparel manufacturing, fashion merchandising, and management trends are systematically explored through critical analysis of literature and through an individual research project. May be repeated for credit. A total of 4 hours may be applied to a degree program. 2(2-0), S

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Maintained by: Graduate College Web Coordinator
Contact Information
<http://graduate.missouristate.edu/catalog/FashionInteriorDesign.htm>

Department of Finance and General Business

Glass Hall, Room 300, Phone: (417) 836-5504, Fax: (417) 836-6224
Email: FinanceandGeneralBus@missouristate.edu
Website: <http://www.missouristate.edu/fgb/>
Department Head: Kent P. Ragan

Faculty

Distinguished Professor: Carol J. Miller

Professor: Wayne L. Anderson, C. Edward Chang, Kent P. Ragan

Associate Professor: Susan J. Crain, Stanley A. Leasure, Walt A. Nelson, James Philpot

Assistant Professor: K. Stephen Haggard, James R. Scott, H. Douglas Witte, Y. Jenny Zhang

Emeritus Professor: Vencil J. Bixler, John S. Bowdidge, Kee S. Kim, John K. Litvan, Robert W. Owens, John E. Patton, James B. Pettijohn, George S. Swales, Jr.

Business Courses

BUS 610 E-Business and Online Entrepreneurship

A study of e-business and online entrepreneurship from an applied, best practices point of view. Classroom visits by online entrepreneurs provide unique, real-world insights into the advantages, disadvantages, and challenges of doing business over the Internet. May be taught concurrently with BUS 510. Cannot receive credit for both BUS 610 and BUS 510. 3(3-0) F

BUS 650 Negotiation, Mediation, and Arbitration in Business

A practical, skills-based study of negotiation, mediation, and arbitration from the business manager's perspective. This hands-on course is designed to develop the skills necessary to enable the business manager to effectively participate in negotiation, mediation, and arbitration as alternatives to litigation for resolving business disputes. Identical with LAW 650. May be taught concurrently with BUS 550. Cannot receive credit for more than one of BUS 550, BUS 650, LAW 550, or LAW 650. 3(3-0) F,S

Finance Courses

FIN 600 Managerial Finance

Prerequisite: ACC 600 and ECO 600; and permission of a director of a COBA Graduate Program. Comprehensive study of the finance function in the business enterprise, including financial analysis-planning-forecasting, capital budgeting, leasing, working capital management, capital structure, dividend policy, and multinational finance. Designed for graduate students who have not had an undergraduate course in financial management in the last five years. This course will not be counted in the hours required for a COBA undergraduate or graduate degree. 3(3-0), F,S

FIN 638 Introduction to Estate Planning

Prerequisite: LAW 231 or LAW 600. Estate planning process; fundamentals of intestate distribution, wills, trusts, gifts, life insurance; taxes incidental to an estate; administration of estates and trusts; analysis and selection of devices for lifetime and testamentary transfers of property. Identical with INS 638. May be taught concurrently with FIN 538. Cannot receive credit for more than one of FIN 538, FIN 638, INS 538, or INS 638. 3(3-0) F

FIN 681 Professional Financial Planning

Prerequisite: ACC 321 and FIN 381 and FIN 485 and INS 211 and LAW 231; and INS 314 or concurrent enrollment; and FIN 638 or concurrent enrollment. A case-oriented study of comprehensive financial planning for client families. This course integrates prior knowledge of financial planning principles and practice, investments, insurance, law, tax planning, retirement planning, and estate planning. Advanced topics in these subjects are also presented. The financial planning process, standards of professional practice, and planner ethics are emphasized. May be taught concurrently with FIN 581. Cannot receive credit for both FIN 681 and FIN 581. 3(3-0) S

FIN 682 International Financial Management

Prerequisite: grade of B- or better in FIN 380 or FIN 600. This course is designed to survey how the key concepts of business finance can be applied in the context of a multinational firm. Topics include: the nature and functioning of the foreign exchange market, parity conditions, foreign exchange risk management, and international investment and financing decisions. May be taught concurrently with FIN 582. Cannot receive credit for both FIN 682 and FIN 582. 3(3-0) F,S

FIN 695 Financial Markets Study Tour

Prerequisite: a graduate GPA (Missouri State and transfer) of 3.50 or higher; recommendation of a finance faculty member;

permission of department head. The course consists of three parts; 1. Background research and discussion of selected companies and institutions of one or more major financial center(s) (e.g. New York, Chicago, and/or London) and the economic, political, international, historical, social, ethical, and cultural environment in which they function. 2. A visit of approximately seven days' duration to the financial center(s) to visit selected companies, financial markets, and cultural icons. 3. A final written project and group discussion of the experience. The course involves extensive research, written and oral reporting, and group interaction based upon trust, respect and integrity. May be taught concurrently with FIN 595. Cannot receive credit for both FIN 695 and FIN 595. 3(3-0) D

FIN 697 Research Issues and Problems: Finance

Prerequisite: permission of department head. Research issues and problems growing from special areas of a student's interest which may require additional depth or breadth of study. Student's proposal and outline of study must be approved prior to enrolling. May be repeated to a total of 6 hours. May be taught concurrently with FIN 596. Cannot receive credit for more than 6 hours of FIN 596 and FIN 697 combined. 1-3 D

FIN 699 Directed Study for CFA Level I Exam

Prerequisite: permission of instructor. The professor and student will devise a study plan, based upon the CFA Institute's Common Body of Knowledge, that will best-prepare the student to pass the CFA Level I Exam in June of the current year. May be taught concurrently with FIN 599. Cannot receive credit for both FIN 699 and FIN 599. 3 S

FIN 780 Advanced Financial Management

Prerequisite: ACC 711; and a grade of B- or better in FIN 600. An advanced study of the theory and practice of corporate financial management, including financial analysis and forecasting, working capital, capital budgeting, cost of capital, capital structure, mergers and acquisitions, and valuation. The course utilizes cases to emphasize both theory and technology in supporting sound financial decision-making. 3(3-0) F,S

FIN 784 Management of Financial Institutions

Prerequisite: a grade of B- or better in FIN 380 or FIN 600. A study of the theory and practice of financial management of depository and nondepository institutions with emphasis upon asset and liability management techniques. The use of money and credit market mechanisms to achieve strategic financial objectives is stressed. Management implications of current developments in the interaction between institutions and markets are discussed. 3(3-0) F

FIN 785 Investment Management

Prerequisite: FIN 780. A study of investment theory and practice. Topics include portfolio theory, equilibrium in capital markets, equity and fixed income security analysis, derivatives (options, futures, swaps), portfolio management and strategies. 3(3-0) S

FIN 787 Seminar in Derivatives

Prerequisite: FIN 780. A study of the fundamentals, pricing, and trading strategies of options, forwards, futures and swaps. Emphasis is placed on the modeling tools most widely used for calculating their prices and related hedging parameters. The course includes an exploration of current/relevant literature concerning market mechanics, participants, and government regulation. Each student will participate in the preparation of a significant team project and presentation. 3(3-0) S

FIN 788 Healthcare Financial Management

An introduction to fundamental financial management concepts and skills necessary for managers at a variety of levels in healthcare organizations. The course provides an overview of financial management and how the finance function is organized in healthcare organizations. Topics covered include: tax status, third-party payers, payment methodologies, Medicare and Medicaid, cost accounting and analysis, rate setting, working capital, accounts receivable, budgeting, and financial analysis. 3(3-0) F

FIN 790 Seminar in Finance

Prerequisite: 15 graduate hours in business administration and economics including FIN 780 and permission of the coordinator of graduate studies. Critical evaluation and interpretation of research and literature in finance. 3(3-0) D

FIN 794 Internship: Finance

Prerequisite: permission of the director of the appropriate graduate program and department head. In consultation with the coordinating professor, the student is engaged in on-the-job experience with a business, organization, or other professional entity. A portfolio of assigned work shall be collected, examined and evaluated during the semester. 3(3-0) F,S

FIN 796 Independent Study: Finance

Prerequisite: permission of the director of the appropriate graduate program and department head. In consultation with the advisor, student selects for intensive study a specific area of concern related to the student's program with emphasis on research. 1-3 F,S

Insurance Courses

INS 638 Introduction to Estate Planning

Prerequisite: LAW 231 or LAW 600. Estate planning process; fundamentals of intestate distribution, wills, trusts, gifts, life insurance; taxes incidental to an estate; administration of estates and trusts; analysis and selection of devices for lifetime and testamentary transfers of property. Identical with FIN 638. May be taught concurrently with INS 538. Cannot receive credit for more than one of FIN 538, FIN 638, INS 538, or INS 638. 3(3-0) F

Law Courses

LAW 600 Legal Environment for Business Managers

Prerequisite: permission of a director of a COBA Graduate Program. Contemporary legal and ethical issues encountered by business managers will be discussed, including issues related to torts, vicarious liability, products liability issues; formation and enforcement of contracts and sale of goods; regulatory environment affecting employment practices/discrimination, product advertising and environmental responsibility; economic development issues associated with environmental sustainability, property rights, constitutional law and city planning. Agency liabilities and fiduciary responsibilities of agents and managers in business

organizations will be examined. An overview of the court system and legal dispute resolution mechanisms will be integrated. This course is primarily intended for MBA students who do not have equivalent undergraduate business law course work, and this course will not be counted in the hours required for a COBA graduate degree. 3(3-0) F,SE

LAW 631 Labor Law and Employment Discrimination

Prerequisite: LAW 231 or LAW 600. Legal, regulatory, and ethical issues related to employer-employee relationship, including employment-at-will doctrine, discrimination and union contracts. May be taught concurrently with LAW 531. Cannot receive credit for both LAW 631 and LAW 531. 3(3-0) F

LAW 632 Legal Environment of Business Organizations for Professionals

Prerequisite: LAW 231 or LAW 600. Agency and employment responsibilities and liabilities facing new and traditional forms of business organizations are compared, along with selected tax and security regulation issues. Personal and real property concepts are examined, along with environmental exposure issues. Selected contract and UCC concepts are reviewed. Issue recognition, problem analysis approach and testing mechanisms are especially appropriate for individuals taking the CPA or other professional exams. May be taught concurrently with LAW 532. Cannot receive credit for both LAW 632 and LAW 532. 3(3-0) S

LAW 637 Environmental Regulation

Laws and government environmental regulation of air, water and soil quality, energy resources, solid and toxic waste disposal, storage tanks, toxic torts, labeling of toxic substances, recycling; ethical, public policy and international implications such regulations pose for business practices, natural resource utilization, health quality and biodiversity. May be taught concurrently with LAW 537. Cannot receive credit for both LAW 637 and LAW 537. 3(3-0) SO

LAW 639 Legal Regulation of International Commerce

Prerequisite: LAW 231 or LAW 600. Legal and ethical issues associated with doing business in a global economy. Difference in approach to contracting and merchandising; product standards, protection and liability; trade barriers and regulation of business practices. May be taught concurrently with LAW 539. Cannot receive credit for both LAW 639 and LAW 539. 3(3-0) D

LAW 650 Negotiation, Mediation, and Arbitration in Business

A practical, skills-based study of negotiation, mediation, and arbitration from the business manager's perspective. This hands-on course is designed to develop the skills necessary to enable the business manager to effectively participate in negotiation, mediation, and arbitration as alternatives to litigation for resolving business disputes. Identical with BUS 650. May be taught concurrently with LAW 550. Cannot receive credit for more than one of BUS 550, BUS 650, LAW 550, or LAW 650. 3(3-0) F,S

LAW 730 Seminar: Contemporary Legal Issues

Prerequisite: LAW 231 or LAW 600. In-depth study of selected contemporary legal issues and their impact on the environment of business. Exploration of legal resources relevant to the topics. 3(3-0) D

LAW 733 Legal Regulation of Competition and Monopoly

Prerequisite: LAW 231 and LAW 335; or LAW 600. Evolution of legal theory regarding governmental regulation of business. The judicial application of laws relating to anti-trust, price discrimination, entry regulation, rate making. 3(3-0) D

Department of Management

Glass Hall, Room 414, Phone: (417) 836-5415, Fax: (417) 836-3004
Email: BarryWisdom@missouristate.edu
Website: <http://mgt.missouristate.edu>
Department Head: Barry L. Wisdom

Faculty

Professor: D. Keith Denton, Corinne M. Karuppan, Peter Richardson, Elizabeth J. Rozell, Steven L. Thomas, Barry L. Wisdom

Associate Professor: William J. Donoher, Jr., Vinay K. Garg, Wesley A. Scroggins

Assistant Professor: Dana L. Haggard, D. Michael Leibert

Emeritus Professor: Yohannan T. Abraham, Mona J. Casady, Mary K. Coulter, Patricia Feltes, J. Kenneth Horn, Thomas H. Inman, Robert O. Lunn, Arnola C. Ownby, Robert L. Trewatha, Lynn E. Wasson

Programs

Master of Health Administration

D. Michael Leibert, Graduate Director
411 Glass Hall, Phone (417) 836-4444
@missouristate.edu

Program Description

The Master of Health Administration (MHA) degree is a College of Business Administration degree that includes several interdisciplinary courses contributed by other colleges on campus. The program is designed for students holding at least an undergraduate degree who wish to further their careers in the management of health organizations including integrated systems, hospitals, group practices, long-term care facilities, clinics, managed care organizations, and other types of health organizations. The program can be completed in as little as two years. Students with little or no undergraduate work in business are welcome, and will normally require additional time for completion.

The MHA program is accredited by AACSB International - The Association to Advance Collegiate Schools of Business.

Admission Requirements

1. The student must have received at least a bachelor's or master's degree from a regionally accredited college or university.
2. The student must have a GPA of at least 2.75 for the last 60 hours of academic work and submit a score on the Graduate Management Admissions Test (GMAT), the Graduate Record Examination (GRE), or equivalent standardized exam.
3. Students who do not meet the admission requirements, but who show indication of high promise will be considered for probationary admission.
4. All other University and Graduate College requirements for admission to a degree program will also apply. Qualified applicants may enter the program at the beginning of any semester. For information on the GMAT or GRE, please contact the Graduate College (836-5335) or the Missouri State University Counseling and Testing Center (836-5116).

Applicants from foreign countries whose native language is not English are required to submit scores on the TOEFL. Normally, TOEFL scores of 550 on the paper-based or a comparable score of 213 on the computer-based are required for admission.

Degree Requirements

The program requires a minimum **36 hours** of graduate credit plus any necessary prerequisite courses.

Core Requirements

Course Code	Course Title	Credits
ACC 688	Healthcare Accounting	3 hrs
MGT 704	Human Resources in Healthcare Organizations*	3 hrs
MGT 703	Organizational Behavior in Healthcare Organizations*	3 hrs
CIS 761	Management Information Systems*	3 hrs
ECO 604	Health Care Economics*	3 hrs
FGB 788	Healthcare Financial Management*	3 hrs

MGT 701	Health Services Organization	3 hrs
MGT 702	Managing Health Care Organizations*	3 hrs
PBH 700	Epidemiology	3 hrs
PLS 754	Seminar in Health Policy	3 hrs
MGT 711	Measurement and Management of Quality in Healthcare*	3 hrs
MGT 705	Organizational Strategy and Policy in Health Care Organizations*	3 hrs
	Core Total:	36 hrs

* Course prerequisites may be required.

Research Requirement. Significant supervised quantitative and qualitative research projects in MGT 701, MGT 711, PLS 754, PBH 700 and culminating in the capstone MGT 705 course. Satisfies the research requirement of the Graduate College.

Executive MHA Option (EMHA)

When offered to a select group of students, typically a cohort, with significant professional experience, the MHA Program may be presented in a format referred to as the Executive MHA Option or the EMHA. From a curricular viewpoint, the EMHA is structured in the same way as the traditional MHA, however, the sequencing presentation format and mix of core and elective courses will be designed in such a way as to maximize the benefit to working professionals such as physicians, senior clinicians and healthcare executives.

GMAT/GRE scores are not required for admission to the EMHA, however, the applicant will need to provide documentation verifying at least 3 years of professional experience.

For EMHA students, prerequisite requirements for the core program courses will be satisfied through appropriate prior course work, relevant professional experience or by an individualized study program developed and supervised by the EMHA Program Director.

The credit hour costs for classes taken by students enrolled in the EMHA program are assessed at a higher rate than the traditional MHA offerings due to additional expenditures associated with the program.

Admission Requirements

1. Completion of a regionally accredited undergraduate degree.
2. Completion of 3 or more years of professional experience.

Accelerated MHA Option

Undergraduate majors in the College of Business Administration may apply for admission to the Master of Health Administration (MHA) program during the second semester of their junior year. If accepted, up to 6 hours of 700- or 700-level COBA classes taken in the senior year may be counted toward both the undergraduate and graduate degrees. As an MHA graduation requirement, students exercising the accelerated MHA option will be required to have had one year of professional experience or a 3 hours internship.

Before enrolling in a course that will apply to both the undergraduate program and the master's program an undergraduate student must:

1. Be accepted into the accelerated program.
2. Receive prior approval from the graduate program director, department head, and Dean of the Graduate College. This is done by using a Mixed Credit Form.

Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Admission Requirements

1. Completion of 80 or more hours at time of application.
2. An overall GPA of 3.00 or better.
3. A score of 450 or better on the Graduate Management Admission Test (GMAT).

Academic Standing

A student who fails to attain a 3.00 GPA after completing the approved program may enroll for additional course work not to exceed 6 hours to raise the GPA. The course work will be approved by the Graduate Program Director and the Dean of the College of Business Administration.

The maximum class load for a full-time student is normally 12 hours per semester. An overload is permitted only after students have demonstrated their ability to achieve an outstanding graduate record at this university. Students employed on a full-time job generally should not enroll for more than 6 semester hours. All other University and Graduate College requirements governing grading and attendance will apply.

To enroll in graduate courses in the College of Business Administration, a student must be admitted to a graduate program in the College of Business Administration or have special permission. Students not meeting one of these conditions can be dropped from the course(s) at any time during the session involved.

Management Courses

MGT 600 Administrative, Organizational and Operations Concepts for Managers

Prerequisite: permission of a director of a COBA graduate program. Comprehensive study of the fundamentals of the management function, organizational behavior and design, and production and operations management. Designed for graduate students who have not had undergraduate courses in management or organizational behavior and operations management. This

course will not be counted in the hours required for a COBA graduate degree. 3(3-0), F,S

MGT 643 New Venture Management

Students conduct extensive research and in-depth analysis in starting or expanding their own business venture. Major topics include new venture strategy, sources of capital, and growth management. Emphasis is placed on student preparation and presentation of a complete business plan. May be taught concurrently with MGT 543. Cannot receive credit for both MGT 543 and MGT 643. 3(3-0), F

MGT 646 Direct Compensation System Management

Development and management of job-based and individual-based pay systems using job evaluation, skill/competency analysis and certification, wage surveys, and related techniques. The development of performance appraisal systems and the creation of individual-based, team-based, and aggregate performance-based pay systems are studied with emphasis on the strategic aspects of pay, internal consistency, external competitiveness, and legal compliance. May be taught concurrently with MGT 546. Cannot receive credit for both MGT 546 and MGT 646. 3(3-0), S

MGT 671 Practicum in Small Business Operations

Students solve real problems within the small business environment. Students gain first-hand experience in assessing and improving the operations of existing entrepreneurial firms. Cases are referred through the Small Business Development Center. May be taught concurrently with MGT 561. Cannot receive credit for both MGT 561 and MGT 671. 3(3-0), S

MGT 675 Advanced OM: Business Process Management

An in-depth analysis of business processes from an operations perspective. Study of specific practices and tools to design, improve, and support these processes in a variety of organizational settings. Use of professional BPM software is emphasized. May be taught concurrently with MGT 565. Cannot receive credit for both MGT 565 and MGT 675. 3(3-0), F

MGT 677 Practicum in Operations

Prerequisite: MGT 600. Real-life experience in applying operational techniques to business and non-profit organizations. Students interests are matched to needs of local organizations to create hands-on projects. May be taught concurrently with MGT 567. Cannot receive credit for both MGT 567 and MGT 677. 3(3-0), S

MGT 680 History of Management Thought

Background and interrelationship of classical, behavioral science, systems and quantitative management schools of thought; works of major contributors to contemporary management concepts, practices and theory. May be taught concurrently with MGT 560. Cannot receive credit for both MGT 560 and MGT 680. 3(3-0), D

MGT 697 Research Issues and Problems: Management

Prerequisite: permission of department head. Research issues and projects growing from particular needs which may require additional depth or breadth of study. Outline of study must be approved prior to enrolling. May be taught concurrently with MGT 596. Cannot receive credit for both MGT 596 and MGT 697. 1-3, D

MGT 701 Health Services Organization

Introduction to the health services delivery system. Analysis of the organizing, financing, and distribution of health services. Alternate delivery systems such as hospitals, acute care facilities, long-term facilities, prepaid practices, fee-for-services group practices and others are examined. Forces shaping present and future health care are evaluated. 3(3-0), F,S

MGT 702 Managing Healthcare Organizations

Prerequisite: MGT 701 or permission of instructor. A broad overview of techniques and practices applied to managing healthcare provider organizations at levels including governing board; professional staff, executive offices; and operational systems that deliver acute care, rehabilitation, diagnosis, therapy, ambulatory care, clinical information, clinical support, patient access, facilities and nutrition services. Organizational settings will include hospitals; physician practices; integrated health systems; rehabilitation and sub-acute facilities; behavioral medicine; long-term care; hospice; and home health. Course format will include a series of guest presentations from actively practicing, senior healthcare executives, along with visits to healthcare organizations. 3(3-0), S

MGT 703 Organizational Behavior in Healthcare Organizations

Prerequisite: MGT 600 or equivalent. The course will involve the study of individual and group behavior viewed from a leadership perspective within a healthcare organization with specific emphasis on leadership styles, ethics, motivational techniques, conflict resolution and professional norms in relationship to the various healthcare stakeholders and providers. Attention is focused on organizational dynamics, culture and governance of the different business entities involved in the delivery of healthcare services. 3(3-0), S

MGT 704 Human Resources in Healthcare Organizations

Prerequisite: MGT 600 or equivalent. Integration of human resources management into the strategic and operational decision-making processes of a contemporary healthcare organization. Functional topics include HR strategic planning, HR legal environment, direct and indirect compensation strategies, recruitment/selection/retention, workforce planning, job design and analysis, performance management, productivity analysis, workforce development/training, employee/labor and stakeholder relations and safety/health considerations. Particular consideration for HR concepts related to clinical professionals and physicians. 3(3-0), F

MGT 705 Strategic Management of Healthcare Organizations

Prerequisite: 18 graduate hours in health administration, including FIN 788. Integration of the functional areas of healthcare organizations via the strategic planning process. Emphasis is placed upon the identification of major strategic processes for healthcare organizations as well as policy issues related to the current and anticipated future healthcare environment. 3(3-0), F

MGT 706 Organizational Communication

Intensive study of communication behavior within various types of business organizations; provides student opportunities to develop communication skills further and to apply one's capacity to use effective organizational communication concepts through

written and oral presentations. Emphasis upon the study of oral communication within business. 3(3-0), F

MGT 711 Measurement and Management of Quality in Health Care

Prerequisite: MGT 600 and QBA 600. Design, implementation, and management of health quality systems. Major emphasis placed on controlling health care costs through a reduction of waste and defects. Exposure to a variety of quality tools and quantitative techniques aimed at measuring performance and fostering continuous improvement. 3(3-0), D

MGT 747 International Management

A study of management theory and practices as related to international organizations that are multinational in nature. Emphasis is placed on analyzing, understanding, and integrating managerial concepts as they apply to cross-cultural settings. Students are required to complete a research project. Cannot receive credit for both MGT 447 and MGT 747. 3(3-0), D

MGT 760 Selected Topics in Management

Variable topics course in Management. Areas studied will be announced each semester in the class schedule. Course requirements include extensive readings, a paper, and, when appropriate, field trips. 3(3-0), D

MGT 761 Operations Management: Comparative Theory and Practice

Advanced study of the operations function in organizations. Emphasis is placed on operations management, planning and controlling techniques as they apply to all types of domestic and international organizations. Cost output-profit decisional techniques and productivity issues are studied as they relate to managerial goals, environmental conditions, and economic developments. 3(3-0), D

MGT 762 Problems in Human Resources Management and Industrial Relations

Prerequisite: MGT 600 or equivalent. Intensive examination of the institutional, legal, and policy considerations of the parties involved in human resources management and labor relations with an emphasis on current issues. 3(3-0), D

MGT 764 Organizational Behavior

Prerequisite: MGT 600 or equivalent. Study of individual and group behavior viewed from a managerial perspective within the organizational setting. Attention is focused on applications by managers of theory and research about the interaction between human beings and the formal organization, with emphasis on individual differences, interpersonal relations, and small group dynamics. 3(3-0), F,S

MGT 765 Organization Structure and Design

An intensive macro approach to the study of the organization with emphasis on the interrelationships of organizational dimensions as they interact to effect organization design. Topics covered include environment, technology, work flows, structure, size, power, objectives, managerial philosophies, and effectiveness. 3(3-0), D

MGT 767 Organization Strategy and Policy

Prerequisite: 18 graduate hours in business administration and economics at the 700 level, including FIN 780 AND MKT 772. Integration of the functional areas of business via the strategic planning process. Emphasis is placed upon the formulation, implementation, and control of an organization's mission, objectives, strategies, and policies as determined by external and internal analyses. 3(3-0), F,S

MGT 770 Leadership Development

Prerequisite: MGT 764. Comprehensive review of the writings and theories of leadership. Focuses on building skills to inspire and organize people to achieve tangible results. Comprehensive self-assessments, experiential exercises, action learning projects, and individually tailored skill-improvement plans. 3(3-0), D

MGT 790 Seminar in Management

Prerequisite: 18 graduate hours in business administration and economics. Critical evaluation and analysis of theory, research and practice in management. 3(3-0), D

MGT 794 Internship: Management

Prerequisite: permission of the director of the appropriate graduate program and department head. In consultation with the coordinating professor, the student is engaged in first-hand experience with a business, organization, or other professional entity. A portfolio of assigned work shall be collected, examined and evaluated during the semester. 3(3-0), F,S

MGT 796 Independent Study: Business Administration

Prerequisite: permission of advisor. In consultation with the advisor, student selects for intensive study a specific area of concern related to the student's program with emphasis on research. 1-3, F

MGT 799 Thesis

Prerequisite: permission. Independent research and study connected with preparation of thesis. 1-6, D

Department of Marketing

Glass Hall, Room 238, Phone: (417) 836-5413, Fax: (417) 836-4466

Email: Marketing@missouristate.edu

Website: <http://www.missouristate.edu/mkt/>

Interim Department Head: Ronald L. Coulter

Faculty

Professor: Melissa Burnett, Ronald L. Coulter, Nancy K. Keith, John L. Kent, Jr., R. Steven Parker, Dane K. Peterson, Allen D. Schaefer

Associate Professor: Charles M. Hermans, Christina Simmers

Assistant Professor: Ronald A. Clark, G. Alex Hamwi, Ahren Johnston

Emeritus Faculty: Thomas S. Brown, Robert H. Luke, Charles E. Pettijohn

Marketing Courses

MKT 600 Marketing Concepts for Managers

Prerequisite: permission of a director of a COBA Graduate Program. Comprehensive study of the fundamentals of marketing. Designed for graduate students who have not had an undergraduate course in marketing. Will not be counted in the hours required for a COBA graduate degree. 3(3-0), F,S

MKT 610 E-Marketing

Prerequisite: MKT 600 or MKT 772; and BUS 610. An examination of the concepts, strategies, and applications involved in Electronic Marketing, including use of the web, electronic mail, and other direct response advertising media for conducting e-Business. May be taught concurrently with MKT 510. Cannot receive credit for both MKT 510 and MKT 610. 3(3-0), F,S

MKT 730 Logistics and Transportation

Prerequisite: MKT 600 or equivalent. This course introduces students to the concepts and terminology associated with the planning and management of logistics activities. The course investigates introductory decisions in inventory management, warehousing, transportation, customer service, performance measurement, and others. 3(3-0), F,S

MKT 740 Supply Chain Models and Systems

Prerequisite: MKT 730. This course addresses concepts, techniques and systems used in supply chain management and decision support. Specific areas include ERP systems, manufacturing planning and management techniques and systems, inventory management, warehouse layout, distribution management, routing and scheduling, process analysis, network analysis and the application of simulation and optimization techniques. 3(3-0), F

MKT 750 Supply Chain Management Seminar

Prerequisite: 15 graduate hours in business administration and economics. This course emphasizes the adoption of a supply chain orientation toward business and the need for more effective inter-firm relationships and operational processes. The course incorporates analyses of comprehensive cases involving strategic and tactical decisions throughout product and service supply chains in a domestic and global environment. 3(3-0), S

MKT 760 Logistics and Supply Chain Management

Prerequisite: MKT 740 or MKT 750. This course serves as a capstone experience involving actual company projects, a comprehensive supply chain simulation exercise, and the identification and discussion of current events in logistics and supply chain management. Class sessions are augmented by discussions of current events involving logistics and supply chain management. 3(3-0), S

MKT 764 International Logistics and Global Supply Chain Management

Prerequisite: MKT 600 or equivalent. Theory and practice of logistics activities in international business with special emphasis on transportation, global sourcing, customs issues, import-export opportunities, customs documentation, the role of government in international transactions, customer service, and global supply chain management. Special emphasis is placed on current events and their effect on the marketing and logistics activities of organizations. Cannot receive credit for both MKT 764 and MKT 464. 3(3-0), S

MKT 770 Seminar in Marketing Research

Prerequisite: 18 graduate hours in business administration and economics including MKT 772. Designed to enable students through first-hand experience to understand the various parts of research papers, methods of gathering data, appropriate tests of information, and interpretation of findings, including implications for further study. 3(3-0) F

MKT 772 Marketing Management

Prerequisite: MKT 600 or equivalent. Theoretical bases of marketing concepts, principles and strategies; development, acceptance and expected future direction of emerging marketing practices. 3(3-0), F,S

MKT 774 International Marketing

Prerequisite: MKT 600 or equivalent. Advanced management, theory, and analysis of marketing functions in a multinational context where the parameters differ from those of domestic marketing. Students are required to complete a research project in the course area. Cannot receive credit for both MKT 774 and MKT 474. 3(3-0), F,S

MKT 776 Futuristics: Business and Society

Prerequisite: MKT 600 or equivalent. This course compares and analyzes the diverging views of an "economy of abundance" versus that of an "economy of scarcity." Major emphasis is directed toward predicting further changes in and the impact on the nature of firm, consumer life-styles, and society in general. Students are required to complete a research project in the course area. 3(3-0), D

MKT 790 Seminar in Marketing

Prerequisite: 15 graduate hours in business administration and economics and permission of the coordinator of graduate studies. Critical evaluation and analysis of theory, research, and practice in marketing. 3(3-0), D

MKT 794 Internship: Marketing

Prerequisite: permission of director of the appropriate graduate program and department head. In consultation with the coordinating professor, the student is engaged in first-hand experience with a business, organization, or other professional entity. A portfolio of assigned work shall be collected, examined and evaluated during the semester. 3(3-0), F,S

MKT 796 Independent Study: Marketing

Prerequisite: MKT 770 and permission of department head. In consultation with coordinating professor, student selects a specific area of emphasis (related to the degree program) for a significant, in-depth study, with particular emphasis on research. 1-3, F,S

MKT 799 Thesis

Prerequisite: permission of department head. Independent research and study connected with preparation of thesis. 1-6, D

Quantitative and Business Analysis Courses

QBA 600 Statistical Methods in Business Research

Prerequisite: permission of a director of a COBA Graduate Program. Comprehensive study of the fundamentals of statistics. Designed for graduate students who have not had an undergraduate statistics course. This course will not be counted in the hours required for a COBA graduate degree. 3(3-0), F,S

QBA 737 Research Design and Analysis

Prerequisite: QBA 775 or concurrent enrollment. Advanced statistical methods for conducting research in business and economics. Discussion and application of design procedures, hypotheses formulation, data collection and data analysis. Topics include regression analysis, and analysis of variance, multivariate analysis, experimental design, nonparametric methods, etc. Computer statistical packages will be used extensively. 3(3-0), S

QBA 775 Quantitative Methods in Business Decision Making

Prerequisite: QBA 600 or equivalent. A study of quantitative methods used to improve the decision-making process in business. Major topics include constrained optimization models, forecasting models, distribution/network models, simulation models, and project scheduling. 3(3-0), F,S

Department of Technology and Construction Management

Glass Hall, Room 200, Phone: (417) 836-5121, Fax: (417) 836-8556

Email: TCM@missouristate.edu

Website: <http://tcm.missouristate.edu>

Department Head: Shawn Strong

Faculty

Professor: Shawn Strong

Associate Professor: R. Neal Callahan, Richard J. Gebken, II, Dianne K. Slattery

Assistant Professor: Richard D. Bruce, Martin P. Jones

Programs

Master of Science in Project Management

R. Neal Callahan, Program Director

Kemper Hall, Room 104B; Phone (417) 836-5160

NealCallahan@missouristate.edu

Program Description

The Master of Science in Project Management degree provides relevant and timely graduate education to project management professionals from all disciplines. The program is intended for students who hold a bachelor's degree in Technology, Business Administration, Liberal Arts, Applied and Natural Sciences, or Engineering and who are in, or aspiring to, project management related positions. The Project Management program equips individuals with the various skills, soft and hard, to manage projects and keep them within budget and on schedule, while meeting specifications and achieving customer satisfaction. Built upon the widely recognized Project Management Institute's (PMI) Project Management Body of Knowledge (PMBOK®), the program uses a combination of on-campus and distance learning resources to provide students with the knowledge and expertise to meet the intense global competition demands that new projects and business development require. Students may choose to take the program 100% online.

Admission Requirements

Persons with the following qualifications will be considered for the Master of Science in Project Management program:

1. The student must have received a Bachelor's or Master's degree from a regionally accredited college or university.
2. A GPA of at least 2.75 for the last 60 hours of academic work. In addition, students must have attained a score of at least 400 on the Graduate Management Admissions Test (GMAT) or a comparable percentage rank score on the Graduate Record Examination (GRE).
3. A background in project management including industry experience. These requirements will be waived if the student has an undergraduate or graduate degree in business administration, engineering, or similar curricula. The Graduate Director will determine if the student has the necessary background.
4. All of University and Graduate College requirements for admission to a degree program will also apply. Qualified applicants may enter the program at the beginning of any semester. For information on the GMAT or GRE, please contact the Graduate College (836-5335) or the Missouri State University Counseling and Testing Center (836-5116).

Students who do not meet the normal admission requirements, but who possess high promise (usually based upon a successful record of managerial performance at increasing levels of responsibility) will be considered for probationary admission.

Accelerated Master of Project Management Option

Exceptional undergraduate students may apply for preliminary acceptance into the Master of Science in Project Management degree program their junior year after admission requirements for the accelerated program have been satisfied. If approved, up to 12 hours of 600-level or 700-level TCM courses may be designated as "mixed credit" and counted toward both the undergraduate and graduate degree programs. See the Graduate Catalog or contact the program director for further information and guidelines.

For courses to be designated as Mixed Credit, the graduate advisor, undergraduate department head, and Graduate College dean must approve by signing the Permission for Mixed Credit form. This form must be provided to the Office of the Registrar in Carrington Hall, room 320 no later than the end of the Change of Schedule Period for the semester.

Admission requirements for the Accelerated Masters Option:

1. Junior standing and an overall GPA of 3.00 or better;
2. Acceptance of applicant by Masters of Project Management graduate advisor:

- A supportive recommendation from the student's undergraduate advisor or undergraduate department head.

Computer Application Competency

Students entering the MPM program are expected to be proficient in the use of word processing, database, and spreadsheet software. No course work is required to fulfill this criteria. Knowledge derived from professional or personal experience will qualify. If a student feels that he or she does not have the necessary base of knowledge to fulfill this requirement, there are various resources available on campus, such as self-paced tutorials and hands-on programs that would be helpful to increase computer knowledge and experiences.

Degree Requirements (minimum of 33 hours)

The project management program requires 18 hours of Core Courses. The Core Courses are comprised of six graduate-level courses which are designed to provide accelerated coverage of the project management body of knowledge.

With Core courses met, the degree Thesis Option requires 33 semester hours of total graduate credit while the Seminar Option requires 36 semester hours of total graduate credit. No more than 50% of the coursework completed for the program may be at the 600-level.

Thesis Option	33 hrs
Core Courses	18 hrs
Free Electives	9 hrs
Research/Thesis	6 hrs

Seminar Option	36 hrs
Core Courses	18 hrs
Free Electives	15 hrs
Seminar	3 hrs

The requirements are composed of the following:

- Advisor/Advisory Committee.** Initially, each student will be advised by the graduate studies Program Coordinator. As soon as possible, the student will select a graduate faculty member from the Technology and Construction Management Department to serve as their program advisor. Students electing to pursue the thesis option must also select two other faculty members to serve on their graduate advisory committee. The student's program advisor will chair the graduate advisory committee which must minimally consist of two additional faculty members including a faculty member from the student's secondary emphasis area and a faculty member from outside the Technology and Construction Management department. This committee will supervise the remainder of the student's program.
- Course Requirement**

A. Core Courses 18 hrs

Course Code	Course Title	Credits
TCM 701	Project Management	3 hrs
TCM 710	Project Leadership	3 hrs
TCM 645	Project Control Systems	3 hrs
TCM 651	Cost Analysis for Project Management	3 hrs
TCM 740	Management of Innovation & Technology	3 hrs
TCM 750	Advanced Project Management	3 hrs

All of the Core Courses are now available once each year via the Internet. These online courses do not have a campus component and can be completed entirely from the student's location.

B. Cognate Electives 9-15 hrs

Approved cognate courses include both on-campus and online courses. All cognate coursework must be approved by the student's advisor prior to completion of the coursework. Cognate coursework should be selected which supports the degree program and the student's career goals.

3. Research

For the thesis option, the student is required to give a final oral presentation of his/her work.

Thesis Option. 6 hrs

Completion of a satisfactory thesis in the candidate's discipline is required. The thesis is a complete document that describes the student's work on a research topic. TCM 798 – Research, is completed prior to the semester of graduation and in any semester the student is working on research. A minimum of 3 hours of TCM 798 must be completed. Students must register for 799 in their final semester and may not count more than a total of 6 semester hours combined, TCM 798 and TCM 799 towards their degree course requirements.

Seminar Option 3 hrs

Completion of two significant graduate-level research papers based upon seminar work and directed research are required.

Seminar students must prepare at least one of these papers as part of the course requirements for TCM 726. No more than 3 semester hours of TCM 726 shall be counted towards the degree requirements.

GPA Requirements. Students must attain a grade point average of at least 3.00 on all graduate course work at Missouri State University.

Master of Science, Administrative Studies: Project Management Option

The Department of Technology Management participates in the Master of Science in Administrative Studies (MSAS) degree which includes the Project Management Option. The MSAS is an interdisciplinary program composed of courses from departments and colleges across campus and is administered by a faculty committee and located in the Graduate College. The program offers all core courses and project management option courses online. For more information on the MSAS, see Interdisciplinary Graduate Programs.

Required Courses for Project Management Option:

Course Code	Course Title	Credits
TCM 701	Project Management	3 hrs
TCM 750	Advanced Project Management	3 hrs
Plus two of the following:		
TCM 611	Product Design and Development	3 hrs
TCM 645	Project Control Systems	3 hrs
TCM 651	Cost Analysis for Project Management	3 hrs
TCM 710	Project Leadership	3 hrs

Recommended sequence: TCM 701, 2 electives, TCM 750.

Project Management Certificate Program

R. Neal Callahan, Program Director

Kemper Hall, Room 104B; Phone (417) 836-5160
NealCallahan@missouristate.edu

Program Description

The Certificate for Project Management provides a 12 hour graduate-level experience with application in such diverse industries and organizations as defense, construction, pharmaceuticals, chemicals, banking, hospitals, accounting, advertising, law, state and local governments. The certificate is designed to meet the needs of individuals who are established in careers and are seeking professional growth and advancement within their professions. The project management approach adapts special management techniques with the purpose of obtaining better control and use of existing resources.

Entrance Criteria

To be considered for the program, a student must apply and be admitted to the Graduate College.

Required Courses

Course Code	Course Title	Credits
TCM 701	Project Management	3 hrs
TCM 645	Project Control Systems	3 hrs
Plus two of the following:		
TCM 611	Product Design and Development	3 hrs
TCM 651	Cost Analysis for Project Management	3 hrs
TCM 710	Project Leadership	3 hrs
TCM 740	Management of Innovation & Technology	3 hrs

Recommended sequence: TCM 701, 2 electives, TCM 645.

GPA Requirements

Students must attain a grade point average of at least 3.00 on all graduate course work at Missouri State University.

Technology and Construction Management Courses

TCM 602 Healthcare Facility Management

Prerequisite: permission. Examines facility management attributes related to maintenance and operations; regulatory compliance; planning, design and construction; and administration unique to healthcare. May be taught concurrently with TCM 502. Cannot receive credit for both TCM 602 and TCM 502. 3(3-0) D

TCM 603 Project Risk Analysis

Prerequisite: TCM 701 and acceptance in the Project Management M.S. or Graduate Certificate program; or permission of the Project Management M.S. program director. In-depth analysis of the types of risks that threaten projects at each stage of

development. Strategies used to recognize risks, assess probabilities and potential impacts, steps to respond to project risks. Tools used to analyze and plan for managing project risk. May be taught concurrently with TCM 503. Cannot receive credit for both TCM 603 and TCM 503. 3(3-0) D

TCM 611 Product Design and Development

Prerequisite: TCM 701 and acceptance in the Project Management M.S. or Graduate Certificate program; or permission of the Project Management M.S. program director. An overview of the product development process from concept generation to design in an entrepreneurial environment. The perspectives of marketing, design and manufacturing are blended into a single approach to product development. Provides students with an appreciation for the realities of industrial practice and for the complex and essential roles played by the various members of product development teams. May be taught concurrently with TCM 511. Cannot receive credit for both TCM 611 and TCM 511. 3(3-0), S

TCM 645 Project Control Systems

Prerequisite: TCM 701 and acceptance in the Project Management M.S. or Graduate Certificate program; or permission of the Project Management M.S. program director. Advanced application of microcomputers with an emphasis on their use in project control. Topics include project control planning and objectives, change control processes, project documentation and communication, project progress/variance reports, payment requisitions, project closure activities, and project lessons learned systems. May be taught concurrently with TCM 545. Cannot receive credit for both TCM 645 and TCM 545. 3(3-0), Su

TCM 651 Cost Analysis for Project Management

Prerequisite: acceptance in the Project Management M.S. or Graduate Certificate program; or permission of the Project Management M.S. program director. The use of cost analysis as a decision-making tool in the context of project management. Topics include the time value of money, analysis of alternatives, decision-making under risk, estimating, cost accounting, and capital budgeting. May be taught concurrently with TCM 551. Cannot receive credit for both TCM 651 and TCM 551. 3(3-0), F,S

TCM 655 Statistical Quality Control and Design of Experiments

Topics include the practice of statistical techniques widely used in industry to improve quality, reduce costs, and optimize processes. Minimization of variability and basic approaches to statistically designed experiments are emphasized. May be taught concurrently with TCM 555. Cannot receive credit for both TCM 655 and TCM 555. 3(3-0), D

TCM 696 Readings in Technology Management

Prerequisite: permission of department head. Directed readings for individuals requiring additional depth or breadth of study. Outline of study must be approved prior to enrolling. May be repeated to a total of 6 hours. May be taught concurrently with TCM 596. Cannot receive credit for both TCM 696 and TCM 596. 1-3, F,S

TCM 697 Topics in Technology Management

A variable content course with topics that depend on faculty and student interests. Consult the semester class schedule for the current offering under this number. May be repeated up to a total of 9 hours when content varies. May be taught concurrently with TCM 597. Cannot receive credit for both TCM 697 and TCM 597. 1-3, D

TCM 701 Project Management

Prerequisite: acceptance in the Project Management M.S. or Graduate Certificate program; or permission of the Project Management M.S. program director. This course provides a comprehensive overview of project management. The culture, principles, and basic techniques of project management are addressed using the project lifecycle as the primary organizational guideline. The project management functions of planning, organizing, motivating and controlling with an emphasis on the application to business and technology are explained. Basic tools of project management such as work breakdown structure, scheduling, contracting, earned value analysis, and risk management are explained and demonstrated. 3(3-0), F,S

TCM 710 Project Leadership

Prerequisite: acceptance in the Project Management M.S. or Graduate Certificate program; or permission of the Project Management M.S. program director. A practical and relevant course that focuses on the people skills needed to manage a project successfully. Prepares students to handle project problems related to communication, motivation, performance, behavior, and crisis. Students analyze real life scenarios and develop solutions that are supported by the latest research to develop skills necessary for strong, effective project leadership. 3(3-0), F,S

TCM 726 Seminar in Project Management

Prerequisite: TCM 701; and a total of 21 graduate hours in the Project Management M.S. program of study; and permission of Project Management M.S. program director. Presentation and discussion of professional or technical problems in the organization and management of projects. Students are expected to demonstrate the ability to apply the knowledge and experience gained in their program of study to the critical evaluation and analysis of the theory, research and practice of project management. 3(3-0), F,S

TCM 740 Management of Innovation and Technology

Prerequisite: acceptance in the Project Management M.S. or Graduate Certificate program; or permission of the Project Management M.S. program director. Focuses on the strategic management of technology and innovation in organizations. Builds primarily on broad models of technological evolution and organizational change. Students analyze crucial organizational innovation and technology issues and identify concrete managerial actions to address innovation and technology problems and opportunities. 3(3-0), Su

TCM 750 Advanced Project Management

Prerequisite: TCM 701; and a total of 12 graduate hours in the Project Management M.S. program of study. Builds upon the foundation of prerequisite courses by discussing advanced problems encountered in the discipline of project management in a seminar format. Practical examination of projects using the criteria of project excellence and project management maturity models. Students are expected to demonstrate the ability to apply the knowledge and experience gained in their program of study to the critical evaluation and analysis of the theory, research and practice of project management. 3(3-0), S

TCM 760 Special Investigations

Prerequisite: permission of Project Management M.S. program director. The student in consultation with the advisor selects for in-depth study an area determined by the interest and background of the students. Based on demand and timeliness of the subject a cluster study group may engage in a joint investigation. May be repeated to a total of 5 hours. 1-5, D

TCM 792 Graduate Internship

Prerequisite: permission of Project Management M.S. program director. Educational experience in cooperation with student's full-time employer. Written, oral, and classroom assignments related to workplace improvement. May be repeated, but no more than 6 hours may be counted as credit toward a Master's degree. 3(3-0), F,S,Su

TCM 798 Research

Prerequisite: permission of Project Management M.S. program director. Supervised research in technology. May be repeated, but not more than 3 hours may be counted toward a Master's degree. Graded Pass/Not Pass only. 1-3, F,S,Su

TCM 799 Thesis

Prerequisite: permission of Project Management M.S. program director. Preparation of a thesis. May be repeated, but no more than 3 hours may be counted as credit toward a Master's degree. Graded Pass/Not Pass only. 1-3, F,S,Su

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College of Education

Dean: Dennis Kear

Acting Associate Dean: to be named

Office: Hill Hall, Room 304

Phone: (417) 836-5254, Fax: (417) 836-4884

Academic Units

- Department of Childhood Education and Family Studies
- Department of Counseling, Leadership, and Special Education
- Department of Reading, Foundations, and Technology

Childhood Education and Family Studies

Josephine Agnew-Tally, Department Head

Joanna Cemore, Program Coordinator (Early Childhood and Family Development)

Cynthia Hail, Program Coordinator (Elementary Ed.)

Master of Science, Early Childhood and Family Development

Master of Science in Education, Elementary Education

Department of Counseling, Leadership, and Special Education

Tamara J. Arthaud, Department Head

Joseph Hulgus, Program Coordinator (Counseling)

Kristi Perryman, Field Experience Coordinator (Counseling)

Gilbert O. Brown, Program Coordinator (Student Affairs)

Tamara J. Arthaud, Program Coordinator (Special Education)

Kim Finch, MEd Program Coordinator (EAD)

Robert L. Watson, EdS Program Coordinator (EAD)

Cynthia MacGregor, EdD Program Coordinator (EAD)

Master of Science, Counseling

Master of Science, Student Affairs

Master of Science in Education, Educational Administration

Master of Science in Education, Special Education

Specialist in Education, Educational Administration

Graduate Certificate in Autism Spectrum Disorders

Graduate Certificate in Orientation and Mobility

Cooperative Doctorate in Educational Leadership (Cooperative program with University of Missouri – Columbia)

Reading, Foundations, and Technology

Cathy Pearman, Department Head

Deanne Camp, Program Coordinator (Reading)

Fred Groves, Program Coordinator (Educational Technology)

Steven Hinch, Program Coordinator (MAT)

Master of Arts in Teaching

Master of Science in Education, Educational Technology

Master of Science in Education, Reading

Graduate Certificate: Instructional Technology Specialist

Department of Childhood Education and Family Studies

Hill Hall, Room 300, Phone: (417) 836-3262, Fax: (417) 836-8900
Email: CEFS@missouristate.edu
Website: <http://education.missouristate.edu/cefs>
Department Head: Josephine Agnew-Tally

Faculty

Professor: Roberta J. Aram, David W. Brown, Suzanne M. George, Cynthia K. Hail, John M. Hail

Associate Professor: Joanna J. Cemore Bridgen, Sabrina A. Brinson, Denise D. Cunningham, Mary Beth Mann, James A. Meyer, Joan Test

Assistant Professor: Diana Piccolo

Per Course Instructor: Jane F. Pyle

Emeritus Professor: Haldon D. Funk, John F. Newport, Peggy S. Pearl, J. Rondo Pope, Dale G. Range, Barbara A. Sperling, Roger N. Tipling

Programs

Master of Science, Early Childhood and Family Development

Joanna J. Cemore Bridgen, Program Coordinator

Hill Hall, Room 434; Phone (417) 836-8403
JoannaCemore@missouristate.edu

Program Description

The graduate program in Early Childhood and Family Development is designed for individuals who work with, or who are interested in working with, young children and/or families. This degree is appropriate for a large number of persons working with children and families in a variety of settings. In addition to a core of required courses, students will choose electives that best meet their professional needs. This flexibility allows students to develop a program of study to meet their needs. Although it is not a certification program, some of the courses may be able to be taken for certification credit. This will be done individually for each student. The program has a core set of courses that provide a strong early childhood and child development background. There are also a wide variety of electives that can be taken to round out the degree according to the individual needs of the student.

Program Admission Requirements

Admission requires the following minimum criteria:

1. A minimum GPA of 3.00 for courses taken in the last 60 hours of course work in the undergraduate program.
2. Student must take the Graduate Records Examination (GRE). A GRE of 475 or higher on the Verbal or Quantitative section, AND a score of not less than 400 on the remaining section.
3. Applicants for whom English is a second language are required to submit scores on the Test of English as a Foreign Language (TOEFL). Minimum scores of 550 on the paper-based or a comparable score of 213 on the computer-based TOEFL are required for admission.
4. To be considered for admission to this program, a student must apply for both the Early Childhood and Family Development program and the Graduate College (refer to the Graduate College, Admission to Graduate Studies, Admission Requirement).
5. Students must possess a bachelor's degree and must meet the requirements for admission to the graduate school as states under the Admission to Graduate Studies section of the Graduate Catalog.
6. A separate application with the following materials must be submitted to the Early Childhood and Family Development Program.
 - A. A letter of intent containing professional goals, future plans, background information, and professional experiences.
 - B. Submission of two letters of recommendation from professionals familiar with the candidate's academic abilities and potential.
 - C. Completion of any required prerequisite courses or permission from the Director of the Early Childhood and Family Development Program.
7. Students may transfer in no more than 9 credit hours which must be approved by the advisor.

Required Courses

Courses may count only once in meeting the 32 hour program course requirement.

Required Core Courses 20 hours

Course Code	Course Title	Credits
CFD 701	Orientation to Early Childhood & Family Development	1 hr
CFD 750	Advanced Human Development Studies	3 hrs
ECE 725	Trends & Issues in Early Childhood Education	3 hrs
CFD 761	Advanced Family Studies	3 hrs
ECE 726	OR Programming & Policy Issues for Early Childhood Settings	3 hrs
ECE 727	Children & Families in a Diverse Society	3 hrs
SFR 780	Educational Research Methodologies	3 hrs
ECE 771	Proposal Development	1 hr
ECE 762	Seminar in Early Childhood & Family Development	3 hrs

Elective Courses 12 hours

Courses may be selected with the recommendation and approval of student's advisor. These courses can include:

Course Code	Course Title	Credits
ECE 601	Home/School/Community Relationships with Young Children & Their Families	3 hrs
ECE 705	Field Experiences in Early Childhood Education	1-3 hrs
ECE 724	Foundations of Early Childhood Education	2 hrs
ECE 728	The Educational Role of Play	3 hrs
ECE 729	Literacy in Early Childhood	3 hrs
ECE 730	Family Literacy	3 hrs
CFD 702	Community Engagement	2 hrs
CFD 632	Family Advocacy	3 hrs
CFD 633	Principles of Family Life Education	3 hrs
CFD 662	Prevention of Child Abuse & Neglect	3 hrs
ELE 713	Advanced Theory & Practice in the Teaching of Communication Arts	3 hrs
ELE 720	Advanced Theory & Practice in Student Assessment & Evaluation	3 hrs
RDG 640	Analysis & Correction of Reading Difficulties	3 hrs
RDG 700	The Relationship of Language to Reading & Intellectual Development	3 hrs

Degree Requirements

1. Satisfactory completion of a minimum of 32 approved graduate hours with a minimum overall GPA of 3.00.
2. No more than 16 hours of 600-level course work may be applied to the degree program.
3. **Comprehensive Examination.** A comprehensive examination must be passed by the candidate before a degree will be granted.
4. **Research.** Completion of one seminar which shall require an extensive paper or major creative work.
5. **Transfer Credit.** A maximum of 9 credit hours of graduate credit may be accepted toward a master's degree. All transfer credit must be "A" or "B" grade status from a regionally accredited college or university and must be approved by the Department Head or student's advisor.

Accelerated Masters Program in Early Childhood and Family Development

The Accelerated Masters Program option in Early Childhood and Family Development provides an opportunity for outstanding undergraduate Child and Family Development majors and outstanding undergraduate Early Childhood Education majors to begin their graduate course work during their junior or senior year.

If accepted into the accelerated program, up to a maximum of 10 hours of graduate courses taken after admission into the program may be given credit for both undergraduate and graduate programs. Only 3 hours of 600-level courses can be applied to the graduate degree.

Before enrolling in a course to be counted as both undergraduate and graduate credit and to count the course toward the masters degree, an undergraduate students must be accepted into the accelerated program, and receive prior approval from the graduate program advisor, and complete a "Mixed Credit" form. This form can be obtained from the student's department or the Graduate

College. Mixed credit registration must be done in person.

Admission requirements for CFD majors include:

1. Junior or Senior standing
2. Overall GPA of 3.25 or higher
3. To be considered for admission to the program, a student must apply to both the Graduate College and the Early Childhood and Family Development Graduate Program

Admission requirements for ECE majors include:

1. Junior or Senior standing
2. Admission into the Early Childhood Education Program
3. Overall GPA of 3.25 or higher
4. To be considered for admission to the program, a student must apply to both the Graduate College and the Early Childhood and Family Development Graduate Program

Master of Science in Education, Elementary Education

Cynthia Hail, Program Coordinator

Hill Hall, Room 123, Phone (417) 836-6065
CindyWilson@missouristate.edu

Program Description

The graduate program in Elementary Education is designed for teachers who desire to develop advanced knowledge and skills related to successful teaching in the elementary school. Within the program there are opportunities for the student to complete the Masters degree either on campus or online. The Teaching and Learning option has a research/practitioner focus specializing in hands-on experiences and is delivered on campus. The Curriculum and Instruction option has a theoretical/research focus emphasizing diverse approaches to instructional practices and is delivered through online coursework. Additionally, there is a special option for post baccalaureate students to apply graduate courses to Missouri certification.

Course Requirements

Courses may count only once in meeting the 33 hour program course requirements.

1. Required Core Courses 12 hrs

- ELE 711 Cont. Issues in Elem. Curriculum **OR**
- ECE 725 Trends and Issues in Early Childhood
- ELE 720 Advanced Theory & Practice in Student Assessment & Evaluation
- SFR 780 Educational Research Methodologies
- ELE 772 Seminar in Elementary Education (Research Option I) **OR**
- EEM 799 Thesis (Research Option II)

2. Select Option Area. Course work to be selected in consultation with advisor to bring the total to not less than 33 hours. Student should select from either Teaching and Learning (on campus option) OR Curriculum and Instruction (online option) OR Teaching Certification Credit Option (certification students only).

Teaching and Learning Option (on campus) 21 hrs

A. Teaching Methods (select 4 to total 12 hrs)

- ECE 726 Programming & Policy Issues for Early Childhood Settings
- ELE 710 Elementary School Curriculum
- ELE 713 Adv. Theory & Practice in the Teaching of Communication Arts
- ELE 714 Adv. Theory & Practice in the Teaching of Social Studies
- ELE 715 Adv. Theory & Practice in the Teaching of Mathematics
- ELE 716 Adv. Theory & Practice in the Teaching of Science
- ELE 717 Adv. Theory & Practice in the Teaching of Economics
- ELE 722 Differentiated Instruction for Early Childhood, Elementary & Middle School Classrooms

B. Electives: (select with advisor to total 9 hrs)

- CFD (632, 660, 662)
- ECE (724, 725, 726, 727)
- EEM (606, 607, 608, 676, 796)
- IMT (650, 662)
- MID (725, 810)
- PSY (614, 703, 705)

RDG (660, 640, 700, 710, 730)

SFR (647, 680, 750, 793, 858)

SPE (613, 656, 660, 715, 780)

Other electives may be added at the discretion of the program advisor

Curriculum and Instruction Option (online) 21 hrs

A. Teaching Theory (select 4 to total 12 hrs)

ELE 710 Elementary School Curriculum

ELE 721 Standard-based Integrated Curriculum,
Learning and Teaching

ELE 722 Differentiated Inst. for Early Childhood,
Elem. & Middle School Classrooms

RDG 770 Curriculum Design in Reading

B. Electives: (select with advisor to total 9 hrs)

EEM (606, 796)

IMT (650, 652)

RDG (673, 720, 740)

SPE (715, 780)

PSY (703)

Other electives may be added at the discretion of the program advisor

Teaching Certification Credit Option 21 hrs

The Master of Science in Education, Teaching Certification Credit Option is intended for mid-career change students or individuals beginning a second career. Students must hold a baccalaureate degree from an accredited college/university. The program includes course work that satisfies Missouri Department of Elementary and Secondary Education certification requirements for elementary (grades 1-6) while also working on a master's degree. Students must work closely with the Certification Office in the College of Education and with the Coordinator of the MEd, Elementary Education program. Prerequisite courses at the undergraduate level will be required before certification compliance is met according to Missouri Department of Elementary and Secondary Education and program standards. These undergraduate level courses will not count toward the minimum required hours for the master's degree.

A. Teaching Methods (select 4 to total 12 hrs)

ELE 601 Communication Arts Instruction in the Elementary School

ELE 602 Social Studies Instruction in the Elementary School

ELE 603 Mathematics Instruction in the Elementary School

ELE 604 Science Instruction in the Elementary School

B. Electives: (select with advisor to total 9 hrs)

ELE (600, 605, 717)

ECE (601)

SPE (715)

RDG (700, 730)

IMT (725)

PSY (703)

Other electives may be added at the discretion of the program advisor

Accelerated Master of Science in Education, Elementary Education 6-12 hrs

The MEd-ELE accelerated program master's option provides exceptional Missouri State University students the opportunity to enroll in a combined baccalaureate and master's degree program.

Eligible BSEd majors may apply for preliminary acceptance into the MEd-ELE program after admission requirements for the accelerated master's option have been satisfied. Once accepted, students will be able to take 6-12 hours of graduate-level education courses that apply to both their undergraduate and graduate programs. Before enrolling in a course to count for both undergraduate and graduate credit and to count the course towards the master's degree, an undergraduate students must be accepted into the accelerated master's program and receive prior approval from the MEd-ELE Coordinator, CEFS Department Head and the Dean of the Graduate College. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule period for the course(s). A student will be fully admitted to the Graduate College upon completion of the requirements for the baccalaureate degree, provided the student meets all other requirements for admission to the Graduate College. See the Graduate Catalog for further information.

Admission Requirements for the Accelerated Master's

1. Junior or Senior standing with an overall GPA of 3.25 or higher
2. BSEd major in progress

3. Admitted to Teacher Education
4. Recommendation of a faculty member in teacher education

Students admitted to the Accelerated Master's option may take 6-12 hours from the following courses or a course in consultation with the MSEd-ELE Coordinator/advisor:

PSY 703 Human Growth and Development
 SPE 715 Foundations of Special Education
 IMT 650 Selection and Utilization of Instructional Technology
 ELE 717 Advanced Theory and Practice in Economics Education
 RDG 640 Analyses and Correction of Difficulties in Literacy
 MID 725 Advanced Theory and Practice in the Teaching of Early Adolescents
 MID 810 The Middle School-The Junior High School

Degree Requirements

1. Satisfactory completion of a minimum of 33 approved graduate hours with a minimum overall GPA of 3.00.
2. No more than 16 hours of 600-level course work may be applied to the degree program.
3. **Comprehensive Examination.** A comprehensive examination must be passed by the candidate before a degree will be granted.
4. **Research**
Option I: Completion of one research seminar which shall require an extensive paper or major creative work.
Option II: Completion of a satisfactory thesis in the candidate's discipline. This credit shall be not more than 6 hours of the minimum 33 required for the degree.
5. Transfer credit. A maximum of 30% of the 33 hours of graduate credit may be accepted toward the master's degree. All transfer credit must be "A" or "B" grade status from an accredited college or university and must be approved by the Director of the Elementary Graduate Program or the Department Head of Childhood Education and Family Studies.

Program Admission Procedure

Following admission to graduate study and prior to the completion of 9 graduate hours of master's degree course work at Missouri State University, the student must submit the following to the Director of the Elementary Graduate Program or the Director of the School of Teacher Education to continue in the program:

To be considered for admission to this program, a student must apply to both the Department of Childhood Education and Family Studies and the Graduate College (refer to the Graduate College, Admission to Graduate Studies, Admission Requirements).

1. Students must possess a bachelor's degree and must meet the requirements for admission to graduate school as stated under the Admission to Graduate Study section of the Graduate Catalog.
2. In addition, the following materials must be submitted to the Department of Childhood Education and Family Studies:
 1. A letter of intent containing teaching and professional goals, future plans, background information, teaching experiences, and option area (see Course Requirements, No. 3).
 2. A copy of an appropriate teacher certification or eligibility for teacher certification by a state agency. Application without certification or eligibility may be accepted with permission from the Director of Elementary Graduate Program or the Department Head of Childhood Education and Family Studies.
 3. Submission of three letters of recommendation from professionals familiar with the candidate's academic abilities and teaching potential.
 4. Completion of any required prerequisite courses or permission from the Director of the Elementary Graduate Program or the Department Head of Childhood Education and Family Studies.

Program Admission Requirements

Admission to the program requires the following minimum criteria:

1. A minimum GPA of 3.00 for courses taken in the last 60 hours of course work in the undergraduate program. Students who do not meet the GPA requirements must take the Graduate Record Examination (GRE). A GRE score of 475 or higher on either the Verbal or Quantitative section, AND a score of not less than 400 on the remaining section with results from the GRE provided prior to the student's registering for more than 9 hours.
2. Applicants for whom English is a second language are required to submit scores on the Test of English as a Foreign Language (TOEFL). A minimum score of 550 on the paper-based or a comparable score of 213 on the computer-based TOEFL are required for admission.
3. Students applying for the graduate program in the Teaching Certification Credit Option must complete a transcript analysis with the Teacher Certification and Compliance Office before being admitted.
4. A student who does not meet all the above criteria, but who demonstrates outstanding potential, may be fully admitted by the Director of the Elementary Graduate Program and the Director of the School of Teacher Education on the basis of individual merit and successful completion of the first 9 hours (3.00 GPA or higher).

Child and Family Development Courses

CFD 600 Issues in Child and Family Development

Prerequisite: permission. Advanced inquiry into specialized areas of study in Child and Family Development. May be repeated to a total of 6 hours when topics change. Variable content course. May be taught concurrently with CFD 500. Cannot receive credit for both CFD 500 and CFD 600. 1-3, D

CFD 632 Family Advocacy

A study of the advocacy process in both the public and private sectors for directing change to benefit families and children. The course involves field trips to locations where decisions are being made that impact families and children. May be taught concurrently with CFD 532. Cannot receive credit for both CFD 532 and CFD 632. 3(3-0), D

CFD 633 Principles of Family Life Education

A study of the philosophical and methodological considerations in facilitating family life education programs. Field experiences are a part of this course. May be taught concurrently with CFD 533. Cannot receive credit for both CFD 533 and CFD 633. 4(4-0), D

CFD 660 Family Involvement in Early Childhood Programs

A study of family involvement programs including family education, volunteerism, leadership development, and advocacy. Students are involved in practicums working with families in a variety of community settings. Family Care Safety Registry required. May be taught concurrently with CFD 560. Cannot receive credit for both CFD 560 and CFD 660. 3(2-2), F,S

CFD 662 Prevention of Child Abuse and Neglect

The primary and secondary prevention of physical, emotional, and sexual abuse and neglect of children. Designed for professionals who work with children and families and are required by law to report suspected incidences of child abuse and neglect. May be taught concurrently with CFD 562. Cannot receive credit for both CFD 562 and CFD 662. 3(3-0), F,S

CFD 701 Orientation to Early Childhood and Family Development

Orientation to the program and examination of seminal reading in the field. 1(1-0) F,S

CFD 702 Community Engagement

Analysis of service-learning/community engagement. The main tenets of community engagement/service learning are analyzed, the community need, the academic enhancement, and reflection. The roles of all involved in community engagement/service learning, the teachers, the students, and the community partners are studied. Ethical, moral, and civic implications of community engagement/service-learning are also explored. 2(2-0) D

CFD 750 Advanced Human Development Studies

Analysis of theories and trends in human development. 3(3-0), F

CFD 761 Advanced Family Studies

Provides students with an understanding of theories used in the study of families; awareness of current demographics and trends of today's families; examines characteristics of various family structures and social influences impacting family functioning. 3(3-0), D

Early Childhood Education Courses

ECE 601 Home/School/Community Relationships with Young Children and Their Families

This course offers a transdisciplinary approach designed to enhance the student's understanding of the transactional relationship between the school, child and family. Particular emphasis is placed on family development and dynamics within a pluralistic society including the role that family functioning has on the child's total educational experience. May be taught concurrently with ECE 501. Cannot receive credit for both ECE 501 and ECE 601. 3(3-0), D

ECE 705 Field Experiences in Early Childhood Education

Students participate in field experiences in area schools and other educational settings. This course will provide field experiences with three different age groups (birth-3; 3-5; 5-8). Course is designated for graduate students needing field experiences to meet certification requirements in Early Childhood Education. Students will attend weekly scheduled class discussion sessions on campus in addition to the required field work of 15 clock hours for every credit hour. May be repeated for a maximum of three hours of credit. 1-3, D

ECE 724 Foundations of Early Childhood Education

Course will focus on the historical, psychological, philosophical, and social foundations of early childhood education. Theories and research are integrated with practical knowledge. Students will examine philosophy, curriculum, methodology, service delivery systems, and family involvement issues. 2(2-0), D

ECE 725 Trends and Issues in Early Childhood Education

A study of current trends, issues and theories related to early childhood education. Emphasis will be given to major developmental theories and research findings related to the education of young children. Included will be the application of theory and research to current practices in early childhood education. 3(3-0), F

ECE 726 Programming and Policy Issues for Early Childhood Settings

Analysis of programs, policies and theories appropriate for young children and their families in a variety of early childhood settings. 3(3-0), S

ECE 727 Children and Families in a Diverse Society

Examination of diverse cultures in American society. An analysis of racism, sexism, and other diversity issues within the school and community. Discussion of child development within different cultures and identifying changing family and community structures. 3(3-0), D

ECE 728 The Educational Role of Play

A study of the social, emotional, cognitive, and language development of young children through play. Attention is given to the use of play in the organization and development of the early childhood classroom and curriculum. Current models of early childhood curriculum and their relationship to support of play will be explored. 3(3-0), D

ECE 729 Literacy in Early Childhood

Develops awareness of and support for children's literacy knowledge as it grows and changes in the years from birth through early elementary school. This course emphasizes the supportive nature of the adult's role in young children's literacy learning. Descriptions of relevant, meaningful literacy events and suggestions for classroom or home support will be presented. Current research that has a bearing on methodology will be explored. 3(3-0), D

ECE 730 Family Literacy

Introduction to the philosophy and theory behind family literacy, as well as discussion on the development and implementation of a family literacy program. The four-component model of adult education, early childhood education, parent and child together (PACT), and parenting will be covered, both in theory and practical application. Explores the rationale for and characteristics of comprehensive family literacy, focusing upon the families being served, services being provided, outcomes being achieved, and the role and responsibilities of individuals, organizations, and communities involved. 3(3-0), D

ECE 762 Seminar in Early Childhood and Family Development

Prerequisite: SFR 780 and permission. Guided development of research paper focused on field of Early Childhood and Family Development. 3(3-0), F,S

ECE 771 Proposal Development

Development of proposal for seminar paper. Proposal must be approved prior to data collection. Human subjects review will also be completed. 1(1-0), F,S

Early Childhood, Elementary, and Middle School Courses

EEM 601 Introduction to Technology-Based Inquiry Instruction

Introduction to eMINTS philosophy and instructional model for teachers, emphasis on constructivist-based pedagogies, questioning strategies and critical thinking; use of educational software, internet resources and classroom web site design and development. Eight clock hours field experience embedded. May be taught concurrently with EEM 501. Cannot receive credit for both EEM 601 and EEM 501. 3(3-0) F

EEM 602 Applications of Technology-Based Inquiry Instruction

Prerequisite: EEM 601 with grade of C or better. Application of eMINTS philosophy, instructional model and teaching strategies; emphasis on cooperative learning, instructional use of interactive whiteboards, information literacy and modes of classroom communication, digital file management, webquest development and multimedia project design and development. Eight clock hours field experience embedded. May be taught concurrently with EEM 502. Cannot receive credit for both EEM 602 and EEM 502. 3(3-0) S

EEM 603 Implementing Technology-Based Inquiry Instruction

Prerequisite: EEM 601 and EEM 602 with grades of C or better. Third course in eMINTS 3-course sequence. Emphasis on building a learning community, classroom management, instructional planning and implementation in a technology enriched classroom, interdisciplinary teaching methods, technology-assisted assessment, collaborative reflection to improve student performance. Eight clock hours field experience embedded. May be taught concurrently with EEM 503. Cannot receive credit for both EEM 603 and EEM 503. 3(3-0) F

EEM 606 Orientation for Intensive Language and Cultural Experience for Educators

Prerequisite: permission. Students selected by application and interview process. Prepare for international travel and exposure to the people, cultures and primary language of the host country. Students develop an introspective case study proposal to be carried out during and/or after the experience abroad. Field trips outside class are required. May be taught concurrently with EEM 596. Cannot receive credit for both EEM 596 and EEM 606. 1(1-0), S

EEM 607 Intensive Language and Cultural Experience for Educators

Prerequisite: EEM 606 and permission. Experience three weeks of exposure to the educational system, culture and language of the host country while reflecting on their own learning. Students will conduct an introspective case study, keep a journal, and create a portfolio. May be taught concurrently with EEM 597. Cannot receive credit for both EEM 597 and EEM 607. 4(3-2), Su

EEM 608 Post-Travel Seminar for Intensive Language and Cultural Experience for Educators

Prerequisite: EEM 606 and EEM 607 and permission. Post-travel seminar deconstructs experience abroad. Students discuss strategies used as a learner and analyze effective teaching techniques. Participants compare cultural and language differences that teachers need to consider in teaching students in a new language. Introspective case study research and portfolios will be shared. May be taught concurrently with EEM 598. Cannot receive credit for both EEM 598 and EEM 608. 1(1-0), F

EEM 676 Topical Issues in Education

Prerequisite: permission. To develop further understanding and skills in the improvement of teaching procedures, curriculum, supervision, or administration. Each course is concerned with a single topic. Number of class hours determined by semester hours of credit. A maximum of 3 hours may be used on a degree program. Variable Content Course. Approved recurring course topic: B.E.A.R.S. Seminars. 1(1-0) F.A series of seven (7) seminars with different topics designed to enhance and develop further understanding and skills in the improvement of teaching procedures for beginning educators. Seminars are offered monthly, with the exception of December, beginning in September and ending in April. Participation in at least six (6) of these seminars is required for credit. Participants will receive an "I" grade for the course due to the course extending through the spring semester. Grades will be changed at the end of the spring semester as requirements are met. This course is available to both beginning and veteran educators and satisfies the initial certification requirement of attending a beginning teacher assistance program with a college or university. Variable Content Course. May be taught concurrently with EEM 576. Cannot receive credit for both EEM 576 and EEM 676. 1-5, D

EEM 796 Problems in Education

Specific problems in education related to needs and interests of the student. May be repeated to a total of 3 hours. 1-3, D

EEM 799 Thesis

Prerequisite: ELE 711 and SFR 780 and permission. May be repeated to a maximum of 6 hours credit. 1-6, D

Elementary Education Courses

ELE 600 Current Issues and Applications in Elementary Education

Prerequisite: permission. Application of current innovations and examination of contemporary issues facing elementary teachers including classroom management, inclusion, English language learners, integrated planning and instruction with art, music, health and physical education. A comprehensive field experience in area school classrooms is required. May be taught concurrently with ELE 500. Cannot receive credit for both ELE 500 and ELE 600. 3-5, F,S

ELE 601 Communication Arts Instruction in the Elementary School

Prerequisite: ELE 302 and permission of Director of Graduate Program in consultation with the Teacher Certification and Compliance Office. Study of the development of language and communication abilities, procedures and instruments for assessing language development, and techniques and materials for promoting development in communication skills for elementary and middle school programs. Critical review of current research-based practices will be required as well as application of those strategies in lesson planning. Course limited to certification students only. 3(3-0), F,S

ELE 602 Social Studies Instruction in the Elementary School

Prerequisite: ELE 302 and permission of Director of Graduate Program in consultation with the Teacher Certification and Compliance Office. Current issues and approaches in teaching elementary school social studies to children including exceptional children who are mainstreamed in the regular classroom. Critical review of current research-based practices will be required as well as application of those strategies in lesson planning and teaching. Course limited to certification students only. 3(3-0), F,S

ELE 603 Mathematics Instruction in Elementary Schools

Prerequisite: ELE 302 and permission of Director of Graduate Program in consultation with the Teacher Certification and Compliance Office. Emphasis upon diagnosis of skill level development, teaching basic mathematical skills, and individualizing instruction in mathematics for elementary and middle school programs. Critical review of current research-based practices will be required as well as application of those strategies in lesson planning. Course limited to certification students only. 3(3-0), F,S

ELE 604 Science Instruction in the Elementary School

Prerequisite: ELE 302; and 10 hours of science (one course in biology, one course in physical science and one course in earth science); and permission of Director of Graduate Program in consultation with Teacher Certification and Compliance Office. Current issues and approaches in teaching elementary school science to children including exceptional children who are mainstreamed in the regular classroom. Critical review of current research-based practices will be required as well as application of those strategies in lesson planning and teaching. Course limited to certification students only. 3(3-0), F,S

ELE 605 The Reflective Practitioner

Prerequisite: permission; and concurrent enrollment in ELE 600. Introduces students to action research as reflection on their own teaching and learning, and their students' learning and achievement. Requires an intensive field experience in area elementary school. May be taught concurrently with ELE 510. Cannot receive credit for both ELE 510 and ELE 605. 2(2-0), F,S

ELE 710 Elementary School Curriculum

The purpose of this course is to analyze the philosophical and theoretical frameworks that guide elementary curriculum for the assumptions that each makes with regard to teaching and learning. Students will be introduced to the development of curriculum and curriculum materials for use in elementary educational settings. Students will examine the social, political and institutional contexts in which curriculum is developed and used, curriculum development methods and process, and various methods for the implementation, evaluation and distribution of curriculum materials. 3(3-0), F

ELE 711 Contemporary Issues in Elementary Curriculum

Contemporary issues confronting the modern elementary school; current problems, innovations and proposed changes which affect the total elementary school program. Trends and issues that are developing at the national level. 3(3-0), S,Su

ELE 713 Advanced Theory and Practice in the Teaching of Communication Arts

Materials, methods and procedures for effective classroom presentation of communication arts. Selection, organization and development of content materials; current issues and trends in the field. 3(3-0), F

ELE 714 Advanced Theory and Practice in the Teaching of Social Studies

Materials, methods and procedures for effective classroom presentation of social studies. Selection, organization and development of content materials; current issues and trends in the field. 3(3-0), S

ELE 715 Advanced Theory and Practice in the Teaching of Mathematics

Materials, methods and procedures for effective classroom presentation of elementary mathematics. Selection, organization and development of content materials; current trends and issues in the field. 3(3-0), S

ELE 716 Advanced Theory and Practice in the Teaching of Science

Materials, methods and procedures for effective classroom presentation of elementary science. Emphasis is placed on teaching science as inquiry and experimentation. Selection, organization and development of content materials; current trends and issues in science education. 3(3-0), F

ELE 717 Advanced Theory and Practice in the Teaching of Economic Education

Materials, methods, and procedures for effective classroom presentation of economic education. Selection, organization, and development of curriculum materials, current issues and trends in the field of economics. Presents students with a framework for proper scope and sequencing of economics concepts to develop an awareness of appropriate benchmarks for economic education instruction. 3(3-0), F

ELE 720 Advanced Theory and Practice in Student Assessment and Evaluation

Materials, methods, and procedures for effective assessment and evaluation of students. Planning, selection, construction, use, and analysis of a variety of assessment practices including formal and informal approaches. Application of knowledge learned throughout course will help students make judicious and reflective decisions while teaching. 3(3-0), S

ELE 721 Standards-Based Integrated Curriculum, Learning, and Teaching

Analysis and application of current theories and research on integrated curriculum and learning, performance assessment, and standards-based education. Develop classroom, school-wide and/or district-wide curricula based on state standards. Focus is on deciding what is essential to teach and on improving learners' math and literacy skills across the curriculum. 3(3-0), F

ELE 722 Differentiated Instruction for Early Childhood, Elementary, and Middle School

Materials, methods, and procedures for effective differentiation of instruction and evaluation of students. Planning, selection, construction, use and analysis of a variety of differentiated instructional practices across grade levels and disciplines, paying close attention to elementary and middle school learners. Application of knowledge learned throughout course will help students make judicious and reflective decisions while teaching. 3(3-0), S

ELE 772 Research Seminar in Elementary Education

Prerequisite: ELE 711 and SFR 780. Guided development of a research paper or a creative project. 3(1-4), F,S

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Contact Information
<http://graduate.missouristate.edu/catalog/ChildEdFamStudies.htm>

Department of Counseling, Leadership, and Special Education

Park Central Office Building, room 156, Phone: (417) 836-5392, Fax: (417) 836-5997
Email: tamaraarthaud@missouristate.edu
Website: <http://education.missouristate.edu/CLSE>
Department Head: Tamara J. Arthaud

Faculty

Professor: Jeffrey Cornelius-White, Paris A. DePaepe, Linda Garrison-Kane, Cynthia J. MacGregor, Robert L. Watson

Associate Professor: William J. Agnew, Paul M. Ajuwon, Angela Leslie Anderson, Tamara J. Arthaud, Paul D. Blisard, O. Gilbert Brown, Joseph F. Hulgus, Gerald H. Moseman, Kristi Perryman

Assistant Professor: Kim S. Finch, Jennifer L. Krawec

Instructor: Marci Dowdy, James Matthews, Linda Robbins

Adjunct, Per Course Instructor: Jason D. Anderson, Don A. Aripoli, Denise Baumann, Larry R. Beckett, Fred L. Czerwonka, Heidi K. Depue, Earle F. Doman, Judy Doran, Dennis Edwards, Paul Ehesman, Robin E. Farris, Cathy Galland, Diana Garland, Susan Gettys, Stephen G. Gilbreth, N. Gaye Griffin-Snyder, Penni Groves, William B. Hackenwerth, Donald W. Hamby, Sharon Hayden, Justin L. Herrell, Neva Hilton, Stephen A. Johnson, Kevin T. Kopp, Thomas Lane, Brenda Jo Ledgerwood, Pamela Sue Marshall, Nancy McBride, Stacey McKenzie, Patricia D. Orchard, Peggy R. Riggs, Sally A. Rowe, Kerry B. Sachetta, Steve Seal, Aundrayah Shermer, David Stephens, Julie R. Thompson, Jennifer Turner, Jon Turner, Teresa White

Emeritus Professor: Lonnie J. Barker, Jr., Imon D. Bartley, O. Leon Bradshaw, Ruth V. Burgess, Harold L. Chappell, Jane E. Doelling, Paul D. Enochs, Fred F. Esser, Shirley J. Hendricks, Kenneth C. Holloway, C. Don Keck, Robert L. Musgrave, Billy D. Rippee, Leonila P. Rivera, Hugh L. Strawn, Scott B. Wegner, Gary E. Wilson

Programs

Master of Science, Counseling

Joe Hulgus, Program Coordinator, Counseling

Park Central Office Building, Room 128;
Phone (417) 836-6522; Jo@missouristate.edu

Kristi Perryman, Internship Coordinator

Park Central Office Building, Room 113;
Phone (417) 836-6516; KPerryman@missouristate.edu

Program Description

The Counseling program grants the Master of Science degree in Counseling with options in elementary school counseling, secondary school counseling and community agency counseling. Students interested in public school settings must either have a valid Missouri teaching certificate, or complete additional teaching course work, to be eligible for state certification as professional school counselors. The elementary (EL) and secondary (SE) school counseling option program requirements fulfill the professional counseling course requirements for permanent school counselor certification in the State of Missouri. The community agency (CA) counseling option requirements fulfill the professional counseling course work requirements for licensure as a Licensed Professional Counselor (LPC) in the State of Missouri (The LPC also requires 3000 hours of additional post-master's supervised experience). Students may elect to complete either the ELE or SEC school counseling program and also qualify for LPC licensure by completing additional electives.

Ten components of the Counseling Knowledge Base:

1. **Orientation.** Knowledge of personal attributes (self-understanding) and professional identity and issues.
2. **Foundations.** Knowledge of psychological and educational foundations of the profession.
3. **Assessment.** Competence in measuring, assessing, and diagnosing psychological and educational attributes.
4. **Information.** Knowledge about personal-social and educational-career issues, research and resources.
5. **Facilitation.** Competence in interpersonal communication, counseling, educating, and consulting with individuals and groups.
6. **Intervention.** Competencies in the counseling process.
7. **Diversity.** Knowledge about differences in cultures, competence in working with diverse clients.
8. **Management.** Competence in planning, developing and implementing counseling programs.

- 9. **Technology.** Knowledge of technological resources and competence in their use.
- 10. **Ethics.** Knowledge, understanding and practice of ethical standards for the profession.

Research Requirement

The research requirement is met through completion of one seminar (during COU 765 Research Seminar in Counseling) which shall require an extensive paper or major creative work.

Comprehensive Requirements

A four hour, standardized, national Counselor Preparation Comprehensive Examination must be passed before a degree will be granted. Students should have completed the majority of course work, and all courses in 8 content areas specified, prior to taking the exam. The Counseling Program will determine passing scores, based on national and local norms, for each administration. If permission is obtained, students who fail the exam may retake it when next offered. Students failing the comprehensive examination three times may be dismissed from the program, upon a vote of the program faculty.

Degree Requirements

All students are required to complete a 27 hour professional counseling core. Students in each option will complete additional requirements as specified below and may complete additional courses as electives. Students interested in K-12 School Counseling certification should complete the Elementary School Counseling option requirements, and three electives (COU 733, COU 751 and COU 781), which may be completed during or after the masters degree program itself. School Counseling option students who also wish to be eligible for national NBCC counselor certification and Missouri LPC licensure should add COU 785 Internship (3) as an elective to their programs.

Total required hours for each option area are:

Elementary School Counseling	48 hrs
Secondary School Counseling	48 hrs
Community Agency Counseling	48 hrs

Counseling Core

Course Code	Course Title	Credits
COU 701	Tests & Measures	3 hrs
COU 705	Orientation to Personal/Professional Development	3 hrs
COU 707	Human Development & Personality	3 hrs
COU 710	The Helping Relationship	2 hrs
COU 711	The Helping Relationship Lab	1 hr
COU 714	Diversity & Multicultural Issues in Counseling	3 hrs
COU 752	Career Development	3 hrs
COU 756	Group Counseling (Elementary School Counseling)	3 hrs
	OR	
COU 757	Group Counseling (Secondary School Counseling)	3 hrs
COU 794	Introduction to Research In Counseling	3 hrs
COU 765	Research Seminar in Counseling	3 hrs
	Total	27 hrs

Elementary School Counseling Option

Course Code	Course Title	Credits
	Core Credit Hours	27 hrs
COU 702	School Counseling Foundations/Ethics	3 hrs
COU 708	Child Counseling Theories & Techniques	3 hrs
COU 733	Couple and Family Counseling	3 hrs
COU 753	Analysis of Childhood Learning and Adjustment	3 hrs
COU 782	Elementary School Counseling Practicum	3 hrs
COU 783	Elementary School Counseling Field Experience	6 hrs
	Total	48 hrs

Secondary School Counseling Option

Course Code	Course Title	Credits
	Core Credit Hours	27 hrs
COU 702	School Counseling Foundations/Ethics	3 hrs
COU 724	Appraisal and Clinical Interviewing	3 hrs
COU 733	Couple and Family Counseling	3 hrs
COU 751	Theories & Techniques of Counseling	3 hrs
COU 780	Secondary School Counseling Practicum	3 hrs
COU 781	Secondary School Counseling Field Experience	6 hrs
	Total	48 hrs

Community Agency Option

Course Code	Course Title	Credits
	Core Credit Hours	27 hrs
COU 703	Community Agency Counseling Foundations and Ethics	3 hrs
COU 724	Appraisal and Clinical Interviewing	3 hrs
COU 733	Couple and Family Counseling	3 hrs
COU 751	Theories & Techniques of Counseling	3 hrs
COU 784	Community Agency Counseling Practicum	3 hrs
COU 785	Community Agency Counseling Internship	6 hrs
	Total	48 hrs

For students interested in school counselor certification who do not have a teaching degree and certificate, additional course work in teaching will be required in the following areas: Psychology of the Exceptional Child, Teaching Methods/Practices, Classroom Management, and Psychology of Education. These courses are not part of the degree program, but are required for certification in Missouri.

Retention Requirements

All Counseling students must obtain a 3.00 GPA in all courses required for the Master of Science degree in Counseling. In addition to academic standards, students are expected to conform to the professional and ethical standards of the profession throughout their programs. Each student's academic and professional performance and progress in the program will be reviewed periodically by the faculty, who will provide feedback to the student. Students whose performance or progress is unsatisfactory may be allowed to continue under a remedial, probationary status, or dismissed from the program. Students may appeal unsatisfactory review outcomes or dismissal through the department, college and university grievance procedure.

To enroll in Practicum courses, students must apply for and receive Departmental approval and permission. Upon completion of prerequisites (COU 705, COU 702 or 703, COU 710/711, and COU 708 or COU 751), students may apply for approval to enroll in Practicum (COU 780 or COU 782 or COU 784). This is a review of progress checkpoint, during which faculty will review each student's performance in prerequisites, and determine his/her readiness to take Practicum. If students are not considered to be ready, faculty will provide specific feedback concerning what is needed to further prepare them. Upon approval, students may enroll in Practicum, by permission only. Students are also required to obtain and maintain their own professional liability insurance while enrolled in Practicum and during Field Experience and/or Internships.

Beginning early in the program, students should start saving all course work products (papers, exams, tapes, transcripts, projects). These will become the basis for the creation of a required Professional Portfolio, to be completed during the COU 765; Research Seminar in Counseling course. The Portfolio is compiled and developed as a web-based e-Portfolio, so saving electronic versions of course products is recommended.

Admission Requirements

Admission to the Counseling program is selective. Minimum admission requirements and application materials include the following.

1. Completed Bachelor's degree from an accredited institution.
2. Cumulative undergraduate GPA of 2.75 or higher, or 3.00 for the last 60 hours of course work.
3. Completed Application for Graduate Admission.
4. Completed Counseling Admission Application.
5. Official MAT or GRE test score reports (no cutoff scores).
6. Three letters of reference, on department forms.
7. Two official copies of transcripts showing your bachelor's degree and any course work taken since then (transcripts must include the last 60 hours of credit).

Applications will be reviewed by a committee of faculty, after which a subset of applicants, selected upon the basis of credentials and references, will be invited for an interview on campus, after which applicants will be selected for admission. Applicants will be ranked by the admissions committee within their specified option area.

There are two admission reviews annually, one in the Spring for admission in the Fall semester; one in the Fall for admission in the Spring semester. Approximately 30-40 new students will be selected for admission each semester, distributed among the three option areas. Students who do not meet the minimum admission standards may still apply, and if ranked highly, may be admitted conditionally, at the discretion of the department.

Selection for admission is not based solely on academic credentials, but also upon the faculty's assessment of candidates' personal development, interpersonal relationship skills, emotional and psychological maturity, and potential for professional growth and success. These include the following professional dispositions: Open to diversity, non-judgmental, comfortable with ambiguity, open to feedback, open to change, self-aware, and empathetic. Though subjective, the small group interview interactions provide opportunities for this assessment.

Early in the program, and no later than after completing 15 credits, students should submit a completed Program of Study to the department for approval. An advisor will review the student's academic record, performance in the program, and plan of study, and recommend approval of the Program of Study to the Graduate College.

Master of Science in Education, Educational Administration

Kim Finch, MEd Program Coordinator

Park Central Office Building, Room 115
Phone (417) 836-5192; KimFinch@missouristate.edu

Program Admission Requirements

Following admission to graduate study and prior to the completion of 9 graduate hours of master's degree course work at Missouri State University, the student must submit the following to the Master's Degree Program Coordinator or Department Head to continue in the program.

1. To be considered for admission to the program, a student must apply to both the program of Educational Administration and the Graduate College (refer to the Graduate College, Admission to Graduate Studies, Admission Requirement).
2. Students must possess a bachelor's degree and must meet the requirements for admission to graduate school as stated under the Admission to Graduate Study section of the Graduate Catalog.
3. A separate application must be submitted with the following materials to the Education Administration program
 1. A written "Statement of Purpose" containing long-term professional or personal goals including how this degree will contribute to the applicant's long-term goals (minimum of 300 words).
 2. A copy of appropriate teacher certificate or eligibility for certification by a state agency.
 3. Submission of three *Applicant Reference Forms*. (Two of the three must be completed by the applicant's current administrators or supervisors).
 4. Completion of Technology Skills Checklist (see department).
 5. Access to the internet and an active e-mail address.
4. Upon achieving a 3.50 GPA or higher in the first 12 hours of graduate study, the applicant will gain full acceptance into the program.
5. Applicant's for whom English is a second language are required to submit scores on the Test of English as a Foreign Language (TOEFL). Minimum scores of 550 on the paper-based or a comparable score of 213 on the computer-based TOEFL are required for admission.

Applicants who are pursuing a master's degree in administration which does not lead to administrative certification may be approved. This program would consist of all stated requirements for the degree.

Degree Requirements

1. Satisfactory completion of a minimum of 36 approved graduate hours with a minimum overall GPA of 3.00.
2. No more than 16 semester hours of 600-level course work may be applied to the degree program.
3. Two years (minimum) of successful teaching experience.
4. **Research.** Three semester hours toward completion of the Leadership Capstone paper.
5. **Comprehensive Examination.** A minimum of a three-hour period of time will be scheduled during the last semester of the student's course work. The time and nature of the written examination will be determined by the Advisory Committee.
6. Students will be required to present an acceptable Leadership Capstone project.
7. **Transfer Credit.** A maximum of 30% of the total hours may be accepted in as transfer credit toward a master's degree. All transfer credit must be "A" or "B" grade status from a regionally accredited college or university and must be approved by the program coordinator.
8. Submission of a *Program Portfolio*.

Master of Science in Education, Educational Administration (Elementary)

Program Description

Persons completing this option should acquire the necessary competencies to gain initial certification to serve as an elementary principal in Missouri schools. Even though a research component is required, emphasis is on the practical aspects of the elementary principalship.

Required Courses

Course Code	Course Title	Credits
EAD 751	Foundations in Educational Leadership	3 hrs
EAD 753	The Elementary School Principal	3 hrs

EAD 780	The Administration Of Instructional Programs	3 hrs
EAD 781	Organizational Management	3 hrs
EAD 786	School Supervision & Performance Enhancements	3 hrs
SFR 780	Educational Research Methodologies OR	
EAD 788	Action Research in Educational Leadership	3 hrs
EAD 759	Leadership Capstone	3 hrs
EAD 787	Administration of Special Programs	3 hrs
EAD 784	Human Relations & Collaborative Processes	3 hrs
EAD 785	Legal & Ethical Contexts of Schooling	3 hrs
EAD 782	Internship- On Site	2 hrs
EAD 783	Internship - Related Agencies	1 hr
ELE 710	Elementary School Curriculum	3 hrs
	Total	36 hrs

Middle School certification is included with K-8 principal certification.

Master in Science in Education, Educational Administration (Secondary)

Program Description

Persons completing this option should acquire the necessary competencies to gain initial certification to serve as a secondary principal in Missouri schools. Even though a research component is required, emphasis is on the practical aspects of the secondary principalship.

Required Courses

Course Code	Course Title	Credits
EAD 751	Foundations in Educational Leadership	3 hrs
EAD 752	The Secondary School Principal	3 hrs
EAD 780	The Administration Of Instructional Programs	3 hrs
EAD 781	Organizational Management	3 hrs
EAD 786	School Supervision & Performance Enhancements	3 hrs
SFR 780	Educational Research Methodologies OR	
EAD 788	Action Research in Educational Leadership	3 hrs
EAD 759	Leadership Capstone	3 hrs
EAD 787	Administration of Special Programs	3 hrs
EAD 784	Human Relations & Collaborative Processes	3 hrs
EAD 785	Legal & Ethical Contexts of Schooling	3 hrs
EAD 782	Internship- On Site	2 hrs
EAD 783	Internship - Related Agencies	1 hr
SEC 701	Secondary School Curriculum	3 hrs
	Total	36 hrs

Middle School certification is included with K-8 principal certification.

Internship

The intern experience (EAD 782 and EAD 783) is an integral part of this major and should be planned for, with the advisor, in advance of the semester in which the student desires to register for the experience. A signed completed internship application is to be on file in the CLSE Department Office prior to enrolling in the class. Applications are available from CLSE and should be returned to CLSE.

Master of Science, Student Affairs in Higher Education

Gilbert Brown, Program Coordinator

Hill Hall, Room 205; Phone (417) 836-5287

GilbertBrown@missouristate.edu

<http://education.missouristate.edu/edadmin/MSEDSA.htm>

Program Description

The Student Affairs program has been developed at Missouri State to meet the staffing needs of colleges and universities throughout the nation. Our goal is the development of individuals to successfully enter the field of student affairs administration in higher education. Individuals who participate in this program will have both a theoretical understanding of the history and traditions of higher education, and the practical experience needed to address current issues which face campuses in the 21st Century.

Required Courses

Course Code	Course Title	Credits
EAD 721	Introduction to Student Affairs	3 hrs
EAD 723	Student Development Theory	3 hrs
EAD 726	Higher Education in the United States	3 hrs
EAD 729	Foundations of Research	3 hrs
EAD 732	Leadership & Administration in Higher Education	3 hrs
EAD 735	Governance & Finance in Higher Educ.	3 hrs
EAD 738	Legal & Ethical Issues in Stndt Affairs	3 hrs
EAD 747	Supervised Practice	6 hrs
EAD 748*	OR Special Projects: Reflections on Higher Ed & Student Affairs	6 hrs
EAD 749	Student Outcomes	3 hrs
EAD 756	Qualitative Research in Higher Education	3 hrs
EAD 757	Quantitative Methods in Educational Leadership	3 hrs
EAD 771	Capstone Seminar	3 hrs
COU 710	The Helping Relationship	2 hrs
COU 711	The Helping Lab	1 hrs
	Total	42 hrs

*Full time employees at Missouri State University or area institutions may substitute this class to meet their Supervised Practice requirement for their degree.

Degree Requirements

1. Satisfactory completion of a minimum of 42 approved graduate hours with a minimum overall GPA of 3.00.
2. No more than 9 semester hours of 600-level course work may be applied to the degree program as approved by advisor.
3. **Portfolio Project.** Successful completion of a portfolio project in EAD 771, Captstone Seminar. The time and nature of the portfolio submission will be determined by the program faculty.
4. **Comprehensive Examination.** Successful completion of comprehensive oral examination and portfolio. The time and nature of the oral examination will be determined by the program faculty.
5. **Research.** Successful completion of EAD 729, EAD 756 and EAD 757.
6. **Transfer Credit.** A maximum of 30% of the total hours may be accepted in as transfer credit toward a master's degree. All transfer credit must be "A" or "B" grade status from a regionally accredited college or university and must be approved by the program director.

Graduate Assistantships

There is a strong possibility that candidates admitted into the student affairs program by April 1 will be offered employment as a graduate assistant within the Division of Student Affairs. Students admitted by this date with at least a 3.00 GPA will receive priority consideration. Students admitted to the student affairs program should have either a graduate assistantship or a full-time employment position with Missouri State University or a local post-secondary educational institution.

Program Admission Requirements

To be considered for admission to the program, a student must apply to both the Student Affairs program and the Graduate College (refer to the Graduate College, Admission to Graduate Studies, Admission Requirements).

In addition to the Graduate College admission requirements, the Student Affairs program requires the following:

1. A written "Statement of Purpose" containing long-term professional or personal goals, a statement regarding how this degree will contribute to the applicant's long-term goals (minimum of 300 words) and an indication of what has been done to prepare for this profession;
2. Submission of three "Applicant Reference Forms" available online, or from the Departmental office (417-836-5392);
3. Completion of the "Technology Skills Checklist" available online or from the Departmental office.
4. Access to the Internet and an active e-mail address.
5. Applicants for whom English is a second language are required to submit scores on the Test of English as a Foreign Language (TOEFL). Minimum scores of 550 on the paper-based or a comparable score of 213 on the computer-based TOEFL are required for admission.

Candidates who meet the Graduate College minimum requirements will be placed in the pool from which applicants will be selected. Prospective students' applications will be reviewed on an ongoing basis. Early submission may enhance an applicant's opportunities to obtain a graduate assistantship position. Credential review will continue until the available spaces are filled.

Standards

The program follows the Council for Advancement of Academic Standards in Higher Education (CAS) and meets the American College Personnel Association (ACPA) Professional Preparation Commission Standards.

Specialist in Education, Educational Administration

Robert Watson, EdS Program Coordinator

Park Central Office Building, room 121;
Phone (417) 836-5177; RobertWatson@missouristate.edu

Program Admission Requirements

Following admission to graduate study and prior to the completion of 9 graduate hours of specialist degree course work at Missouri State University, the student must complete the following to continue in the program.

1. To be considered for admission to this program, a student must apply to both the Education Administration program and the Graduate College (refer to the Graduate College, Admission to Graduate Studies, Admission Requirements).
2. Students must possess a master's degree from an accredited institution with an overall GPA of 3.50.
3. Applicants for whom English is a second language are required to submit scores on the Test of English as a Foreign Language (TOEFL). Minimum scores of 550 on the paper-based or a comparable score of 213 on the computer-based TOEFL are required for admission.
4. A separate application must be submitted with the following materials to the Specialist Degree Program coordinator or Department head:
 - a. A personal philosophy statement describing the student's background, work experience, interests, and professional goals.
 - b. A copy of an appropriate teacher certificate or eligibility for certification by a state agency.
 - c. Submission of five *Application Reference Forms*. At least three of these references must be from current administrators or supervisors who know the applicant. Two references must be from present or former professors.
 - d. Access to the internet and an active e-mail address.
 - e. Submission of professional resume.
 - f. Completion of a structured interview with the EAD Department members.
5. Upon achieving a 3.50 GPA or higher in the first 12 hours of graduate study, the applicant will gain full acceptance into the program.

Any course work completed prior to program admittance may be unacceptable for the program.

Degree Requirements

1. Satisfactory completion of a minimum of 61-64 approved graduate hours with a minimum overall GPA of 3.00.
2. No more than 16 semester hours of 600-level course work may be applied to the degree program.
3. A minimum of two years supervisory and/or teaching experience.
4. **Research.** A minimum of three semester hours field study assignment.
5. **Comprehensive Examination.** A minimum of a three-hour period of time will be scheduled for all students who have not previously passed a comprehensive examination in educational administration at Missouri State University. In addition, students will be required to present an acceptable oral review of their field study.
6. **Transfer Credit.** A maximum of 12 semester hours of graduate credit beyond the master's degree or a total of 46 hours may be accepted toward the 61-64 hours required for the Specialist in Education Degree. All transfer credit must be "A" or "B" grade status from a regionally accredited college or university and must be approved by the program coordinator.
7. The last 32 hours of course work for the degree must be completed within a period of 8 years. Any credit more than 10 years old may be disallowed.

Specialist in Education, Educational Administration (Elementary Principal)

Program Description

The program fulfills the standards established by the Missouri Department of Elementary and Secondary Education for elementary principals and directors of elementary education. Practical aspects of the principalship are emphasized. A research component is required.

Required 700-level courses 30 hrs

Course Code	Course Title	Credits
EAD 751	Foundations of Educational Leadership	3 hrs
EAD 753	The Elementary School Principal	3 hrs
EAD 780	The Admin. of Instructional Programs	3 hrs
EAD 781	Organizational Management	3 hrs
EAD 782	Internship - On Site	2 hrs
EAD 783	Internship - Related Agencies	1 hrs
EAD 784	Human Relations & Collab. Processes	3 hrs
EAD 785	Legal & Ethical Contexts of Schooling	3 hrs
EAD 786	School Supervision/Perf. Enhancements	3 hrs
EAD 787	Administration of Special Programs	3 hrs
ELE 710	Elementary School Curriculum	3 hrs

Advanced Level Courses (hours must include the following 2 courses and Advisor-approval for remaining 12 hours) 18 hrs

Course Code	Course Title	Credits
EAD 861	Human Relations	3 hrs
EAD 863	Curriculum Design & Evaluation	3 hrs

Research Sequence 9 hrs

Course Code	Course Title	Credits
SFR 780	Educational Research Methodologies OR	
EAD 788	Action Research in Educ. Leadership	3 hrs
SFR 890	Field Research and Evaluation OR	
EAD 895	Research in Administration Practices	3 hrs
EAD 860	Field Study	3 hrs

Special Topics (EAD 870 or other courses with Advisor approval) 4 hrs

Total (Minimum) 61 hrs

Specialist in Education, Educational Administration (Secondary Principal)

Program Description

The program fulfills the standards established by the Missouri Department of Elementary and Secondary Education for secondary principals. Practical aspects of the principalship are emphasized. A research component is required.

Required 700-level courses 30 hrs

Course Code	Course Title	Credits
EAD 751	Foundations of Educational Leadership	3 hrs
EAD 752	The Secondary School Principal	3 hrs
EAD 780	The Admin. of Instructional Programs	3 hrs
EAD 781	Organizational Management	3 hrs
EAD 782	Internship - On Site	2 hrs
EAD 783	Internship - Related Agencies	1 hrs
EAD 784	Human Relations & Collab. Processes	3 hrs
EAD 785	Legal & Ethical Contexts of Schooling	3 hrs
EAD 786	School Supervision/Perf. Enhancements	3 hrs
EAD 787	Administration of Special Programs	3 hrs
SEC 701	Secondary School Curriculum	3 hrs

Advanced Level Courses (hours must include the following 2 courses and advisor approval for the remaining 12 hours) 18 hrs

Course Code	Course Title	Credits
EAD 861	Human Relations	3 hrs
EAD 863	Curriculum Design & Evaluation	3 hrs

Research Sequence 9 hrs

Course Code	Course Title	Credits
SFR 780	Educational Research Methodologies OR	
EAD 788	Action Research in Educ. Leadership	3 hrs
SFR 890	Field Research and Evaluation OR	
EAD 895	Research in Administration Practices	3 hrs
EAD 860	Field Study	3 hrs
	Special Topics (EAD 870 or other courses with Advisor approval)	4 hrs
Total (Minimum)		61 hrs

Specialist in Education, Educational Administration (Superintendent)

Program Description

The program fulfills the standards established by the Missouri Department of Elementary and Secondary Education for

superintendency. Practical aspects of the superintendency are emphasized. A research component is required.

Required 700-level courses

30 hrs

Course Code	Course Title	Credits
EAD 751	Foundations of Educational Leadership	3 hrs
EAD 752	The Secondary School Principal	3 hrs
EAD 780	The Admin. of Instructional Programs	3 hrs
EAD 781	Organizational Management	3 hrs
EAD 782	Internship - On Site	2 hrs
EAD 783	Internship - Related Agencies	1 hrs
EAD 784	Human Relations & Collab. Processes	3 hrs
EAD 785	Legal & Ethical Contexts of Schooling	3 hrs
EAD 786	School Supervision/Perf. Enhancements	3 hrs
EAD 787	Administration of Special Programs	3 hrs
SEC 701	Secondary School Curriculum OR	3 hrs
ELE 710	Elementary School Curriculum	
Advanced Level Courses (Advisor approval required)		26 hrs
EAD 850	Politics of Education	3 hrs
EAD 858	School Personnel Administration	3 hrs
EAD 862	Superintendency	3 hrs
EAD 863	Curriculum Design & Evaluation	3 hrs
EAD 864	School & Community Relations	3 hrs
EAD 865	School Law	3 hrs
EAD 866	Public School Finance	3 hrs
EAD 867	School Plant Planning & Maintenance	3 hrs
EAD 882	Superintendency Internship	2 hrs

Research Sequence 8-9 hrs

Course Code	Course Title	Credits
SFR 780	Educational Research Methodologies OR	
EAD 788	Action Research in Educ. Leadership	3 hrs
SFR 890	Field Research and Evaluation OR	
EAD 895	Research in Administration Practices	3 hrs
EAD 860	Field Study	2-3 hrs
Total (Minimum)		64 hrs

University of Missouri - Columbia Cooperative Doctorate In Educational Leadership

Cynthia MacGregor, Program Coordinator

Park Central Office Building, Room 120; Phone (417) 836-6046; CMacgregor@missouristate.edu

Missouri State University collaborates in a cooperative program with the University of Missouri-Columbia (UMC) leading to an Ed.D. in Educational Leadership. The degree is conferred by UMC. This is an advanced study in educational leadership for administrators, program leaders and teachers/ researchers desiring a variety of leadership positions in education, government, and industry. This degree program does not provide credentials for certification in K-12 school settings.

The two-year cycle of course work (34 hours) begins in the summer of odd-numbered years and continues in sequential semesters. Dissertation research (12 hours) will extend beyond this time frame. The fall and spring semester courses in the program are offered at the Springfield campus and students take 7 hours each summer on the UMC campus.

The deadline for submission of application materials to UMC is December 1st in the even numbered years. For more information, contact the Department of Counseling, Leadership and Special Education at Missouri State University at 417-836-5392. Students may also contact the Department of Educational Leadership and Policy Analysis at UMC (573-882-8221) for application, admission, and program details.

Master of Science in Education, Special Education

Program Description

The Master of Science in Education, Special Education may be obtained by following a course of study specific to multiple areas of interest and certification needs with three emphases areas, visual impairments (VI track), mild/moderate disabilities (Special Education Alternative Certification track), and autism spectrum disorders (ASD track), with each leading to a Master of Science in Education degree. Graduate Certificates in Autism Spectrum Disorders or Orientation and Mobility may be pursued as a component of a degree, or as options for non degree seeking students. An accelerated Masters option is available in the emphasis area of autism spectrum disorders for students seeking a BSEd, Special Education (Mild/Moderate Cross-Categorical K-12) degree. The Special Education Program is designed to include a mixture of on-line course delivery options, arranged supervised practica, and on-site methods. All course work in the area of Visual Impairment and some course work required for the SEACT program is available online. Alternative delivery systems such as intersession and week-end courses may also be offered to support completion of course work. **You must contact your advisor to obtain consent to enroll each semester.**

Applicants to the Master of Science in Education, Special Education program (all emphasis areas) should submit the required three letters of reference and a letter of intent per the application guidelines to:

Lisa Monkres

Teacher Certification Office
901 S. National Ave
Springfield MO 65897

Graduate Special Education Faculty:

Dr. Paul Ajuwon

Park Central Office Building, Room 122, Phone (417) 836-5397
PaulAjuwon@missouristate.edu

Dr. Tamara Arthaud

Park Central Office Building, Room 117, Phone (417) 836-8708
TamaraArthaud@missouristate.edu

Dr. Paris DePaepe

Hill Hall, Room 214C, Phone (417) 836-4761
parisdepaepe@missouristate.edu

Dr. Linda Garrison-Kane

Hill Hall, Room 438, Phone (417) 836-6960
LKGKane@missouristate.edu

Dr. Jennifer Krawec

Pummill Hall, Room 01-D, Phone (417) 836-8377
JenniferKrawec@missouristate.edu

Mr. James Matthews

Pummill Hall, Room 01 B-C, Phone (417) 836-5256
JamesMatthews@missouristate.edu

Mrs. Linda Robbins

Pummill Hall, Room 01 H-J, Phone (417) 836-8708
LindaRobbins@missouristate.edu

Prerequisite Course Requirements

Bachelor of Science degree from an accredited University.

Admissions Criteria

To be admitted to the Master of Science in Education, Special Education degree program, a candidate must complete the graduate school application form and have transcripts showing all previous course work forwarded to the Graduate College. Prior to full admission, all students must submit a letter of intent and three letters of recommendation, including one from the present employer and one from an individual who can attest to the candidate's academic ability, to Lisa Monkres, Teacher Certification Office, 901 S. National Ave, Springfield, MO 65897. The student must have obtained a GPA of 3.0 (on a 4.0 scale) for the last 60 hours of undergraduate course work. **Applicants to the Master of Science in Education, Special Education, should clearly indicate in their letter of intent the master's emphasis area or certificate program to which they are applying.**

All applicants to the Graduate Program will be required to complete a Family Care Safety Registry (FCSR) background check (or other approved systems for out-of-state students) prior to admission. In addition, students enrolled in clinical and field experiences must provide proof of a negative TB skin test and proof of professional liability insurance. A TB skin test may be obtained at the University Taylor Health Center. Applications for professional liability insurance are available in Hill Hall, Room 200 and must be current within one year of the field or clinical placement. The background check, professional liability insurance, and negative TB skin test will facilitate timely field experience placements necessary for the successful completion of program requirements.

Students seeking admission to the Special Education Program should contact the College of Education Office of Student Services (HILL 200) to complete the paper work for the required background check. A student must receive a satisfactory review on this FCSR report (as well as meeting all other admission requirements) in order to be admitted to the masters program.

The Special Education Program within the College of Education reserves the right to refuse enrollment or program continuation to any student based on the student's ability to successfully complete required classes and/or to successfully complete any required practica. This refusal will be determined by the judgment of the Special Education graduate faculty and the head of the Department of Counseling, Leadership and Special Education.

All Special Education graduate students are expected to display professional behaviors and dispositions consistent with the International Council for Exceptional Children's Code of Ethics for Educators of Personal with Exceptionalities. Periodic structured assessments of professional behaviors and dispositions will be completed for all graduate students. If a student does not display the required professional behaviors and dispositions as determined by the Special Education graduate faculty and head of the

Department of Counseling, Leadership and Special Education, a student may be dismissed from the graduate program.

Program Requirements

Core Requirements

9 hrs

Course Code	Course Title	Credits
SFR 780*	Educational Research Methodologies	3 hrs
SPE 782*	Advanced Diagnosis & Remediation of Students with Mild to Moderate Disabilities OR	
SPE 783*	Advanced Assessment to Support Developmental & Sensory Disabilities	3 hrs
SPE 788	Seminar: Special Education Program OR	
SPE 799	Thesis Option OR	
SPE 787	Advanced Applied Behavioral Analysis and Intervention	3 hrs

* Offered via internet or alternative delivery system based on availability.

Comprehensive Examination. Degree candidates must pass a comprehensive exam. Students completing the thesis option will complete an oral defense of their thesis for their comprehensive exam. Other masters students will complete a written exam using a computer. Students who live in another state who need to take the written comprehensive exam may be allowed to take the exam at an approved proctored site. Confer with faculty advisor regarding this option.

Emphasis Area Requirements

Visual Impairment Emphasis

The Visual Impairment (VI) emphasis is designed to provide intensive research based instruction in regard to assessment and programming for individuals identified with low vision or who are blind. Course work will emphasize Braille instruction as well as the use of varied technology options to support individuals with VI across multiple environments. Course work will be offered on-line to support broad delivery and is accredited by the Association for Education and Rehabilitation of the Blind and Visually Impaired (AER). Missouri Department of Elementary and Secondary Education Teacher Certification in Blind and Partially sighted may be obtained upon completion of the VI emphasis. Successful completion of the course work in the area of VI, along with additional course work as outlined, will in part address requirements for National certification and a Missouri State Graduate Certificate in Orientation and Mobility. Required coursework in addition to the core follows:

Course Code	Course Title	Credits
SPE 605*	Braille Reading and Writing I	3 hrs
SPE 606*	Principles of Orientation and Mobility	3 hrs
SPE 607*	Introduction to Visual Impairments, Autism & Severe/Multiple Disabilities	3 hrs
SPE 608*	Low Vision, Anatomy, and Physiology of the Eye	3 hrs
SPE 709*	Methods of Teaching Students with Visual Impairments & Multiple Disabilities	3 hrs
SPE 711*	Braille Reading and Writing II	3 hrs
SPE 789	Practicum: The Exceptional Child	3 hrs
SPE 780*	Contemporary Issues in Special Education	3 hrs
to total		33 hours

NOTE: Additional course work may be required based on the candidate's previous qualifications and previous certifications.

* Offered via internet.

Special Education Alternative Certification Track Emphasis

The Special Education Alternative Certification Track (SEACT) is designed to facilitate Department of Elementary and Secondary Education Teacher Certification in Mild to Moderate Disabilities while acquiring advanced knowledge and skills in the area. Course work is designed to reflect State and National standards with demonstrated mastery of competencies required through research-based projects and the Professional Education Portfolio. In addition to the Master of Science in Education, successful completion of this emphasis will result in teacher certification in the area of Mild to Moderate Disabilities. Required course work in addition to the core follows.

Course Code	Course Title	Credits
SPE 715	Foundations in Special Education	3 hrs
SPE 792	Advanced Diagnosis & Remediation of Students with Disabilities Lab	2 hrs
SPE 784	Advanced Procedures in Teaching Students	3 hrs

With Mild to Moderate Disabilities		
SPE 789	Practicum: The Exceptional Child	3 hrs
PSY 703	Human Growth & Development	3 hrs
SPE 617	Effective Practices in Special Education	5 hrs
SPE 780*	Contemporary Issues in Special Education	3 hrs
SPE 664	Language Dev. of Exceptional Students	3 hrs
SPE 616	Foundations of Behavioral Analysis & Interventions in Applied Settings OR	
PSY 614	Behavior Management & Change	3 hrs
SPE 613*	Physical & Health Needs of Students With Disabilities	3 hrs
SFR 750	Philosophies of Education	3 hrs
to total		43 hours

* Offered via internet or alternative delivery system based on availability.

Orientation and Mobility Emphasis

Required course work in addition to the core follows.

Course Code	Course Title	Credits
SPE 605*	Braille Reading & Writing I	3 hrs
SPE 606*	Principles of Orientation & Mobility	3 hrs
SPE 607*	Introduction to Visual Impairments, Autism & Severe/Multiple Disabilities	3 hrs
SPE 608*	Low Vision, Anatomy, and Physiology of the Eye	3 hrs
SPE 712	Instructional Techniques & Strategies of Orientation & Mobility	6 hrs
SPE 714*	Professional Issues & Assessment Related To Orientation & Mobility with Diverse Populations	3 hrs
SPE 780*	Contemporary Issues in Special Education	3 hrs
SPE 671	Clinical Practicum in Special Education	3 hrs
to total		36 hours

* Offered via internet or alternative delivery system based on availability.

Developmental Disabilities Emphasis -NOT ACCEPTING APPLICATIONS AT THIS TIME

The Developmental Disabilities (DD) Graduate emphasis is designed to provide candidates with in-depth knowledge and skills to effectively assess and implement research based programs for individuals requiring extensive and pervasive supports and offers course work to enhance expertise in Autism Spectrum Disorders. Missouri Department of Elementary and Secondary Education Teacher Certification in Severely Developmentally

Disabled (B-12) and a Missouri State Graduate Certificate in Autism Spectrum Disorders may be obtained through completion of the DD emphasis. Course work specific to certification in Severely Developmentally Disabled is designed to reflect State and National standards with demonstrated master of competencies required through research based projects and the Professional Education Portfolio. The DD emphasis will also support professionals working in agency and clinical settings.

Required courses in addition to the core as follows:

Course Code	Course Title	Credits
SPE 607*	Introduction to Visual Impairments, Autism & Severe/Multiple Disabilities	3 hrs
SPE 626	Applied Behavioral Analysis for Developmental Disabilities & Autism Spectrum Disorders	3 hrs
SPE 625	Introduction to Teaching & Assessing Students with Autism Spectrum Disorders	3 hrs
PSY 703	Human Growth & Development	3 hrs
PED 645	Perceptual & Motor Development	3 hrs
SPE 613*	Physical & Health Needs of Students with Disabilities	3 hrs
CSD 732**	Speech & Language Assessment &	3 hrs

Treatment for Special Populations		
CSD 733**	Introduction to Augmentative & Alternative Communication	3 hrs
SPE 623	Curriculum & Methods in Early Childhood Special Education	3 hrs
SPE 627	Seminar in Developmental & Sensory Disabilities	3 hrs
SPE 785	Advanced Procedures in Developmental Disabilities	3 hrs
SPE 791	Clinical Practicum for Special Needs Populations	6 hrs
total hours:		48-51 hours

Students who have not completed an equivalent foundation requirement will also need to take SPE 715, Foundations in Special Education, to be recommended for certification in Severe DD (B-12).

* Offered via internet or alternative delivery system based on availability.

** SPE 664 or an equivalent course in language development for the exceptional child is required prior to enrollment in CSD 733 or CSD 732.

Autism Spectrum Disorders Emphasis

The Autism Spectrum Disorders (ASD) Track is designed for individuals who have teacher certification in an area of Mild/Moderate Disabilities who wish to enhance their skills through related and advanced course work in ASD. In-depth analysis of research-based practices specific to assessment, identification, and programming for students with ASD are stressed. Course work in addition to the core follows.

Accelerated Master's Degree Option - MEd, Special Education, Autism Spectrum Disorders Emphasis

Before enrolling in a course to be counted as both undergraduate and graduate credit and to count a course toward the masters degree, a special education undergraduate student must be accepted into the accelerated program and receive prior approval from the Graduate Program Advisor, the Department Head of the Undergraduate program, and the Dean of the Graduate College. This is done by using a mixed credit form. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Admission Requirements for the Accelerated option:

1. Junior standing, with an overall GPA of 3.00 or better;
2. Admission to Teacher Education;
3. Completion of SPE 345 (Educational Evaluation of Exceptional Students) and SPE 346 (Educational Evaluation of Exceptional Students Lab); and
4. Acceptance of the applicant by the graduate faculty in Special Education under the accelerated masters option

Mixed Credit Course Options

If accepted to the accelerated program the following 12 hours of course work may apply to both the undergraduate and graduate degrees:

SPE 616, Foundations of Applied Behavior Analysis and Interventions for Teachers in Applied Settings

SPE 626, Applied Behavior Analysis for Developmental Disabilities and Autism Spectrum Disorders

SPE 664, Language Development of Exceptional Students

SPE 650, Career/Vocational Education and Transition

Course Code	Course Title	Credits
SPE 780*	Contemporary Issues in Special Education	3 hrs
SPE 625	Introduction to Teaching and Assessing Students with Autism Spectrum Disorders	3 hrs
SPE 791	Clinical Practicum for Special Needs Populations	4 hrs
SPE 627	Seminar in Developmental and Sensory Disabilities	3 hrs
SPE 626	Applied Behavioral Analysis for Developmental Disabilities and Autism	3 hrs
CSD 733	Introduction to Augmentative and Alternative Communication	2 hrs
	Electives	9 hrs

* Offered via internet or alternative delivery system based on availability.

Graduate Certificate In Orientation and Mobility

Program Description

The Graduate Certificate in Orientation and Mobility is available to non-degree seeking individuals or as a component of the Masters degree in Special Education, Visual Impairment emphasis. The Orientation and Mobility (O&M) certificate is designed to meet regional needs and is aligned to the standards set by the Association of Education and Rehabilitation of the Blind and Visually Impaired (AER) and Academy of Certification of Vision Rehabilitation and Education Professionals (ACVREP). Small cohorts of individuals who desire to pursue certification in O&M will be identified based upon geographic need and individual qualifications. The instructor(s) for SPE 712 and SPE 671 will conduct a very intensive course in which participants will spend several hours each day over eight weeks under the blindfold practicing instructional techniques and strategies of O&M. SPE 671 is the internship course and participants must meet rigid standards set by AER and ACVREP. Prerequisites may be required based on transcript analysis.

Entrance Criteria

To be considered for the program, a student must apply and be admitted to the Graduate College.

Required Courses

Course Code	Course Title	Credits
SPE 606*	Principles of Orientation & Mobility	3 hrs
SPE 608*	Low Vision, Anatomy & Physiology of the Eye	3 hrs
SPE 712	Instructional Techniques & Strategies of Orientation & Mobility	6 hrs
SPE 714*	Professional Issues Related to Orientation & Mobility with Diverse Populations	3 hrs
SPE 671	Clinical Practicum in Special Educ.	3 hrs
TOTAL HOURS REQUIRED		18 hrs

*Offered via internet.

GPA Requirements

Attain a grade point average of at least 3.00 on all graduate course work at Missouri State University.

Graduate Certificate In Autism Spectrum Disorders

Program Description

An 18 credit hour Missouri State University Graduate Certificate in Autism Spectrum Disorders (ASD) is available to non-degree seeking individuals or as a component of the Masters degree in Special Education, ASD emphasis. Students pursuing a program of study in other areas of education may also complete these courses as electives or in addition to requirements on the respective program of study. The certificate is also offered to support professionals in the fields of psychology, communication disorders, social work, medicine, and other related specialties. The certificate will not lead to teacher certification in autism; however, it is offered to support educators and other professionals who desire greater expertise in the area of ASD. Emphasis is placed on supporting individuals with challenging behavior through positive behavioral supports and supporting communication, learning and sensory deficits through validated, data-based programming. Required course work for the ASD Graduate Certificate follows.

Entrance Criteria

To be considered for the program, a student must apply and be admitted to the Graduate College.

Required Courses

Course Code	Course Title	Credits
SPE 625	Introduction to Teaching & Assessing Students with Autism Spectrum Disorders	3 hrs
SPE 616	Foundations of Applied Behavior Analysis and Intervention for Teachers in Applied Settings	3 hrs
SPE 626	Applied Behavioral Analysis for Developmental Disabilities & Autism Spectrum Disorders	3 hrs
SPE 791	Clinical Practicum for Special Needs Populations	4 hrs
CSD 733	Introduction to Augmentative and Alternative Communication	2 hrs

SPE 627	Seminar in Developmental & Sensory Disabilities	3 hrs
TOTAL HOURS REQUIRED		18 hrs

GPA Requirements

Attain a grade point average of at least 3.00 on all graduate course work at Missouri State University.

Counseling Courses

COU 700 Problems in Counseling

Individual investigation into a problem or problems of concern to the student and deemed of significance by the instructor. Written report required. May be repeated to 9 credit hours. 1-3, F,S

COU 701 Tests and Measurements for Counselors

A comprehensive study of instruments for measuring psychological traits, including group devices suitable for use in elementary and secondary schools, as well as individual instruments for use in both school and community agency settings. Basic statistical concepts and common terminology related to measurement are taught as a functional part of the course. 3(3-0), D

COU 702 School Counseling Foundations and Ethics

Philosophy, organization, and practices of a counseling program in the elementary and secondary school. The school counselor's role as counselor, consultant, and coordinator, professional identity, and legal issues are included. Includes a significant focus on ethical standards and issues. 3(3-0), D

COU 703 Community Agency Counseling Foundations and Ethics

An introduction and overview of the history, philosophy, and function of the counselor in mental health and other community agency settings. Includes an examination of service population characteristics and treatment needs, intervention modalities and approaches, professional identity, and related topics. Includes a significant focus on ethical standards and issues. 3(3-0), D

COU 705 Orientation to Personal and Professional Development

This course is an experience in personal and group encountering and sensitivity. Its purpose is to assist students in discovering a more complete awareness, understanding, and acceptance of themselves and others as human beings. Primary emphasis will be upon students exploring self, values, needs, and personal characteristics. Graded Pass/Not Pass only. 3(3-0), D

COU 707 Human Development and Personality

Study of child, adolescent and adult psychological development theories, normal adjustment processes, personality structure, and abnormal behavior. 3(3-0), D

COU 708 Child Counseling Theories and Techniques

Prerequisite: admission to the Counseling elementary program option; and COU 702 or COU 703; and COU 705 and COU 710 and COU 711. A consideration of major theories of counseling as they are related to counseling with elementary school-aged children. Emphasis is placed upon the counseling process as it affects the educational, personal, and social adjustment of children. 3(3-0), D

COU 710 The Helping Relationship

Prerequisite: admission to Counseling program; and concurrent enrollment in COU 711. Two training components are integrated to provide an intensive pre-practicum experience. The didactic component introduces basic skills of effective interpersonal communication and counseling. Participation in co-requisite laboratory (COU 611) provides supervised practice in the practical application of those skills in simulated counseling interviews. 2(2-0), D

COU 711 The Helping Relationship Lab

Prerequisite: admission to Counseling program. First enrollment must be concurrent with COU 710. Designed to accompany COU 710, this lab provides an opportunity for graduate students in counseling to practice basic counseling skills in role-played sessions with live observation, video-taped review and supervisory feedback. Repeatable to 3 credit hours. Graded Pass/Not Pass only. 1(0-3), D

COU 714 Diversity and Multicultural Issues in Counseling

Prerequisite: admission to Counseling program. An introduction to counseling theories, interventions and issues in working with clients from diverse, minority and ethnic cultures. Values, beliefs and norms of various cultures, including the student's, will be examined as they pertain to the counseling process. 3(3-0), D

COU 724 Appraisal and Clinical Interviewing

Prerequisite: admission to Counseling program; and COU 710 and COU 711. An introduction to counseling theories, interventions and issues in working with clients from diverse, minority and ethnic cultures. Values, beliefs and norms of various cultures, including the student's, will be examined as they pertain to the counseling process. 3(3-0), D

COU 733 Couple and Family Counseling

Prerequisite: admission to Counseling program; and COU 710 and COU 711. An introduction to the major theories of couple and family counseling and their associated interventions. An integrated combination of lecture, discussion, demonstration and role-play lab sessions will be used. 3(2-2), D

COU 751 Theories and Techniques of Counseling

Prerequisite: admission to Counseling program; and COU 705; and either COU 702 or COU 703. Examination of various theoretical approaches to counseling; significance of theories in counseling practice. Overview of interventions and techniques associated with each theory. Students make an intensive investigation of a problem to be selected in counseling theory and methods. Report of the investigation required. 3(3-0), D

COU 752 Career Development

Prerequisite: admission to Counseling program; and COU 710 and COU 711. A consideration of the various theories of career development and their implications in counseling for vocational career development and their implications in counseling for vocational adjustment. A study of the work ethic, the labor force, and the concept of career education. Designed to give students competence in collecting and using occupational and educational information in counseling related to career development and in developing career education programs. 3(3-0), F,S

COU 753 Analysis of Childhood Learning and Adjustment

Prerequisite: admission to Counseling program and COU 701. Acquaints student with various assessment and diagnostic procedures in evaluation of learning and adjustment problems. 3(3-0), D

COU 756 Group Counseling

Prerequisite: admission to Counseling program; and COU 780 or COU 782 or COU 784. Acquaints counselors with group counseling theories and techniques. Includes an experiential group component. 3(3-0), D

COU 757 Elementary Group Counseling Through Play

Prerequisite: admission to Counseling program or permission of instructor; and COU 705 and COU 708 and COU 710 and COU 711 and COU 782. Introduction to group therapy methods and techniques appropriate to an elementary school setting. Emphasis is placed upon foundational group therapy skills in general, and on play therapy modalities in particular, that are appropriate for elementary-age children. Groups in an elementary setting, utilizing Missouri Comprehensive Guidance and play therapy and applications to diverse populations, will be emphasized. 3(3-0) D

COU 765 Research Seminar in Counseling

Prerequisite: admission to Counseling program and SFR 780. The study, analysis, and discussion of special topics culminating in a substantial written report. Preparation of a Professional Portfolio. Graded Pass/Not Pass only. 3(3-0), D

COU 780 Secondary School Counseling Practicum

Prerequisite: admission to Counseling program; and COU 710 and COU 751 each with grade of B or better; and COU 711; and department approval for practicum. Supervised counseling with secondary school aged students and their families; observation, discussion, and evaluation of the counseling process. Graded Pass/Not Pass only. 3(0-6), F,S

COU 781 Secondary School Counseling Internship

Prerequisite: admission to Counseling program; and either COU 780 or COU 784; and department permission. Supervised experience in secondary school counseling at an approved school site. Minimum of 150 hours on-site. Students will receive individual supervision on-site, and small-group supervision from the department. May be repeated up to 9 hours. Graded Pass/Not Pass only. Supplemental course fee. 3(1-10), F,S

COU 782 Elementary School Counseling Practicum

Prerequisite: admission to Counseling program; and COU 708 and COU 710 each with grade of B or better; and COU 711; and department approval for practicum. Supervised counseling with elementary school-aged children and their parents; observation, discussion, and evaluation of counseling sessions. Graded Pass/Not Pass only. 3(0-6), S

COU 783 Elementary School Counseling Internship

Prerequisite: admission to Counseling program; and COU 782; and department permission. Supervised experience in elementary school counseling at an approved school site. Minimum of 150 hours on-site. Students will receive individual supervision on-site, and small-group supervision from the department. May be repeated up to 9 hours. Graded Pass/Not Pass only. Supplemental course fee. 3(1-10), F,S

COU 784 Community Agency Counseling Practicum

Prerequisite: admission to Counseling program; and COU 710 and COU 751 each with grade of B or better; and COU 711; and department approval for practicum. Supervised counseling experience of clients from the community; observation, discussion, and evaluation of counseling sessions. Graded Pass/Not Pass only. 3(0-6), D

COU 785 Community Agency Counseling Internship

Prerequisite: admission to Counseling program; and either COU 780 or COU 784; and department permission. Supervised experiences (individual, family, group) in counseling at an approved community agency site. Minimum of 300 hours on-site. Students will receive individual supervision on-site, and small group supervision from the department. May be repeated to 9 credit hours. Graded Pass/Not Pass only. 3(3-0), D

COU 786 School Psychological Examiner Practicum

Prerequisite: COU 701 and COU 753 and PSY 720. Supervised practicum in the administration and interpretation of individual intelligence tests, formal and informal diagnostic procedures and diagnostic interviewing techniques in an educational or clinical settings. Graded Pass/Not Pass only. Supplemental course fee. 3(3-0), D

COU 788 Introduction to Supervision, Consultation and Leadership

Prerequisites: COU 710 and COU 711; and COU 780 or COU 782 or COU 784; and admission to Counseling program or departmental permission. This course is designed to address fundamental theoretical and applied aspects of clinical supervision, consultation, and leadership. Supervision addresses the theory and practice of clinical supervision in counseling and psychotherapy and provides a supervised, practical experience of doing counseling supervision in an applied setting. Consultation focuses on providing consultation services in schools and other systems. Since counselors and psychotherapists are often called upon within schools and agencies to provide leadership, the leadership component of this course surveys the literature on leadership styles, roles, and emerging trends. 3(3-0) D

COU 790 Counseling Workshop

Improves skills and knowledge of counselors in specific areas. Each workshop considers a single topic in depth. 30 hours of

participation equal one semester hour. 1-3, F,S

COU 794 Introduction to Research in Counseling

Prerequisite: admission to Counseling program. Introduction to research methods in counseling, including quantitative and qualitative methods, action research, and program evaluation approaches, particularly in service-delivery settings. An emphasis is placed on developing an understanding of foundational research methods that will allow students to be effective critical consumers of research in counseling and prepare them to design and implement sound program evaluations. 3(3-0) D

COU 795 Topics in Counseling

Individual or group class designated to address specialized topics of interest to graduate students in counseling. May be repeated to 9 credit hours. 1-3, D

COU 799 Thesis

Independent research and study connected with preparation of thesis. 1-6, F,S

Educational Administration Courses

EAD 721 Introduction to Student Affairs

An introductory course designed for the student pursuing a career in Student Affairs. This course explores the origin, history, philosophy, theory, and practice related to the Student Affairs profession. 3(3-0), F

EAD 723 Student Development Theory

Prerequisite: admission to the Student Affairs in Higher Education program. Introduces the student to student development theories. A basic understanding allows the student to note application of these theories to practice. This will result in Student Affairs professional who can design approaches that work most effectively with students. 3(3-0), F

EAD 726 Higher Education in the United States

Prerequisite: admission to the Student Affairs in Higher Education program. The historical development of American higher education will be presented. Political, social, economic, and intellectual issues will be examined from its inception to the present day for contemporary application. A focus will be on the matrix of trend, topics, and eras. An emphasis is placed on higher education in the post World War II era creating a solid background of higher education in the last 50 years. 3(3-0), F

EAD 729 Foundations of Research

Prerequisite: admission to the Student Affairs in Higher Education program. Students will acquire and use research methods skills. These skills will be put to use in preparing a research proposal, reviewing empirically-based journal articles, formulating hypotheses, designing observational studies, and analyzing and interpreting data. 3(3-0), S

EAD 732 Leadership and Administration in Higher Education

Prerequisite: admission to Student Affairs in Higher Education program. Students will be provided with the opportunity to develop a firm working concept of leadership theories and principles. Upon completion of the course, students should be able to identify and discuss the role of leadership in student affairs, and be able to apply those leadership principles to activities in their job. 3(3-0), S

EAD 735 Governance and Finance in Higher Education

Prerequisite: admission to the Student Affairs in Higher Education program. Exposure of the student to theoretical and applied concepts of governance and finance structures in higher education. Emphasis will be on organizational structures, financial operations, terminology, successful administrative/management practices, and models prevalent in higher educational settings. 3(3-0), F

EAD 738 Legal and Ethical Issues in Student Affairs

Prerequisite: admission to the Student Affairs in Higher Education program. Introduction to the basic and current legal and ethical concepts that face American colleges and universities today. Topics to be discussed include the basis from which higher education law is formed; current case, state, and regulatory laws; personnel issues; and risk management and liability issues for higher education. 3(3-0), F

EAD 747 Supervised Practice

Prerequisite: admission to the Student Affairs in Higher Education program. Students will earn academic credit for completion of two practica working in Student Affairs departments. Knowledge accumulated in coursework will be applied to the work setting. Experiences are cooperatively planned and guided by university personnel. May be repeated one time for a maximum of 6 hours. 3(3-0), S

EAD 748 Special Projects: Reflective Moments in Higher Education and Student Affairs

Prerequisite: admission to the Student Affairs in Higher Education program. The primary objective of this class is to provide students who are full-time employees at either MSU or area institutions an alternative to the traditional six-hour supervised practice requirement that most cohort students complete through EAD 747, Supervised Practice. Similar to EAD 747, Supervised Practice, students will complete two sections of the class (six hours) distributed over two semesters. Under the direction of the instructor, students will complete an extensive seminar/degree paper that enhances the student's graduate program portfolio requirement. May be repeated one time to a maximum of six hours. 3(3-0) S,Su

EAD 749 Student Outcomes

Prerequisite: admission to the Student Affairs in Higher Education program. Fostering undergraduates' success inside and outside of the classroom is a byproduct of academic and student affairs collaboration. The aim of the course is to help new professionals understand the outcomes of student success. 3(3-0), S

EAD 751 Foundations of Educational Leadership

An introductory course designed for the student considering a career in educational leadership. Explores the history, basic theories, and major areas of responsibility in school leadership. EAD 751 is the first course to be taken in an administration degree

program. 3(3-0), D

EAD 752 The Secondary School Principal

An examination of the leadership responsibilities of the secondary school principal. Instructional leadership, decision-making, problem solving, effective schools correlates, the change process, school culture and school improvement concepts will be emphasized. 3(3-0), D

EAD 753 The Elementary School Principal

An examination of the leadership responsibilities of the elementary school principal. Instructional leadership, decision-making, problem solving, effective schools correlates, the change process, school culture and school improvement concepts will be emphasized. 3(3-0), D

EAD 754 State and National School Leadership

Role and responsibilities of the local, state and federal agencies in school administration. 2(2-0), D

EAD 755 Graduating Underrepresented First-Generation College Students

The objective of this class is to help students gain frameworks and skills to help them collaborate with K-12 educators and parents to expand the pool of talented low income students from rural and metropolitan areas who attend and graduate from selective public universities in the state. Students will acquire academic advising frameworks and boundary spanning values essential for interacting with middle school/high school students/parents, teachers/high school counselors. 3(3-0), Su

EAD 756 Qualitative Research in Higher Education

Prerequisite: admission to the Student Affairs in Higher Education program. This seminar is placed at the crossroads of higher education and anthropology. Seminar participants will use the discipline of educational anthropology as a way of examining the higher education enterprise in general and college students in particular. This anthropological lens allows us to view issues in new ways, realizing alternatives we might not otherwise have considered. Culture is at the heart of this anthropological lens, which we will use to enrich understanding of educational phenomena. The elusive nature of culture necessitates that we explore many different ways in which the term culture is used in scholarly discourses in the hope that such exploration will deepen our theoretical and practical understanding of the relationships between higher education and culture. 3(3-0), S

EAD 757 Quantitative Methods in Educational Leadership

Prerequisite: admission to the Student Affairs in Higher Education program. General introduction to quantitative methods of data analysis. Develop concepts of measurement, design, and analysis. The focus is on statistical inference using various quantitative methods to investigate different types of educational problems. 3(3-0), Su

EAD 759 Leadership Capstone

Prerequisite: EAD 788 or SFR 780. The culminating course in the Educational Administration Master's Degree programs. The course results in the completion of the student's research major project; preparation and presentation of the student's graduation portfolio, and; completion departmental assessments. 3(3-0), D

EAD 771 Capstone Seminar

Prerequisite: admission to Student Affairs in Higher Education program. This professional seminar is designed to promote the integration of the core curriculum and practitioner experiences of the master's program in student affairs administration, and to prepare students for the transition to a professional Student Affairs position following completion of the degree. 3(3-0), S

EAD 780 Administration of Instructional Programs

An analysis of instructional programs and the role of the school administrator in developing learner-centered school cultures and supporting research-based instruction. 3(3-0), D

EAD 781 Organizational Management

Emphasis is on basic administrative skills including fiscal management and building utilization as well as the skills and processes needed to collaboratively develop and maintain strategic plans. 3(3-0), D

EAD 782 Internship-On Site

Problem-based field experiences encompassing building level, district level, or other specialized administrative or supervisory positions. Students spend specified periods of time working with experienced administrative or supervisory personnel. May be repeated to a maximum of 10 hours. Supplemental course fee. 2, D

EAD 783 Internship-Related Agencies

Problem-based field experiences with various external agencies that relate to the school administrator or supervisor (i.e. juvenile court, law enforcement, community support services, etc.) Supplemental course fee. 1, D

EAD 784 Human Relations and Collaborative Processes

Designed to develop skills in effective interpersonal skills, written and oral communication within a diverse cultural community. 3(3-0), D

EAD 785 Legal and Ethical Contexts of Schooling

Explores the statutory and regulatory requirements as well as the ethical implications of policy initiatives inherent in the effective operation of a school. 3(3-0), D

EAD 786 School Supervision and Performance Enhancement

Administrative functions related to human resource management and development as well as enhancing the performance of the instructional personnel. (i.e. recruitment, selection, retention, training, supervision, evaluation of staff.) 3(3-0), D

EAD 787 Administration of Special Programs

Designed to provide skills to establish, administer, and supervise special education services and other student programs.

Programs in the area of special education, guidance, vocational education, early childhood as well as current state and federal programs affecting education are emphasized. 3(3-0), D

EAD 788 Action Research in Educational Leadership

Introduction to the research designs and analysis techniques of action research. Student will engage in activities designed to examine current best practices in the school setting through a methodical, research-based orientation with the ultimate goal of assessing the effect of innovative practices on a variety of school variables. 3(3-0), D

EAD 799 Thesis

Prerequisite: EAD 788 and SFR 780. Independent research and study connected with preparation of thesis. May be repeated to a maximum of 6 hours credit. 1-6, D

EAD 841 Advanced Issues in School Improvement

Designed as an advanced level course for the study of barriers to learning, strategies to reduce or eliminate those barriers, stakeholder involvement, advanced strategic planning techniques and program development, in accordance with the goals and outcomes of the I.S.L.L.C. standards and the EAD Knowledge Base. The major focus of this course is to provide the skills and knowledge appropriate to assisting the student in developing artifacts necessary for completion of his/her professional portfolio. This portfolio is needed for the renewal of the initial administrator certificate in the state of Missouri and other I.S.L.L.C. member states. The course provides an opportunity for students to identify significant barriers to learning within an educational setting, analyze the conditions of the educational setting and take specific steps to eliminate the barriers and support student success. 3(3-0), D

EAD 842 Modern Trends in Educational Administration

Designed as an advanced level course for the study of the larger contexts of education. Students will study state, multi-state and national trends/issues, analyze their effect upon local school programming and student learning, identify appropriate outside agencies for initiating collaborative relationships as well as identify adaptive leadership behaviors to respond to various trends/issues. The major focus of this course is to provide the skills and knowledge appropriate to assisting the student in developing artifacts necessary for completion of his/her professional portfolio. This portfolio is needed for the renewal of the initial administrator certificate in the state of Missouri and other L.S.L.L.C. member states. These goals and outcomes are based upon I.S.L.L.C. standards as well as the EAD Knowledge Base. 3(3-0), D

EAD 843 School and Community Partnerships

Designed as an advanced level course for the study of establishing, nurturing and sustaining effective school-community partnership programs. Students will be exposed to content and will generate material that demonstrates the ability to develop partnerships with business, higher education and other community groups which supplements the learning environment and supports the overall mission of the school as outlined by goals and objectives of the I.S.L.L.C. standards as well as the EAD Knowledge Base. The major focus of this course is to provide the skills and knowledge appropriate to assisting the student in developing artifacts necessary for completion of his/her professional portfolio. This portfolio is needed for the renewal of the initial administrator certificate in the state of Missouri and other L.S.L.L.C. member states. The course provides a broad overview of the essential elements of educational partnership programs while working with social agencies and elementary grant writing. 3(3-0), D

EAD 844 Leadership in Professional Development

Designed as an advanced level course for the study of enhancing professional performance through effective staff development and performance enhancement efforts. Students will demonstrate the ability to collaborate professionally with staff to enhance performance and promote successful teaching and learning in accordance with the goals and outcomes as outlined by I.S.L.L.C. standards as well as the EAD Knowledge BASE. The course provides a broad overview of advanced elements of supervision including national teaching standards, adult learning theory, effective staff development and use of data to inform professional development efforts. The major focus of this course is to provide the skills and knowledge appropriate to assisting the student in developing artifacts necessary for completion of his/her professional portfolio. This portfolio is needed for the renewal of the initial administrator certificate in the state of Missouri and other L.S.L.L.C. member states. 3(3-0), D

EAD 850 Politics of Education

Overview of the origins and the nature and impact of political forces surrounding and influencing schools. Students will study the increasingly complex political web of American education as well as research the continuing debate dealing with local control versus the expanding role of state and federal government. This course will help the student in educational administration analyze the various core constituencies of school politics, analyze the issues/demands made in the school community, and study the intervening variables associated with school issues as well as the decisions which must be made by school policy makers. 3(3-0), D

EAD 858 School Personnel

This course will provide knowledge related to areas of personnel process such as: human resource planning, recruitment, selection, placement, induction, staff development, appraisal, compensation, negotiation, employment conditions, employee data, support staff, empowerment of staff, policies and procedures, and career paths. 3(3-0), D

EAD 860 Field Study

Prerequisite: EAD 895. This course involves the completion of field projects conducted in cooperation with a public school district or appropriate agency. Requires a formal investigation and survey of a recognized problem within a selected institution. The nature of the investigation may also be in-depth, independent research relevant to current practice in any facet of the educational process. The subject for investigation is selected by the student with approval of the advisory committee. An oral review of the project will be presented to a selected faculty committee. May be repeated but not to exceed a total of 6 hours. A maximum of 3 hours may be counted toward degree. 1-4, D

EAD 861 Human Relations

Designed to upgrade educational leaders in human relations skills. Major focus will be on effective group processing and dynamics, understanding learning styles and cultural diversity issues, and facilitating skills for school improvement. 3(3-0), D

EAD 862 The Superintendency

Analysis and discussion relating to current problems of school management involving decision making, data processing, operations, research, work and wages, unions and management, and purchasing. 3(3-0), D

EAD 863 Curriculum Design and Evaluation

A course designed to investigate and analyze current and innovative instructional programs. Special emphasis is given to national reports on educational practices and the development of a model school of the future. 3(3-0), D

EAD 864 School and Community Relations

An examination of the various strategies involved in establishing effective internal and external communications. The responsibilities of boards of education, administrative officials, staff personnel, students, and the community will be emphasized. 3(3-0), D

EAD 865 School Law

Constitutional statutory and case law that relates to all staff personnel, students, school district and other allied governmental units is investigated, analyzed and discussed. Special emphasis is given to the study of contracts, dismissals, tenure, retirement, pupil injuries, liability of school personnel, school district and board member's legal rights and responsibilities. 3(3-0), D

EAD 866 Public School Finance

A study of school budgeting procedures, revenue and expenditure accounting, problems related to local, state and federal financing of public school operations. The Missouri Uniform Accounting System for Public Schools is utilized in the development of a major school finance project. 3(3-0), D

EAD 867 School Plant Planning and Maintenance

Designed to familiarize students with the development of master plans and educational specifications for a school facility. Attention is given to site and building evaluations, barrier-free facilities, bond issues, remodeling, energy conservation, contractor and architectural responsibilities, and equipping and maintaining school plants. 3(3-0), D

EAD 870 Specialized Topics in Educational Leadership

Designed to upgrade the school administrator or leader's knowledge and skills in specialized areas of current interest and need. Variable Content Course. Supplemental course fee assessed for sections titled First Things First and Seven Habits of Highly Effective People. May be repeated to a total of 6 hours. 1-3, D

EAD 882 Superintendency Internship

Problem-based field experiences at the superintendency level. Students spend specified periods of time working with experienced administrative personnel. 2, D

EAD 895 Research in Administrative Practice

The study of research in the field of educational administration. This course integrates research skills and professional administrative practices. Students interpret, evaluate and apply research skills enabling them to design a Field Study proposal which is required for the Specialist degree in Educational Administration. 3(3-0), D

EAD 901 Leadership Theory and Practice

Prerequisite: admission to the Doctorate in Educational Leadership program. Advanced study of leadership theories, concepts, and inquiry as applies to educational organizations. The course will explore leadership theories, power and authority in organizations, leader effectiveness, and organizational reform. Emphasis will be placed on understanding leadership in organizations through application and extension of leadership theories in practice. 4(4-0), FO

EAD 902 Quantitative Methods in Educational Research I

Prerequisite: admission to the Doctorate in Educational Leadership program; and concurrent enrollment in EAD 903. This course focuses on types of regression analysis and includes the following topics: simple linear regression, multiple regression, and semi-partial correlation, regression with categorical variables, categorical and continuous variables within the same model, Multilevel analysis (Hierarchical linear modeling), and structural equations. The emphasis in this class is on conceptual and practical understanding, rather than on computation. Goals are for the students to: (a) understand the basic assumptions and models underlying regression analysis, (b) use a statistical analysis package to conduct regression analysis, (c) read and interpret the output from a statistical analysis package, and (d) use this output to write a results sections. 3(3-0), SE

EAD 903 Leadership Inquiry II

Prerequisite: admission to the Doctorate in Educational Leadership program; and concurrent enrollment in EAD 902. This course is part of the statewide collaborative doctoral program. It is intended to be the application component of the Advanced Quantitative Analysis and Application course (EAD 802). This course will emphasize a wide range of instructional methodologies, cooperative activities, problem-based learning and practical application of quantitative techniques, including computer application. The students will be able to design, conduct, and report research to address problems of practice using quantitative action research methodologies. A collaborative field study project is required. 1(1-0), SE

EAD 904 Content and Context of Learning

Prerequisite: admission to the Doctorate in Educational Leadership program; and concurrent enrollment in EAD 905. Students will develop the knowledge and skills for examining, designing, and implementing school and classroom conditions that support quality learning experiences for all students. This course theme is about learning, and those issues that enhance and detract from quality learning for all. Throughout the course, participants and instructors will model optimum learning conditions and strategies. Students will be asked to demonstrate a thorough understanding of those conditions and competencies through study, critique, development, implementation of authentic learning experiences for their colleagues. Resources to support the learning experiences will include audio-visual materials, readings, internet, and simulations. Authentic assessment will be used to determine each student's level of competence in the course content. 3(3-0), D

EAD 905 Leadership Inquiry III

Prerequisite: admission to the Doctorate in Educational Leadership program; and concurrent enrollment in EAD 904. This one hour

doctoral level seminar will focus on understanding key concepts and methodologies of team based management and group dynamics as well as the critical skills essential in successful implementation of collaborative team building within organizations. Through the exploration and development of the underlying principles of these concepts, course participants will examine a leadership/communication within a K-16 organization and with members of that organization, they will design a collaborative problem-solving team to address a problem of practice. 1(1-0), D

EAD 906 Leadership Inquiry IV

Prerequisite: admission to the Doctorate in Educational Leadership program; and concurrent enrollment in EAD 907. Focuses on understanding policies related to doctoral dissertation research as set by the University of Missouri-Columbia Graduate School. In addition, the seminar will explore the use of multiple search sources for information, human subjects review requirements, and research ethics. The course will also examine the exploration and design of leadership research focused on addressing problems of practice. 1(1-0), D

EAD 907 Program Planning and Evaluation

Prerequisite: admission to the Doctorate in Educational Leadership program; and concurrent enrollment in EAD 906. Explores the theory and practice of evaluation of educational programs including evaluation models, research methods and design strategies to measure program outcomes, especially student and school performance. In addition, skills in evaluating educational personnel and effective schools will be discussed. 3(3-0), D

Special Education Courses

SPE 602 Early Intervention for Young Children with Autism

Prerequisite: permission of instructor. This course constitutes the second and last segment of the Missouri Autism Institute for educators who are, or will be, working with young children birth to age six who experience symptoms of autism. May be taught concurrently with SPE 502. Cannot receive credit for both SPE 502 and SPE 602. 1(1-0) D

SPE 604 In-District Autism Consultant Training

Prerequisite: current Missouri teaching certification or permission of department head. Students will study advanced educational techniques of autism in general and educational methodologies specifically used with children with autism. Instruction will be provided in consultation and collaboration techniques. Students will demonstrate competence in educational report writing and in-service instruction. Personal professional development plans will be developed by each student, as well as a rating of personal competence. Students will be provided with resources for further study. May be taught concurrently with SPE 504. Cannot receive credit for both SPE 504 and SPE 604. 1(1-0) D

SPE 605 Braille Reading and Writing I

Prerequisite: permission of instructor. This online course has been designed to enable teachers of children and youth with visual impairments develop basic competencies in reading and writing literary Braille, prepare correctly formatted Braille material, and have an awareness and basic understanding of the Nemeth codes for math and science for students grades K-12. Students will employ the use of the Perkins Braille Writer, slate and stylus, Perky Duck, and Duxbury translation software to produce high quality Braille material. Successful completion of this course should be regarded as only one step in a series of courses leading to certification in teaching students with visual impairments. An approved certification process must be completed in order to acquire basic and necessary competencies for work with children and youth with visual impairments. Finally, the course has been designed to help teachers develop an appreciation for the Braille system and the application of this system to all aspects of life for individuals with visual impairments. Instructor and/or site based facilitators will provide monthly face to face instruction to students whenever possible. Students must complete SPE 505 and SPE 611 to achieve mastery of literary Braille code. Note: Midterm and final examinations will be proctored. May be taught concurrently with SPE 505. Cannot receive credit for both SPE 505 and SPE 605. 3(3-0), F

SPE 606 Principles of Orientation and Mobility

Prerequisite: permission of instructor. This online course focuses on the history, philosophy, and ethics of orientation and mobility. Participants will also consider various consumer driven approaches in orientation and mobility. The course will give the teacher of the visually impaired the ability to perform and monitor basic techniques of orientation and mobility as used by students who are blind, visually impaired, or multi-handicapped. Students will be required to create a video record of their blindfold and other sensory experiences to illustrate their skill development. Note: Midterm and final examinations will be proctored. May be taught concurrently with SPE 506. Cannot receive credit for both SPE 506 and SPE 606. 3(3-0), Su

SPE 607 Introduction to Visual Impairments, Autism and Severe/Multiple Disabilities

Prerequisite: permission of instructor. An introduction to educational programs and services for students with visual impairments, autism, deaf-blindness and multiple disabilities. This course will provide teachers, paraprofessionals, social workers, psychologists, etc. with a foundation in the historical perspectives, developmental characteristics, psychosocial aspects, and legislation related to severe and multiple disabilities. An emphasis will be placed on the psychosocial effects of visual impairments, autism, deaf-blindness and multiple disabilities on the development of the individual and on adaptations that enhance functioning. May be taught concurrently with SPE 507. Cannot receive credit for both SPE 507 and SPE 607. 3(3-0), F

SPE 608 Low Vision, Anatomy and Physiology of the Eye

Prerequisite: permission of instructor. This online course will introduce teachers, rehabilitation specialists and others to practical applications of low vision techniques. The students will use low vision simulators to perceive, integrate and react to different environmental stimuli. Sections of the course will involve clinical low vision examinations. Analysis and application of the fundamental principles and theory of sensory information acquisition by the visually impaired or blind as it applies to the classroom teacher will be stressed. Also, the course will address a full array of eye diseases and conditions and the educational implications. Note: Midterm and final examinations will be proctored. May be taught concurrently with SPE 508. Cannot receive credit for both SPE 508 and SPE 608. 3(3-0), Su

SPE 613 Physical and Health Needs of Students with Disabilities

Prerequisite: SPE 715. Focuses on the role of the special educator in management of health related issues such as monitoring medication and providing services to individuals with specialized self care needs and those with chronic illness. Emphasis will be placed on collaboration with related services staff and medical personnel as well as the integration of the student with health care

needs into school and community settings. May be taught concurrently with SPE 510. Cannot receive credit for both SPE 510 and SPE 613. 3(3-0), F

SPE 616 Foundations of Applied Behavior Analysis and Interventions for Teachers in Applied Settings

Prerequisite: admission to the Special Education Program. Focuses on the foundational principles of applied behavior analysis. Emphasis will be placed on the development of positive behavior support plans that proactively assist students with challenging behavior in applied and/or school settings. May be taught concurrently with SPE 515. Cannot receive credit for both SPE 616 and SPE 515. 3(3-0), D

SPE 617 Effective Practices in Special Education

Prerequisite: SPE 715 and SPE 782 and SPE 792. Empirically based teaching practices with emphasis on reading and mathematics foundations to support special needs learners. Students will also gain knowledge of varied theoretical perspectives and instructional approaches including validated behavioral and cognitive based methods that support diverse learners. The content of the course will also include activities to support determination of present level of performance and placement in special and general education curricula per IDEA and other Federal mandates. May be taught concurrently with SPE 517. Cannot receive credit for both SPE 517 and SPE 617. 5(5-0), D

SPE 618 Application of Applied Behavior Analysis and Interventions for Teachers in Applied Settings

Prerequisite: SPE 616. Focuses on the application of applied behavior analysis principles within school-based settings. Students will complete functional analysis/assessment on children and youth with disabilities and employ science based instruction strategies in school settings. May be taught concurrently with SPE 516. Cannot receive credit for both SPE 516 and SPE 618. 3(2-2), D

SPE 619 Methods of Teaching Students with Learning and Behavioral Disorders

Prerequisite: SPE 320 and SPE 345 and SPE 346 and SPE 616; and concurrent enrollment in SPE 620; and Teacher Certification students must be admitted to Teacher Education Program. Focuses on the application of theoretical perspectives and research-based methods of teaching students with learning disabilities or emotional and behavior disturbances. Evaluation procedures appropriate to analysis of academic achievement, social behavior, monitoring achievement, and behavioral change will be emphasized along with educational programming that promotes increasing achievement levels, improved social development, and inclusion. May be taught concurrently with SPE 519. Cannot receive credit for both SPE 519 and SPE 619. 4(4-0), D

SPE 620 Practicum-Teaching Individuals with Learning and Behavioral Disorders

Prerequisite: concurrent enrollment in SPE 619; and Teacher Certification students must be admitted to Teacher Education Program. Students will apply skills from introductory and specialized courses in settings with students with learning disabilities and behavioral disorders. Students will be involved in individual and small group instruction, review diagnostic data, develop and implement educational programs, as well as meet with the university supervisor and other practicum students to reflect on experiences. May be taught concurrently with SPE 520. Cannot receive credit for both SPE 520 and SPE 620. 2(0-4), D

SPE 621 Methods of Teaching Individuals with Developmental Disabilities and Other Health Impairments

Prerequisite: SPE 345 and SPE 346; and SPE 616 or concurrent enrollment; and concurrent enrollment in SPE 622; and Teacher Certification students must be admitted to Teacher Education Program. Stresses application of theoretical perspectives and research-based methods for individuals with developmental disabilities (i.e., mental retardation autism, Asperger syndrome, cerebral palsy) who may have associated orthopedic and health impairments (e.g., ADHD and epilepsy). Students will conduct an analysis of assessment data, apply data in the development of diagnostic conclusions and corresponding educational plans. Emphasis will be placed on evaluation, accommodations, and programming for integration in school, community, and vocational settings. May be taught concurrently with SPE 521. Cannot receive credit for both SPE 521 and SPE 621. 4(4-0), D

SPE 622 Practicum-Instruction of Students with Developmental Disabilities and Other Health Impairments

Prerequisite: concurrent enrollment in SPE 621 and Teacher Certification students must be admitted to Teacher Education Program. Students will apply skills from introductory and specialized courses in settings with students with developmental disabilities (e.g., mental retardation, autism, Asperger syndrome, cerebral palsy) and orthopedic and health impairments (e.g., ADHD, epilepsy). Students will be involved in individual and small group instruction, develop and implement educational programs, as well as meet with the university supervisor and other practicum students to reflect on experiences. May be taught concurrently with SPE 522. Cannot receive credit for both SPE 522 and SPE 622. 2(0-4), D

SPE 623 Curriculum and Methods in Early Childhood Special Education

Prerequisite: permission of area advisor in Special Education or Early Childhood Education. Focuses on major aspects in early childhood special education including legislation, litigation, and current issues in the field. Each area of development of young children with disabilities will be a part of the course with particular emphasis on adaptation of materials and curricula to meet the needs of these children. There will also be a focus on families and issues surrounding assessment and eligibility for special education programs. Reflection on current practices and services for young children with disabilities will be included. Thirty clock hours of field experience will be required. May be taught concurrently with SPE 523. Cannot receive credit for both SPE 523 and SPE 623. 4(3-2), D

SPE 625 Introduction to Teaching and Assessing Students with Autism Spectrum Disorders

Prerequisite: permission of instructor. This course will support individuals across various disciplines who wish to gain knowledge of identification, assessment, and programming for individuals on the Autism Spectrum. Conditions associated with ASD will be examined along with etiology, prevalence, and assessment issues. Students will apply knowledge through review of, and practice with, various norm referenced and informal instruments and rating scales specific to ASD. Emphasis will also be placed on validated programming for ASD. May be taught concurrently with SPE 525. Cannot receive credit for both SPE 525 and SPE 625. 3(3-0), D

SPE 626 Applied Behavioral Analysis for Developmental Disabilities and Autism Spectrum Disorders

Prerequisite: SPE 616; and SPE 618 or PSY 614. The evolution of science based practices for students with developmental disabilities and autism spectrum disorders are still emerging within the field of education. The purpose of this course is to train teachers and/or care providers to identify science based practices within applied behavior analysis and apply these principles to students with developmental disabilities and autism spectrum disorders within applied settings. This course will focus on the use of

operant behavioral techniques with an emphasis on functional analysis and functional communication training. Students will conduct clinical and school-based assessments and interventions with school age children diagnosed with developmental disabilities and autism spectrum disorders. May be taught concurrently with SPE 526. Cannot receive credit for both SPE 526 and SPE 626. 3(2-2), D

SPE 627 Seminar in Developmental and Sensory Disabilities

Prerequisite: SPE 607 or SPE 625 or equivalent. This course is designed to provide practitioners with the knowledge and skills to implement research based practices for individuals with developmental disabilities including autism spectrum disorders (ASD). The course will also address issues specific to sensory integration, visual impairments, and significant cognitive delays. Students will examine in depth, approaches and models validated to support present level of performance needs for individuals with a variety of developmental and sensory requirements. Students will complete lecture hours where theoretical perspectives and the detailed components of various treatments are examined. In a corresponding field component, students will implement an applied project that will address the sensory, communication, learning, and social needs of a client who has been identified with multiple developmental delays. Measurement of outcomes specific to treatment plans will be a significant component of the applied activities. May be taught concurrently with SPE 527. Cannot receive credit for both SPE 527 and SPE 627. 3(2-2), D

SPE 650 Career/Vocational Education and Transition

Prerequisite: Teacher Certification students must be admitted to Teacher Education Program. Legislation and process pertaining to transition services for individuals with disabilities will be emphasized. Students will explore vocational service delivery options and the role of the multidisciplinary team in the development and implementation of appropriate life skill programming across the age span. May be taught concurrently with SPE 550. Cannot receive credit for both SPE 550 and SPE 650. 3(3-0), F,S

SPE 656 Topical Issues in Special Education

Prerequisite: permission of instructor. To develop understanding and skills in relevant areas of special education. Each offering concerns a single topic. Number of class hours determined by semester hours of credit. May be repeated to a maximum of 5 hours when topics change. Variable Content Course. May be taught concurrently with SPE 556. Cannot receive credit for both SPE 556 and SPE 656. 1-5, D

SPE 660 Working with Families of Exceptional Individuals

Recommended Prerequisite: SPE 715. The relationship between families of children with special needs and various agencies is a central theme of this course. Techniques for working with a variety of families will be explored along with the impact of many ecological factors on families of students with disabilities. May be taught concurrently with SPE 560. Cannot receive credit for both SPE 560 and SPE 660. 3(3-0), F,S

SPE 661 Methods of Teaching Individuals with Behavior Disorders/Emotional Disturbance

Prerequisite: concurrent enrollment in SPE 491; and Teacher Certification students must be admitted to Teacher Education Program. This course will focus on application of theoretical perspectives and research-based methods of teaching students with emotional and behavior disturbances. Evaluation procedures appropriate to analysis of social behavior and monitoring behavioral change will be emphasized along with educational programming that promotes social development and inclusion. May be taught concurrently with SPE 581. Cannot receive credit for both SPE 581 and SPE 661. 3(3-0), S

SPE 662 Methods of Teaching Individuals with Learning Disabilities

Prerequisite: SPE 345 and SPE 346; and concurrent enrollment in SPE 492; and Teacher Certification students must be admitted to Teacher Education Program. Students will apply theoretical perspectives and research based methods in the development of diagnostic reports and educational plans for students with Learning Disabilities. Emphasis will be placed on the educator as a collaborator and advocate for provision of services in integrated settings; and on the educator as a specialist in evaluation, curricular accommodation, and modification. May be taught concurrently with SPE 582. Cannot receive credit for both SPE 582 and SPE 662. 3(3-0), F

SPE 663 Methods of Teaching Individuals with Mental Retardation/Developmental Disabilities

Prerequisite: SPE 345 and SPE 346; and concurrent enrollment in SPE 493; and Teacher Certification students must be admitted to Teacher Education Program. The course will stress application of theoretical perspectives and research-based methods for individuals with mental retardation and developmental disabilities. Students will conduct an analysis of assessment data, apply data in the development of diagnostic conclusions and corresponding educational plans. Emphasis will be placed on evaluation and programming for integration in school, community, and vocational settings. May be taught concurrently with SPE 583. Cannot receive credit for both SPE 583 and SPE 663. 3(3-0), S,Su

SPE 664 Language Development of Exceptional Students

Prerequisite: SPE 345 and SPE 346; and Teacher Certification students must be admitted to Teacher Education Program. Language development and intervention for exceptional individuals. Language assessment and curriculum development for individuals with disabilities, as well as for individuals who are culturally and ethnically diverse, will be addressed. May be taught concurrently with SPE 584. Cannot receive credit for both SPE 584 and SPE 664. 3(3-0), F,S

SPE 667 Introduction to the Education of Students with Behavior Disorders

Prerequisite: SPE 310 and Teacher Education students must be admitted to Teacher Education Program. Students will acquire knowledge of identification, classification, diagnostic, and educational planning procedures based on the predominant conceptual models. Required for certification as teacher of students with behavior disorders. May be taught concurrently with SPE 587. Cannot receive credit for both SPE 587 and SPE 667. 3(3-0), F

SPE 670 Approaches in Mainstreaming Exceptional Students

Prerequisite: SPE 310 or SPE 340 and Teacher Certification students must be admitted to Teacher Education Program. Application of methods for modifying instructional materials and curriculum to help special education and regular classroom teachers meet the demands of mainstreaming. May be taught concurrently with SPE 590. Cannot receive credit for both SPE 590 and SPE 670. 3(3-0), D

SPE 671 Clinical Practicum in Special Education

Prerequisite: permission of instructor. This course is open to professionals with teaching certification or students pursuing a minor

requiring credit hours in addition to SPE 491, 492, or 493. Students will collect data, develop and implement individual educational programs, and submit an extensive written report. Assignments will be based on area of certification. In addition, this course is utilized for credit hours toward an Internship in Orientation and Mobility and Internship in Visual Impairment. See instructor for specific requirements. May be taught concurrently with SPE 591. Cannot receive credit for both SPE 591 and SPE 671. 1-3, D

SPE 709 Methods of Teaching Students with Visual Impairments and Multiple Disabilities

Prerequisite: permission of instructor. This online course is one of six courses offered to provide prospective teachers of children and youth with visual impairments (including those with multiple disabilities) competency-based training for work with this population in K-12 schools. Provides students with the pedagogical preparation to effectively teach Braille reading and writing, organize activities to promote literacy development, utilize assistive technology (including voice output and other computer based applications), teach compensatory skills and strategies for mathematics, development of listening skills, as well as other instructional adaptations for the curricular areas of language arts, science, and social studies. In addition, the course focuses on the teaching of social skills needed for success in education and employment. Participants will demonstrate the ability to assess, adapt, evaluate and teach academic subjects and specialized curricula for students with visual impairments, including those with multiple disabilities. Note: midterm and final examinations will be proctored. 3(3-0), S

SPE 710 Problems in Special Education

Major issues in the field of special education designed to meet individual student needs. May be repeated to a total of 3 hours. 1-3, D

SPE 711 Braille Reading and Writing II

Prerequisite: SPE 505 or SPE 605. This advanced, online course in Braille reading and writing will focus on competencies in reading and writing literary Braille and the Nemeth Codes for science and mathematics. Participants will also demonstrate the ability to teach basic assistive devices, and to provide instruction in tactile graphics. An introduction to the transcription in Braille code for music and foreign languages will also be presented. Instructor and/or site based facilitators will provide monthly face to face instruction to students whenever possible. Note: midterm and final examinations will be proctored. 3(3-0), S

SPE 712 Instructional Techniques and Strategies of Orientation and Mobility

Prerequisite: SPE 506 or SPE 606; and SPE 508 or SPE 608. Provides participants with the techniques and strategies used by individuals who are blind or visually impaired for independent orientation and mobility. Participants will apply the strategies of orientation and mobility techniques while using blindfolds and low vision simulators. The application of skills will be completed in indoor environments as well as residential, business, rural, and commercial areas. 6(6-0), Su

SPE 714 Professional Issues and Assessment in Orientation and Mobility with Diverse Populations

Prerequisite: SPE 505 or SPE 605; and SPE 506 or SPE 606; and SPE 508 or SPE 608; and SPE 712. This online course will provide participants with the overall philosophy of orientation and mobility including: the Code of Ethics and Certification standards. Current literature and issues pertinent to the profession of orientation and mobility will be discussed. This will include issues impacting programming with students with multiple disabilities, the development and administration of an effective orientation and mobility instructional program, assessment procedures, and research approaches. Note: midterm and final examinations will be proctored. 3(3-0), F

SPE 715 Foundations in Special Education

Focuses on legislation and litigation in the area of Education and Special Education and will include an overview of categorical disabilities including identification, etiology, and prevalence. The integration of individuals with disabilities across educational and community settings will be stressed along with an overview of programming validated to support specialized populations including those with disabilities and cultural and linguistic differences. In addition, the course will focus on strategies to support individuals identified as gifted as well as individuals identified at risk for school failure. 3(3-0), F,S,Su

SPE 779 Application of Technology in Special Education

Prerequisite: admission to the graduate program in Special Education. This course is designed to provide teachers with an in depth treatment of the research, theory, and application of computers and related technologies in the instruction of children and adults with learning, behavior, sensory, motor and communication disabilities. Students will incorporate the principles of reflective practice as it pertains to the assessment, selection of devices, and evaluation of assistive technologies for individuals with disabilities. The General Learning Outcomes 5, 9, and 10 presented in the Conceptual Framework of the Professional Education Unit (PEU) are the over arching tenets which guided the development and ongoing revisions to this course. Students acquire competencies related to the use of assistive devices and emerging technologies through participation in a 60 hour comprehensive field based experience in conjunction with schools and other agencies which serve individuals with disabilities. 3(3-0), Su

SPE 780 Contemporary Issues in Special Education

Prerequisite: permission of instructor. Analysis of trends, issues, and research in the field of special education will be reviewed and discussed. A comprehensive overview of local, state, and federal legislation and the impact on our public school special educational programs for children with disabilities will be discussed and analyzed. Historical and current litigation involving children with disabilities will be reviewed and discussed. 3(3-0), D

SPE 781 Educational Consultation

Prerequisite: admission to the graduate program in Special Education. Seeks to develop students' skills in collaboration consultation. Emphasis will be placed on the development of innovative service delivery options, personnel training, and development of communication skills. Students will apply theory to practice in a field experience. 3(2-2), F

SPE 782 Advanced Diagnosis and Remediation of Students with Mild to Moderate Disabilities

Prerequisite: admission to the graduate program in Special Education; and SPE 345 and SPE 346 or equivalent. Students will observe and participate in a variety of assessment and multidisciplinary team activities. Development of leadership skills will be stressed through participation in clinical field experiences involving standardized and performance evaluation of students with learning disabilities, analysis and synthesis of assessment data in clinical staffings, and development of educational programs. Students enrolled in this course should have prior knowledge of assessment including administration, scoring, and interpretation. 3(1-4), D

SPE 783 Advanced Assessment to Support Individuals with Developmental and Sensory Disabilities

Prerequisite: permission of instructor. Students will observe and participate in a variety of assessment and multidisciplinary team activities. Development of leadership skills will be stressed through participation in field experiences involving norm referenced and curriculum based evaluation of individuals with various sensory and developmental disabilities. Analysis and synthesis of assessment data in clinical staffings and development of individual educational plans will be required. Students enrolled in this course should have prior knowledge of assessment including administration, scoring, and interpretation. Supplemental course fee. 3(1-4), D

SPE 784 Advanced Procedures in Teaching Students with Mild to Moderate Disabilities

Prerequisite: SPE 780 and SPE 782 and SPE 792; and SPE 616 or PSY 614. Recommended Prerequisite: SPE 517 or SPE 617. The primary purpose of the course is to provide students with the knowledge and skills necessary for development and application of curricula appropriate to the needs of individuals with mild to moderate disabilities. Emphasis will be placed on the philosophical basis of curricula as well as principles of curricula design. Students will apply knowledge and skills in 60 hours of required field experiences. 3(2-2), S

SPE 785 Advanced Procedures in Development Disabilities

Prerequisite: admission to the graduate program in Special Education; and SPE 783. The primary purpose of the course is to provide students with the knowledge and skills necessary for development and application of curricula and methods appropriate to the needs of individuals with mental retardation and other developmental disabilities. Emphasis will be placed on the empirical basis of the procedures and on life referenced programming. Students will apply knowledge and skills in field based activities supervised by the instructor. 3(2-2), D

SPE 787 Advanced Behavioral Analysis and Intervention

Prerequisite: admission to the graduate program in Special Education; and SPE 780 and SPE 782 and SPE 792; and SPE 784 or SPE 785; and SFR 780. Study of human behavior. The goal of applied behavior analysis is to seek understanding and improvement of human behavior. The goals of this class is to prepare graduate students to be contributing professionals in the area of applied behavior analysis; specifically, to become reflective behaviorists. Students will learn to identify, measure, and record the occurrence and nonoccurrence of behavior. Students will be expected to implement applied behavioral strategies and learn how to evaluate the success of single-subject studies as part of a 60 hour field experience. 3(3-0), F

SPE 788 Research Seminar in Special Education

Prerequisite: admission to the graduate program in Special Education; and SPE 780; and SPE 782 or SPE 783; and SPE 784 or SPE 785; and SFR 780. An in-depth study of a chosen topic in special education leading to the guided development and completion of an extensive research paper or major creative work. Graduate students are expected to complete a 60 hour field experience associated with the summer project. 3(3-0), F, S

SPE 789 Practicum-The Exceptional Child

Prerequisite: permission of instructor. Student observes, teaches, and/or participates in professional activities in Special Education under the direction of a cooperating supervisor and University supervisor. Students will work with individuals or groups demonstrating effective teaching and behavior management techniques, as well as expertise in instructional planning and evaluation. Supplemental course fee. 3(0-6), Su

SPE 790 Educational Workshop

Workshop to upgrade understandings and skills concerned with the improvement of elementary or secondary teaching procedures, curriculum, supervision, administration or guidance. Each workshop will be concerned with a single topic. Number of class hours determined by length of workshop. May be repeated to a maximum of 5 hours credit. 30 clock hours equal 1 semester hour. 1-5, D

SPE 791 Clinical Practicum for Special Needs Populations

Prerequisite: SPE 625 and SPE 783 and SPE 785; and permission of instructor. This course will involve experience in a supervised, clinical setting with individuals diagnosed with various disabilities. Emphasis will be placed on developmental disabilities and challenging behaviors. Students will conduct assessment specific to their credentials and training to include learning assessment, autism specific instruments, and communication assessment. Emphasis will be placed on conducting functional behavioral assessment and utilizing data across domains to develop research based programs. Students will participate in a multidisciplinary assessment model to include families and professionals from a variety of disciplines. Preparation and submission of reports that are research based and that are of a high professional quality will be a required course outcome. Supplemental course fee. 1-6(0-12), D

SPE 792 Advanced Diagnosis and Remediation of Students with Disabilities Lab

Prerequisite: admission to the graduate program in Special Education; and concurrent enrollment with SPE 782 or SPE 783. Students will conduct standardized and informal assessments in the field as part of a 60 hour practicum/lab experience and develop a comprehensive case history. Emphasis will be placed on development of validated educational programs. Supplemental course fee. 2(0-4), S

SPE 799 Thesis

Prerequisite: admission to the graduate program in Special Education; and SFR 780 and SPE 780 and SPE 787 and SPE 789; and SPE 782 or SPE 783; and SPE 784 or SPE 785. Independent research and study connected with preparation of thesis. May be repeated to a maximum of 6 hours credit. 1-6, D

Department of Reading, Foundations, and Technology

Hill Hall, Room 207D, Phone: (417) 836-6769, Fax: (417) 836-6252

Email: CatherinePearman@missouristate.edu

Website: <http://education.missouristate.edu/rft>

Department Head: Catherine Pearman

Faculty

Professor: J. Deanne Camp, Fred H. Groves, David L. Hough, Beth Hurst, Steven P. Jones

Associate Professor: David R. Goodwin, Sarah Nixon, Cathy Pearman, Eric C. Sheffield, Rebecca Swearingen, Randall R. Wallace

Assistant Professor: Ching-Wen Chang

Emeritus Professor: L. Dale Allee, Stefan J. Broidy, N. June Brown, John Wordy Buckner, Genevieve R. Cramer

Programs

Master of Arts in Teaching

Steven Hinch, Program Coordinator

Hill Hall, Room 207E; Phone (417) 836-3170

SHinch@missouristate.edu

Program Description

The Master of Arts in Teaching (MAT) program is intended for mid-career change students or individuals beginning a second career following retirement. One of the admission qualifying factors is that a student must hold at least a baccalaureate degree from an accredited college/university. The MAT is a combined masters and certification program that has been approved by the Missouri Department of Elementary and Secondary Education (DESE) and is fully accredited by NCATE. The program provides students the opportunity to earn teacher certification in one of 20 different areas of secondary education while also completing a master's degree. The MAT involves extensive site-based clinical experience. Each student's program of study is individualized based on their strengths, life experiences and area of need identified in the PRAXIS II.

The MAT program offered by Missouri State University is offered from both the Springfield campus and the MSU Joplin Graduate Center on the campus of Missouri Southern State University. The Joplin-based program has been developed through an MSU-MSSU partnership. Students completing the program through the Joplin Graduate Center will receive a diploma issued by Missouri State University signifying completion of the cooperative program with MSSU. Since summer 2008, the MAT program as been offered on the Missouri State University - West Plains campus.

Course work meeting masters degree requirements are offered through a variety of delivery methods including on-line, ITV and campus-based courses.

Research Requirements

Students will design, carry out, and present an oral defense of an action research project. The project will be developed under the supervision of University faculty advisors.

Comprehensive Examinations

A comprehensive examination must be passed by the candidate before a degree will be granted.

Graduation Requirements

In addition to requirements established by the Graduate College, students must have a cumulative 3.00 GPA on work attempted in the program. MAT candidates will be expected to complete a professional portfolio that demonstrates performances aligned to institutional, state and national standards prior to graduation.

Advisement

Advisement will be facilitated by the MAT Program Coordinator in cooperation with graduate-level faculty both in a discipline area and from administration within the College of Education, including the Office of Teacher Certification which monitors the certification process.

Certification Requirements

Students must pass the relative Praxis II specialty area test in order to be recommended for certification. In addition to the 40 graduate hours required for the degree, all MAT candidates are required to complete content area coursework in the subject they are pursuing for certification. Content coursework must be completed before being recommended for certification. Content area

requirements are determined by the Teacher Certification Office as part of the transcript analysis process.

Degree Requirements (minimum of 40 hrs)

Suggested Schedule

Summer semester

Course Code	Course Title	Credits
SFR 797	Advanced Studies in Teaching and Learning	9 hrs

Fall semester

Course Code	Course Title	Credits
*SEC 783	Internship in Teaching I (or ART 783 for candidates in ART)	3 hrs
RDG 710	Content Area Literacy	3 hrs
PSY 710	Psychology of Education	3 hrs

Spring semester

Course Code	Course Title	Credits
SEC 784	Internship in Teaching II	10 hrs

Summer semester

Course Code	Course Title	Credits
SEC 785	Internship in Teaching III	1 hr
EDT 662	Educational Application of Computers for Teaching	3 hrs
SPE 715	Foundations in Special Education	3 hrs

Fall Semester

Course Code	Course Title	Credits
SFR 780	Educational Research Methodologies	3 hrs

Spring Semester

Course Code	Course Title	Credits
EDC 786	Seminar in Education	2 hrs

*Art K-12 candidates will enroll in ART 783 instead of SEC 783

Entrance Requirements

1. Applicants must meet minimum Graduate College requirements for admission.
2. Applicants must hold at least a bachelor's degree in, or related to, the area of certification desired. Students must take, before entering the program, the relevant PRAXIS II specialty area test. If twelve or more hours of course work in the content remains to be completed at the time of admission, the candidate may be admitted conditionally to the program; however, the PRAXIS II must be passed by the candidate prior to student teaching (SEC 784).
3. Applicants must complete the certification analysis request packet obtained from the Coordinator of Certification/Compliance, Hill Hall 203, (417) 836-8772.
4. Admission to the MAT may include academic department review.
5. Applicants interview with the MAT Admissions Committee.
6. Priority deadline is February 15 for all required documentation to be received in the MAT office or until all seats are filled.

Master of Science in Education, Educational Technology

Fred H. Groves, Program Coordinator
 Hill Hall, Room 207 D; Phone (417) 836-6769
 FredGroves@missouristate.edu

Program Description

This interdisciplinary program is designed to accommodate individuals with various areas of professional interest in the field of instructional technology and instructional design. Options include: (1) Instructional technologists who are interested in being building level technology specialists or system wide technology coordinators, (2) School library media specialists who may be working toward state certification, (3) Classroom teachers who wish to improve their teaching skills with instructional design and technology, and (4) Non-certificated professionals who may come from higher education, medical or professional fields other than K-12 schools.

Required Courses

General Requirements 6 hrs

Course Code	Course Title	Credits
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SFR 780	Educational Research Methodologies	3 hrs
SFR 750	Philosophies of Education	3 hrs

Research Requirements 3-6 hrs

Course Code	Course Title	Credits
EDT 797	Instructional Technology Special Research Project OR	3 hrs
EDT 798	Instructional Technology Seminar OR	3 hrs
EDT 799	Instructional Technology Thesis	3-6 hrs

Required Instructional Technology Courses 12 hrs

The degree program requires four core Instructional Technology courses. These courses provide a foundation of competencies considered valuable for all areas of professional interest in the instructional technology field.

Course Code	Course Title	Credits
EDT 650	Selection & Utilization of Instructional Technology	3 hrs
EDT 763	Administration of Instructional Technology	3 hrs
EDT 764	Instructional Design	3 hrs
EDT 765	Educational Media Production	3 hrs
	Electives	9-12 hrs
	TOTAL HOURS REQUIRED	33 Hours

Suggested Electives

Applicable technology courses in the College of Education.

Course Code	Course Title	Credits
EDT 662	Educational Applications of Computers in the Classroom	3 hrs
EDT 640	Technology Admin & Management	2 hrs
EDT 690	Topical Issues in Instructional Tech	1-5 hrs
EDT 767	Instructional Technology Practicum	2 hrs
EDT 777	Problems in Instructional Technology	1-3 hrs
RDG 720	Use of Multi-Media Resources in Literacy	3 hrs
SPE 779	Application of Technology in Special Education	3 hrs

The degree is considered interdisciplinary in nature. Therefore, students will be permitted to take courses related to instructional design and technology from various departments throughout the university including, but not limited to: Computer Science, Library Science, Computer Information Systems, Technology, Art and Design, Communication and Media, Journalism and Film, in addition to others in the College of Education. Students must take a minimum of 9 hours of electives and, with advisor permission, may take up to 12 hours.

Other Electives

EDT 640, 662, 690, 767, 777; LIS 600, 602, 604, 606, 608, 610, 612, 618, 620, 630, 632, 634, 640, 696, 697, 699; CSC 600, 605, 610; SPE 779; MED 697, ELE 711; MID 810; EAD 786, 787; RDG 720; SEC 701.

Other electives may be added at the discretion of the program advisor.

The student and advisor will work cooperatively to determine the remaining program design in order to fit the professionally required, or recommended, courses for a specific area of concentration. An additional faculty member may serve as a specialty advisor regarding a specific area of professional interest.

Students working toward the Missouri State University Technology Specialist Certificate will need to follow a more structured set of course requirements and electives to efficiently complete the certification process. These courses may also be applied towards the Instructional Media Technology degree.

Comprehensive Examination

A comprehensive examination must be passed by the candidate before a degree will be granted. The major advisor is primarily responsible for working with faculty members to develop and evaluate the comprehensive examination.

Submission of Advisor-Approved Program of Study

Once a major advisor has been assigned and consultation has occurred, an Advisor-approved Program of Study must be filed with the Graduate College. This must be filed prior to the completion of 14 hours of graduate work. The degree seeking candidate will also be required to prepare a written autobiography for the major advisor and indicate reasons for pursuing the program and desired professional goals.

Program Admission Requirements

To be admitted to the degree program, the student must complete a Missouri State University Graduate Application and have all college transcripts forwarded to the Graduate College. The applicant should specify that the special area of interest be Instructional Media Technology. The student must meet Graduate College admission requirements.

Master of Science in Education, Literacy

Deanne Camp, Program Coordinator

Hill Hall, Room 102; Phone (417) 836-6983

DeanneCamp@missouristate.edu

Program Description

The purpose of the MSED-Literacy degree is to furnish students with the necessary knowledge and skills to be competent teachers of literacy from preschool through college. Also, persons completing the program will be qualified to supervise reading/literacy programs and may qualify as literacy coaches. The MSED-Literacy degree (along with either a child or an adolescent psychology course) results in students meeting course work requirements for the DESE Special Reading Teacher Certification. A research component is required.

Required Courses - recommended sequence

Course Code	Course Title	Credits
RDG 700*	Relationship of Language to Literacy and Intellectual Development	3 hrs
RDG 710	Content Area Literacy	3 hrs
RDG 640	Analysis and Correction of Difficulties in Literacy	3 hrs
RDG 660	Diversity Issues in Literacy and Content Area Instruction	2 hrs
RDG 680	Successful Classroom Communities to Enhance Student Learning	2 hrs
RDG 685	Techniques of Behavior Support in the Literacy Classroom	2 hrs
RDG 740	Issues & Trends in Literacy Education	3 hrs
RDG 780	Assessment Procedures for the Literacy Specialist	3 hrs
RDG 781	Assessment of Literacy Problems	3 hrs
RDG 782	Remediation of Literacy Problems	3 hrs
RDG 770	Curriculum Design in Literacy	3 hrs
RDG 791	Problems in Literacy Education	1 hr
SFR 780	Educational Research Methodologies	3 hrs
RDG 795**	Research Seminar in Literacy	3 hrs
	Total:	37 hrs

* Recommended initial course for Master of Science in Education, Literacy.

** This requirement waived if candidate elects Research Option 1, a thesis.

Research (3-6 hours)

Option I: Completion of a satisfactory thesis in the candidate's discipline. This credit shall be no more than 6 hours of the minimum 37 required for the degree.

Option II: Completion of one research seminar, RDG 795, which shall require an extensive paper.

Comprehensive Examinations

A comprehensive examination must be passed by the candidate before a degree will be granted. A description of the content and format of this examination is available from the Director of the graduate reading program.

Entrance Requirements

Admission decisions and assignment of an advisor will not be made until all required materials are submitted. A student may take up to nine hours as a non-degree seeking student before being accepted into the program.

- To be considered for admission to the program, a student must first apply to the Graduate College.
- Official transcripts of all undergraduate and graduate course work must be submitted to the Graduate College.
- Submit the following to the Director of the literacy program before the application will be considered:
 - a letter of intent, which includes the candidate's teaching and professional goals, future plans, background and teaching experience; and
 - three letters of recommendation from professionals familiar with the candidate's academic abilities and teaching potential.
- Admission to the program requires the following minimum criteria:
 - appropriate teacher certificate or eligibility for certification by a state or national board; and
 - a minimum GPA of 3.00 for courses taken in undergraduate area of study. Students who do not meet the GPA requirement must take the Graduate Record Examination (GRE). Results from the GRE must be provided prior to the

students registering for more than nine hours.

A student who does not meet all the above criteria, but who demonstrates outstanding potential, may be fully admitted by the Director and Graduate Admissions Committee on the basis of individual merit and successful completion of the first nine hours (3.00 GPA or higher).

Submission of Advisor-Approved Program of Study

The advisor and student will plan cooperatively a program designed to meet the student's needs.

Accelerated Master's Degree Option - MEd, Literacy

The MEd-Literacy accelerated master's degree option provides exceptional MSU undergraduate students the opportunity to enroll in a combined baccalaureate and master's degree program.

Eligible BSEd majors may apply for preliminary acceptance into the MEd-Literacy program after admission requirements for the accelerated master's option have been satisfied. Once accepted, students will be able to take up to 12 hours of graduate-level literacy courses that apply to both their undergraduate and graduate programs. Before enrolling in courses for both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated program and receive prior approval from the Literacy Program Coordinator, the RFT Department Head, and the Dean of the Graduate College. This is done by using a mixed credit form. A student will be fully admitted to the Graduate College upon completion of the requirements for the baccalaureate degree, provided the student meets all other requirements for admission to the Graduate College. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Admission Requirements

1. Junior standing, with an overall GPA of 3.25
2. BSEd major
3. Elementary majors - completed or enrolled in: RDG 318 or RDG 420, and RDG 421
4. Secondary majors - completed or enrolled in: RDG 474
5. Other BSEd majors - contact the Graduate Literacy Program Coordinator
6. Recommendation of a faculty member in the Literacy department

Graduate Coursework in Literacy Taken by Undergraduates and Accepted into the Accelerated Master's Option:

RDG 700 (3), RDG 640 (3); RDG 660 (2); RDG 680 (2) and RDG 685 (2)

Completion of MEd-Literacy requirements:

Students must complete the additional course requirements of 25 hours as listed in the above regular MEd-Literacy degree.

Instructional Technology Specialist Certificate Program

Program Description

The Certificate for Instructional Technology Specialist provides a 15-16 hour graduate-level experience for school administrators, teachers and staff working at the school building level. The program provides for the acquisition of knowledge and skills necessary for supporting teachers and students. The certificate is interdisciplinary in nature and provides competencies in the two core areas of Administration and Management and Technology Integration. **This certificate is a Missouri State University Certificate and does not meet Missouri State Certification requirements for teaching.**

Entrance Criteria

To be considered for the program, a student must apply and be admitted to the Graduate College.

Required Courses

Core I - Administration and Management

EDT 640 Tech. Administration & Management	2 hrs
EDT 763 Administration of Instructional Tech.	3 hrs

Core II - Technology Integration

EDT 764 Instructional Design	3 hrs
EDT 767 Instructional Technology Practicum	2 hrs

Electives - choose two courses (5-6 hrs)

CSC 600, CSC 605, CSC 610, CSC 625, CSC, 645, CSC 667;
MED 661, MED 662, MED 663, MED 681; ENG 773, ENG 775,
ENG 777; CIS 610, CIS 626, CIS 630, CIS 641, CIS 720;
EDT 777; IDM 710; PSY 718; AGE 608

Total Hours Required 15-16 hrs

GPA Requirements

Attain a grade point average of at least 3.00 on all graduate course work at Missouri State University.

Education Courses

EDC 786 Research Seminar in Education

Prerequisite: SFR 781. An in-depth study of the Teacher Work Sample that concludes with a reflective paper connecting learning theory to practice in the K-12 classroom. Students will meet periodically to discuss components of the Teacher Work Sample and selected readings supporting the Teacher Work Sample. A concluding presentation of the reflective paper will be made to faculty and students enrolled in the course. 1-3, F,S

Educational Technology Courses

EDT 640 Technology Administration and Management

This course is designed to provide technology specialists, technology coordinators, library media specialists, school administrators and educators with a working knowledge of the administrative processes and concerns of operating an educational technology support facility. The primary focus will be toward leadership, strategic planning, and change management and writing technology plans. The content of this course is primarily structured for educational institutions but could be utilized for instructional and training systems in many types of industrial, religious, medical and corporate organizations that teach and train. May be taught concurrently with EDT 563. Cannot receive credit for both EDT 640 and EDT 563. 2(2-0), D

EDT 650 Selection and Utilization of Educational Technology

Targets principles of attention, perception, and retention regarding selection and implementation of instructional strategies. Students apply instructional design principles and learning theories to develop professional products; develop and implement evaluation strategies for hypermedia materials; combine electronic and non-electronic media; use telecommunications tools for production purposes; and integrate a variety of instructional technology tools. May be taught concurrently with EDT 565. Cannot receive credit for both EDT 650 and EDT 565. 3(3-0), D

EDT 662 Educational Applications of Computers for Teaching

Using microcomputers in educational settings. Includes the investigation of software in desktop publishing, record management and multimedia applications. Special emphasis will be given to selection of appropriate programs for specific classroom utilization as well as computer interfaced peripheral devices. May be taught concurrently with EDT 562. Cannot receive credit for both EDT 662 and EDT 562. 3(2-2), D

EDT 690 Topical Issues in Educational Technology

A variable credit course with amount of credit based on the extent of the work required. Special topics related to the field of Educational Technology which may broaden the scope of the program of study. May be repeated up to a maximum of 6 hours. May be taught concurrently with EDT 597. Cannot receive credit for both EDT 690 and EDT 597. 1-6, D

EDT 696 Continuing Education in Educational Technology

Special topics related to Educational Technology for continuing professional development. A variable credit course with amount of credit based on the extent of work required. Cannot count toward the Educational Technology MSED program. May be repeated to a maximum of 6 hours. 1-6, D

EDT 763 Administration of Educational Technology

Emphasis is placed on management skills including budgeting; facility design; policies and procedures; selection and utilization; evaluation; assessment and other topics related to coordinating an educational technology program at a building, district, institutional or organizational level. 3(3-0) F

EDT 764 Instructional Design

Emphasis on the analysis and development of instruction for large group, small group, and individual student instruction. The utilization of systems approaches and packaged instructional forms will be stressed. The course will integrate systems approaches with learning theory involving educational technology. 3(3-0), S

EDT 765 Educational Media Production

Prerequisite: EDT 650. Principles and techniques of designing and producing advanced forms of media software materials in video, audio, and photography formats with emphasis on multi-media that includes computer generated graphics interfaced with video and audio editing as well as more basic production techniques. 3(2-2) S

EDT 767 Educational Technology Practicum

This is a field-experience based course that requires the student to spend a minimum of 60 hours in a working environment where educational media technology services and programs are being used or developed. The practicum may include: school media services; university programs, development centers in industry, government or medical programs, educational TV studios, computer facilities or other special programs. 2(0-4), D

EDT 777 Problems in Educational Technology

Research in or in-depth examination of issues and problems in the field of Educational Technology. May be repeated up to a maximum of 5 hours when topic varies. 1-3, D

EDT 797 Educational Technology Special Research Project

Prerequisite: SFR 780. An extensive multimedia production project which results in a functional product with extensive written documentation to support its use as a research or instructional tool which could provide results for extended research and publication. 3, D

EDT 798 Research Seminar in Educational Technology

Prerequisite: SFR 780. An extensive research paper focused on the field of instructional Design and Technology. 3(3-0), D

EDT 799 Educational Technology Thesis

Prerequisite: SFR 780. Independent research and study connected with preparation of a thesis in the field of Educational Technology. The paper will consist of original or creative research accountable to committee review and defense. May be repeated for a maximum of 6 hours credit. 3-6, D

Middle School Courses

MID 725 Advanced Theory and Practice in the Teaching of Early Adolescents

Materials, methods, and procedures for designing developmentally appropriate learning experiences for early adolescents; current trends and issues in the field. 3(3-0), D

MID 810 The Middle School-The Junior High School

An examination of educational programs most appropriate for students in late childhood and early adolescence with emphasis upon the philosophy, curriculum, instruction, and organization of middle schools and junior high schools. 3(3-0), D

Reading Courses

RDG 600 Literacy Projects

This course is designed to provide students an opportunity to informally assess and tutor adults or children exhibiting literacy difficulties. Students are expected to have an increased awareness and understanding pertaining to literacy and to recognize the importance of improving the educational process of adults and children. This course may not be substituted for any required reading/literacy course. Number of class hours determined by semester hours of credit. May be repeated to a total of 3 hours. May be taught concurrently with RDG 599. Cannot receive credit for both RDG 599 and RDG 600. 1-3, D

RDG 640 Analysis and Correction of Difficulties in Literacy

Prerequisite: RDG 318 or both RDG 420 and RDG 421, or equivalent; and admitted to Teacher Education Program. Techniques of analysis and correction of difficulties in literacy for elementary, secondary, special education and reading/literacy teachers. Trends in dealing with diagnostic procedures, instructional techniques, special materials, and assessment. Students concentrate study within their level of training. Family Care and Safety Registry (FCSR) check is required. May be taught concurrently with RDG 574. Cannot receive credit for both RDG 640 and RDG 574. 3(3-0) F,S

RDG 656 Topical Issues in Literacy

Prerequisite: permission may be required (see class schedule). To develop understanding and skills in relevant areas of literacy education. Credit hours may vary depending on topic. Variable content course. May be repeated to a total of 5 hours when topics change. A maximum of 3 hours may be used toward degree. May be taught concurrently with RDG 556. Cannot receive credit for both RDG 556 and RDG 656 on same topic. 1-5, D

RDG 660 Diversity Issues in Literacy and Content Area Instruction

Designed for preservice and practicing elementary, middle, and high school teachers working on undergraduate degrees in Elementary Education or Secondary Education; as well as graduate degrees in Literacy, Elementary Education, MAT, or other MS or MSED graduate degrees. Students will expand their knowledge of racial, cultural, ethnic, linguistics, and socio-economics diversity; and learn strategies to implement diversity issues into their literacy instruction and/or content area lessons. Students will be introduced to different aspects of diversity through a wide variety of course readings, multicultural literature, videos, guest speakers, multicultural interview, and community field trips. May be taught concurrently with RDG 560. Cannot receive credit for both RDG 560 and RDG 660. 2(2-0), F

RDG 673 Psychology of Literacy

Practical contemporary learning theories and principles that are basic to acquiring literacy. Focus on evidence-based research supporting learner-centered classrooms and issues of cognitive and metacognitive development, the affective and motivational dimensions of instruction, the developmental and social aspects of learning, and individual differences in learning associated with cultural and social backgrounds. May be taught concurrently with RDG 573. Cannot receive credit for both RDG 673 and RDG 573. 3(3-0), D

RDG 680 Successful Classroom Communities to Enhance Student Learning

Integration of areas supporting student learning including productive interactions with families. Concentrated modules on literacy learning of regular education students, struggling readers, and exceptional students. Basic principles in effective communication with parents and other professionals to reinforce appropriate classroom learning. May not be substituted for any course required for Special Education degrees or certificates. May be taught concurrently with RDG 580. Cannot receive credit for both RDG 680 and RDG 580. 2(2-0) D

RDG 685 Techniques of Responsive Support in the Literacy Classroom

Techniques to support positive, active learning through appropriate response to intervention plans within the literacy classroom. Study of alternative and appropriate behaviors to meet students' needs in acceptable ways through modeling, guided practice, and cueing within a supportive environment, which includes teachers, parents, and other stakeholders in student's learning. May not be substituted for SPE 515, 615, 616, or any course required for a SPE degree or certificate. May be taught concurrently with RDG 585. Cannot receive credit for both RDG 585 and 685. 2(2-0), D

RDG 700 Relationship of Language to Literacy and Intellectual Development

Utilizing elements of language and intellectual development which provide the basis for the development of appropriate literacy skills. Helping teachers gain skill in using teaching strategies which help children develop language and intellectual competencies. To be taken during the first semester of the graduate literacy program. 3(3-0), F,S,Su

RDG 710 Content Area Literacy

Prerequisite: enrollment limited to students in the MSED, MA, and MAT programs. Teaching subject matter in content areas in ways for utilizing and further developing fundamental literacy; effective reading and writing skills, vocabulary development in specific areas, study skills, utilization of cognitive processes. 3(3-0), F,S,Su

RDG 720 Use of Multi-Media Resources in Literacy

Criteria, methods and tools for selection and effective utilization of both print and nonprint material, enhancing and encouraging competency in literacy; production of materials utilizing various media. Students concentrate study within their level of training (elementary or secondary.) 3(3-0), D

RDG 730 Assessment and Instruction of Less Skilled Readers and Writers

Prerequisite: RDG 318; or both RDG 420 and RDG 421, or equivalent. Supervised small group practice in a clinical setting assessing and instructing students who are experiencing difficulty learning to read and write. Planned with and directed by a graduate faculty member. Less intensive and more generalized clinical experience for those not intending to pursue Special Reading Teacher certification. May not be substituted for any course required for special reading certification (RDG 574/640, 780, 781, or 782). Family Care and Safety Registry (FCSR) check is required. Literacy majors must enroll for 6 credit hours, other majors may enroll for 3 credit hours. 3(2-2) or 6(2-8), F,S

RDG 740 Issues and Trends in Literacy Education

Provides intensive study of significant issues and trends in literacy education. Emphasis on locating and analyzing current issues and trends and encouraging teachers and administrators to apply the information to research-based best practices in the classroom. 3(3-0), D

RDG 770 Curriculum Design in Literacy

Prerequisite (required of graduate Literacy program students only): RDG 640 and RDG 660; and RDG 673 or RDG 780; RDG 700 and RDG 710; and RDG 760 (6 hours) or RDG 781 and RDG 782; and RDG 740. Research and read literature to prepare for establishing a total school literacy curriculum. This capstone course is taken during the semester graduate Literacy program students take comprehensive exams. 3(3-0), F,S

RDG 780 Assessment Procedures for the Literacy Specialist

Prerequisite: RDG 640. Designed especially for the special reading teacher or literacy coach who needs an advanced course for special reading teacher certification. Psycho-educational testing techniques, multisensory teaching techniques, report writing, resource personnel, and clinic operations will form the basis for this course. 3(3-0), S

RDG 781 Assessment of Literacy Problems

Prerequisite: RDG 780; and concurrent enrollment in RDG 782. Supervised individual practice diagnosing literacy problems. Students work with elementary, secondary, or adult learners. Includes 4 hours of practicum. 3(1-4), Su

RDG 782 Remediation of Literacy Problems

Prerequisite: RDG 780; and concurrent enrollment in RDG 781. Supervised individual practice with remedial procedures for literacy problems. Students work with elementary, secondary, or adult learners. Includes 4 hours of practicum. 3(1-4), Su

RDG 791 Problems in Literacy Education

Prerequisite: concurrent enrollment in SFR 780. In consultation with the advisor, major issues in the field of literacy education are selected for investigation through independent study. Number of hours of involvement determined by semester hours of credit. May be repeated to a total of 3 hours. 1-3, F,S,Su

RDG 795 Research Seminar in Literacy

Prerequisite: SFR 780 and RDG 700 or RDG 710 and RDG 791. An in-depth study of a topic in literacy, leading to the guided development and completion of an extensive research paper. 3(3-0), F,S

RDG 799 Thesis

Prerequisite: SFR 780 and RDG 700 and RDG 710 and RDG 791. Independent research and study connected with preparation of thesis. May be repeated to a maximum of 6 hours credit. 1-6, D

Secondary Education Courses

SEC 622 Philosophy of Vocational Education

Philosophical foundations of vocational education; philosophies of vocational education in contemporary school. Identical with AGV 622 and BSE 622. May be repeated to a total of 3 hours. May be taught concurrently with SEC 522. Cannot receive credit for both SEC 522 and SEC 622. 1-3, D

SEC 626 Coordination of Cooperative Education

Problems and procedures in organizing and operating part-time cooperative and evening occupation programs. Restricted to those who can qualify as coordinators. Identical with AGV 626 and BSE 626. May be repeated to a total of 2 hours. May be taught concurrently with SEC 526. Cannot receive credit for both SEC 526 and SEC 626. 1-2, D

SEC 627 Teaching Adults in Vocational Education

Rise of the adult education movement; learning abilities, educational interests and vocational needs of adults; problems and procedures in organizing and operating adult education programs; relationship of adult education to public school education. Identical with AGV 627 and AGE 608. Cannot receive credit for SEC 627 and AGV 627 and AGE 608. May be taught concurrently with SEC 527. Cannot receive credit for both SEC 527 and SEC 627. 3(3-0), D

SEC 628 Measurement and Evaluation of Vocational Education Programs

Assessing specific program needs as determined from occupational surveys and other demographic data; follow-up techniques to evaluate the overall effectiveness of the program on manpower needs in a given labor market area. Identical with AGV 628 and BSE 628. May be repeated to a total of 3 hours. May be taught concurrently with SEC 528. Cannot receive credit for both SEC 528 and SEC 628. 1-3, D

SEC 701 Secondary School Curriculum

Foundation course in the development and organization of the secondary school curriculum. 3(3-0), D

SEC 703 Seminar in Current Trends in Teaching English

Prerequisite: ENG 405. For experienced teachers of English in grades 9-12; research and recent developments in teaching literature and composition. 2(2-0), D

SEC 704 Seminar in Current Trends in Teaching Social Studies

Prerequisite: HST 418. For experienced teachers of social studies in grades 9-12; research and recent developments in teaching various areas of social studies. 2(2-0), D

SEC 705 Curriculum Construction in Business Education

Objectives and interrelationships of business education courses and programs. Development of curricular materials and evaluative devices. Identical to BSE 705. May be repeated to a total of 3 hours. 1-3, D

SEC 706 Seminar in Current Trends in Teaching Business Education

Prerequisite: BSE 403. For experienced teachers of business education in grades 9-12; research and recent developments in teaching business education. 2(2-0), D

SEC 707 Seminar in Current Trends in Teaching Mathematics

Prerequisite: MTH 409. For experienced teachers of mathematics in grades 9-12; research in recent trends and developments in teaching mathematics. 2(2-0), F

SEC 708 Seminar in Current Trends in the Teaching of Biology

Prerequisite: SCI 414. Methods of teaching biology; emphasizing modern techniques and developments in both the biological science curriculum and instructional procedures relating to that curriculum. 2(2-0), D

SEC 783 Internship in Teaching I

Prerequisite: SFR 797; complete appropriate background check and obtain current professional liability insurance. A site-based clinical experience. Students will observe the operations of a school, serve as teacher aides and administrative aides in the school; and work closely with school and community service organizations. Students will also complete an on-going seminar through online or literature based delivery systems. Students will implement an initial Teacher Work Sample in a classroom under the supervision of a cooperating teacher. 3(1-4), D

SEC 784 Internship in Teaching II

Prerequisite: SEC 783; and acceptance into the Master of Arts in Teaching degree program. The candidate must have passed the appropriate Praxis II examination, obtained current pre-professional liability insurance, completed the appropriate background check and be approved for supervised teaching. A semester-based supervised teaching experience. Students teach full time, under the supervision of a cooperating teacher and a University supervisor. Students also attend an ongoing seminar and design and implement a Teacher Work Sample required for graduation. The candidate's professional portfolio should be completed during this course. 10(2-16), D

SEC 785 Internship in Teaching III

Prerequisite: SEC 783 and SEC 784. Students will complete a professional preparation portfolio. The professional portfolio will be evaluated by instructors in order to determine how well the candidate demonstrated understanding of DESE content standards and MoSTEP quality indicators. 1, D

Secondary Education, Foundations, And Educational Research Courses

SFR 621 Techniques for Teaching Adults

A survey of the principles, objectives and trends in instructional techniques for adult education. May be taught concurrently with SFR 521. Cannot receive credit for both SFR 521 and SFR 621. 3(3-0), D

SFR 647 Guidance and Interpersonal Relationships in the Classroom

Appropriate classroom communication and interpersonal skills. Emphasis on the relationship between self concept development and achievement in a diverse student population. May be taught concurrently with SFR 547. Cannot receive credit for both SFR 547 and SFR 647. 2(2-0), D

SFR 676 Topical Issues in Education

To develop further understanding and skills in the improvement of teaching procedures, curriculum, supervision, or administration. Each course is concerned with a single topic. Number of class hours determined by semester hours of credit. A maximum of 3 hours may be used on a degree program. Variable Content Course. May be taught concurrently with SFR 576. Cannot receive credit for both SFR 576 and SFR 676. 1-5, D

SFR 681 Law and the Classroom Teacher

Prerequisite: Teacher Certification students must be admitted to Teacher Education Program. Rights and responsibilities of classroom teachers as determined by the legal structure created by state and federal constitutions, legislative actions, and judicial decisions. Implications of legal foundations for teachers relative to ethics, relationships with students, colleagues, minority groups, professional organizations, and others. May be taught concurrently with SFR 581. Cannot receive credit for both SFR 581 and SFR 681. 2(2-0), D

SFR 682 Contemporary Issues in Education

Prerequisite: Teacher Certification students must be admitted to Teacher Education Program. In-depth analysis of selected issues currently generating great interest and controversy in American education. Attention to the effects of the issues on the teaching profession, curriculum, instruction, and school personnel. May be taught concurrently with SFR 583. Cannot receive credit for both SFR 583 and SFR 682. 2(2-0), D

SFR 695 Applications of Educational Measurement

Prerequisite: Teacher Certification students must be admitted to Teacher Education Program. Using the results of testing in schools. The role, advantages, and limitations of evaluative instruments and techniques in educational decision making. May be taught concurrently with SFR 595. Cannot receive credit for both SFR 595 and SFR 695. 2(2-0), D

SFR 709 Individualizing Instruction

Training in various procedures for individualizing instruction at all grade levels. 3(3-0), D

SFR 711 Principles and Organization of Student Activities

Acquaints teachers and administrators with problems and procedures involved in the organizations and supervision of student activities. 2(2-0), D

SFR 723 Organization and Administration of Adult Education

Theory and practice relating to the organization, administration, and supervision of adult education. Emphasis will be placed upon adult education programs in the public school and the junior-community college. 3(3-0), D

SFR 724 Organization and Administration of Vocational Education

Problems, procedures and local, state and federal relationships in organization and administration of vocational education in the contemporary school. Identical with AGV 724. May be repeated to a maximum of 3 credit hours. 1-3, D

SFR 730 Curriculum Construction in the School

Traditional, humanistic, and behavioristic approaches to advanced curriculum development in the school. 2(2-0), D

SFR 750 Philosophies of Education

Philosophical problems of education; philosophical systems in America; their effect upon educational practice. 3(3-0), D

SFR 753 Comparative Educational Systems

Comparative analysis of major ideas and institutions of selected international systems of education. Comparisons between international systems of education and systems dominant in America. 2(2-0), D

SFR 780 Educational Research Methodology

Survey of research methods used in education; research design and evaluation; problems of interpretation and application; development of a formal research proposal. 3(3-0), F,S,Su

SFR 781 Educational Research Literacy

Introduction to the appreciation and understanding of research and common research methods in Education. In addition to basic research concepts, students will learn to read, understand, evaluate, and synthesize research, and explore the application of research results in their professional work. 3(3-0), D

SFR 791 Educational Workshop

Workshop to upgrade understandings and skills, concerned with the improvement of secondary teaching procedures, curriculum, supervision, administration or guidance. Each workshop will be concerned with a single topic. Number of class hours determined by length of workshop. May be repeated to a maximum of 9 hours. Thirty clock hours equal one semester hour. 1-9, D

SFR 792 Supervision of Student Teachers

Prerequisite: valid elementary or secondary teaching certificate. For public school teachers cooperating in college student-teaching programs; organizing and directing work of the student teacher. 2(2-0), D

SFR 793 Qualitative Research Methods

This course is focused on qualitative methods in the social sciences and specifically in educational research, including educational action research. Depending on prior research work, students will plan, implement, or further a qualitative or action research study. Students will learn firsthand about collecting and analyzing qualitative data, developing theories, and writing up the results. Students will also explore the role of educational action research in professional development, in improving classroom practices, and in developing school policy. 3(3-0), D

SFR 794 Research Practicum

Prerequisite: SFR 780. Conducting research projects with schools and other educational agencies. Students will be engaged in articulating research problems, reviewing literature, collecting and analyzing data, and presenting results. 1-3, D

SFR 796 Problems in Education

Specific problems in education related to needs and interests of the student. May be repeated to a total of 3 hours. 1-3, D

SFR 797 Advanced Studies in Teaching and Learning

Prerequisite: admitted to the Master of Arts in Teaching program. The purpose of this course is to develop deep understandings and skills regarding secondary teaching, procedures, methods, curriculum, supervision, administration and foundations. Candidates will be introduced to the electronic portfolio. Portfolio checkpoint one will occur in this course. 9, D

SFR 799 Thesis

Prerequisite: SFR 780. May be repeated to a maximum of 6 hours credit. 1-6, D

SFR 858 Current Issues Affecting Education

This multi-disciplinary mini-course is composed of selected topics of current interest to all school personnel. Opportunities are provided for object examination of highly volatile controversies surrounding education. May be repeated for a total of 6 hours credit. 1-3, D

SFR 890 Field Research and Evaluation

Prerequisite: SFR 780. Specifically designed to give each student the prerequisite skills and competencies necessary for completion of field study research project(s) as well as preparation for conducting on-the-job institutional research. 3(3-0), D

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Graduate College
2011-12 Graduate Catalog

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Missouri State > Graduate College > Graduate Catalog > College of Health and Human Services

College of Health and Human Services

Dean: Helen C. Reid

Associate Dean: To be named

Office: Professional Building, Room 110

Phone: (417) 836-4176, Fax: (417) 836-6905

Academic Units

- Master of Public Health
- Department of Biomedical Sciences
- Department of Communication Sciences and Disorders
- Department of Health, Physical Education, and Recreation
- Department of Nursing
- Department of Physical Therapy
- Department of Physician Assistant Studies
- Department of Psychology
- School of Social Work

Master of Public Health (MPH)

Vicki Sanchez, Program Director

Master of Public

Department of Biomedical Sciences

Colette M. Witkowski, Department Head

Scott Zimmerman, Graduate Director (Cell and Molecular Biology)

Benjamin Timson, Graduate Director (Nurse Anesthesia)

Carmen Boyd (Certificate)

Master of Science, Cell and Molecular Biology (includes accelerated master's opportunity)

Master of Science, Nurse Anesthesia

Department of Communication Sciences and Disorders

Neil DiSarno, Department Head

Neil DiSarno, Graduate Director

Doctor of Audiology (AuD)

Master of Science, Communication Sciences and Disorders

Department of Health, Physical Education and Recreation

Sarah G. McCallister, Department Head & Graduate Coordinator (MS)

Gerald Masterson, Graduate Coordinator (Certificate)

David T. Oatman, Graduate Coordinator (MSEd)

Master of Science, Health Promotion and Wellness Management

Master of Science, Administrative Studies – Sports Management Option

Master of Science in Education, Secondary Education

Graduate Certificate in Sports Management

Department of Nursing

Kathryn L. Hope, Department Head

Susan Sims-Giddens, Program Director, MSN Nurse Educator Program

Susan Berg, Program Director, MSN Family Nurse Practitioner Program

Master of Science in Nursing (includes accelerated master's opportunity)

Graduate Certificate: Post-Master's Nurse Educator

Graduate Certificate: Post-Master's Family Nurse Practitioner

Department of Physical Therapy

Akinniran Oladehin , Department Head
Scott W. Wallentine, Admissions Coordinator

Doctor of Physical Therapy

Department of Physician Assistant Studies

Steven T. Dodge, Department Head and Director

Master of Science, Physician Assistant Studies

Department of Psychology

Timothy K. Daugherty, Department Head
David Lutz, Graduate Program Director (Clinical Track)
Wayne Mitchell, Graduate Program Director (Experimental Track)
Carol Shoptaugh, Graduate Program Director (I/O Track)

Master of Science, Psychology

Master of Science in Education, Secondary Education

Forensic Child Psychology Graduate Certificate

School of Social Work

Susan C. Dollar, Director
Darryl Haslam, MSW Coordinator, Springfield
A. Renee White, MSW Coordinator, Joplin Program

Master of Social Work

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Master of Public Health

Physical Therapy Building, Suite 112, Phone: (417) 836-8850
Email: Publichealth@missouristate.edu
Website: <http://www.missouristate.edu/mp/>
Director: Vickie Sanchez

Faculty

Professor: Dalen M. Duitsman

Associate Professor: Vickie L. Sanchez

Assistant Professor: David Claborn, Elizabeth Federman

Programs

Master of Public Health

Vickie Sanchez, Program Director
Physical Therapy Building, room 112
Phone: (417) 836-8850
VSanchez@missouristate.edu; <http://www.missouristate.edu/mp/>

Program Description

The Master of Public Health (MPH) program offers a generalist MPH degree consisting of 42 credit hours. The program's mission is to prevent disease, promote health, and protect the well-being of the public through education, research and service.

Students gain knowledge in each of the five core disciplines of public health: biostatistics, epidemiology, environmental health sciences, public health administration, and the social behavioral sciences. The program prepares students to assess community health needs, plan effective health education and health intervention programs, implement and evaluate educational experiences, and conduct public health research.

Graduates of this program will enter public health service as practitioners, administrators, researchers, educators, and consultants in a wide variety of public health settings. Most will be employed in local, state, and national public health agencies, while others will work for non-profit organizations, private agencies, medical facilities, governmental agencies, and educational institutions.

An accelerated option is available for eligible Missouri State University undergraduate majors. Students may apply for preliminary acceptance into the Master of Public Health (MPH) program after admission requirements for the accelerated master's option have been satisfied. If accepted, a maximum of 12 credit hours chosen from approved 600- or 700-level courses may be counted toward both the undergraduate and graduate degrees. This option gives exceptional undergraduate students from a variety of majors the opportunity to complete the course requirements for the MPH degree in as little as three semesters and a summer after attaining the Bachelor's degree rather than the typical four to five semesters and a summer.

Contact the Director of the MPH Program for further information and guidelines. Before enrolling in a course to be counted as both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate program director, department head of the undergraduate program, and the Dean of the Graduate College.

Retention and Readmission to the Program

Admission to the MPH program is through a competitive admissions process with only a limited number of students admitted each year. Students who leave the program will be required to apply for readmission. Applications for readmission will be reviewed by the MPH admission, progression and graduate (APG) committee. Previous enrollment does not guarantee readmission. The student's readmission will depend on where the student places in the competitive enrollment process.

All students must enroll in at least one credit hour each fall and spring semesters until graduation to remain in the MPH program. International students must comply with program and International Student Services policies. Students who do not meet minimum requirements will be dropped from the program and will have to reapply to the MPH APG committee for permission to return to the program. Students have a maximum of five years to complete the program. Students who exceed this time period must seek an extension through the APG. All other retention policies are defined by the Graduate College.

Degree Requirements

The MPH program requires completion of 42 credit hours and includes the following:

Public Health Core Courses (15 hrs)

Course Code	Course Title	Credits
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PBH 720	Epidemiology	3 hrs
PBH 730	Biostatistics for Health Sciences	3 hrs
PBH 740	Health Behavior	3 hrs
PBH 745	Environmental Health	3 hrs
MGT 701	Health Services Organization	3 hrs

Other Required Courses (15 hrs)

Course Code	Course Title	Credits
PBH 735	Software Applications and Data Sources in Public Health	3 hrs
PBH 756	Introduction to Public Health	3 hrs
PBH 760	Research Methods in Public Health	3 hrs
PBH 783	International Health and Infectious Disease	3 hrs
PBH 775	Principles and Skills of Public Health Administration	3 hrs

Elective Courses (6 hrs*)

*Select two courses with consent of program advisor

Course Code	Course Title	Credits
HLH 750	Programming Approaches in Wellness/Health Promotion	3 hrs
HLH 752	Health Risk Identification and Management	3 hrs
MTH 647	Applied Regression Analysis	3 hrs
PBH 781	Public Health Preparedness	3 hrs
PBH 778	Chronic Disease Epidemiology	3 hrs
PBH 785	Seminar in Public Health (can be Repeated for credit)	3 hrs
PBH 790	Independent Study in Public Health	3 hrs
PLS 754	Seminar in Health Policy	3 hrs

Field and Capstone Experience (6 hrs)

Course Code	Course Title	Credits
PBH 798	Public Health Field Experience	3 hrs
	and	
PBH 799	Capstone Project in Public Health	3 hrs
	OR	
PBH 798	Public Health Field Experience	6 hrs

Core Course Examination

After satisfactory completion of all required core courses, and not later than the second to last semester, all students are required to pass a written examination that assesses knowledge and skills in the program core competencies. The items on this exam will cover content from the core areas of study in biostatistics, epidemiology, health behavior, environmental health, and health services administration. Student who fail are limited to one additional attempt to take the exam.

Field Experience

All students are required to complete a practical experience in an approved public health setting under the mentorship of a faculty member and the supervision of an on-site public health professional. A minimum of 200 contact hours per three (3) credit hours must be completed, and a written portfolio must be submitted in the required format at the completion of the field experience.

In order to qualify for the Public Health Field Experience, students must have successfully completed 33 credit hours, including all public health core and other required courses and passed the core course examination. The Field Experience must be approved by the field experience faculty supervisor and the Program Director to ensure site acceptability. The only curricular practical training that will be approved is the PBH 798 course. No external research at other institutions will be approved for curricular practical training during the completion of the MPH program.

Culminating Experience

As the culminating experience, students in the MPH program are required to complete a capstone project via:

1. PBH 799 - Capstone Project in Public Health - for students who opt for the 3-credit hour field experience;
- or**
2. A field experience project for students who opt for the 6-credit hour field experience.

The capstone project requires students to synthesize and integrate advanced knowledge and skills acquired in the program and to apply those to some aspect of public health.

Some aspect of the culminating experience must be original, whether it is the topic itself, an analysis of newly collected or extant data, the reinterpretation of others' findings, or the design and completion of a community project. At its completion, students submit a written report and make a formal presentation to an audience of faculty, students, and practitioners.

Entrance Requirements

The Master of Public Health (MPH) program has a competitive admissions process and seeks to admit students who 1) demonstrate the potential to be successful in graduate school, and 2) are committed to the public health profession, as evidenced by their interests, backgrounds and experiences.

Consideration for admission to the Master of Public Health Program requires the following:

1. Completion of a baccalaureate degree from a regionally accredited college or university with a minimum GPA of 3.00*;
2. A minimum combined score of 1,000* in the verbal and quantitative sections of the Graduate Record Exam (GRE);
3. Submission of the Graduate College application and related fee;
4. A 300-400 word personal statement of professional goals;
5. Three letters of recommendation from employers and/or professors (current or recent) that speak to the abilities of the student to succeed in graduate education;
6. Voluntary or salaried post-baccalaureate work experience (equivalent to 1 year full-time) in one or more health or social service settings is highly desirable but not required; and
7. International applicants for whom English is not the native language are required to submit minimum scores of 550 on the paper-based, or a comparable score of 213 on the computer-based test, on the Test of English as a Foreign Language (TOEFL).

*For those applicants who do not meet the minimum GPA and/or GRE requirements, an admission index score will be calculated using the following weighting formula: $GPA \times 200 + (\text{verbal GRE} + \text{quantitative GRE})/2 + (10 \times \text{Yrs FT exp})$. A maximum of 2 yrs experience will be used for this formula. Applicants with an index score >1100 will be considered for admission.

Application Deadlines

All application materials must be received by the following deadlines: Fall admission - April 1; Spring admission - October 1. Applicants are encouraged to begin the process at least 4 weeks (6 weeks for international applicants) prior to the deadline to ensure all supporting materials are received on time.

Admission Procedures

The personal statement of professional goals, and letters of recommendation to be sent directly to the MPH Program office. Note: Letters of recommendation are to be sent directly from the recommender(s) or, if sent with the letter of application, **must be individually sealed** with signature across envelope flap.

All other application materials are to be sent directly to the Graduate College (for domestic applicants) or International Student Services (for international applicants).

Public Health Courses

PBH 720 Epidemiology

An introduction to the epidemiological methods and procedures utilized in the study of the origin, distribution, and control of disease. It will include the study of infectious and non-infectious disease etiology, including vector control, host defenses and resistance, and investigation of disease outbreaks. Students will learn to use basic epidemiological concepts and methods for program planning, evaluation, and research. Basic statistical measures used in the analysis of clinical and epidemiologic evaluations, including measures of disease frequency and measures of absolute and relative effects, will be covered. Identical with NUR 700. Cannot receive credit for PBH 720 and NUR 700. 3(3-0), F,S

PBH 730 Biostatistics in Health Sciences

This course is an introduction to biostatistical methods in the context of public health and medical sciences. Major topics will include: research design and measurement, sampling, exploratory data analysis, probability and sampling distributions, hypothesis testing, contingency table analysis, nonparametric methods, correlation, linear regression, logistic regression and survival analysis. Emphasis will be on developing an understanding of these methods and drawing appropriate conclusions from analysis findings. Students will also be introduced to statistical programming packages. 3(3-0) F,S

PBH 735 Software Applications and Data Sources in Public Health

Prerequisite: permission of instructor. This course will provide an overview of important software and databases that are commonly used in public health surveillance, program planning and research. Students will learn to access, analyze, and interpret morbidity and mortality data from a variety of national and statewide data sources (e.g., NHANS, BRFSS, MICA, CDC Wonder, vital statistics). Data will be analyzed descriptively using statistical software including Excel, CDC's EpiInfo, SPSS and/or SAS. 3(3-0), F

PBH 740 Health Behavior

This course examines selected theories of health behavior relevant to individual and community health promotion program planning. Students will analyze biological, psychological, sociological, and environmental influences on health behavior and evaluate strategies for health promotion. 3(3-0) F

PBH 745 Environmental Health

This course will investigate and examine the relationships of environmental health problems to human health. Students will survey the major environmental issues facing developed and developing countries. Topics include water supply, air and noise pollution, sewage treatment and waste disposal, pest and pesticides, toxic waste, energy alternatives, food and drug quality assurance, population control, and environmental disease control. 3(3-0), F,S

PBH 756 Introduction to Public Health

This course will provide a general introduction to public health. It will discuss the history of public health; international, federal, state, and local agencies; voluntary health agencies; professional health organizations; the legislative process as it relates to public health, environmental health, health promotion, basic public health statistics and an introduction to epidemiology. 3(3-0), F,S

PBH 758 Contemporary Issues in Public Health

In-depth consideration of pertinent issues, trends, controversy, and current research in public health. 3(3-0), F

PBH 760 Research Methods in Public Health

This course is designed to help students gain the necessary knowledge and skills for undertaking research on issues related to public health. 3(3-0) S

PBH 772 Toxicology and Hazardous Materials

A study of toxic substances and their effects in the environment and in living organisms. This course also includes a study of safety methods for identifying, monitoring, handling, processing, containing, storing, and disposing hazardous and toxic substances in the environment and workplace. Students are encouraged to have had courses in physiology, biochemistry and/or pharmacology. 3(3-0), F

PBH 775 Principles and Skills of Public Health Administration

This course is designed to provide a comprehensive overview of the administrative, managerial and organizational practices of health professionals in a variety of settings. Opportunities for the development and application of administrative competencies in health education/health care settings will be provided. 3(3-0), S

PBH 778 Chronic Disease Epidemiology

This course examines problems and methods used in studying chronic diseases. Focus will be on the collection and interpretation of chronic disease data, and application of epidemiological and statistical principles pertaining to cancer, cardiovascular diseases, cerebrovascular diseases, chronic lung diseases, diabetes, musculoskeletal diseases, neurologic disorders and other chronic diseases. 3(3-0), S

PBH 781 Public Health Preparedness

This course will investigate the health risks and hazards associated with emergency situations, and the roles of public health professionals and volunteers in the preparation for and response to emergencies and disasters. 3(3-0) F

PBH 783 International Health and Infectious Disease

This course will investigate the epidemiology, impact, and control of infectious diseases in the context of the international environment. Topics will include the structure and financing of health systems in the developing world, the medical community's ability to respond to infectious disease risks, and the specific impacts of major infectious diseases with an emphasis on tuberculosis, AIDS, and malaria. This course is not a clinical course and will not address the diagnosis or treatment of disease. 3(3-0) S

PBH 785 Seminar in Public Health

Prerequisite: permission of Graduate Coordinator. Variable topics course. The study, analysis, and discussion of timely issues in public health. May be repeated for credit if topic is different. 1-3, D

PBH 788 Public Health Practicum

The Public Health Practicum is required of all students enrolled in the Professional Option of the MPH program. It will involve developing, implementing and establishing a public health intervention that includes, reflects, and integrates public health principles, theory, and practice as identified in the Masters in Public Health curriculum. All required courses must be completed in order to be eligible. Project selection must be approved by the course instructor. 1, D

PBH 790 Independent Study in Public Health

Prerequisite: permission of instructor and department head. The Independent Study in Public Health is a carefully planned experience which allows the advanced student to investigate a clearly defined problem that will enhance their academic preparation. May be repeated for credit. 1-3, D

PBH 798 Public Health Field Experience

Prerequisite: students must have successfully completed 33 hours including all public health core and other required courses and passed the core course exam. The required field experience provides experience in program development, community relations, public education, and research. Possible sites include: official health agencies, voluntary health agencies, or community social agencies. Selection is dependent on the students' backgrounds and career expectations. Students may choose to spend their entire time in one agency, or, for shorter periods, in 2 or more agencies. The field experience can be done during the fall, spring, or summer and can be no less than 200 hours. All field experiences must be approved by the field experience faculty supervisor and the Program Director to ensure the site acceptability. May be repeated. 1-6, D

PBH 799 Capstone Project in Public Health

Prerequisite: admission to the Master of Public Health program. The Capstone Project provides students the opportunity to integrate knowledge gained in the classroom with real-world problems through completion of a major research, program planning, policy development, management, service delivery, or evaluation project. Some aspect of the project must be original, whether it is the topic itself, an analysis of newly collected or extant data, the reinterpretation of others' finding, or the design and completion of a community project. While student led, the project is designed in consultation with, and carried out under the guidance of, a faculty supervisor. Student must have the capstone project proposal form approved by the faculty supervisor and Program Director prior to enrollment. 3(3-0), D

Department of Biomedical Sciences

Professional Building, Room 400, Phone: (417) 836-5603, Fax: (417) 836-5603

Email: BiomedicalSciences@missouristate.edu

Website: <http://www.missouristate.edu/bms/>

Department Head: Colette M. Witkowski

Faculty

Professor: Michael M. Craig, Richard C. Garrad, Benjamin F. Timson, Colette M. Witkowski

Associate Professor: Scott D. Zimmerman

Assistant Professor: Robert Kevin DeLong, Anne Marie B. Hunter, Rehana Sultana Lovely, Joshua Smith

Program Director, Nurse Anesthesia: Monika Feeney, CRNA

Assistant Program Director, Nurse Anesthesia: Kathleen D. Fisher, CRNA

Clinical Coordinator, Nurse Anesthesia: Monika Feeney, CRNA

Senior Instructor: Carmen Boyd

Emeritus Professor: Harold B. Falls, Jr., Christopher C. Field, Albert R. Gordon, Joanne M. Gordon, Harley E. Mortensen

Programs

Master of Science in Cell and Molecular Biology

Scott D. Zimmerman, Director of Graduate Studies

Professional Building, Room 352

Phone (417) 836-5478; ScottZimmerman@missouristate.edu

Program Description

The graduate program in Cell and Molecular Biology is designed for students preparing for entry into doctorate or health professional programs, or for expanding career opportunities in the biotechnology, biopharmaceutical, health science research, bioinformatics, and genomics sectors. The program offers students with biological or biochemical preparation to increase knowledge in the molecular biosciences and provides initial or additional experiences using the biotechnologies emerging from the rapidly-growing disciplines in cell and molecular biology. The development of laboratory research skills occurs in a laboratory-focused curriculum that has a health and human emphasis.

Program Objectives

1. To educate students at the graduate level in modern concepts and methodologies of cell and molecular biology.
2. To build upon the student's foundation of knowledge in cell and molecular biology through enhanced exposure to course, laboratory, and research opportunities.
3. To enhance the student's ability to carry out independent research in cell and molecular biology.

Degree Requirements

The program requires completion of a minimum of 32 semester hours and includes the following.

1. **Core Courses.** This requirement is met by completing:

BMS 622	Molecular Cell Biology	4 hrs
BMS 625	Molecular Biology	4 hrs
BMS 658	Recombinant DNA Technology	3 hrs

2. **Orientation.** The candidate must enroll in BMS 701, Research in the Biomedical Sciences (3 hrs).

3. **Signal Transduction.** The candidate must enroll in BMS 635, Signal Transduction (2 hrs).

4. **Statistics.** The candidate must enroll in an approved introductory statistics course at the graduate level if a course in statistics is not a part of their previous academic record.

5. **Electives.** Other remedial or elective courses will be selected by the advisor in consultation with the student. Up to nine hours of appropriate course work, excluding research and thesis, may be selected from outside the Department of Biomedical Sciences.

6. **Research.** All candidates (thesis and non-thesis options) must satisfactorily complete a research requirement of at least 3

hours by enrolling in BMS 798. Thesis option candidates may apply an additional 3 hours of BMS 798 and a maximum of 6 hours of BMS 799 toward the 700-level requirement for the degree. Non-thesis option candidates may not apply more than 4 hours of BMS 798 and may not apply BMS 799 toward the degree.

7. **700-level courses.** At least 16 hours of course work must be 700 level or above. A maximum of 6 hours in BMS 798, Research and 6 hours in BMS 799, Thesis may be counted toward the degree. In addition, candidates will be required to enroll every semester in the journal topics course, BMS 730, Current Literature Topics, for a maximum of 4 semesters.

8. **Comprehensive Examination.** The candidate must pass a written exam taken in the third semester of graduate study and an oral examination administered by the departmental cell and molecular biology graduate faculty.

Entrance Requirements

Admission to the program requires a strong science and mathematics background identical to that required of a student completing the undergraduate program in cell and molecular biology. In addition, admission to the program requires evidence that the applicant will be able to successfully complete a rigorous graduate program in the sciences at a high level of performance. Entrance into the program requires completion of the following.

1. Two semesters of organic chemistry.
2. Two semesters of physics.
3. A course in calculus.
4. A bachelor's degree from a Missouri State University recognized accredited college or university and a grade point average (GPA) of at least 3.00 on a 4.00 scale, overall, or for the last 60 hours.
5. Graduate Record Examination (GRE) scores must be submitted and a combined score of 1,000 or above is expected for the verbal and quantitative parts of the general GRE exam.
6. Completed application and a separate statement of professional goals.
7. Three letters of recommendation are required to address the applicant's academic potential and dedication to graduate studies.
8. Acceptance of the applicant by the Graduate Faculty in Cell and Molecular Biology.
9. By the end of the first semester, candidates must be accepted into a research laboratory by a member of the Graduate Faculty who becomes the student's advisor.

Accelerated Master's Degree Option

Majors in cell and molecular biology may be accepted into the Master of Science in Cell and Molecular Biology program after admission requirements for the accelerated master's option are met. Once accepted for early admission, up to 12 credit hours of approved 600 and 700-level coursework may be counted toward both the Bachelor of Science and the Master of Science degree programs. Other required 600-level courses in the master's program that are taken by the undergraduate student, but not included in the accelerated option, may be waived on the master's degree program by the student's graduate advisor if the required courses were taken less than four years previously and the student earned at least a grade of B or better in those courses. Additional graduate coursework to replace waived courses may be needed to meet the 32 hours degree requirement. Accelerated option students must enroll in BMS 730 each semester.

The accelerated option allows cell and molecular biology majors who are interested in biomedical research to complete the requirements for the Master of Science degree in two semesters and a summer rather than the typical four semesters and a summer. Contact the program director in the Department of Biomedical Sciences for information and guidelines.

Before enrolling in each course to be counted as both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated program and complete a mixed credit form. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Admission Requirements for the Accelerated Master's Option

1. Junior standing and an overall GPA of 3.40 or better.
2. Completion of BMS 110, 231, 321; CHM 160, 170, 175, 310 with a GPA of 3.40 or better.
3. Undergraduate laboratory research experience is strongly recommended before applying.
4. GRE scores must be submitted and a combined score of 1,000 or above is expected for the verbal and quantitative parts of the general GRE exam.
5. Completed application and a separate statement of professional goals.
6. Three letters of recommendation are required to address the applicant's academic potential and dedication to graduate studies. One must be from the future graduate advisor who formally accepts the student into his or her research laboratory.
7. Acceptance of the applicant by the graduate faculty in cell and molecular biology under the accelerated master's option.

Master of Science in Nurse Anesthesia

Benjamin Timson, Academic Advisor of the Nurse Anesthesia Program

Professional Building Room 407;
Phone (417) 836-4145 BenTimson@missouristate.edu

Monika Feeney, CRNA, Program Director of the Nurse Anesthesia Program

St. John's School of Nurse Anesthesia at Missouri State University;
Phone (417) 820-6890 Monika.Feeney@mercy.net or MonikaFeeney@missouristate.edu

Kathleen D. Fisher, CRNA, Assistant Program Director of the Nurse Anesthesia Program

St. John's School of Nurse Anesthesia at Missouri State University;
Phone (417) 820-6890 Kathleen.Fisher@mercy.net or KDFisher@missouristate.edu

Program Description

St. John's School of Nurse Anesthesia at Missouri State University provides the scientific foundation and clinical training that

prepares practitioners as certified registered nurse anesthetists (CRNA).

Program Accreditation

St. John's School of Nurse Anesthesia at Missouri State University is fully accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs, the official accrediting agency for nurse anesthetists. They may be contacted at 222 South Prospect Avenue, Park Ridge IL 60068; Ph: 847-692-7050.

Degree Requirements

- Students accepted into the program but who have not previously completed clinical training through an accredited clinical program in nurse anesthesia are required to complete 66 credit hours, which must be in residence. Students who have completed clinical training in nurse anesthesia and who have passed the national certification examination for nurse anesthesia (CRNAs) but who have not completed an appropriate master's degree must complete at least 33 credit hours in residence.

2. Core Course Requirements Total 24-25 hrs

Course Code	Course Title	Credits
BMS 700	Intro. to Grad. Studies in BMS	3 hrs
BMS 620	Medical Cell Biology OR	3 hrs
BMS 622	Molecular Cell Biology	4 hrs
BMS 665	Human Cardiopulmonary Physiology	3 hrs
BMS 669	Neurobiology	3 hrs
BMS 661	Medical and Pathologic Physiology	4 hrs
BMS 727	Human Gross Anatomy	2 hrs
PAS 781	Advanced Pharmacotherapeutics	3 hrs
BIO 650	Biometry OR	3 hrs
MTH 645	Applied Statistics OR	3 hrs
PSY 711	Intro Statistics for Educ. & Psych.	3 hrs

3. Clinical Core Total 38 hrs

A clinical component is required. This requirement may be met either by having passed the national certification examination for nurse anesthesia or by enrolling in the following courses.

Course Code	Course Title	Credits
ANE 702	Clinical Conference I	1 hr
ANE 705	Clinical Conference II	1 hr
ANE 708	Clinical Conference III	1 hr
ANE 711	Clinical Conference IV	1 hr
ANE 714	Orientation to Clinical Anesthesia	1 hr
ANE 720	Basic Principles of Anesthesia I	3 hrs
ANE 726	Introduction to Clinical Anesthesia I	2 hrs
ANE 732	Advanced Anesthesia Principle I	6 hrs
ANE 735	Clinical Practicum	16 hrs
ANE 744	Pharmacology in Anesthesia	2 hrs
ANE 750	Advanced Anesthesia Principles II	4 hrs

- Research Requirement (total 4 hours).** Each candidate will be assigned to a clinical research project. The candidate must complete one seminar by enrolling in BMS 697, Non-Thesis Project (2 hrs) and a research involvement by enrolling in BMS 698, Research (2 hrs). A formal presentation of the project is required.
- Students who are already a CRNA:** A certified registered nurse anesthetist (CRNA) may enter the program and must complete the core course requirements, the research requirements, and electives chosen in consultation with the student's committee to total at least 33 hours. CRNA students must provide a clinical transcript from their former anesthesia program. Students must complete all cases/procedures that allow them to fulfill the minimum clinical requirements currently set forth by the Council on Accreditation. At least 6 hours of clinical practicum, ANE 735, are required.
- Additional requirements or limitations.**
 - The candidate must maintain a minimum GPA of at least 3.00 each semester for the degree.
 - All requirements must be satisfied within eight years.
 - Matriculated students must enroll on a full-time basis and progress through the program with their class.
 - All course work must be approved by the didactic program director or the head of the Department of Biomedical Sciences.
 - The candidate must pass oral and written comprehensive examinations.
 - No more than 4 hours of C grade is allowed during the program.

- g. No grade below a C grade will be allowed at any time during the program.
- h. Candidates who do not achieve the academic standards set forth by the program will be immediately dismissed.
- i. During the clinical phase, the student will carry liability insurance purchased through the AANA.
- j. A \$2200.00 program fee will be applied per each semester: Fall, Spring and Summer.

Entrance Requirements

All applicants must meet the following requirements:

1. A bachelor's degree in an area of life sciences, nursing, or chemistry from an accredited institution in the U.S. or equivalent training in a foreign university.
2. Undergraduate work must include inorganic chemistry (4 hrs), organic chemistry (4 hrs), microbiology, human anatomy, human physiology; and genetics (strongly recommended).
3. A minimum GPA of 3.00 on a 4.00 scale for the last 60 hours of undergraduate course work. Emphasis will be placed on science courses.
4. Submission of official Graduate Record Examination (GRE) scores taken no earlier than five years prior to application with a minimum total score of 1000.
5. Current licensure as a registered nurse in the U.S.
6. A minimum of one year experience in an acute care setting is required; preferences may be given to applicants with more experience. Contact the clinical program director regarding questions about appropriate nursing experience.
7. BLS, ACLS, PALS certification are required.
8. A personal interview with a screening committee;
9. The application deadline for the fall and spring semesters are November 1 and July 1, respectively. Interviews are scheduled within three months after the application deadline.
10. Students admitted into the program will be required to undergo a criminal background check before matriculation.
11. Upon acceptance to the program, the student will pay \$100.00 to the AANA for an associate membership (American Associate of Nurse Anesthetists).

Nurse Anesthesia Courses

ANE 702 Clinical Conference I

Review of significant cases involving complex anesthesia considerations. 1(1-0), F, S

ANE 705 Clinical Conference II

Prerequisite: ANE 702. A review of significant cases involving complex anesthesia considerations. 1(1-0), F,S

ANE 708 Clinical Conference III

Prerequisite: ANE 705. Continuing review of significant cases involving complex anesthesia considerations. 1(1-0), F,S

ANE 711 Clinical Conference IV

Prerequisite: ANE 708. Continuing review of significant cases involving complex anesthesia considerations. 1(1-0), F,S

ANE 714 Orientation to Clinical Anesthesia

Prerequisite: permission from program director. Introduction to anesthesia equipment, monitoring equipment, positioning, intravenous considerations, records, departmental management, ethics, departmental organization and function, legal and professional aspects. 1(1-0), F, S

ANE 717 Physics and Chemistry of Anesthesia

A presentation of the principles and laws of physics and chemistry applicable to the field of anesthesia. 1(1-0), F, S

ANE 720 Basic Principles of Anesthesia

A presentation of the principles of laws of physics and chemistry applicable to the field of anesthesia long with an in-depth analysis of structure and function of the cardiac, respiratory, circulatory, endocrine, hepatic, renal, neurologic, autonomic, and central nervous systems. 3(3-0), F,S

ANE 723 Application of Anatomy and Physiology to Anesthesia II

An in-depth analysis of the special relationships between anesthesiology and the endocrine, hepatic, renal, neurologic, autonomic, and central nervous systems. 1(1-0), F, S

ANE 726 Introduction to Clinical Anesthesia

Preoperative evaluation of patients, airway management, inhalation techniques, common complications of induction and emergence. 2(2-0), F, S

ANE 732 Advanced Anesthesia Principles I

Prerequisite: ANE 720. An in-depth review of drugs commonly used to provide the state of anesthesia, review of subjects essential to the practice of anesthesia; emphasis on pediatrics, neonatal, critical care anesthesia, trauma and burns, organ transplants and organ retrieval, obesity and GI disorders, and a study of the requirements for specialized anesthesia care; regional anesthesia, chronic pain, cardiac, and vascular anesthesia. 6(6-0) F

ANE 735 Clinical Practicum

Prerequisite: permission of instructor. Clinical experience in the anesthesiology department at St. John's Regional Health Center. Specialty content may be included as part of the practicum experience. Section 4 taken in the fourth clinical semester includes specialty content related to professional/legal aspects of nurse anesthesia and cardiovascular anesthesia. May be repeated to a

total of 26 hours. Graded Pass/Not Pass only. 1-4, F,S,Su

ANE 744 Pharmacology in Anesthesia

Prerequisite: ANE 720. A review of the effects of drugs required by patients with preexisting medical conditions and their continuation in the perioperative period. 2(2-0), Su

ANE 750 Advanced Anesthesia Principles II

Prerequisite: ANE 720. A review of the special anesthetic considerations for: anesthesia delivery systems, pre-operative evaluation, monitoring, professional liability, rare and coexisting diseases, hemotherapy and hemostasis, post-anesthesia recovery, minimally invasive procedures, orthopedic, geriatric, outpatient anesthesia, airway management, respiratory physiology and function, thoracic surgery, neuro surgery, patients with liver and kidney disease, acid-base disturbances, and patients undergoing urologic, ophthalmic, and otolaryngologic surgery. 4(4-0), S

Biomedical Science Courses

BMS 602 Special Topics in Biomedical Sciences II

Prerequisite: permission of department head. Selected topics of an advanced nature which will vary from semester to semester. May be repeated by a student for a maximum of 8 hours of credit provided topics are different. May be taught concurrently with BMS 500. Cannot receive credit for both BMS 500 and BMS 602. 1-4, D

BMS 614 Scanning Electron Microscopy

An introduction to microsurface analysis using scanning electron microscopy and X-ray microanalysis. Theoretical considerations and laboratory procedures involve both techniques but the major emphasis will be on generation of secondary electron images. Some attention is devoted to backscattered electron imaging, X-ray mapping, stereo pair imaging, and related image processing techniques. May be taught concurrently with BMS 514. Cannot receive credit for both BMS 514 and BMS 614. 2(1-2), F

BMS 616 Transmission Electron Microscopy

Demonstration of basic transmission electron microscopy techniques and Microscope use. Emphasis is on ultrathin sectioning techniques; additional techniques include support film preparation, negative staining, immunogold localization procedures, and digital processing of photographic prints and negatives. May be taught concurrently with BMS 516. Cannot receive credit for both BMS 516 and BMS 616. 4(2-4), S

BMS 620 Medical Cell Biology

Prerequisite: admission to the MS in Nurse Anesthesia program. Focus on the molecular aspects of cell biology for students in the Nurse Anesthesia program. Content identical to the lecture part of BMS 622. Cannot receive credit for both BMS 620 and 622. May be taught concurrently with BMS 520. Cannot receive credit for BMS 520 and BMS 620. 3(3-0), F, S

BMS 622 Molecular Cell Biology

Prerequisite: permission of instructor. Origins, structure and function of cells and basic life processes from a molecular perspective. Major topics focus on the energy, chemical, and information exchanges within and among cells and their environment. Cannot receive credit for both BMS 620 and 622. May be taught concurrently with BMS 521. Cannot receive credit for BMS 521 and BMS 622. 4(3-3), F, S

BMS 624 Virology

Prerequisite: BMS 622. The molecular biology and pathogenicity of animal viruses; basic techniques of tissue culture and virology will be performed in the laboratory. May be taught concurrently with BMS 524. Cannot receive credit for BMS 524 and BMS 624. 3(2-2), S

BMS 625 Molecular Biology

Prerequisite: permission of the instructor. In-depth examination of nucleic acid structure, function, regulation, repair, and mutagenesis; principles of genetic engineering. Laboratory provides experience in the techniques used to isolate, separate, quantitate, characterize, and modify nucleic acids. The course also includes an introduction to the GenBank and EMBL nucleic acid and protein sequence databases. May be taught concurrently with BMS 525. Cannot receive credit for BMS 525 and BMS 625. 4(3-3), F, S

BMS 628 Molecular Mechanisms of Bacterial Pathogenesis

Prerequisite: BMS 622. An in-depth study of the methods of genetic control and production of pathogenic factors employed by disease causing bacteria. The course will use both reference material and primary literature to illustrate the topics under discussion. May be taught concurrently with BMS 528. Cannot receive credit for both BMS 528 and BMS 628. 2(2-0), F

BMS 629 Molecular Genetics

Prerequisite: BMS 625. Recent advances in the molecular aspects of genetics; mammalian DNA will be characterized and manipulated using modern molecular techniques. May be taught concurrently with BMS 529. Cannot receive credit for both BMS 529 and BMS 629. 3(2-2), F

BMS 631 Cell Biology of Cancer

Prerequisite: BMS 622. Discussion of the initiation, cellular and genetic events which lead to cancer as well as its prevention, treatment, and personal consequences. An extensive paper and presentation are required. May be taught concurrently with BMS 530. Cannot receive credit for both BMS 530 and BMS 631. 2(2-0), S

BMS 635 Signal Transduction

Prerequisite: BMS 622. This course will examine the molecular mechanisms of various ligand/receptor interactions. The dynamics involved in ligand/receptor binding will be studied and examples of receptor-mediated signal transduction will be introduced. Signaling pathways within the cell will be discussed. Primary literature and reference materials will be utilized to illustrate specific examples under discourse. May be taught concurrently with BMS 535. Cannot receive credit for both BMS 535 and BMS 635. 2(2-0), S

BMS 640 Biotechnology

Prerequisite: permission of instructor. The applications of the methodologies of cell and molecular biology in the rapidly-evolving biotechnology and biopharmaceutical industries with an emphasis on the major sectors involving human therapeutics, human diagnostics, and genomics. Cell and molecular biology technologies adapted to mass production techniques to produce the products of biotechnology are surveyed. Typical pathways of product development from original basic research, product inception, clinical trials, regulatory approval, and commercialization are covered. Students will examine the current programs of the research and development of selected biotechnology and big pharmaco corporations. May be taught concurrently with BMS 540. Cannot receive credit for both BMS 540 and BMS 640. 2(2-0), S

BMS 658 Recombinant DNA Techniques

Prerequisite: C grade or better in BMS 625. A laboratory intensive course designed to extend the molecular biology principles and current techniques used in gene cloning, site-directed mutagenesis, transformation of eukaryotic cells, designing gene expression vectors, performing molecular hybridization techniques, confirming gene expression through reverse transcriptase PCR, and DNA sequencing. May be taught concurrently with BMS 558. Cannot receive credit for both BMS 558 and BMS 658. 3(1-4) F,S

BMS 660 Medical and Pathologic Physiology Laboratory

Prerequisite: admission to MS in Cell and Molecular Biology or MS in Nurse Anesthesia Program. Experience using laboratory techniques and case studies to enhance knowledge of pathophysiology. May be taught concurrently with BMS 562. Cannot receive credit for both BMS 562 and BMS 660. 1(0-2), F, S

BMS 661 Medical and Pathologic Physiology

Prerequisite: admission to MS in Cell and Molecular Biology or MS in Nurse Anesthesia Program. A study of physiological dysfunction in human disease with consideration of disease etiology, diagnosis, clinical interpretation, and treatment. Designed for students and professionals in the health sciences. May be taught concurrently with BMS 561. Cannot receive credit for both BMS 561 and BMS 661. 4(4-0), F, S

BMS 663 Advanced Work Physiology

Review of cellular metabolism, energy transfer, and oxygen transport during work; excitation-contraction coupling in skeletal muscle; physiological mechanisms of fatigue; neuroendocrine regulation of metabolism and other responses to work; environmental factors in work performance. Emphasis on molecular and cellular mechanisms and contemporary research. May be taught concurrently with BMS 563. Cannot receive credit for both BMS 563 and BMS 663. 3(3-0), S

BMS 664 Molecular Endocrinology and Reproductive Physiology

A detailed examination of the physiological, cellular and molecular aspects of human reproduction with particular emphasis on the endocrine aspects of reproduction. May be taught concurrently with BMS 564. Cannot receive credit for both BMS 564 and BMS 664. 3(3-0), D

BMS 665 Human Cardiopulmonary Physiology

Prerequisite: admission to MS in Cell and Molecular Biology or MS in Nurse Anesthesia program. A cellular and molecular study of human cardiovascular and respiratory physiology and related human diseases. Emphasis will be on the molecular mechanisms for normal and abnormal functions of the blood, the blood vessels, the heart, the respiratory tract, and the lung. Current research topics and results will be introduced and discussed. May be taught concurrently with BMS 565. Cannot receive credit for both BMS 565 and BMS 665. 3(3-0), F,S

BMS 667 Physiology of Exercise Metabolism

Introduction to the study of human metabolic and work physiology. Digestion, absorption, and metabolism of biologically important nutrients as they affect cellular energy transfer; mechanisms of energy transfer in cells during various forms of work; oxygen transport and utilization at the cellular and system level; factors modifying the efficiency of human work performance. May be taught concurrently with BMS 567. Cannot receive credit for both BMS 567 and BMS 667. 4(3-2), F,S

BMS 668 Physiology of the Human Gastrointestinal and Urinary Systems

Structure and function of the gastrointestinal and urinary systems including pathophysiology of common clinical conditions. May be taught concurrently with BMS 568. Cannot receive credit for both BMS 568 and BMS 668. 3(3-0), D

BMS 669 Neurobiology

Prerequisite: permission of instructor. Study of the mammalian nervous system including anatomy and principles of function. May be taught concurrently with BMS 569. Cannot receive credit for both BMS 569 and BMS 669. 3(3-0), S

BMS 670 Principles of Pharmacology

Prerequisite: permission of instructor. Recommended Prerequisite: BMS 622. Overview of the aspects of pharmacology including: pharmacodynamics, pharmacokinetics, pharmacogenomics, drug selectivity, toxicity, metabolism, drug development, and drug regulation. Additionally, an overview of the major classification of drugs and their mechanisms of action will be presented. May be taught concurrently with BMS 570. Cannot receive credit for both BMS 670 and BMS 570. 3(3-0), S

BMS 682 Embryology

Recommended Prerequisite: human anatomy. A study of anatomical changes during early animal development with emphasis on vertebrates. Lecture emphasis is on the cellular and subcellular mechanisms that may explain normal development, especially with regard to fertilization and morphogenesis. Laboratory emphasis on the normal development of live and preserved vertebrate embryos. Meets the embryology requirements for students in pre-professional medical, dental, and allied health curricula, as well as any student requiring a background in embryology. May be taught concurrently with BMS 582. Cannot receive credit for both BMS 582 and BMS 682. 4(2-4), S

BMS 686 Molecular Mechanisms in Animal Development

An overview of the relationship between the anatomy of developing embryos and fundamental molecular mechanisms that generate this morphology, with an emphasis on vertebrates. Some invertebrate systems will be presented. Selected topics will include cell signaling during fertilization, gene activity in early development, cytoskeleton dynamics during morphogenesis, cell-cell

adhesion, master pattern genes, and regulated cell death. May be taught concurrently with BMS 584. Cannot receive credit for both BMS 584 and BMS 686. 3(3-0), S

BMS 688 Histology

Microscopic structure of cells, tissues, and organ systems, with special emphasis on human tissues. Extensive laboratory experience with interpretation of structures in stained tissues mounted on microslides. Recommended for students in medical, dental, optometric, and other preprofessional curricula, medical technology, cell and molecular biology, and zoology. May be taught concurrently with BMS 585. Cannot receive credit for both BMS 585 and BMS 688. 4(2-4), F

BMS 693 Bioinformatics and Biomedical Resources

Prerequisite: permission of instructor. Use of biomedical source materials and methods of data access, selection, organization, and evaluation. May be taught concurrently with BMS 593. Cannot receive credit for both BMS 593 and BMS 693. 2(2-0), F,S

BMS 700 Introduction to Graduate Studies in the Biomedical Sciences

Prerequisite: admission to MS in Nurse Anesthesia program. Study of the researcher role, the research process, and research ethics relating to the biomedical sciences. 3(3-0), F,S

BMS 701 Research in the Biomedical Sciences

Prerequisite: admission to MS in Cell and Molecular Biology program; and statistics: MTH 645 or BIO 650 or PSY 711 or concurrent enrollment in statistics. Focus on research skills, scientific writing, and professional development. 3(3-0), F,S

BMS 707 Medical Human Anatomy

Prerequisite: admission to Doctor of Physical Therapy program. This course offers an in-depth coverage of basic, applied, and clinical aspects of gross anatomy. Students observe, discuss, teach, learn, and dissect all body systems in detail. This course incorporates traditional didactic lectures, discussions, laboratory dissection, students teaching students in laboratory teaching sessions, and assignments that rely on critical thinking. Students make oral presentations and use the library and other sources of information (such as the internet and our Computer Laboratory) to learn and teach applied gross anatomy. Identical with PTE 707. Cannot receive credit for both BMS 707 and PTE 707. 6(3-10), F

BMS 711 Microbial Genetics

Prerequisite: BMS 622. Course is designed to investigate various aspects of microbial genetics using advanced laboratory techniques. Experiments may include DNA and plasmid isolation and characterization, mutagenesis, transformation, transduction and conjugation of bacteria. 2(1-2), S

BMS 717 Medical Human Anatomy and Radiology

Prerequisite: admission to the Physician Assistant Studies program. Regional study of the human body. Course will include lecture and laboratory activities including cadaver dissection, study of anatomic models, computer images, x-ray, CAT scan and MRI, and ultrasound imaging. Identical with PAS 717. Cannot receive credit for both BMS 717 and PAS 717. 6(3-11), S

BMS 726 Advanced Topics in Cell and Molecular Biology

Prerequisite: permission of instructor. Focused or detailed consideration of advanced or timely topics in cell and molecular biology. May involve group discussion from another institution or represent individual study. Credit for BMS 726 may be given for electronic and distance learning courses available via the Internet with the approval of the cell and molecular biology faculty who will determine the credit hours and topic title. Variable content course. May be repeated up to 6 hours when topic varies. 1-4, F,S

BMS 727 Human Gross Anatomy

Prerequisite: admission to MS in Nurse Anesthesia program. In-depth study of the gross anatomy of the human body in areas of interest relating to administration of anesthesia. Supplemental course fee. 2(1-3), F

BMS 730 Current Literature Topics

Prerequisite: admission to MS in Cell and Molecular Biology program. A weekly forum of faculty and graduate students to discuss reports in the current literature from cell, molecular, and developmental biology. Participants are assigned to report on developments in their specialty or area of interest and provide background for understanding the basis and significance of the report to others in the group. May be repeated. Required each regular semester for full time students. 1(1-0), F,S

BMS 732 Clinical Preventive Medicine

Prerequisite: permission of instructor. A review of current scientific evidence regarding effective screening tests and interventions to improve health status. 3(3-0), S

BMS 752 Medical Physiology

Prerequisite: admission to Physician Assistant Studies program or Doctor of Physical Therapy program or MS in Cell and Molecular Biology program. The study of biological function of the human organism. Emphasis will be placed on mechanisms and regulation using examples focusing on the field of medicine. Topics covered will include general cell function, neural, endocrine, cardiovascular, respiratory, gastrointestinal and renal physiology and regulation of acid-base balance. The course stresses the interrelated functions of the body systems in homeostasis and builds on this knowledge to introduce how disease alters the homeostatic controls. 3(3-0), S

BMS 784 Developmental Genetics

Prerequisite: BMS 625. A study of developmental gene families, their expressions as related to the normal and abnormal development of form and structure, and their intrinsic and extrinsic regulation in various animal model systems, including humans. Specific gene-programmed and gene regulated mechanisms such as those regulating pattern formation, triggering cell differentiation, initiating regeneration (as it applies to specific tissues and organs), controlling apoptosis, and determining rates of cellular and organismal aging are included. 2(2-0), D

BMS 785 Histology and Tissue Biology

Prerequisite: admission to MS in Nurse Anesthesia program or MS in Cell and Molecular Biology program. This course

emphasizes the structure and basic function of all the major tissues and cell types in the human body. It includes normal cell and tissue morphology and the adaptations that occur as a result of various stimuli both normal and abnormal. 2(1-2), S

BMS 797 Non-Thesis Project

Prerequisite: permission of instructor. In-depth study in an area of interest, culminating in a presentation of an extensive scholarly paper. Graded Pass/Not Pass Only. 2, F,S

BMS 798 Research

Prerequisite: permission of instructor. Application of the research process in the supervised study of a selected problem. May be repeated for a maximum of 6 hours. Graded Pass/Not Pass only. 1-6, F,S

BMS 799 Thesis

Prerequisite: permission of instructor. Demonstration of the capacity for research and independent thought culminating in a thesis. May be repeated for a maximum of 6 hours. Graded Pass/Not Pass only. 1-6, F,S

Department of Communication Sciences and Disorders

Professional Building, Room 237, Phone: (417) 836-5368, Fax: (417) 836-4242
Email: CommunicationSciencesandDisorders@missouristate.edu
Website: <http://www.missouristate.edu/csd>
Department Head: Neil DiSarno

Faculty

Professor: Klaas Bakker, Neil J. DiSarno, Julie J. Masterson, Lisa A. Proctor

Associate Professor: Thomas C. Franklin, Wafaa Kaf

Assistant Professor: Jason L. Box, Clifford A. Franklin, Alana Mantie-Kozlowski, Letitia White, Ye Wang

Clinical Associate Professor: Deborah Cron, Karen Engler, Jill Oswald, Letitia White

Clinical Assistant Professor: Jennifer Franklin, Tara L. Holland-Oetting, Jaime R. Lanois

Clinical Instructor: Elisabeth C. Bell

Adjunct Faculty: Flint A. Boettcher, Mark Chertoff, Brian T. Faddis, John Ferraro

Emeritus Professor: Herbert J. Arkebauer, Harold W. Meyers, Jr., Ronald Netsell

NOTE: Admission Requirements, Application Requirements/Deadlines, and Retention Requirements apply to all graduate programs in the Communication Sciences and Disorders Department.

Programs

Doctor of Audiology

Program Offerings

AuD, Doctor of Audiology

M.S. in Communication Sciences and Disorders - Education of the Deaf and Hard of Hearing and Speech-Language Pathology

Admission Requirements

Completed application must be received by January 20th to be considered for the fall semester. The number of students who can enter the program each year is limited. Admission to the program is competitive.

Full admission to the program shall be based on the following components and application requirements/deadlines:

1. A Bachelor's degree (see note under speech-pathology for other requirements related to the degree).
2. The student must have a cumulative GPA of 3.00 or better (4.00 scale) and a 3.00 or better average in the undergraduate major. Probational admission to the program may be granted to an applicant with a GPA below 3.00.
3. Graduate Record Examination General Test scores (verbal, quantitative, analytical). Applicants for admission must submit satisfactory scores on the GRE General Test. A combined total of Verbal plus Quantitative scores of 1000 or higher is desirable. GRE scores less than 800 generally are not adequate for admission.

CSDCAS application service. Students will submit applications through CSDCAS and those who are accepted to the program and commit to attending Missouri State University will be required to complete an application through the Graduate College. For instructions on the CSDCAS application process, please visit the CSDCAS website at www.csdcas.org. In addition, submit official GRE score directly to the department at: Communication Sciences and Disorders, Missouri State University, 901 S National Ave., Springfield, MO 65987; Phone (417) 836-5368; Fax (417) 836-4242

Education of the Deaf and Hard of Hearing (EDHH): Students applying to the Master's program in EDHH will not be using the CSDCAS, but will need to apply through the MSU Graduate College. For more information on this please refer to the Graduate College webpage at <http://graduate.missouristate.edu>.

EDHH Applicants ONLY: The following 3 components should be mailed or faxed directly to the department at: Communication Sciences and Disorders, Missouri State University, 901 S National Ave., Springfield, MO 65987; Phone (417) 836-5368; Fax (417) 836-4242.

1. Graduate Assistantship Application.
2. Three letters of recommendation directly from individuals able to speak of the applicant's academic and/or practicum achievements.

3. A Personal Statement. This can be a hard copy of the statement from the application or a letter of intent.

Application for Graduate Assistantship to those applying to the AuD, SLP, or EDHH program can be found at <http://graduate.missouristate.edu/assistantship.htm>. **Please send your GA application to the department at: Communication Sciences and Disorders, Missouri State University, 901 S National Ave., Springfield, MO 65987; Phone (417) 836-5368; Fax (417) 836-4242.**

We will contact you at various times during the application process to apprise you of your application status. If you would like to schedule a visit to our campus, please contact Cathy Hall at (417) 836-5368.

Retention Requirements

1. To remain in the program, a student must maintain a GPA of 3.00.
2. No course with a grade below a "C" may be applied to a graduate degree.
3. Any grade below a "C" in any given course, didactic or clinical, is not acceptable and may be grounds for dismissal from the CSD program.
4. The accumulation of more than 9 hours of "C" or below in academic and/or practicum courses will result in dismissal from the program.
5. Students must progress satisfactorily through the levels of clinical practicum as defined in the Clinic Handbook (<http://clinic.missouristate.edu/handbook.htm>).
6. Clinical hours from clinical classes where a grade of "C" or less was earned will not be counted toward required clinical experiences.
7. While grades are important, the student's continuation in the CSD Program is based on the *composite picture* of the ability of the student to perform satisfactorily in the clinical phase of training as well as the academic components.

The CSD Department reserves the right to refuse enrollment or program continuation to any student. This refusal will be determined by the judgment of the CSD Graduate Faculty and CSD Department Head based upon the student's ability to successfully complete clinical practicum assignments or to assume patient care responsibilities and/or function as a clinician/teacher. Additionally, if a student has failed to demonstrate an attitude of professionalism as judged by the CSD Graduate Faculty and CSD Department Head, a student may be dismissed from the program.

According to the Missouri State University Code of Student Rights and Responsibilities <http://www.missouristate.edu/StudentConduct/12331.htm>, The Codes of Ethics of American Speech, Language, and Hearing Association, Council for Exceptional Children (CEC), and requirements of the Communication Sciences and Disorders Department, academic integrity and honesty are the foundation of the University community. Students are expected to practice academic and clinical integrity in all assigned work. Students are also expected to be honest in all interactions with other students, faculty, and staff, and be professional in attitude, actions and attire.

The University, and the CSD department, has the inherent right to promulgate appropriate rules and regulations for the orderly conduct of University business and the protection of the health and safety of the University community. Students are expected to comply with all published and stated rules and regulations. If a student is accused of violating any code (theft, academic dishonesty, possession of drugs, etc.) they will be subject to warnings, loss of privileges, probation, suspension, and/or dismissal.

Essential Functions

The Essential Functions of Audiologists, Speech-Language Pathologists and Educators of the Deaf and Hard of Hearing establish the expectations and requisite abilities considered necessary for professionals in the field of audiology, speech-language pathology and education of the deaf and hard of hearing. Students in the MSU Department of Communication Sciences and Disorders/ are to achieve the level of competency required for graduation and practice. It is recognized that degrees of ability vary widely among individuals. Admission candidates who feel they may not be able to acquire the essential functions set forth are encouraged to contact the Department of Communication Sciences and Disorders. Any admission candidate who may require academic accommodations to fulfill the essential functions due to a disability is encouraged to contact the Office of Disability Support Services, Office of Student Life and Development at 417-836-4192 (voice) or 417-836-6792 (TTY). The Department of Communication Sciences and Disorders at Missouri State University seeks to ensure that qualified persons with disabilities are not denied admission or subject to discrimination in admissions. The Department is committed to enabling students by any reasonable means or accommodations to complete their course of study.

The following Essential Functions are consistent with the American Speech-Language and Hearing Association or Council on the Education of the Deaf clinical skill performance guidelines and the Missouri Department of Elementary and Secondary Education guidelines expected of the first year speech-language therapists in public schools. All essential functions are introduced and coached within CSD coursework and practicum.

Physical Abilities:

- Participate in professional responsibilities/activities for up to four-hour blocks of time with one or two breaks.
- Move independently to, from, and within the work setting.
- Provide for one's own personal hygiene.
- Manipulate screening/diagnostic materials, including completion of screening/evaluation protocols.
- Effectively implement necessary treatment plan appropriate for the patient, including use of materials/instrumentation and data collection.
- Provide a safe environment for others in responding quickly to emergency situations including fire, choking, etc., and in application of universal precautions (standardized approach to infection control).
- Visually monitor patient responses and materials.
- Make accurate judgments about speech and/or acoustic signals (requirements might vary for students in the EDHH program).

Behavioral and Social Attributes:

- Maintain emotional and mental health required for use of intellectual abilities, prompt completion of responsibilities, and development of appropriate relationships with patients and colleagues.
- Maintain composure and emotional stability in demanding situations.
- Adapt to changing environments and situations.
- Communicate effectively with people in person, by phone, and in written form by considering the communication needs and cultural values of the listener (requirements might vary for students in the EDHH program).
- Understand and respect supervisory authority.
- Maintain appropriate professional behavior, including punctuality and regular attendance.
- Demonstrate compassion, integrity, interest, and motivation in delivering professional services to other individuals.
- Participate in collaboration with other professionals.

Intellectual Abilities:

- Demonstrate the mental capacity to learn and assimilate professional information, including the ability to read and comprehend professional literature and reports.
- Solve clinical problems through critical analysis.
- Seek relevant case information, synthesize, and apply concepts and information from various sources and disciplines.
- Write discipline-specific papers and clinical reports in English.
- Speak Standard American English intelligibly, including the ability to model English phonemes (requirements might vary for students in the EDHH program).
- Analyze, synthesize, and interpret ideas and concepts in academic and diagnostic/treatment settings.
- Maintain attention and concentration for sufficient time to complete clinical activities for up to four-hour blocks of time with one or two breaks.
- Schedule and prioritize activities, and provide documentation in a timely manner.
- Comply with administrative, legal, and regulatory policies.

The Department is committed to enabling students by any reasonable means or accommodations to complete the course of study leading to the Master of Science in Communication Sciences and Disorders or an AuD degree.

Additional Program Requirements

Students must pay for and pass both a background/crime records check and drug test prior to their first clinical placement. The CSD Background Check and Drug Testing Policy and Procedures document is available in the CSD Department Office (Professional Building, Room 237).

Students will be required to provide their Praxis Examination scores to the department prior to graduation.

Program Description

The Au.D. program in the Department of Communication Sciences and Disorders is a full-time doctoral program requiring a minimum of 105 credit hours over approximately four (4) years consisting of both academic course work and clinical practicum.

The Au.D. program is designed to prepare professionals to enter the workplace with a high level of skills and knowledge through intensive academic and clinical experiences. The program is designed to prepare a person for a career in the hospitals, private practice settings, industrial settings, medical offices, clinical settings and rehabilitation centers.

Program Requirements

A minimum of 105 semester hours shall be completed, including the following:

1. Academic course work requirements for the Certificate of Clinical Competence of the American Speech-Language-Hearing Association (CCC-A).
2. Clinical practicum requirements for the Certificate of Clinical Competence of the American Speech-Language-Hearing Association (CCC-A).
3. Completion of a Doctoral Project or Thesis.
4. Comprehensive Examinations
5. Clinical Externship

Doctor of Audiology (Au.D.) Curriculum

First Year

Fall 13 credits (12 +1)

CSD 852	Advanced Hearing Science	3 hrs
CSD 834	Diagnostic Audiology I	3 hrs
CSD 849	Basic Audiometry	3 hrs
CSD 807	Auditory System Physiology/Neurophysiology	3 hrs
CSD 895	Practicum	1 hr

Spring 10 credits (9 +1)

CSD 868	Amplification Systems I	3 hrs
CSD 850	Pediatric Audiology	3 hrs

CSD 873	Educational Audiology	3 hrs
CSD 895	Practicum	1 hr

Summer 7 credits (6 +1)

CSD 876	Hearing Conservation and Instrumentation	3 hrs
CSD 875	Medical Audiology	3 hrs
CSD 895	Practicum	1 hr

Second Year

Fall 12 credits (10 +2)

CSD 835	Diagnostic Audiology II	3 hrs
CSD 872	Advanced Amplification Systems	3 hrs
CSD 878	Professional Issues and Practice Management	4 hrs
CSD 895	Practicum	2 hr

Spring 13 credits (11 +2)

CSD 800	Research Methods	3 hrs
CSD 842	Vestibular Assessment and Rehabilitation	4 hrs
CSD 844	Electrophysiology	4 hrs
CSD 895	Practicum	2 hr

Summer 10 credits (8 +2)

CSD 848	Cochlear Implants and Other Assistive Listening Devices	3 hrs
CSD 866	Counseling in Audiology	3 hrs
CSD 895	Practicum	2 hrs
CSD 884	Doctoral Project	2 hrs
	OR	
CSD 999	Doctoral Thesis	2 hr

Third Year

Fall 9 credits (7 +2)

CSD 945	Central Auditory Processing	3 hrs
CSD 946	Genetics and Hearing Loss	1 hr
CSD 895	Practicum	3 hrs
CSD 884	Doctoral Project	2 hrs
	OR	
CSD 999	Doctoral Thesis	2 hrs

Spring 11 credits (9 +2)

CSD 921, CSD 922, CSD 930 or CSD 962		3 hrs
CSD 872	Aural Rehabilitation II	3 hrs
CSD 895	Practicum	3 hrs
CSD 884	Doctoral Project	2 hrs
	OR	
CSD 999	Doctoral Thesis	2 hrs

Summer 6 credits

CSD 996	Externship	6 hrs
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Fourth Year

Fall 9 credits

CSD 996	Externship	9 hrs
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Spring 9 credits

CSD 996 Externship 9 hrs

TOTAL CREDIT HOURS --- 109

Program Accreditation

The AuD program is accredited by the Council on Academic Accreditation (CAA) of the American Speech-Language-Hearing Association.

Additional Program Requirements

Students must pay for and pass both a background/crime records check and drug test prior to their first clinical placement. The CSD Background Check and Drug Testing Policy and Procedure document is available in the CSD Department Office (Professional Building, room 237).

Students will be required to provide their Praxis examination scores to the department prior to graduation.

Accumulation of "C" Grades

The accumulation of more than 9 hours of "C" or below in academic and/or practicum courses will result in dismissal from the program.

Program Accreditation

The Au.D. program is accredited by the Council on Academic Accreditation (CAA) of the American Speech-Language-Hearing Association.

Master of Science, Communication Sciences and Disorders

Program Description

The Masters program in Communication Sciences and Disorders offers two areas of concentration; education of the deaf and hard of hearing and speech-language pathology. The program is designed to prepare students to make intelligent decisions and take appropriate, thoughtful action. The program is organized to encourage students to use critical thinking and problem-solving to identify and meet the communication needs of individuals and families.

Program Requirements

Non-Thesis Option: A minimum of 46 semester hours in Education of the Deaf and Hard of Hearing or a minimum of 58 semester hours in Speech-Language Pathology shall be completed, including the following:

1. Graduate course work to meet academic requirements for the Certificate of Clinical Competence of the American Speech-Language-Hearing Association (CCC); or the Council on Education of the Deaf (CED).
2. Clinical practicum requirements for the Certificate of Clinical Competence of the American Speech-Language-Hearing Association (CCC); or the Council on Education of the Deaf (CED).
3. Completion and approval of CSD portfolio (Education of the Deaf and Hard of Hearing only).
4. Completion of a master's project.
5. Comprehensive Examinations.

Completion of course work for speech-language pathology requires two academic years (fall, spring) and one summer; enrollment in two summer sessions is encouraged. Students eligible for student teaching (CSD 796) will be placed in approved sites and in locations to be determined by the CSD faculty.

Thesis Option: Requirements included in items 1, 2 and 3 above shall pertain. Completion of the Master's Thesis and oral defense shall replace items 4 and 5 listed above.

Master of Science in CSD, emphasis Speech-Language Pathology

The student must possess an undergraduate degree in Communication Sciences and Disorders (CSD), or an undergraduate degree and required pre-professional CSD coursework.

Summer 1

Course Code	Course Title	Credits
CSD 718	Fluency Disorders	2 hrs
CSD 733	Introduction to Augmentative and Alternative Communication	2 hrs
CSD 720	Voice Disorders	2 hrs

Fall 1

Course Code	Course Title	Credits
CSD 728	Advanced Study of Phonological (Speech Sound) Disorders in Children	3 hrs
CSD 712	Child Language I	3 hrs
CSD 713	Child Language II	3 hrs
CSD 724	Aphasia	3 hrs
CSD 795	Advanced Clinical Practice	2 hrs

(Clinical Practicum)

Spring 1

Course Code	Course Title	Credits
CSD 702	Research Methods in Communication Disorders	3 hrs
CSD 725	Motor Speech Disorders	3 hrs
CSD 729	Cognitively-Based Communication Disorders	3 hrs
CSD 795	Advanced Clinical Practice (Clinical Practicum)	4 hrs

Summer 2

Course Code	Course Title	Credits
CSD 718	Fluency Disorders (if not taken Summer 1)	2 hrs
CSD 733	Intro. to Augmentative and Alternative Communication (if not taken in Summer 1)	2 hrs
CSD 720	Voice Disorders (if not taken in Summer 1)	2 hrs
CSD 784	Non-thesis Project OR	1 hr
CSD 799	Thesis	2 hrs
CSD 795	Advanced Clinical Practice (Clinical Practicum)	3 hrs

Fall 2

Course Code	Course Title	Credits
CSD 741	Dysphagia	3 hrs
CSD 732	Speech and Language Assessment and Treatment for Special Populations	3 hrs
CSD 784	Non-thesis Project OR	1 hr
CSD 799	Thesis	2 hrs
CSD 795	Advanced Clinical Practice (Clinical Practicum)	4 hrs

Spring 2

Course Code	Course Title	Credits
CSD 791	Professional Issues	3 hrs
CSD 784	Non-thesis Project OR	1 hr
CSD 799	Thesis	2 hrs
CSD 797	Advanced Clinical Practice (Externship)	6 hrs

The program is designed to prepare a person for a career in the public schools, special schools, special school districts; or in clinical settings such as hospitals, guidance centers, rehabilitation centers, nursing homes; or in industry; or in private practice; or others. The person majoring in this area may also prepare for entry into a Ph.D. program.

Program Accreditation

The masters program emphasis in Speech-Language Pathology is accredited by the Council on Academic Accreditation (CAA) of the American Speech-Language-Hearing Association (ASHA).

Additional Program Requirements

Students must pay for and pass both a background/crime records check and drug test prior to their first clinical placement. The CSD Background Check and Drug Testing Policy and Procedure document is available in the CSD Department Office (Professional Building, room 237).

Students will be required to provide their Praxis examination scores to the department prior to graduation.

Certification Requirements – Deaf and Hard of Hearing Emphasis

Contact your advisor or the Department Head for the requirements and coursework necessary to meet state and national certification requirements. Students pursuing certification in Education of the Deaf and Hearing Impaired will be required to complete additional education coursework through the College of Education and are required to collect and assemble materials for completion of a professional portfolio.

In order to be recommended for state certification, each student must:

1. Successfully complete all Practicum requirements with a grade of "B" or better

2. Successfully complete the graduate degree in Communication Sciences and Disorders (Education of Deaf and Hard of Hearing concentration).
3. Successfully complete the state approved exit assessment.
4. Complete all state certification requirements in effect at the time a recommendation is made.

Accelerated Master of Science in Communication Sciences and Disorders, Education of the Deaf and Hard of Hearing Program

Entrance Requirements

To be eligible to apply for admission to this program, the student must:

1. have junior standing and an overall GPA of 3.00 or better;
2. have completed general education requirements;
3. have completed the following courses: EDC 150, SPE 310, CSD 330, CSD 312, CSD 360, EDC 350 and CSD 321 prior to applying to graduate school in the spring of their junior year; and
4. strong letters of recommendations.

After successful completion of the Bachelor of Science in CSD requirements, all students in the accelerated master's program will receive the BS and will be granted full admission to the graduate college.

Please see admission requirements in the Graduate Catalog under Master of Science in Communication Sciences and Disorders for a complete list of application requirements and deadlines.

EDHH Accelerated Masters Curriculum

Junior Fall - 15 hrs

CSD 321	Conceptually Accurate Signed English I (also offered in the spring)	3 hrs
CSD 330	American Sign Language, ASL I	3 hrs
CSD 380	Development, Diversity and Deafness	3 hrs
CSD 360	Hearing Science	3 hrs
EDC 350	School and Society	3 hrs

Junior Spring - 15 hrs

CSD 331	American Sign Language, ASL II	3 hrs
CSD 370	Audiology	3 hrs
CSD 312	Normal Language Acquisition (also offered in fall & summer)	3 hrs
CSD 572	Aural Rehabilitation	3 hrs
MTH 320	Foundations of Math for Teachers	3 hrs

Senior Fall - 15 hrs - Graduate Total 3 hrs

CSD 322	Conceptually Accurate Signed English II	3 hrs
CSD 497	Observational Clinical Practicum (MSU Preschool Program for D/HH)	3 hrs
CSD 762	Speech Development: Deaf and Hard of Hearing I	3 hrs
RDG 318	Foundation/Reading Instruction	3 hrs
SPE 515	Foundations of Applied Behavior	3 hrs
OR		
PSY 508	Behavior Management	3 hrs

Senior Spring - 16 hrs - Graduate Total 10 hrs - 1 hr Senior Permission

CSD 795	Advanced Clinical Practicum (MSU Preschool Program for D/HH)	3 hrs
CSD 562	Psycho-Social Implications of Deaf and Hard of Hearing	3 hrs
CSD 760	Language Development: Deaf and Hard of Hearing I	3 hrs
CSD 763	2+1 AH lab: Speech Development: Deaf and Hard of Hearing II	3 hrs
CSD 795	Advanced Clinical Practicum (AH-linked to Parent-Infant Program)	1 hrs

Graduate Summer - 9 hrs

CSD 765	Reading: Deaf and Hard of Hearing	3 hrs
CSD 758	Early Intervention Assessment: Deaf and Hard of Hearing I	2 hrs
CSD 759	Early Intervention: Deaf and Hard of Hearing II	2 hrs
CSD 795	Advanced Clinical Practicum (MSU Parent-Infant Program D/HH)	2 hrs

Graduate Fall - 12 hrs

CSD 761	Language Development: Deaf and Hard of Hearing II	3 hrs
CSD 795	Advanced Clinical Practicum Off-Site (Elementary D/HH)	3 hrs
CSD 784	Non-Thesis Project	3 hrs
	OR	
CSD 799	Master's Thesis	3 hrs
CSD 766	Counseling: Deaf and Hard of Hearing	3 hrs

Graduate Spring - 12-14 hrs

CSD 764	Instructional Strategies: Deaf and Hard of Hearing	3 hrs
CSD 796	Supervised Teaching	8 hrs
CSD 784	Non-Thesis Project	1 hrs
	OR	
CSD 799	Master's Thesis	3 hrs

Graduate Fall (elective option for students)

CSD 201	Introduction to Communication Sciences and Disorders	3 hrs
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Additional Requirements of the Program

Students must pay for an pass both a background/crime records check and drug test prior to beginning the Accelerated Master's Program in CSD, Education of the Deaf and Hard of Hearing.

Mixed Credit Course Options

If accepted to the accelerated program, the following 12 hours of courses may apply to both the undergraduate and graduate degrees: CSD 760, CSD 762, CSD 763 and CSD 795.

Before enrolling in a course to be counted toward both undergraduate and graduate credit and to count the course toward the masters degree, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate advisor, Department Head of CSD, and the Dean of the Graduate College using a Mixed Credit Form. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the semester.

Retention and Progression

The Accelerated Master's Option in the Education of the Deaf and Hard of Hearing program provides an opportunity for undergraduate students to begin graduate course work during the senior year, and complete the program in three graduate semesters following coursework in the junior and senior years. A complete list of Retention Requirements can be found in this catalog under Master of Science in Communication Sciences and Disorders.

Communication Sciences and Disorders Courses

CSD 623 Neural Bases of Human Communication

Prerequisite: permission. Study of the nervous system and its role in normal and abnormal speech and language processing. May be taught concurrently with CSD 522. Cannot receive credit for both CSD 522 and CSD 623. 3(3-0), F

CSD 669 Psycho-Social Implications of Being Deaf and Hard of Hearing

Prerequisite: permission. Characteristics and problems of persons who are D/HH as they affect interaction with general society. Emphasis on interpersonal relationships through the lifespan. Introduction to adolescent development and psychology of learning of the typical child. May be taught concurrently with CSD 562. Cannot receive credit for both CSD 562 and CSD 669. 3(3-0), S

CSD 673 Aural Rehabilitation

Prerequisite: permission. Principles of habilitation/rehabilitation of communication disorders related to hearing impairment. Types of amplification and assistive listening devices used in classrooms. Issues of classroom acoustics and ways to optimize the classroom listening environment. May be taught concurrently with CSD 572. Cannot receive credit for both CSD 572 and CSD 673. 3(3-0), S

CSD 681 Technical Solutions in Communication Disorders

Prerequisite: permission. Review and demonstration of current hard- and software systems for the evaluation, treatment, and research of communication disorders. May be taught concurrently with CSD 580. Cannot receive credit for both CSD 580 and CSD 681. 3(3-0), F,S

CSD 701 Research: Deaf and Hard of Hearing

Prerequisite: permission. Foundation for research study in the education of individuals who are deaf and hard of hearing. Emphasis will be placed on evaluation of research and professional writing as it pertains to education of individuals who are deaf and hard of hearing. 1(1-0), Su

CSD 702 Research Methods in Communication Disorders

Prerequisite: permission. Nature of qualitative and quantitative research methodology, experimental design, scientific writing, and the exploration of efficacy and effectiveness in evidence-based practice. Examination of research literature through critical reviews of articles. The design of research pertaining to speech, language and hearing functions, and the analysis of data. 3(3-0), F,S

CSD 710 Developmental Psycholinguistics

Prerequisite: permission. Presentation of current theories associated with psycholinguistic development. Focus will be on auditory perception, individual differences, cognitive hypotheses, and stage transition. 3(3-0), F

CSD 712 Child Language I

Prerequisite: permission. Issues related to the area of language development and disorders in children age birth to five will be presented. The course will focus on best practices for the assessment and treatment of children age birth to five with language disorders. 3(3-0), F

CSD 713 Child Language II

Prerequisite: permission. Current issues within the area of oral and written language development and disorders in school-age children and adolescents will be discussed. Methods for critically evaluating research and applying this research to clinical practice with children and adolescents with language disorders will be covered. Focus of course is on optimal methods for assessment and treatment of language disorders in children and adolescents. 3(3-0), F,S

CSD 714 Language Disorders: Rehabilitation

Prerequisite: permission. Diagnostic and therapeutic strategies for language disorders in adults associated with auditory discrimination, perception, short and long-term memory, semantic and syntactical concept formation, and retrieval of auditory information. 3(3-0), D

CSD 715 Infants and Toddlers: Communication Assessment and Treatment

Prerequisite: permission. Issues regarding communication assessment and intervention for infants and toddlers will be discussed. Course content will include a study of at-risk factors and established risks for developmental disabilities. Service delivery models for the assessment and treatment of communication disorders for infants and toddlers will be presented. Play-based assessment and intervention strategies will be included in course content. 2(2-0), Su

CSD 716 Craniofacial Anomalies

Prerequisite: permission. The study of communication and associated problems related to congenital and acquired craniofacial anomalies. Emphasis on interdisciplinary procedures relative to amelioration of communication deficits manifest in these anomalies. 3(3-0), F

CSD 718 Fluency Disorders

Prerequisite: permission. Theoretical, clinical, and experimental approaches to the study and treatment of fluency disorders. 2(2-0), F,Su

CSD 720 Voice Disorders

Prerequisite: permission. The study of the human voice and its disorders. Emphasis on 1) evaluation and treatment of neurogenic, psychogenic, and ideopathic voice disorders, and 2) respiratory, laryngeal and velopharyngeal dysfunction. 2(2-0), F,Su

CSD 724 Aphasia

Prerequisite: permission. Emphasis on language impairment as a result of brain dysfunction. A theoretical and clinical analysis of the neurolinguistic basis for describing, diagnosing, remediating, and/or providing means for alternative communication for individuals who suffer from aphasia. 3(3-0), F,S

CSD 725 Motor Speech Disorders

Prerequisite: permission. Study of neurogenic speech disorders. Emphasis on the evaluation and treatment of (1) the dysarthrias and dyspraxias, and (2) underlying neurologic and vocal tract dysfunction. 3(3-0), F

CSD 726 Diagnostics: Speech and Language Assessment

Prerequisite: permission. Principles and procedures for tests of language and speech dysfunctions. Interpretation of diagnostic findings leading to clinical decision-making, rehabilitative planning and reporting. Students obtain clinical experience in diagnostic procedures at the University Speech and Hearing Clinic. 3(2-2), D

CSD 728 Advanced Study of Phonological (Sound System) Disorders in Children

Prerequisite: permission. Discussion of processes involved in phonological production and how breakdowns in these processes, including hearing loss or deafness, lead to specific problems. Methods for critically evaluating research and applying this research to the study of phonological disorders will be covered. Focus of course is on optimal methods for assessment and treatment of phonological disorders in children. 3(3-0), F

CSD 729 Cognitively-Based Communication Disorders

Prerequisite: permission. Exploration of the pathophysiology, nature, appraisal, prevention, and management of a variety of neurogenic communication disorders, excluding the aphasias, that affect human cognition. These disorders include right hemisphere syndrome, and traumatic brain injury, in both children and adults, and the dementias. 3(3-0), S

CSD 732 Speech and Language Assessment and Treatment for Special Populations

Prerequisite: permission. Information on the speech and language disabilities associated with children with special needs. Target populations will include children with cognitive disabilities, dual sensory disabilities, autism spectrum disorders, behavioral disabilities and/or physical disabilities, and children who are deaf and hard of hearing. Communication development and prevention, assessment, and intervention for each of these populations will be addressed. 3(3-0), D

CSD 733 Introduction to Augmentative and Alternative Communication

Prerequisite: permission. This course will cover the basic components of AAC as well as assessment and intervention strategies. In addition, the operation, evaluation, and application of the technology associated with AAC will be presented. AAC assessment and intervention will be discussed in regards to the following populations: children and adults with developmental disabilities and individuals with acquired disabilities. 2(2-0), S,Su

CSD 741 Dysphagia

Prerequisite: permission. Comprehensive study of normal and disordered swallowing. Special emphasis will be placed on the evaluation and treatment of disordered swallowing processes. 3(3-0), F

CSD 742 Speech-Language Services in Medical Settings

Prerequisite: permission. This course is designed to provide a guide to the concepts, policies, and procedures encountered in the medical setting. It is hoped that at the end of this course, students will feel more comfortable entering the medical setting in various practicum settings that are required in our graduate program. 2(2-0), Su

CSD 758 Early Intervention Assessment: Deaf and Hard of Hearing I

Prerequisite: permission. Methods and techniques for working with families as well as in the educational environment of infants and children who are deaf or hard-of-hearing from birth through the beginning elementary school years. Emphasis on methods and procedures of formal and informal assessment. 2(2-0), Su

CSD 759 Early Intervention: Deaf and Hard of Hearing II

Prerequisite: permission. Methods and techniques for working with families who have infants, toddlers and/or young children who are deaf or hard of hearing from birth to the beginning elementary school years in both natural and educational environments. Emphasis on methods and procedures for intervention, interpretation of assessment data and prescriptive instruction. 2(2-0), Su

CSD 760 Language Development: Deaf and Hard of Hearing I

Prerequisite: permission. Theories and research into language development in individuals with hearing and those with losses of hearing are explored with implications for assessment and intervention. Problems and issues related to language development are presented for reflection and discussion. 3(3-0), F

CSD 761 Language Development: Deaf and Hard of Hearing II

Prerequisite: permission. Methods, strategies, and techniques of language development that may be applied in assessing and instructing students with hearing losses. 3(3-0), S

CSD 762 Speech Development: Deaf and Hard of Hearing I

Prerequisite: permission. Theories of speech development as they apply to persons who are deaf or hard of hearing. Phonetics including transcription. Anatomy and physiology of the speech mechanisms. Techniques for analyzing speech will be stressed. Two semester sequence, CSD 763 to follow. 3(3-0), F

CSD 763 Speech Development: Deaf and Hard of Hearing II

Prerequisite: CSD 762 and permission. Application of information learned in CSD 762. Utilizing a collaborative model for the development of speech/spoken language is emphasized by maximizing the use of residual hearing and cochlear implant technology across settings. 3(3-0), S

CSD 764 Instructional Strategies and Assessment: Deaf and Hard of Hearing

Prerequisite: permission. Formal and informal assessment, the concept of curriculum, instructional placement and programming for students who are deaf or hard of hearing from the upper elementary through the secondary school levels, including career education. Development of instructional strategies with an emphasis on individualized instruction. 3(3-0), S

CSD 765 Reading: Deaf and Hard of Hearing

Prerequisite: permission. Theories of reading with an emphasis on adaptations for assessment and intervention for students who are deaf or hard of hearing. Introduction to available resources. 3(3-0), S

CSD 766 Counseling: Deaf and Hard of Hearing

Prerequisite: permission. Theoretical bases of counseling and the role of the educator in the counseling process. Emphasis on the counseling process as it affects the educational, personal, social, and familial adjustment of individuals who are deaf or hard of hearing. 3(3-0), Su

CSD 767 Amplification Systems in the Educational Setting

Prerequisite: permission. The different types of amplification and assistive listening devices used in classrooms will be discussed in detail. Students will be able to discuss issues of acoustics and amplification devices in educational settings. They will learn vocabulary needed for communication with other professionals, and they will obtain hands-on experience with hearing aids and assistive devices found in classrooms. 3(3-0), F

CSD 782 Acoustic Phonetics

Prerequisite: permission. Investigation of the acoustic characteristics of normal and pathological speech and voice production. 3(2-2), D

CSD 783 Physiological Phonetics

Prerequisite: permission. Analyses of the physiological features underlying voice, speech and language processes; theories of encoding, and encoding control mechanisms. 3(2-2), D

CSD 784 Non-Thesis Project

Prerequisite: permission. In-depth study in an area of communication sciences and disorders, culminating in a presentation of an extensive scholarly paper. Syllabi with specific expectations will be developed for each semester. SLP Emphasis: Students register for 1 credit hour per semester for a minimum of 3 semesters; may be repeated. DHH Emphasis: Students register for 3 credit hour in the first semester of enrollment and then 1 credit hour in the subsequent semester for a minimum total of 4 credit hours, may be repeated. 1-3, F,S,Su

CSD 788 Professional Issues I: Education Settings

Prerequisite: permission. This class will be taught in conjunction with student's school practicum experiences and will focus on professional issues in school settings. Topics will include overview of service delivery systems, business aspects of service delivery, scope of practice, quality assurance/assessment, legal and ethical responsibilities, professional organizations, and career

development issues. 3(3-0), F

CSD 789 Professional Issues

Prerequisite: permission. This functionally-oriented course is designed to complement students' concurrent clinical externships in educational and healthcare settings. Issues include, but are not limited to, in-depth discussion and analysis of relevant local, state, and national policies and procedures for ethical and effective evidence-based service delivery; models of collaborative team assessment and treatment applications to a variety of speech-language pathology settings; professional organizations; and recognition of potential external influences that may impact treatment objectives and length of intervention. 3(3-0), S

CSD 790 Workshop in Communication Disorders

Prerequisite: permission. A concentration of work to improve the skill and knowledge in specific areas. Each workshop will be concerned with a single topic. Number of class hours determined by length of workshop. Thirty clock hours equal 1 semester hour. May be repeated to a maximum of 6 hours credit. 1-6, D

CSD 791 Professional Issues in Speech-Language Pathology

Prerequisite: permission. Functionally-oriented course designed to complement students' concurrent clinical externships in educational and healthcare settings. Issues include, but are not limited to, in-depth discussion and analysis of relevant local, state, and national policies and procedures for ethical and effective evidence-based service delivery; models of collaborative team assessment and treatment applicable to a variety of practice settings; and recognition of potential external influences that may impact treatment objectives and length of intervention. 3(3-0), S

CSD 792 Independent Study

Prerequisite: permission. Study may be a reading project or a practical application of theories. May be repeated to a maximum of 4 hours. 1-3, D

CSD 794 Orientation to Clinic Speech Pathology

Prerequisite: permission. Preparation for practicum work in speech pathology. Clinic procedures, observation guidelines, documentation requirements, shadowing of practicing clinicians, development of integration of knowledge and skills in speech pathology. 1(1-0), F,S,Su

CSD 795 Advanced Clinical Practice

Prerequisite: permission. Training in audiology, speech and language disorders, and education of the deaf and hard of hearing in clinical, hospital, school, and/or other settings. May be repeated. Supplemental course fee. 1-6, F,S,Su

CSD 796 Supervised Teaching

Prerequisite: permission. The assumption of teaching responsibilities at an approved practicum site under the direction of a University CED certified supervisor and practicum site instructor. Students enrolled in this course may be required to have a physical examination, including a TB test before placement in the practicum setting. 8, D

CSD 797 Speech-Language Pathology Externship

Prerequisite: permission. Professionally supervised practice in speech-language assessment and intervention in clinical, hospital, school, and/or other settings. Students enrolled in this class may be required to have a TB test, immunizations, and malpractice insurance. May be repeated. 1-4, F,S,Su

CSD 799 Masters Thesis

Prerequisite: permission. In-depth research culminating in a presentation and defense of the thesis. Syllabi with specific expectations will be developed for each semester. SLP Emphasis: Students register for 2 credit hours per semester for a minimum of 3 semesters; may be repeated. DHH Emphasis: Students register for 3 credit hours per semester for a minimum of 2 semesters; may be repeated. Students must be registered for at least one credit hour until the thesis has been approved. 1-6, F,S,Su

CSD 800 Research Methods in Audiology

Prerequisite: permission. This course will outline the research process in audiology beginning from proposing a research question to drawing and disseminating conclusions. Special emphasis will be placed on conducting clinical research and evaluating published research findings in audiology. 3(3-0), S

CSD 807 Auditory System: Physiology/Neurophysiology

Prerequisite: permission. This course describes in depth aspects of the peripheral and central auditory system as it pertains to anatomy and physiology. Students learn about the functional development of the human auditory system as well as comparative anatomy. The peripheral anatomy will include external (pinna, canal, and tympanic membrane), middle (ossicular mechanism, eustachian tube, facial nerve) and cochlear structures (microanatomy, ultrastructures, sensory epithelium, cochlear fluids, vascular system). The central anatomy will include the cochlear nerve, neural transmission, afferent and efferent pathways (brainstem and midbrain) and cortical function. 3(3-0), D

CSD 834 Diagnostic Audiology I

Prerequisite: permission. A comprehensive study of a variety of site of lesion tests. The course will cover acoustic immittance and reflectance measures including tympanometry and acoustic reflex measures for detection of middle ear disorders and site of lesions in the auditory pathway. Other site of lesion tests include threshold and suprathreshold tone decay, loudness recruitment, loudness balance, Short Increment Sensitivity Index, Bekesy tests and brief tone audiometry. Tests for detection of nonorganic hearing loss will also be discussed. 3(3-0), F

CSD 835 Diagnostic Audiology II

Prerequisite: permission. In the first part of the course, the different types of otoacoustic emissions will be discussed in detail. Students will learn to record, analyze and interpret otoacoustic emissions. They will learn screening and diagnostic applications of otoacoustic emissions in a variety of auditory pathologies. In the second part of the course, research methodology will be applied to demonstrate efficacy in clinical service delivery in all areas of audiologic practice. Outcome measures for various diagnostic test will be discussed. 3(3-0), F

CSD 840 Speech Pathology for the Audiologist

Prerequisite: permission. In-depth discussion of normal and disordered speech and language development, with emphasis on hearing loss and its effect on speech and language. Central auditory processing disorders, adult communication disorders, and proper evaluation and referral processes for speech and language also discussed. 3(3-0), D

CSD 842 Vestibular Assessment and Rehabilitation

Prerequisite: permission. An examination of the physiological aspects of the vestibular system, chemical effects on the vestibular system, medical and chemical treatment methods, balance system assessment, assessment of the efficacy of intervention, and anatomy, neuroanatomy, and physiology of the pertinent sections of the auditory system (peripheral and central) will be covered. 4(4-0), S

CSD 844 Electrophysiology

Prerequisite: permission. A look at various techniques and theories behind electrodiagnostic testing procedures. Advanced study of auditory evoked responses applied in audiology. Anatomy, neuroanatomy, and physiology of the pertinent sections of the auditory system (peripheral and central) will be covered. 4(4-0), S

CSD 846 Instrumentation and Calibration

Prerequisite: permission. Detailed investigation into instrumentation and calibration and its importance in the field of Audiology. Emphasis on bioelectrical hazards, physical characteristics and measurement of acoustic, electric, and other non-acoustic stimuli, determination of calibration in relation to accepted standards, and use of various types of instrumentation according to manufacturer's specifications and recommendations. 3(2-2), D

CSD 848 Cochlear Implants and Other Assistive Listening Devices

Prerequisite: permission. This course provides an investigation into the various types of cochlear implants and an understanding of the anatomical and psychological aspects, including controversies surrounding implantation of children. Emphasis will include intervention and therapy techniques for children and adults with cochlear implants and other alternative listening devices. 3(2-2), D

CSD 849 Basic Audiometry

Prerequisite: permission. This course describes aspects of basic diagnostic testing in clinical audiology. Students learn about basic diagnostic test procedures including air-conduction and bone-conduction threshold testing, speech audiometric test procedures and clinical masking procedures. 3(3-0), F

CSD 850 Pediatric Audiology

Prerequisite: permission. Overview of auditory development. Presentation of auditory disorders, audiological assessment, and treatment needs specific to infants and children. Emphasis on parent-child interactions and family dynamics in habilitating hearing-impaired children. Relevant calibration and instrumentation issues. 3(3-0), F

CSD 852 Advanced Hearing Science

Prerequisite: permission. Acoustics and physical measures involving the properties of sound as well as psychoacoustics and sound perception. 3(3-0), F

CSD 866 Counseling in Audiology

Prerequisite: permission. Various counseling strategies used in clinical audiology practice will be discussed. Counseling needs of adults with hearing loss and families of children with hearing loss will be reviewed. 3(3-0), Su

CSD 868 Amplification Systems I

Prerequisite: permission. Current concepts in amplification and assistive listening devices. Evaluation, selection, and fitting of prosthetic devices for the hearing impaired. Relevant calibration and instrumentation issues. 3(2-2), S

CSD 870 Clinical Audiology II

Prerequisite: permission. Theory and practice of electrophysiological testing for the auditory and vestibular systems. Relevant calibration and instrumentation issues. 4(3-2), S

CSD 871 Amplification Systems II

Prerequisite: permission. Coverage of recent developments in remediation of communication disorders related to hearing loss in adults and children. 3(3-0), F

CSD 873 Educational Audiology

Prerequisite: permission. This course includes information and strategies students need to work in today's inclusive school environment, functioning as part of a collaborative team, helping develop IFSPs, IEPs and ITPs, supervising audiological screening and conservation programs. It will prepare students to perform the various roles of the educational audiologist, clinician, community liaison service coordinator, supervisor, and advocate. Issues that affect learners with hearing impairment across the lifespan (infant toddlers, elementary and high school students, and college and adult learners) and various regulations related to the delivery of effective educational services (e.g., ADA, IDEA) will be discussed. This course will also include information on the evaluation of, and referral process for, speech and language disorders related to hearing loss. 3(3-0), D

CSD 874 Clinical Audiology III

Prerequisite: permission. Discussion of recent advances in audiology and hearing science research which have potential clinical application. 3(3-0), D

CSD 875 Medical Audiology

Prerequisite: permission. Detailed analysis of the etiology and assessment of common pathologies of the auditory system. Medical intervention and audiologic test battery interpretation discussed. 3(3-0), Su

CSD 876 Hearing Conservation and Calibration

Prerequisite: permission of instructor. This course will prepare the audiologist to meet industrial needs for sound measurement and hearing conservation. Government standards will be reviewed and applied to industrial settings that fall under OSHA guidelines for hearing conservation. This will include the anatomical and physiological effects of noise on humans; federal standards and damage-risk criteria, the susceptibility and predisposing factors related to industrial noise as well as conducting and reporting a noise survey with a hearing conservation plan. The course will also cover calibration of audiometers and the use of ANSI standards. 3(2-2), D

CSD 878 Professional Issues and Practice Management

Prerequisite: permission. Investigation into the current professional issues and ethics in the field of audiology, as well as legal aspects of audiology practice management. Emphasis is placed on private and clinical practice. Laws, ethics, current issues, regulations, policies, management practices, and record maintenance will also be covered. 4(4-0), D

CSD 880 Grand Rounds in Audiology

Prerequisite: permission. Describes in-depth aspects of audiological evaluation, diagnosis and management of routine and complex cases. The course will review cases in which behavioral, electrophysiologic, central, and vestibular testing are necessary to allow differential diagnosis. Each case study will involve the progression of the disorder and audiological/medical manifestations that occur during this period. Discussion involving strategies for (re)habilitation, remediation and management of each auditory disorder will be examined. The latter may include amplification, central auditory processing, counseling and tinnitus management. Case presentations will be obtained from audiology, otology, and neurology journals, text and personal cases. In addition, with respect to aural (re)habilitation, presentations will be made on current trends in amplification management regarding manufacturers' products and their applicability to specific cases. 3(3-0), F,S

CSD 884 Doctoral Project

Prerequisite: permission. In-depth study in an area of Audiology, culminating in a presentation of an extensive scholarly paper. Must be repeated for a minimum of 6 credit hours. 1-6, F,S,Su

CSD 895 Advanced Clinical Practice

Prerequisite: permission. Training in audiology, speech and language disorders, and education of the deaf and hard of hearing in clinical, hospital, school, and/or other settings. May be repeated. Supplemental course fee. 1-6, F,S,Su

CSD 921 Sign Language I

Prerequisite: permission. Gain beginner level skill in sign language and finger-spelling through Manually coded English. Develop a general knowledge base including the history of sign language and the spectrum of sign options available. May be taught concurrently with CSD 321. Cannot receive credit for both CSD 321 and CSD 921. Students will be required to complete a project in an area related to their professional course of study. 3(3-0), F

CSD 922 Sign Language II

Prerequisite: CSD 921 and permission. Emphasis on the expansion of Manually Coded English sign language skills through the use of conversation and the increased development of vocabulary. May be taught concurrently with CSD 322. Students cannot receive credit for both CSD 322 and CSD 922. Students will be required to complete a project in an area related to their professional course of study. 3(3-0), S

CSD 930 Introduction to American Sign Language

Prerequisite: permission. A beginning level course in American Sign Language. Students will gain information about the history and structure of this unique visual/gestural system of communication, its vocabulary and syntax, and practical experience in its use, both expressively and receptively. May be taught concurrently with CSD 330. Students cannot receive credit for both CSD 330 and CSD 930. Students in this course will be required to complete additional assignments compared to those students in CSD 330. 3(3-0), F

CSD 945 Central Auditory Processing Disorders

Prerequisite: permission. This course describes various aspects of central auditory processing and disorders. Students learn about the underlying processes of auditory processing in the central nervous system. They are provided with a review of several evaluation and remediation approaches used in the management of individuals with central auditory disorders. 3(3-0), F

CSD 946 Genetics and Hearing Loss

Prerequisite: permission. Provides basic understanding of genetic terminology, cell biology (mitosis and meiosis), DNA structure and function, introduction to genetic aspects of hearing loss, mode of inheritance, pedigree chart, syndromic and nonsyndromic hearing loss, molecular aspects to nonsyndromic hearing loss, epidemiology of hearing loss, and genetic screening and diagnosis. Also, issues related to genetic testing, impact on families, bioethics and cultural issues in deaf community, and genetic counseling will be discussed. Course will also cover the current research about human genome and its relation to diagnosis and treatment of hearing loss. Several case studies and hands-on activities will be presented to incorporate course materials and class discussion. 1(1-0), F

CSD 972 Advanced Auditory Re/Habilitation

Prerequisite: permission. Detailed investigation into clinical assessment, treatment techniques, and evaluation of auditory re/habilitation. Emphasis on auditory re/habilitation in children and adults with cochlear implants. Also emphasizes use of assistive auditory devices in other members of the Deaf and Hard of Hearing populations. Theories and research into language development in individuals with hearing and those with losses of hearing are explored with implications intervention. Problems and issues related to language development are presented. 3(2-2), D

CSD 996 Audiology Externship

Prerequisite: permission. Professionally supervised practice in auditory assessment and intervention in clinical, hospital, school, and/or other settings. Students enrolled in this class may be required to have a TB test, immunizations, and malpractice insurance. May be repeated. 1-9, F,S,Su

CSD 999 Doctoral Thesis

Prerequisite: permission. In-depth research in an area of Audiology, culminating in a presentation and defense of the thesis. Must be repeated for a minimum of 6 credit hours. 1-6, F,S,Su

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Department of Health, Physical Education, and Recreation

McDonald Arena, Room 103, Phone: (417) 836-5370, Fax: (417) 836-5371
 Email: HeathPEandRecreation@missouristate.edu
 Website: <http://www.missouristate.edu/hper>
 Department Head: Sarah McCallister

Faculty

Professor: Thomas H. Burnett, Barbara A. Bushman, Steve F. Illum, Gerald Masterson, Sarah G. McCallister, David T. Oatman, Rhonda R. Ridinger, Daniel J. Wilson, Rebecca Woodard

Associate Professor: Thomas S. Altena, John H. Downing

Assistant Professor: Melinda Novik

Emeritus Professor: A. Duane Addleman, Nancy L. Curry, Perry F. Miller, George E. Simpson, Peggy J. Thomas, Alex D. Trombetta, Tillman D. Williams

Programs

Master of Science, Health Promotion and Wellness Management

Sarah McCallister, Department Head
 Phone 836-5370;
HeathPEandRecreation@missouristate.edu

Program Description

The Master of Science in Health Promotion and Wellness Management is a 36-hour interdisciplinary program. It is designed to provide preparation for students from diverse backgrounds in health, human services, and business.

The curriculum integrates managerial skills with scientific and clinical knowledge of preventive medicine, behavioral psychology, health care economics, public health, contemporary health issues, and organizational theory. The result is a competency-based, multi-disciplinary academic preparation for professionals dedicated to assuming leadership and managerial positions within the health and wellness industry. Students are prepared for careers as managers and program development specialists/educators of health and wellness programs in hospital or corporate-based wellness settings, health maintenance organizations, governmental agencies, educational institutions, private fitness clubs, sports medicine facilities, and volunteer agencies.

Curricular activities are complemented by research opportunities in the well-equipped exercise science laboratory. Diverse practical experience opportunities are provided in conjunction with the campus wellness initiative directed by the Health Education Coordinator in Taylor Health Center and with the expanding clinical and community facilities in the Springfield metropolitan area.

Degree Requirements (minimum of 36 hours)

1. Required Core

Course Code	Course Title	Credits
MGT 600	Administrative, Organizational, & Operations Concepts for Managers	3 hrs
ECO 604/ HCM 604	Health Care Economics OR	
PLS 754	Seminar in Health Policy	3 hrs
HLH 700	Research Methods in Health, Physical Education & Recreation	3 hrs
HLH 750	Programming Approaches in Wellness/Health Promotion	3 hrs
HLH 752	Health Risk Identification & Mgmt.	3 hrs
PBH 756	Introduction to Public Health	3 hrs
HLH 760	Health Promotion Planning	3 hrs
COM 736	Concepts & Analysis of Communication in Organizations OR	

MGT 764	Organizational Behavior	OR	
PSY 718	Organizational Psychology		3 hrs
TOTAL			24 hrs

2. Internship

HLH 791 Wellness Internship	1-6 hrs
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Supervised work in an approved health promotion/ health care setting. As a culminating experience, the internship is crucial to the Program. Students must complete a minimum of 400-600 clinical hours.

The intern experience (HLH 791) is an integral part of this major and should be planned (in consultation with the advisor) in advance of the semester in which the student desires to register for the experience.

Application deadlines for HLH 791 are as follows:

Fall - MARCH 1; Spring - SEPTEMBER 1; Summer - JANUARY 1.

Applications are available from, and are to be returned to, the graduate coordinator.

3. Research

PED 799 Thesis	OR	6 hrs
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PED 795 Research Project		3 hrs
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PLUS Completion of 700-level 3 hr course selected with Advisor		3 hrs
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4. Comprehensive Examination. A written comprehensive examination must be passed by the candidate before a degree will be granted.

Entrance Requirements

1. Completion of a baccalaureate degree from a regionally accredited college or university.
2. Cumulative GPA of 2.80 on a 4.00 scale in undergraduate work.
3. Submission of Graduate Record Examination (GRE) scores from the General Examination.
4. Prerequisite courses: 12 hours. Students entering the program should have an undergraduate course in statistics, exercise physiology, introductory psychology, and microeconomics. A student who does not meet these criteria, but who demonstrates outstanding potential, may be considered on the basis of individual merit and accepted on a probationary status.

Master of Science, Administrative Studies: Sports Management Option

The Department of Health, Physical Education and Recreation participates in the Master of Science, Administrative Studies (MSAS) degree. The MSAS is an interdisciplinary program composed of courses from departments and colleges across campus. The program, which includes a significant online component, is administered by a faculty committee and located in the Graduate College.

Sports Management Option:

The Sports Management Option is a 15 hour option that includes three 3 credit hour courses and one six hour field experience course. PED 633 covers the research requirement for the MSAS program.

Required Courses (6 hours)

Course Code	Course Title	Credits
PED 739	Principles of Sports Management	3 hrs
PED 780	Legal Aspects in Sports, Physical Educ., Recreation & Wellness Prog.	3 hrs
PED 733	Current Problems in Sports Admin.	3 hrs
PED 798	Field Experience in Sports Management	6 hrs

Sports Management Certificate

Gerald Masterson, Certificate Advisor

MacDonald Arena, Room 22; Phone 836-5251

JerryMasterson@missouristate.edu

Program Description

The Sports Management Certificate Program is an 18 hours program, that includes four 3-credit hour courses and one six-hour field experience course. It is designed to provide for preparation for management positions in professional,

collegiate, and international sports, as well as, campus and community wellness/sports programs.

Certificate Requirements

1. Required courses 12 hrs

Course Code	Course Title	Credits
PED 739	Principles of Sports Management	3 hrs
PED 780	Legal Aspects in Sports, PE, Rec/Well	3 hrs
PED 733	Current Problems in Sports Admin.	3 hrs

ACC 600	Financial Accounting for Mgrs.	3 hrs
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(Note: Students with significant academic experience, such as a major or a minor in accounting, should substitute PED 600 Seminar in Physical Education)

2. **PED 798 Field Experience** **6 hrs**
The field experience is the culminating activity for all students in the certificate program. It should be planned (in consultation with the sports management advisor) in advance of the semester in which the student desires to register for the experience. Before the experience can begin, the student must complete the application process and the 12 credit hours required in the certificate program.
3. **Requirements for completion of certificate**
 - a. Completion of required courses.
 - b. Completion of the field experience.
 - c. Maintain a GPA of 3.00
 - d. A written comprehensive examination must be passed before a certificate will be granted.

Admission Requirements

1. Admission to the Graduate College at Missouri State University.
2. Baccalaureate degree from an accredited college or university.
3. Cumulative GPA of 2.80 on a 4.00 scale in undergraduate work.
4. Combined minimum score on the GRE verbal and quantitative of 1000.

Master of Science in Education, Secondary Education - Physical Education Area of Emphasis

Contact Dr. David Oatman and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

David T. Oatman, Coordinator
McDonald Arena, Room 211; Phone 836-4850
DavidOatman@missouristate.edu

Physical Education Requirements

PED 705 Applied Statistics in Hlth, P.E. & Rec.	3 hrs
Additional courses numbered 700 or above offered by HPER (excluding PED 795 or 799)	12 hrs
	15 hrs

Health Courses

HLH 700 Research Methods in Health, Physical Education and Recreation

Nature of research methodology, experimental design and scientific writing. Opportunity to explore research literature and to conduct research. 3(3-0), F

HLH 750 Programming Approaches in Wellness/Health Promotion

Organizational and administrative approaches utilized in the conduct of wellness/health promotion programs will be studied. Emphasis will be placed upon the selection, development, promotion, conduct, and evaluation of the various components of wellness/health promotion programs. 3(3-0), S

HLH 752 Health Risk Identification and Management

Procedures and instrumentation utilized in the identification and assessment of risk factors associated with cardiovascular and other major life-style generated diseases and conditions will be studied. Emphasis will be placed upon the utilization of risk factor data in the conduct of a wellness/health promotion program. 3(3-0), S

HLH 760 Health Promotion Planning

A culminating course in the M.S. in Health Promotion and Wellness Management degree program. This course will focus on the development of health promotion in the workplace: Topics discussed will include effects of health promotion, the compression of morbidity, developing awareness strategies, health assessments, theories of health behavior (self-efficacy, social learning theory, health belief model, theory of planned behavior, stages of change theory), and evaluating existing workplace health promotion programs (physical activity in the workplace, worksite nutrition programs, worksite weight management, tobacco control and cessation, and stress management). The current professional literature related to health promotion will also be reviewed. 3(3-0), S

HLH 770 Seminar in Health Promotion and Wellness Management

Review of the professional literature relating to current issues in health promotion and wellness. Topics researched and discussed include health care ethics, diversity, cultural aspects, long-range planning, public relations, legal considerations, and grant-writing. Includes guided development and completion of an extensive research paper. 3(3-0), S

HLH 791 Wellness Internship

Prerequisite: permission of Health Internship Coordinator. Supervised field experience in a health promotion or health care setting. Directly involves the student in the application of organizational skills and wellness manager skills. Student must complete a minimum number of clinical hours. May be repeated. 1-6, F

Physical Education Courses

PED 600 Seminar in Physical Education

Directed reading and special investigation of selected subjects in physical education, health, and safety; research projects under faculty supervision. May be repeated for a maximum of 9 hours of credit. Variable content course. May be taught concurrently with PED 500. Cannot receive credit for both PED 500 and PED 600. 1-3, D

PED 645 Perceptual and Motor Development

Recommended Prerequisite: PSY 360. Perceptual and motor development from prenatal life to adolescence; relationships of growth factors that influence motor abilities; difficulties that may arise when the normal course of development is interrupted. Includes a laboratory and a practicum experience. May be taught concurrently with PED 545. Cannot receive credit for both PED 545 and PED 645. 3(2-2), F,S

PED 667 Physical and Leisure Activities for the Aging Adult

The effects of aging and common degenerative diseases of the aged on physical performance and leisure. Included are units on assessment of physical working capacity, flexibility, body composition, strength maintenance. Also, units on selection of recreational and performance activities commensurate with functioning capacity. May be taught concurrently with PED 567. Cannot receive credit for both PED 567 and PED 667. 3(3-0) F,S

PED 669 Health Appraisal and Exercise Testing Techniques

Introduction to appropriate health appraisal and exercise tests for the purpose of exercise programming and prescription. Supplemental course fee. May be taught concurrently with PED 569. Cannot receive credit for both PED 569 and PED 669. 4(3-2) F,S

PED 675 Measurement and Evaluation Applied to Physical Education

Use of authentic and traditional assessment techniques in assessing student performance and informing curricular change. Includes basic statistics, use of statistical software packages, evaluation of test validity and bias, and written test construction. May be taught concurrently with PED 575. Cannot receive credit for both PED 575 and PED 675. 3(3-0), F,S

PED 705 Applied Statistics in Health, Physical Education, and Recreation

Prerequisite: HLH 700 or equivalent or permission of instructor. Applications of descriptive and inferential statistics to research problems in Health, Physical Education, and Recreation. 3(3-0), F,S

PED 733 Current Problems in Sports Administration

Identification, analysis, and evaluation of current problems, research and trends in sports administration. 3(3-0), F

PED 735 Administration of School Physical Education and Athletic Programs

Financial and legal aspects, personnel management, program development, public relations, and evaluation as they apply to physical education and athletics. 3(3-0), D

PED 737 Curriculum Designs in Physical Education

A comprehensive inquiry of the principles underlying the curriculum of physical education in grades K-12. An in-depth analysis will be given to the problems in development and evaluation of physical education curriculum. 3(3-0), F,S

PED 739 Principles of Sports Management

Introduction to theories and principles of sports management as applied to all segments of the sports industry from high school, collegiate, professional and international sports, to health, fitness and recreational settings. 3(3-0), F

PED 755 Fitness as Preventive Medicine

Recommended Prerequisite: PED 362 or equivalent. Development and implementation of scientifically-based fitness programs as vehicles of preventative medicine. 3(3-0), D

PED 759 Contemporary Health Problems

In-depth consideration of relevant pertinent health issues, trends, controversy, and current research in Health Education. 3(3-0), D

PED 760 Applied Biomechanics of Human Movement

Recommended Prerequisite: PED 360 or equivalent. Biomechanical principles applied to the analysis of human motion and performance. Techniques of cinematography, computerized motion analysis and other methods of analysis will be used. 3(2-2), D

PED 762 Applied Exercise Physiology

Recommended Prerequisite: PED 362 or equivalent. A study of the mechanisms underlying the body's physiological responses and adaptations to exercise and training. Application is made to health-related concerns, environmental stress, exercise practices, and the aging process. 3(2-2), D

PED 780 Legal Aspects in Sports, Physical Education, and Wellness Programs

The legal aspects in sports, physical education, recreation and wellness programs as related to personnel, facilities, participants, spectators and contracts. Includes a review of legal concepts, necessary for in-depth study of the law, as it relates to sports, or other programmed activities. 3(3-0), F

PED 781 Contemporary Issues in Physical Education

Exploration of basic issues and trends in physical education using a philosophical approach to contemporary American education. Individual problem solving will assist the student in identifying, analyzing and evaluating recent developments and basic issues in physical education and sport. 3(3-0), F,S

PED 795 Research Project

Prerequisite: HLH 700 or equivalent; a statistics course; and permission of graduate coordinator. Original research supervised by the departmental staff. Designed to enable students through firsthand experience to understand the various parts of research papers, methods of gathering data, appropriate statistical tests, interpretation of findings and implications for further study. 3(3-0), D

PED 797 Graduate Seminar

Selected topics in health, physical education, and recreation. Topics may vary from semester to semester. May be repeated for credit when topic varies. A total of 6 hours may be applied to a degree program. 1-3, D

PED 798 Field Experience in Sports Management

Prerequisite: completion of the application process for the field experience and 12 credits in the certificate program. The Field Experience is the culminating experience for all students in the certificate program. The field experience provides students the opportunity to become directly involved in the application of organizational and sport management skills in sport related venues. Possible sites include: professional or club sports teams, university athletic departments, sports sales, sports agencies, professional and university sports facilities. Selection is dependent on the students' background and career expectations. All required courses must be completed in order to be eligible. The field experience can be completed during the fall, spring, or summer and requires at least 400 hours. All field experiences must be approved by the internship coordinator. 6, D

PED 799 Thesis

Prerequisite: HLH 700 or equivalent; a statistics course; and permission of graduate coordinator. Independent research and study connected with the preparation of a thesis. May be repeated but no more than 6 hours may be counted toward degree. 1-6, D

Department of Nursing

Professional Building, Room 300, Phone: (417) 836-5310, Fax: (417) 836-5484
Email: Nursing@missouristate.edu
Website: <http://www.missouristate.edu/nursing>
Department Head: Kathryn L. Hope

Faculty

Professor: Kathryn L. Hope, Rose Utley

Associate Professor: Susan S. Sims-Giddens

Assistant Professor: Susan Berg, Donna S. Gloe, Caroline A. Helton

Clinical Assistant Professor: Maria Kenneally, Debra L. Savinske, Patricia Webb

Instructor: Jan Atwell, Carolyn Graves

Adjunct Faculty: GeorgAnn M. Greissing, Dan Johnson, Janice Jones, Malinda K. Kendrick, Katrina M. Kovarik-Stevens, Ashley Kubik, John James Lorette, Jr., Angela K. Powers, Gale Roberts, Donna Christine Wilson

Emeritus Faculty: Elizabeth M. Fahey

Programs

Master of Science in Nursing

Susan Berg, Family Nurse Practitioner Program Director
Professional Building, Room 311, Phone 836-3214
Susanberg@missouristate.edu

Susan Sims-Giddens, Nurse Educator Program Director
Professional Building, Room 305, Phone 836-5398
SusanSims-giddens@missouristate.edu

Program Description

The Department of Nursing offers a Master of Science in Nursing program with a specialization in the following roles: nurse educator or family nurse practitioner. The Nurse Educator is prepared to teach in a variety of academic and continuing education settings to diverse learners. The Family Nurse Practitioner is prepared to assess, diagnose, treat, educate, and follow patients through the lifespan as a health care provider.

Admission Process

Admission to the graduate nursing specializations is a two step process.

1. The applicant first applies to the Graduate College as a MSN Major. See admission requirements below.
2. Once accepted into the MSN program, an application to the specialization is submitted to the Nursing Department. See Nurse Educator and Family Nurse Practitioner specialization admission criteria below.
3. Students may take up to 9 credit hours of course work towards their specialization before full admission to the specialization. Students may take:
 - a. NUR 635 Healthcare Informatics
 - b. NUR 640 Advanced Pathophysiology
 - c. NUR 620 Integrated Healthcare Concepts
 - d. NUR 700 Epidemiology
 - e. NUR 703 Population Health
 - f. NUR 711 Advanced Roles and Leadership
 - g. NUR 765 Applications of Pathophysiology
 - h. PSY 627 Graduate Statistics

Because of the limited resources, admission to the MSN program and the specializations are competitive and selective. Admission to the MSN program does not guarantee admission to the specialization.

Additional Requirements

Admission to the MSN Program

1. Acceptance into the Graduate College at Missouri State University.
2. Submit an application to the MSN Program.
3. A cumulative GPA of 3.00 on a 4.00 scale in the last 60 hours of college course work attempted.
4. If the student's cumulative GPA is less than 3.00 on a 4.00 scale, submission of Graduate Record Examination (GRE) combined test scores for verbal, quantitative, and writing sections, with a section score of at least 400 on verbal and 400 on the quantitative is required. The analytical section of the GRE will be evaluated on an individual basis.
5. Completion of a baccalaureate degree with a major in nursing from a program accredited by the Commission on Collegiate Nursing Education (CCNE) or the National League for Nursing Accrediting Commission (NLNAC) accreditation agencies.
6. Successful completion with a grade of "C" or higher in undergraduate statistics, nursing research, and health assessment courses. Students who don't have these courses must take them prior to submitting an application.
7. Licensure as a registered nurse (RN) without disqualification and eligible for licensure in Missouri.
8. Applicants who: (a) have a bachelor's degree in nursing from a non-accredited program, or (b) have a bachelor's degree in nursing from a foreign country, will be considered on an individual basis.
9. Applicants who are RNs and have a non-nursing degree or a degree without upper division nursing courses will be evaluated on an individual basis prior to applying to the MSN program.

Admission to the MSN Specializations

Evidence of:

1. Admission to the MSN program.
2. A one-page essay that addresses the applicant's professional career goals and how the MSN program will help accomplish these goals.
3. Current immunization (MMR, Tetanus, Varicella, complete Hepatitis B series) and a PPD (or evidence of appropriate medical follow-up for PPD positive individuals).
4. Current health insurance and nursing liability insurance for nurse educators or FNP student liability insurance for family nurse practitioner applicants.
5. Successful completion of prerequisites with a grade of "C" or higher to include a graduate course in statistics, a course in nursing or healthcare informatics, and for family nurse practitioner students only, advanced human pathophysiology.
6. Current infant, child and adult CPR certification.
7. Drug screening test and a criminal record check* provided by the Department of Nursing and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.

*Students who fail these checks or procedures will be subject to further review by the Department of Nursing Graduate Admission, Promotion and Graduation Committee. This may result in dismissal from the MSNA program and specialization.

Students with complete application materials for full admission will be reviewed by a departmental selection committee. Selection of students for the MSN program is on a competitive basis.

A. Nurse Educator Specialization

Students accepted into the MSN Program and with a completed application to the Nurse Educator specialization will be considered for admission. Acceptance into the Nurse Educator specialization is ongoing and applications will be taken until the class is filled. A formal interview is required.

B. Family Nurse Practitioner Specialization

Students accepted into the MSN Program and with a completed application to the Family Nurse Practitioner specialization will be reviewed beginning February 1 for the summer admission of the same year, and will continue until the class is filled. Because of resource constraints, only a limited number of students will be admitted to the Family Nurse Practitioner (FNP) specialization.

Additional Requirements of the Program

Students will be required to initiate and pay for any additional security checks and drug screenings required for clinical agencies.

Probational Admission to the Program

1. Probational admission may be granted to the applicant with a GPA below 3.00, or academic deficiencies.
2. During the probationary period, the student shall receive no course grade lower than a "B-" for the first nine hours of graduate course work attempted.
3. Students on probationary status will be evaluated each semester by the Nursing Admission, Promotion, and Graduation Committee (APG), and a decision will be made on the student's status and a letter will be sent to the student regarding dismissal or continuation in the program.

Retention Requirements

After admission into the MSN program and continuing through full admission into the specializations, the students must achieve the following for retention in the program:

- a. Maintain a GPA of 3.00, with no more than 3 semester hours of graduate work below a grade of "B-", and no hours of graduate work below a grade of "C". Receive a "pass" in all clinical evaluations.
- b. No more than one course may be repeated.
- c. Nurse Educator students must complete all requirements for the degree by their 5th academic year after admission into the MSN specialization.
- d. FNP students must complete all requirements for the program by the 4th year after admission into the FNP specialization.
- e. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional

nurses in advanced nursing roles.

f. Demonstrate acceptable professional progression in application of skills and knowledge in the area of specialization.

Degree Requirements (Minimum of 34 or 52 hours)

Academic Advisor. After admission to the graduate program, the student will be assigned an academic advisor who will supervise the student's graduate program and chair the candidate's graduate committee.

Core Courses (Required for all options)

NUR 701	Nursing Science	3 hrs
NUR 707	Adv. Health Assessment & Health Promotion Throughout the Life Span	2 hrs
NUR 772	Advanced Research Methods in Nrsg	3 hrs
NUR 788	Health Policies and Issues	3 hrs
NUR 797	Non-thesis Project OR	3 hrs
NUR 799	Thesis	6 hrs
Total		14 or 17 hrs

Nurse Educator Option

Course Code	Course Title	Credits
	Core Course Requirements	14 or 17 hrs
NUR 700	Epidemiology	3 hrs
NUR 703	Population Health	3 hrs
NUR 780	Teaching/Learning for Healthcare Education	3 hrs
NUR 781	Nursing Education Practicum	2 hrs
NUR 782	Curriculum Design & Program Development	3 hrs
NUR 783	Nursing Education Practicum II	2 hrs
NUR 784	Technology in Healthcare Education	2 hrs
NUR 786	Issues in Healthcare Education	2 hrs
Total		34 or 37 hrs

Students should contact the Department of Nursing for information on optional clinical focus requirements.

Family Nurse Practitioner

Course Code	Course Title	Credits
	Core Course Requirements	14 or 17 hrs
NUR 700	Epidemiology	3 hrs
NUR 711	Advanced Roles/Leadership in Nursing	2 hrs
NUR 715	Primary Care of the Adult	6 hrs
NUR 725	Primary Care of Women	4 hrs
NUR 728	Primary Care of Children/Adolescent	4 hrs
NUR 703	Population Health: Local to Global	3 hrs
NUR 704	Population Health Practicum	1 hr
NUR 734	Advanced Physical Assessment and Clinical Reasoning	5 hrs
NUR 761	Advanced Pharmacotherapeutics	3 hrs
NUR 765	App. of Advanced Pathophysiology	2 hrs
NUR 790	Nurse Practitioner Adv. Practicum	5 hrs
Total		52 or 55 hrs

Research Requirement. Completion of a thesis or a non-thesis approved by the advisor or Thesis committee.

Non-thesis Project Option. Three credit hours in NUR 797 Non-thesis Project will count toward a degree. A formal oral presentation of the project is required. The seminar paper must be approved by the student's Advisor and the Dean of the Graduate College before the degree is granted.

Thesis Option. Six credit hours in NUR 799 Thesis will count toward the degree. A formal oral presentation and defense of the thesis is required. The thesis must be approved by the student's Advisory Committee and the Dean of the Graduate College before the degree is granted.

Research Experience. (Maximum of 6 hours) NUR 798 Research (1-6 hrs) will **not** count toward the degree requirements.

Comprehensive Examination. A comprehensive examination administered during the student's final semester of course work must be passed by the candidate before a degree will be granted.

Admission to the MSN Specializations

Accelerated RN to Masters in Nursing Option

Entrance Requirements

Students must apply to the Accelerated RN to MSN Option when they first apply for admission to the BSN completion program and prior to enrolling in nursing or supporting courses required in the BSN. Students may not enter the RN-MSN option after they begin taking courses for the BSN completion program. After successful completion of BSN requirements, all students in this option will receive the BSN and may be granted full admission to the Graduate College.

Admission requirements include:

1. Junior standing;
2. Licensure as a registered nurse (RN) in good standing and eligible for licensure in Missouri;
3. Meet all admission requirements for the BSN completion program;
4. A pre-admission interview in person or by phone, if out of the area;
5. Submission of Graduate Record Examination (GRE) combined test scores for verbal, quantitative, and writing sections, with a section score of at least 400 on verbal and 400 on quantitative. The analytical writing section of the GRE will be evaluated on an individual basis;
6. 2 letters of recommendation (faculty or employer preferred);
7. A written statement of goals;
8. The equivalent of at least one (1) year of full-time experience in direct patient care as a registered nurse;
9. An overall GPA of 3.25 or higher;
10. Current American Heart Association BLS for Healthcare Providers certification. No online courses are accepted.

Additional Requirements of the Program

1. Students will be required to initiate and pay for any security checks and drug screenings required for clinical agencies.
2. Apply for criminal record check and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.
3. Students who fail these checks or procedures will be subject to further review by a Department of Nursing Graduate Faculty Committee. This may result in dismissal from the RN-MSN program.

Retention and Progression

In order to remain in the accelerated master's program and progress to the MSN program, students must:

1. Maintain an overall GPA of 3.25 or higher;
2. Earn a grade of "B" or higher in all undergraduate nursing courses attempted;
3. Earn a grade of "B" or higher in all graduate courses attempted.

Students not meeting the criteria for progression in the RN-MSN option may complete the requirements for the BSN degree, but will be removed from the accelerated option. In the final year of the BSN program, the student must make application to the family nurse practitioner or nurse educator option. Acceptance into the RN-MSN option does not guarantee admission to the FNP option.

Mixed Credit Course Options

The accelerated RN to master's option allows several courses to be taken to meet both undergraduate (RN) and graduate (master's) degree requirements. Up to 4 of the following graduate courses may be taken while finishing the BSN program.

Course Code	Course Title	Credits
	Graduate Statistics (700-level or higher)	3 hrs
NUR 635	Healthcare Informatics	3 hrs
NUR 707	Adv. Health Assessment/Health Promo.	2 hrs
NUR 711	Adv. Roles/Leadership in Nursing	2 hrs
NUR 765	Applic. of Adv. Human Pathophysiology	2 hrs

Before enrolling in a course to be counted toward both undergraduate and graduate credit and to count the course toward the masters degree, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate advisor, Department Head of Nursing, and the Dean of the Graduate College. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the semester.

Post-Master's Family Nurse Practitioner Certificate Program

The Post-master's FNP Certificate Program is a series of courses totaling a minimum of 37 credit hours and 672 clinical hours.

Completion of the certificate program will prepare students to take the national family nurse practitioner certification exam(s).

Admission Requirements

1. Admission to the Graduate College at Missouri State University.
2. Master's Degree in Nursing from an accredited nursing graduate program, that includes, at a minimum, graduate courses in nursing theory and research.
3. Graduate GPA of 3.00 or higher.
4. Licensure as a registered nurse (RN) in good standing, and eligible for licensure in the State of Missouri.
5. Evidence of current liability insurance as an advanced practice nursing student.
6. Evidence of current health insurance.
7. Evidence of immunization or vaccination for vaccine-preventable diseases.
8. Provide documentation of negative tuberculosis status or evidence of appropriate follow-up.
9. A graduate course in advanced pharmacology taken within 3 years. Students who do not have a graduate course in advanced pharmacology may take NUR 761 Advanced Pharmacology in their first semester of the certificate program to satisfy this requirement.
10. A course in pathophysiology.
11. A graduate course that covers content in health policy and issues with a grade of "B" or higher. Students who do not meet this requirement will be required to enroll in NUR 788, Health Policy/Issues.
12. Interview with a departmental selection committee.
13. Current infant, child and adult CPR certification.
14. Submit drug screening test and a criminal record check* and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.

* Students who fail these checks or procedures will be subject to further review by the Department of Nursing Graduate Admission, Promotion and Graduation. This may result in dismissal from the MSN program.

Because of resource constraints, only a limited number of students will be admitted to the Post-master's Family Nurse Practitioner Certificate Program. **Complete applications are reviewed beginning February 1 of each year for admission the following summer semester.** Admission is on a space available basis.

Additional Requirements of the Program

Students will be required to initiate and pay for any additional security checks and drug screenings required for clinical agencies.

Required Courses (37 hrs)

Course Code	Course Title	Credits
NUR 700	Epidemiology	3 hrs
NUR 707	Advanced Health Assessment & Health Promotion*	2 hrs
NUR 711	Adv. Roles & Leadership in Nursing	2 hrs
NUR 715	Primary Care of the Adult	6 hrs
NUR 725	Primary Care of Women	4 hrs
NUR 728	Primary Care of Children/Adolescents	4 hrs
NUR 703	Population Health: Local to Global	3 hrs
NUR 704	Population Health Practicum	1 hr
NUR 734	Adv. Phys. Assess & Clinical Reasoning	5 hrs
NUR 765	Applications of Adv. Pathophysiology	2 hrs
NUR 790	Family Nurse Practitioner Adv. Practicum *this course may be transferred in if taken within 3 years.	5 hrs

Retention Requirements

After admission into the Post-Master's Family Nurse Practitioner Certificate Program, the students must achieve the following for retention in the program:

1. Maintain a GPA of 3.00, with no more than 3 semester hours of graduate work below a grade of "B", and no hours of graduate work below a grade of "C". Receive a "pass" in all clinical evaluations.
2. No more than one course may be repeated.
3. Complete all requirements within two years after admission into the FNP option.
4. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
5. Demonstrate acceptable professional progression in application of skills and knowledge in the area of option.
6. Receive satisfactory final clinical evaluations.
7. Maintain current infant, child, and adult CPR certification, immunizations, negative tuberculosis status or evidence of appropriate follow-up, and nursing liability insurance.
8. Students must maintain an active RN license, in good standing, in the state or states in which the student does clinical or practicum experiences.

Post-Master's Nurse Educator Certificate Program

In addition to the Master of Science in Nursing degree described previously, the Department offers a Post-master's Nurse Educator Certificate Program for nurses who have a Master's Degree in Nursing in another specialty. The Certificate Program consists of five courses, totaling a minimum of 12 credit hours and 192 clinical hours that can be completed in 2 semesters.

Admission Requirements

1. Admission to the Graduate College at Missouri State University.
2. Master's Degree in Nursing from an accredited nursing graduate program, that includes, at a minimum, graduate courses in nursing theory and research.
3. Completion of a graduate clinical course with a grade of "B" or higher. Students with no graduate clinical courses may satisfy this requirement by enrolling in NUR 620 and NUR 621 during their Certificate Program.
4. Completion of a graduate health assessment course with a grade of "B" or higher. Students with no graduate health assessment course may satisfy this requirement by enrolling in NUR 707.
5. Graduate GPA of 3.00 or higher.
6. Licensure as a registered nurse (RN) in good standing, and eligible for licensure in the State of Missouri.
7. Evidence of current liability insurance.
8. Evidence of current health insurance.
9. Admission interview
10. Evidence of immunization or vaccination for vaccine-preventable diseases.
11. Provide documentation of negative tuberculosis status or evidence of appropriate follow-up.
12. Current infant, child and adult CPR certification.
13. Submit drug screening test and a criminal record check* and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMO or other disqualifications that would prohibit licensure as a registered nurse.

* Students who fail these checks or procedures will be subject to further review by the Department of Nursing Graduate Admission, Promotion and Graduation. This may result in dismissal from the MSN program.

Because of course constraints, only a limited number of students will be admitted to the Post-master's Nurse Educator Certificate Program. Complete applications are reviewed on an ongoing basis. Admission is on a space available basis. Students may pursue either part-time or full-time study; however, all course work in the Post-Master's Nurse Educator Certificate Program must be completed within 5 years.

Additional Requirements of the Program

Students will be required to initiate and pay for any security checks and drug screenings required for clinical agencies.

Required Courses (12 hours)

Course Code	Course Title	Credits
NUR 780	Teaching/Learning for Healthcare Ed.	3 hrs
NUR 781	Nursing Education Practicum	2 hrs
NUR 782	Curriculum Design & Program Develop.	3 hrs
NUR 783	Nursing Education Practicum II	2 hrs
NUR 786	Issues in Healthcare Education	2 hrs

Retention Requirements

1. After admission into the Post-Master's Family Nurse Educator Certificate Program, the students must achieve the following for retention in the program:
 - a. Maintain a GPA of 3.00, with no more than 3 semester hours of graduate work below a grade of "B", and no hours of graduate work below a grade of "C". Receive a "pass" in all clinical evaluations.
 - b. No more than one course may be repeated.
 - c. Complete all requirements within five years after admission into the nurse educator option.
 - d. Demonstrate acceptable levels of maturity and integrity, as well as behaviors and attitudes normally expected of professional nurses in advanced nursing roles.
 - e. Demonstrate acceptable professional progression in application of skills and knowledge in the area of option.
 - f. Receive satisfactory final clinical evaluations.
 - g. Maintain current infant, child, and adult CPR certification, immunizations, negative tuberculosis status or evidence of appropriate follow-up, and nursing liability insurance.
 - h. Students must maintain an active RN license, in good standing, in the state or states in which the student does clinical or practicum experiences.

Healthcare Management Courses

HCM 604 Health Care Economics

Recommended Prerequisite: ECO 165 or AGB 144. A basic study of the major economic issues facing the health care industry.

Emphasis will be placed on the major elements of economic theory from a micro-economic perspective and how these theories are applied in the area of health care. Identical with ECO 604. May not receive credit for both HCM 604 and ECO 604. May be taught concurrently with HCM 504. Cannot receive credit for both HCM 504 and HCM 604. 3(3-0), F

Nursing Courses

NUR 631 Gerontological Health Care

This course will address health issues of older adults, including the normal biological and psychosocial aging process, common health problems, and access to and use of health services. It includes international models of aging and geriatric care. The focus is on healthy aging and adaptation to chronic health conditions. This course has a community experience component. May be taught concurrently with NUR 501. Cannot receive credit for both NUR 501 and NUR 631. 3(3-0), F,S

NUR 632 Rural Health

This course offers a study of health care delivery in rural communities. It includes theoretical foundations, cultural considerations, and specific characteristics of rural environments and people. Local and international perspectives will be explored. This course has a community experience component. Identical with SWK 602. Cannot receive credit for both NUR 632 and SWK 602. May be taught concurrently with NUR 502. Cannot receive credit for both NUR 502 and NUS 632. 3(3-0), F,S

NUR 633 Transcultural Healthcare

Prerequisite: permission of instructor. Exploration of health beliefs, values, and practices of other cultures. This is a short-term study away course. May be taught concurrently with NUR 503. Cannot receive credit for both NUR 503 and NUR 633. 3(3-0), S

NUR 635 Healthcare Informatics

Integration of health, computer and information sciences in managing information to support healthcare and research. Development of skill in managing information and using information systems relevant to health care. Cannot receive credit for both NUR 515 and NUR 635. 3(3-0), F,S,Su

NUR 640 Advanced Human Pathophysiology

Prerequisite: admission to the Family Nurse Practitioner or Nurse Educator specialization or instructor permission. Exploration of pathophysiology with focus on health care problems relevant to nursing. Cannot receive credit for both NUR 565 and NUR 640. 3(3-0), F,S

NUR 695 Independent Study in Nursing

Prerequisite: permission of instructor. Special topics for individual students may be offered as specific topics of interest or as needs arise which are not covered by courses or content in the program. May be repeated for credit for a maximum of 6 credit hours as topics change. May be taught concurrently with NUR 596. Cannot receive credit for both NUR 596 and NUR 695. 1-6, F,S,Su

NUR 696 Special Topics in Nursing

Prerequisite: permission of instructor. Special topics for groups of students may be offered as specific topics of interest or as needs arise which are not covered by courses or content in the program. May be repeated for credit for a maximum of 6 credit hours as topics change. May be taught concurrently with NUR 597. Cannot receive credit for both NUR 597 and NUR 696. 1-3(1-3), F,S,Su

NUR 700 Epidemiology

Prerequisite: admission to the MSN program. This course is an introduction to the epidemiological methods and procedures utilized in the study of the origin, distribution, and control of disease. It will include the study of infectious and non-infectious disease etiology, including vector control, host defenses and resistance, and investigation of disease outbreaks. Students will learn to use basic epidemiological concepts and methods for program planning, evaluation, and research. Basic statistical measures used in the analysis of clinical and epidemiological evaluations, including measures of disease frequency and measures of absolute and relative effects, will be covered. Identical with PBH 720. Cannot receive credit for both NUR 700 and PBH 720. 3(3-0), F,S

NUR 701 Nursing Science

Prerequisite: admission to the Family Nurse Practitioner or Nurse Educator specialization or instructor permission. This course is designed to address how nursing science has evolved and the state of the art of nursing science. Emphasis will be placed on analysis and critique of existing nursing models and theories. 3(3-0), F

NUR 703 Population Health: A Local to Global Perspective

Prerequisite: admission to the Family Nurse Practitioner or Nurse Educator specialization or instructor permission. Fosters development of advanced knowledge of health concepts from a local, state, national, and global perspective. The phenomena of cultural competence, health disparities, and vulnerable/underserved populations will be explored. The course is a pre/corequisite for NUR 704, a cultural immersion course required for family nurse practitioner students. 3(3-0), F

NUR 704 Population Health Practicum

Prerequisite: admission to the Family Nurse Practitioner specialization. This course is a clinical component of NUR 703. The clinical experience will include 48 hours of immersion into a vulnerable, undeserved or culturally diverse population. 1(0-3), F,S,Su

NUR 707 Advanced Health Assessment and Health Promotion Throughout the Lifespan

Prerequisite: admission to the MSN program. Exploration of advanced health assessment and health promotion strategies for individuals, families, and communities. Includes consideration of diverse populations, cultural competence for providers, exploration of the meanings of health and illness, the use of complementary and alternative therapies, and the impact of spirituality. 2(2-0), Su

NUR 711 Advanced Roles and Leadership in Nursing

Prerequisite: admission to the MSN program. Examination of advanced nursing roles with emphasis on role theory, leadership, and advanced competencies. 2(2-0), Su

NUR 715 Primary Care of the Adult

Prerequisite: admission to the Family Nurse Practitioner specialization. Emphasis on primary, secondary and tertiary prevention as well as on diagnosis and management of health problems. Includes clinical experiences of not less than 96 hours. Supplemental course fee. 6(4-6), S

NUR 725 Primary Care of Women

Prerequisite: admission to the Family Nurse Practitioner specialization. Development of the family nurse practitioner's knowledge and skills with emphasis on women's health. Includes clinical experiences of not less than 96 hours. Supplemental course fee. 4(2-6), F

NUR 728 Primary Care of Children and Adolescents

Prerequisite: admission to the Family Nurse Practitioner specialization. Content and practicum in primary care of children and adolescents. Includes clinical experiences of not less than 96 hours. Supplemental course fee. 4(2-6), Su

NUR 734 Advanced Physical Assessment and Clinical Reasoning

Prerequisite: admission to the Family Nurse Practitioner specialization. Advanced critical thinking, communication and diagnostic skills needed to obtain comprehensive and focused history and physical exams, analyze assessment data, generate differential diagnoses, evaluate and utilize screening and diagnostic modalities appropriately. An evidence-based practice framework will be utilized. Supplemental course fee. 5(3-6), F

NUR 761 Advanced Pharmacotherapeutics

Prerequisite: admission to the Family Nurse Practitioner specialization. An in-depth analysis of pharmacotherapeutics and clinical pharmacotherapeutics for nurses in advanced practice including regulatory consideration in drug management. Identical to PAS 781. Cannot receive credit for both NUR 761 and PAS 781. 3(3-0), F

NUR 765 Applications of Advanced Pathophysiology

Prerequisite: admission to the MSN program. Clinical application of advanced pathophysiology for advanced nursing roles. 2(1-2), S

NUR 772 Advanced Research Methods in Nursing

Prerequisite: admission to the Family Nurse Practitioner or Nurse Educator specialization or instructor permission. Critical analysis of the researcher role, the research process, and research ethics within a nursing framework. Application of learned principles will result in the development of the research proposal. 3(3-0), S

NUR 780 Teaching/Learning for Health Care Educators

Prerequisite: admission to the Nurse Educator specialization. Designed to examine works of major learning theorists and investigate research related to teaching methods and learning. Identification of teaching/learning strategies used in health care education and practice. 3(3-0), F,S

NUR 781 Nursing Education Practicum

Prerequisite: admission to the Nurse Educator specialization. Clinical experience in a nurse educator role in a basic education program. Application of educational theories and principles in a clinical teaching setting. Includes clinical experiences of not less than 96 hours. 2(0-6), F,S

NUR 782 Curriculum Design and Program Development

Prerequisite: admission to the Nurse Educator specialization. Basic components and processes of curriculum development. Various perspectives of curriculum design will be discussed. Curriculums for formal educational programs, staff development, and continuing education will be compared. 3(3-0), F,S

NUR 783 Nursing Education Practicum II

Prerequisite: admission to the Nurse Educator specialization. Clinical experience in a nurse educator role in a healthcare or community setting with emphasis on application of educational theories and principles. Includes clinical experiences of not less than 96 hours. 2(0-6), F,S

NUR 784 Technology in Health Care Education

Prerequisite: permission. This course explores various technology-based health education resources, such as blogs, wikis, YouTube/SchoolTube, Podcasts, Webinars, and social networking tools utilized to support the teaching and learning process. Strategies to assess learners, to develop learner evaluation plans, and to measure learning outcomes will be discussed. 2(2-0) F

NUR 786 Issues in Healthcare Education

Prerequisite: admission to the Nurse Educator specialization. Exploration of current issues in academic and healthcare education. Issues occurring in the university, community college, acute care, and community education settings will be included. 2(2-0), D

NUR 788 Health Policies and Issues

Prerequisite: admission to the Family Nurse Practitioner or Nurse Educator specialization or instructor permission. Exploration of current issues in health care, such as access to health care, reimbursement, health care reform, case management, and health policy development. Health care trends related to special populations and ethical issues will be emphasized. 3(3-0), F,S

NUR 790 Family Nurse Practitioner Advanced Practicum

Prerequisite: admission to the Family Nurse Practitioner specialization. Development of the role of a family nurse practitioner in a supervised setting. Included clinical experiences of not less than 240 hours. Supplemental course fee. 5(0-15), F,S,Su

NUR 797 Non-thesis Project

Prerequisite: admission to the Family Nurse Practitioner or Nurse Educator specialization. Active participation in the on-going research and/or nursing evaluation activities of nursing faculty. Culminates in a presentation of an extensive scholarly paper. Must

be repeated for a minimum of 3 credit hours. 1-3, F,S,Su

NUR 798 Research

Prerequisite: permission of research advisor. Application of the research process in the supervised study of a selected problem. May be repeated for a maximum of 6 hours. 1-6, F,S

NUR 799 Thesis

Prerequisite: admission to the Family Nurse Practitioner or Nurse Educator specialization. Demonstration of the capacity for research and independent thought culminating in a thesis. Must be repeated for a minimum of 6 credit hours. 1-6, F,S,Su

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<http://graduate.missouristate.edu/catalog/Nursing.htm>

Department of Physical Therapy

McQueary Family Health Sciences Hall, Suite 204, Phone: (417) 836-6179 or (417) 836-6128, Fax: (417) 836-6229
Email: PhysicalTherapy@missouristate.edu
Website: <http://www.missouristate.edu/physicaltherapy>
Department Head: Akinniran Oladehin

Faculty

Professor: Akinniran Oladehin

Associate Professor: Sean C. Newton, Barbara Susan Robinson, Scott W. Wallentine

Assistant Professor: Patricia A. Cahoj, Jeanne L. Cook, James M. Hackney, Elizabeth M. Williamson

Adjunct Clinical Faculty: Richard Maas

Programs

Doctor of Physical Therapy

Scott W. Wallentine, Admissions Coordinator

McQueary Family Health Sciences Hall, Room 204
Phone (417) 836-4514; SWallentine@missouristate.edu

The Department of Physical Therapy offers an entry-level Doctor of Physical Therapy (DPT) program for individuals wanting to enter the profession of physical therapy, and a post-professional, completion DPT program for individuals who are already licensed physical therapists who want to augment their education to obtain the DPT degree.

Entry-Level DPT Program Description

The entry-level curriculum in Physical Therapy focuses on the academic and clinical foundations necessary for a career in physical therapy. Program graduates are prepared to examine patients with impairments, functional limitations, and disabilities (or other health-related conditions) in order to determine a diagnosis and prognosis relevant to physical therapy. They will be able to design, implement, and modify therapeutic interventions to produce changes in their patients' conditions. Graduates will be prepared to offer a variety of additional services including: (1) prevention, wellness and health promotion; (2) consultation with patients, clients, and other health care professionals; (3) screening to identify individuals at risk, or in need of, physical therapy; (4) educating patients, the general public, local, state, and federal health agencies, and other health care professionals; (5) clinical and basic science research; and (6) administration including direction and supervision of support personnel.

The program prepares graduates to practice in a variety of settings such as hospitals, homes, private physical therapy practices, skilled nursing facilities, schools, corporate and industrial health centers, athletic training facilities, fitness centers, sports injury treatment centers, and education or research centers.

Program Accreditation

The entry-level DPT program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE).

Required Observation Experience

Verifiable observation experience in at least two (2) different areas of physical therapy specialty.

Interview

Admission into the Physical Therapy program is highly competitive and the number of students who can be admitted each year is limited. Therefore, completion of all prerequisites and other requirements does not assure acceptance into the program. Competitive applicants will be invited for an interview as part of the admission process.

Admission Requirements

Minimum Requirements

1. A baccalaureate degree from an accredited college or university. The undergraduate major may be in any field, but students must have completed the prerequisites (or their equivalents) listed below under "prerequisite courses".

2. A minimum overall GPA of 3.00 on a 4.00 scale.
3. Submission of general Graduate Record Examination (GRE) scores (no minimum score but scores among students are compared).
4. A letter of application that represents an accurate autobiographical sketch that is no longer than three pages.
5. Two letters of recommendation, one from the "Pre-professional Advisor" at the institution where the majority of science courses were taken, and one from a licensed physical therapist.
6. Completion of all other requirements for admission to graduate study at Missouri State University.
7. Ability to meet the technical standards of the program in order to successfully undertake the course of study (available upon request from the program).
8. The Physical Therapy Program at Missouri State University, Springfield Campus, participates in the Physical Therapist Centralized Application Services (PTCAS). Applicants applying to the program must apply online using the PTCAS application. To learn more about the PTCAS application process, please visit <http://www.ptcas.org>. In addition to the PTCAS online application, applicants are required to send official Graduate Record Examination (GRE) scores to: Missouri State University, Department of Physical Therapy, Attn: Director of Admissions, 901 S National Ave, Springfield, MO 65897. Application deadline is December 15 (all application documents must be received by this date). Classes begin in August of each year.

Prerequisite Courses

Below is the minimum number of required hours listed by discipline. The course numbers after each discipline indicate those courses offered at Missouri State University that fulfill that prerequisite. Students must complete the courses listed below, or their equivalents, in order to satisfy the prerequisite. If you have questions regarding the prerequisites, contact the Director of Admissions at 417-836-4514. Courses listed below are offered at Missouri State University.

English: 6 hrs. English (Composition I and II)

Mathematics: 3 hrs. College algebra (MTH 135) or higher

Statistics: 3 hrs. MTH 340 or MTH 545 or ECO 308 or QBA 237 or PSY 200 or SOC 302 or BIO 550

College Physics: 8 hrs. PHY 123 and PHY 124

Chemistry: 8 hrs. CHM 160, CHM 170 or CHM 200

Psychology: 6 hrs. One course should cover basic psychology and one should include abnormal psychology, PSY 121, PSY 304

General Biology: 8 hrs. BIO 121 and 122 or BMS 110 and 230

Human or Vertebrate Anatomy: 4 hrs. BMS 307

Human or Vertebrate Physiology: 4 hrs. BMS 308

Recommended but not Required Courses (examples given)

Spanish: SPN 101

Computer Applications for Business: CIS 201

Personal Financial Planning: FIN 381

Management: MGT 286

Introduction to Biochemistry: CHM 350

Interpersonal Communications: COM 205

Behavior Management and Change: PSY 508

Cellular Biology: BIO 320

Biomedical Sci: BMS 240, 260, 363, 563, 450, 467, 585

Communication Sciences and Disorders: CSD 201

Philosophy: PHI 105, 343, 513

Psychology of Childhood: PSY 331

Human Growth and Development: PSY 703

Social Work: SWK 212

Physical Therapy Program

Academic and Clinical Standards

The Physical Therapy program enforces high academic standards and ethical behaviors. To remain in the program, students must earn a "C" or better in all academic courses or a pass when pass/not pass grading is used. A student who earns a "D" or "F" in any academic course in the curriculum, or receives more than 12 semester hours of "C" will be dismissed from the program. A student who earns a failing mark in a clinical internship may be dismissed from the program.

Post-Professional Completion Program Admission Requirements

Applicants must meet admission requirements for the Graduate College as described in the Missouri State University Graduate Catalog or at <http://graduate.missouristate.edu/admissions.htm>, and must be a licensed physical therapist with at least one year of clinical practice experience.

Admission criteria for Missouri State University Physical Therapy Program Graduates are indicated with an asterisk (*)

In addition to the on-line Graduate Application, applicants will be required to submit the following application materials to the Department of Physical Therapy, 901 S National Ave., Springfield MO 65897:

1. *A notarized copy of current US physical therapy license.
2. Official transcripts from the CAPTE-accredited institution granting the physical therapy degree (must have a GPA of at least 3.00 on a 4.00 scale).
3. *Official transcripts of any graduate courses taken since earning the physical therapy degree.
4. GRE scores.
5. Three letters of recommendation from professional and academic colleagues that can address your professional, academic, and leadership ability. At least one recommendation must be from a physical therapist.
6. An essay (typed, double-spaced) - describing personal goals and objectives related to the DPT completion program.
7. *A Professional Portfolio - contents should include:
 - a. Current curriculum vita
 - b. Proof of work experience - Notarized letter from current employer
 - c. Evidence of competency (certificates from continuing education coursework, conferences or specialty certification)

Post-Professional Completion Program

Program Accreditation

The Post-Professional DPT program is not eligible for accreditation by CAPTE because it is a post-professional program. CAPTE accredits only entry-level programs.

Program Overview

The post-professional DPT program is a 34 credit-hour completion program. MPT graduates of the Missouri State University Physical Therapy Program will qualify for a reduced credit-hour program as outlined in Completion Programs A and B below. Graduates from accredited programs other than Missouri State University may qualify for a reduced credit-hour program (up to 6 credits) based upon portfolio review (see Completion Track C below). Limited course substitutions may be granted on a case-by-case basis for students in any of the three completion programs.

Missouri State University's Post-Professional DPT completion program utilizes standard, web, and hybrid-based education formats to provide practicing physical therapists the opportunity to advance their knowledge and career. The program focuses on evidenced-based practice, differential diagnosis, and medical imaging. A degree in physical therapy from a program accredited by CAPTE is required.

Students must complete the program within a 5-year period from the start of their first class. The program will admit students from Spring 2011 through Fall 2013. **All coursework must be completed by May 2018.** Class sizes are limited and classes may not be offered every year. Qualified applicants are accepted on a first-come basis. To remain in the program, students must maintain good academic standing with a minimum GPA of 3.00 and comply with the Department's grading policies.* Students must complete at least one course per year (beginning with the year of their starting semester). Students failing to complete one course per year will be removed from the program. Exceptions will be considered on an individual basis following a written letter from the student to the program core faculty.

Application Deadlines: To apply for a specific semester, application materials must be received by the following dates: Fall semester - July 1; Spring semester - November 1; Summer semester - April 1.

Classes Start: Fall, Spring and Summer. Course descriptions are in the Missouri State University Graduate Catalog.

Completion Program A - Missouri State University Graduates Classes of 2003- 2005. Minimum of 20 credit hours.

Complete ALL of the following courses		
PTE 714	Imaging Analysis in PT Practice	2 hrs
PTE 730	Motor Control/Motor Learning	3 hrs
PTE 800	Advanced Topics in Geriatrics	2 hrs
PTE 804	Advanced Topics in Pediatrics	2 hrs
PTE 802	Advanced Regional Anatomy: Neural Correlates	2 hrs
PTE 803	Advanced Topics in Musculoskeletal Physical Therapy: Manual Techniques	2 hrs
PTE 873	Patient Management: Advanced Differential Diagnosis	3 hrs
AND		
	Complete <i>two</i> elective courses (minimum of 4 credit hours)	4 hrs

*Grading Policy A: Students must earn a grade of "C" or better in all classes, and may earn no more than 4 credit hours of "C" during the course of Completion Program A.

Completion Program B - Missouri State University Graduates Classes of 2006 and 2007. Minimum of 10 credit hours.

Choose <i>one</i> area of concentration (track) from the list below	6 hrs
(minimum of 6 credit hrs)	

Complete *two* elective courses (minimum of 4 credit hours) 4 hrs

*Grading Policy B: Students must earn a grade of "B" or better in all classes during the course of Completion Program B.

Completion Program C - Graduates of Other Accredited Programs. 34 credit hours (28 credit hours must be from Missouri State University).

Complete <i>all</i> core courses	24 hrs
Choose <i>one</i> area of concentration (track) from the list below	6 hrs
Complete <i>two</i> elective courses	4 hrs

*Grading Policy C: Students must earn a grade of "C" or better in all classes, and may earn no more than 6 credit hours of "C" during the course of Completion Program C.

NOTE: Some courses are offered by departments other than the Department of Physical Therapy.

Core Courses (24 credits)

Course Code	Course Title	Credits
PTE 714	Imaging Analysis in PT Practice	2 hrs
PTE 613	Bioethics	3 hrs
PTE 730	Motor Control/Motor Learning	3 hrs
PTE 802	Advanced Regional Anatomy: Neural Correlates	2 hrs
PTE 731	Pathophysiology/Differential Diagnosis I	3 hrs
PTE 741	Pathophysiology/Differential Diagnosis II	3 hrs
PTE 762	Medical Pharmacology	2 hrs
MGT 701	Health Services Organizations	3 hrs
PSY 627	Multivariate Statistical Methods for the Behavioral Sciences	3 hrs

Electives

Course Code	Course Title	Credits
PTE 800	Advanced Topics in Geriatrics	2 hrs
PTE 801	Vestibular Rehabilitation	2 hrs
PTE 802	Advanced Regional Anatomy Section 1 - Upper quarter (2 hrs) Section 2 - Lower quarter (2 hrs) Section 3 - Spine (2 hrs) Section 4 - Neural Correlates (2 hrs)	8 hrs
PTE 803	Advanced Topics in Musculoskeletal Physical Therapy Section 1 - Sports Physical Therapy (2 hrs) Section 2 - Manual Techniques in Physical Therapy (2 hrs) Section 3 - Ergonomic Assessment and Intervention (2 hrs)	6 hrs
PTE 804	Advanced Topics in Pediatrics	2 hrs
PBH 756	Introduction to Public Health	3 hrs
PBH 720	Epidemiology	3 hrs
HLH 750	Programming Approaches in Wellness/Health Promotion	3 hrs
PBH 775	Principles and Skills of Public Health Administration	3 hrs
PSY 703	Human Growth and Development	3 hrs
MGT 711	Measurement and Management of Quality in Health Care	3 hrs

Areas of Concentration

Neuromuscular Track (6 credits)

Course Code	Course Title	Credits
PTE 801	Vestibular Rehabilitation	2 hrs
PTE 873	Patient Management: Advanced Differential Diagnosis	2 hrs

Plus <i>one</i> of the following courses:		
PTE 804	Advanced Topics in Pediatric Physical Therapy	2 hrs
PTE 802	Advanced Regional Anatomy	2 hrs

Orthopedic Track (6 credits)

Course Code	Course Title	Credits
PTE 803	Advanced Topics in Musculoskeletal Physical Therapy (any two of the four below) Section 1 - Sports Physical Therapy (2 hrs) Section 2 - Manual Techniques in Physical Therapy (2 hrs) Section 3 - Ergonomic Assessment & Intervention (2 hrs)	4 hrs
PTE 873	Patient Management: Advanced Differential Diagnosis	2 hrs

Lifespan Track (6 credits)

Course Code	Course Title	Credits
PTE 713	Human Development Across the Lifespan	2 hrs
PTE 873	Patient Management: Advanced Differential Diagnosis	2 hrs
Plus <i>one</i> of the following courses:		
PTE 800	Advanced Topics in Geriatric Physical Therapy	2 hrs
PTE 804	Advanced Topics in Pediatric Physical Therapy	2 hrs

Public Health/Administration Track (6 credits)

Course Code	Course Title	Credits
PBH 756	Introduction to Public Health	3 hrs
Plus <i>one</i> of the following courses:		
PBH 720	Epidemiology	3 hrs
HLH 750	Programming Approaches in Wellness/Health Promotion	3 hrs
PBH 775	Principles & Skills of Public Health Administration	3 hrs
PSY 614	Behavior Management & Change	3 hrs
MGT 711	Measurement & Management of Quality in Health Care	3 hrs

Research Track (6 credits)

Course Code	Course Title	Credits
PTE 760	Management of Research Projects	2 hrs
PTE 873	Patient Management: Advanced Differential Diagnosis	2 hrs
PTE 880	Research & Outcome Analysis: Completion & Presentations	2 hrs
PTE 802	Advanced Regional Anatomy	2 hrs

Class Schedule: Course offerings may vary depending upon availability and enrollment. Minimum course enrollments is six students.

Summer

Course Code	Course Title	Credits
PTE 730	Motor Control/Motor Learning	3 hrs
PTE 731	Pathophysiology/Differential Diagnosis I	3 hrs
PTE 801	Vestibular Rehabilitation	2 hrs
PTE 803	Advanced Topics in Musculoskeletal Physical Therapy - Sports Physical Therapy	2 hrs
PTE 802	Advanced Regional Anatomy - variable sections	2 hrs

Fall

Course Code	Course Title	Credits
PTE 714	Imaging Analysis in Physical Therapy Practice	2 hrs
PTE 741	Pathophysiology/Differential Diagnosis II	2 hrs

PTE 762	Medical Pharmacology	2 hrs
PTE 764	Patient Management: Exercise Physiology, Nutrition & Wellness	3 hrs
PSY 745	Statistics & Research Design	3 hrs
MGT 701	Health Services Organizations	3 hrs
PTE 800	Advanced Topics in Geriatrics	2 hrs
PTE 803	Advanced Topics in Musculoskeletal Physical Therapy - Manual Techniques	2 hrs

Spring

Course Code	Course Title	Credits
PTE 802	Advanced Regional Anatomy - variable sections	2 hrs
PTE 803	Advanced Topics in Musculoskeletal Physical Therapy - Ergonomic Assessment & Intervention	2 hrs
PTE 804	Advanced Topics in Pediatrics	2 hrs

Entry-Level DPT Program Course Schedule

Fall, Semester 1 (17 weeks classroom)

Course Code	Course Title	Credits
PTE 707	Medical Human Anatomy	6 hrs
PTE 710	Introduction to Physical Therapy	3 hrs
PTE 711	Professional Issues I	2 hrs
PTE 712	Biomechanics and Kinesiology	5 hrs
PTE 713	Human Development & the Life Cycle	3 hrs

Spring, Semester 2 (17 weeks classroom)

Course Code	Course Title	Credits
PTE 714	Imaging Analysis in Physical Therapy Practice	2 hrs
PTE 720	Neuroanatomy- Neuroscience	4 hrs
PTE 721	Professional Issues II	2 hrs
PTE 722	Physical Agents & Mech. Modalities	2 hrs
PTE 723	Patient Management: Musculoskeletal I	4 hrs
BMS 752	Medical Physiology	3 hrs
PTE 785	Histology & Tissue Biology	2 hrs

Summer, Semester 3 (7 weeks classroom; 4 weeks clinical)

Course Code	Course Title	Credits
PTE 730	Motor Control/Motor Learning	3 hrs
PTE 731	Pathophysiology/Differential Diagnosis I	3 hrs
PTE 732	Electrotherapeutic Modalities & Clinical Electrophysiology	2 hrs
PTE 733	Patient Management: Musculoskeletal II	4 hrs
PTE 737	Clinical Internship I	4 hrs

Fall, Semester 4 (13 weeks classroom; 6 weeks clinical)

Course Code	Course Title	Credits
PTE 741	Pathophysiology/Differential Diagnosis II	3 hrs
PTE 743	Patient Management: Neurological I	4 hrs
PTE 747	Clinical Internship II	6 hrs
PTE 750	Research & Outcome Analysis	2 hrs
PTE 762	Medical Pharmacology	2 hrs
PTE 764	Patient Management: Exercise Physiology, Nutrition, and Wellness	3 hrs

Spring, Semester 5 (10 weeks classroom; 6 weeks clinical)

Course Code	Course Title	Credits
PTE 740	Research Methods & Design	2 hrs
PTE 744	Patient Management: Cardiovascular & Pulmonary Problems	3 hrs
PTE 753	Patient Management: Neurological II	4 hrs
PTE 757	Clinical Internship III	6 hrs
PTE 872	Orthotics, Prosthetics, & Assistive Tech	3 hrs
	Electives	1-2 hrs

Summer, Semester 6 (11 weeks classroom)

Course Code	Course Title	Credits
PTE 760	Management of Research Projects	2 hrs
PTE 761	Contemporary Issues in Prof. Practice	2 hrs
PTE 765	The Physical Therapist as Educator	1 hr
PTE 767	Health Care Systems and the Physical Therapist	1 hr
	Electives	1-2 hrs

Fall, Semester 7 (10 weeks classroom; 8 weeks clinical)

Course Code	Course Title	Credits
PTE 871	PT Management & Administration	3 hrs
PTE 873	Patient Management: Advanced Differential Diagnosis	4 hrs
PTE 877	Clinical Internship IV	8 hrs
PTE 756	Patient Management: Integumentary	1 hr
	Electives	1-2 hrs

Spring, Semester 8 (3 weeks classroom; 14 weeks clinical)

Course Code	Course Title	Credits
PTE 880	Research & Outcome Analysis: Completion & Presentation	2 hrs
PTE 883	Patient Management: Critical Integration and Analysis II	1 hr
PTE 887	Clinical Internship V	8 hrs
PTE 888	Clinical Internship VI	6 hrs

Entry-Level DPT Degree Requirements

133 hrs

- Students must successfully complete the 133 hours of the physical therapy curriculum. The courses must be taken in the order and at the time scheduled for each admitted class (cohort group).
- Research.** Students must complete and present a graduate level research paper, which is part of the requirement in PTE 880.
- Comprehensive Examination.** Students must pass a comprehensive examination, which is implemented in the curriculum as computer competency testing.

Curriculum

The curriculum is designed sequentially so that courses must be taken in the order and at the time scheduled for each admitted class (cohort group). Any exceptions to the cohort progression requirement must stem from unavoidable and extreme personal circumstances, and must be approved by the core faculty and Department Head.

Health Issues

Physical Therapy students will be required to complete a physical examination including a TB skin test or chest X-ray. In addition, MMR, Hepatitis B, and other vaccinations are required. Physical therapy students must have the capacity for performance of the technical functions and tasks required of a physical therapist.

The American Physical Therapy Association has a Professional Code of Ethical Conduct. All physical therapy students will adhere to this Code and respect the rights and dignity of all individuals.

There are additional policies and procedures for physical therapy students that are explained in the *Handbook for Physical Therapy Students* at Missouri State University. Each student gets this handbook during orientation for first year students.

The Physical Therapy program requires students to pass a background security check and a drug screening. These programmatic screening policies are a result of health organizations' requirements for placement at their clinical sites. Students will be financially responsible for the background security check, drug screening, and housing/transportation costs during clinical internships. Please

see academic program requirements, applications materials and admission standards for specific detailed information. Students who do not pass the appropriate screenings may not be able to complete the program or practice professionally.

Physical Therapy Courses

PTE 707 Medical Human Anatomy

Prerequisite: admission to the program or permission. This course offers an in-depth coverage of basic, applied, and clinical aspects of gross anatomy. Students observe, discuss, teach, learn, and dissect all body systems in detail. This course incorporates traditional didactic lectures, discussions, laboratory dissection, students teaching students in laboratory teaching sessions, and assignments that rely on critical thinking. Students make oral presentations and use the library and other sources of information (such as the Internet and our computer laboratory) to learn and teach applied gross anatomy. Identical with BMS 707. Cannot receive credit for both PTE 707 and BMS 707. 6(3-10), F

PTE 710 Introduction to Physical Therapy

Prerequisite: admission to the program. This course is closely integrated with Professional Issues I. It provides an overview of physical therapy, including the history of physical therapy and the APTA, and the physical therapist's professional responsibilities. This information is combined with the acquisition of skills and knowledge necessary to be successful in managing patients. The topics that are discussed in Professional Issues I, e.g., Standards of Practice for Physical Therapy, Guidelines for Physical Therapy Documentation, and Guidelines for Professional Conduct, are "transformed" into practical skills that are necessary to professionally interact with patients. Hence this course combines these concepts with the skills necessary to provide patient care. These skills include the assessment of vital signs, basic measurement techniques, examination of the body, ensuring patient safety, infection control, using proper body mechanics, using appropriate transfers, gait training, and basic documentation, and patient and family education. 3(2-4), F

PTE 711 Professional Issues I

Prerequisite: admission to the program. This course provides an overview of physical therapy and the physical therapist's professional responsibilities. Information regarding the Standards of Practice for Physical Therapy, the Guidelines for Physical Therapy Documentation, and the Guide for Professional Conduct are essential components of this course. This course focuses on the psychological and social aspects of communication in health care and providing care and services to patients. This includes patients' rights, the psychological impact of illness, social considerations such as gender, race, culture and ethnicity. These concepts are integrated using case studies of various patient-therapist situations. 2(1-3), F

PTE 712 Biomechanics and Kinesiology

Prerequisite: admission to the program. This course provides the basis for understanding human movement. This encompasses functional anatomy, forces applied to, and by, the body, and the mechanics of human movement, including its quantitative assessment. Angular and linear kinetics and kinematics are studied and applied to patient management. Interactions among the skeletal, muscular, and neural systems of the body are emphasized as they relate to understanding normal and abnormal human movement. 5(4-3), F

PTE 713 Human Development and the Life Cycle

Prerequisite: admission to the program or permission. This course describes the major features of embryology, maturation of the fetus, changes that occur during pregnancy, childbirth, the neonatal period, childhood, adolescence, adulthood and aging. The course stresses an integrated approach to understanding all of these periods of life as a cycle of events, each with its unique challenges to the health care professional. 3(3-0), D

PTE 714 Imaging Analysis in Physical Therapy Practice

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course emphasizes the analysis and interpretation of diagnostic images of patients with a variety of impairments or dysfunctions of the musculoskeletal, cardiopulmonary, nervous, and circulatory systems as they apply to contemporary physical therapy practice. Various imaging techniques will be incorporated into case studies which will be used to emphasize incorporation of image findings into the process of patient management. 2(2-1), S

PTE 720 Neuroanatomy - Neuroscience

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course describes the gross anatomy and applied function of the central and peripheral nervous systems. Normal anatomy and function is compared and contrasted with abnormal anatomy and function due to disease or injury. 4(3-3), S

PTE 721 Professional Issues II

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course focuses on employment settings, legal issues regarding Physical Therapist Assistants, the structure of the American Physical Therapy Association, regulations, policies, practice acts, federal legislation, and direct access to patients. Additionally, this course focuses on the legal aspects of professional life including basic elements of contract law, criminal law, educational law, employment law, insurance law, and business law. Students continue to develop an Individual Clinical Internship Plan with specific goals and objectives and select clinical sites for Clinical Internship I - IV. 2(0-4), S

PTE 722 Physical Agent and Mechanical Modalities

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course describes thermal modalities (diathermy, therapeutic heat and cold, therapeutic ultrasound, low-power lasers, ultraviolet therapy) and mechanical modalities (spinal traction, intermittent compression devices, continuous passive movement devices, therapeutic soft tissue mobilization, and massage). In addition, the underlying scientific principles and clinical uses of physical agents and mechanical modalities are described. 2(2-2), S

PTE 723 Patient Management: Musculoskeletal I

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course emphasizes the management of patients with musculoskeletal dysfunctions of the appendicular skeleton. Case studies are used to emphasize the process of patient management, i.e., examination, assessment, diagnosis, prognosis, treatment, analysis of functional outcomes, and re-assessment. The joints of the limbs are the central themes around which the cases are built. General and specific

examination and treatment techniques are included, stressing the integration of knowledge and skills. Treatment techniques include (but are not limited to) the use of soft tissue mobilization, myofascial release, therapeutic exercise, and basic joint mobilization. 4(2-6), S

PTE 730 Motor Control/Motor Learning

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course builds on, and extends, the information covered in Neuroanatomy - Neuroscience. It focuses on motor control systems and on the structure and function of the major components of the brain. The content is presented so that neurological lesions are understood based on an understanding of anatomical location and function. Case studies are used to introduce clinical reasoning based on fundamental knowledge in neuroanatomy and neuroscience. 3(2-2), Su

PTE 731 Pathophysiology/Differential Diagnosis I

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course covers pathological conditions and their implications for Physical Therapists. All major systems of the body are studied. The pathophysiological portion of the course integrates the knowledge acquired in physiology with abnormal physiology caused by pathology. Case studies are used to integrate concepts in patient management related to pathology and pathophysiology. 3(2-2), Su

PTE 732 Electrotherapeutic Modalities and Clinical Electrophysiology

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course describes electrotherapeutic modalities and clinical electrophysiologic testing. In addition, the underlying scientific principles and clinical uses and application of electrotherapeutic modalities and clinical electrophysiologic testing are incorporated. Major topics in this course include: electrical stimulation of muscle, electrical stimulation to control posture and movement (FES/NMES), electrical stimulation to control pain, electrical stimulation to promote tissue healing, iontophoresis, electroneuromyography, EMG, NCV, and biofeedback. 2(2-5), Su

PTE 733 Patient Management: Musculoskeletal II

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course builds on the knowledge and skills acquired in Patient Management: Musculoskeletal I. It focuses on management of the axial skeleton and all of the joints associated therewith. Sophisticated examination and manual mobilization techniques are covered in detail. 4(3-6), Su

PTE 737 Clinical Internship I

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course provides an introduction to the clinical education component of the curriculum, as well as a four week, full-time clinical internship. Learning styles will be discussed, as well as how clinically-based learning may differ from classroom or laboratory experiences. Students will continue to develop their clinical internship plan and specific goals and objectives for this Clinical Internship. Students will complete a case study or present an "in-service" while on the four week internship write a short, reflective paper, and meet the requirements established by the program and the clinical facility. 4, Su

PTE 740 Research Methods and Design

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course examines the importance of research, the methods used to conduct research of various types, and the models that are available for designing appropriate research projects. Quantitative and qualitative research is covered in detail, as well as the use of functional outcome measurements to improve patient care and document treatment efficiency and effectiveness. 2(1-2), S

PTE 741 Pathophysiology/Differential Diagnosis II

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course focuses on Internal Medicine from the perspective of implications for physical therapists. A significant component of the course will focus on signs and symptoms, disease recognition, associated surgical procedures, and on the effects of disease with regard to producing functional limitations and disabilities. This course covers muscular, skeletal, neurological, cardiovascular, pulmonary, hematologic, gastrointestinal, renal, urological, hepatic, and endocrine diseases. Case students are incorporated to emphasize patient management. Common medical instrumentation used in skilled patient management, the basic medical procedures associated with this instrumentation, and the application of this information to patient management in physical therapy is integrated where appropriate. 3(2-3), F

PTE 743 Patient Management: Neurological I

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course covers neurological disabilities that primarily affect infants, children, and adolescents. Case studies and laboratory experiences are used to emphasize the process of patient management, i.e., examination, assessment, diagnosis, prognosis, treatment, analysis of functional outcomes, and re-assessment. General and specific examination and treatment techniques are included stressing the integration of knowledge and skills. Treatment approaches include theoretical models, and task-oriented models. Therapeutic exercise, modalities, and other treatment skills are presented and included in case studies. Functional outcome measures are incorporated, as well as patient management in the home. 4(2-6), F

PTE 744 Patient Management: Cardiovascular and Pulmonary Problems

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course presents an overview of cardiac, vascular, and pulmonary physical therapy. It integrates foundational information such as anatomy, physiology, exercise physiology, embryology, histology, pharmacology, pathology, and pathophysiology into a meaningful basis on which patient management strategies are based. This course introduces the student to cardiovascular and pulmonary assessments, interventions, and outcome analyses. The course includes information specific to pediatric, adolescent, adult, and geriatric patients. 3(2-3), S

PTE 747 Clinical Internship II

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course provides for continuing development of clinical skills in the form of a six week, full-time clinical internship. Students will continue to develop their clinical internship plan and specific goals and objectives for Clinical Internship II. Students will complete a case study or present an "in-service" while on the six week internship write a short, reflective paper, and meet the requirements established by the program and the clinical facility. 6, F

PTE 750 Research and Outcome Analysis

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course focuses on the management of data generated by research and outcome analyses. It will fully integrate the use of statistical methods, understanding the results of applying these methods, and making inferences or conclusions based upon the data analysis. It also addresses the larger scope of disseminating this information, professional responsibility to the public to generate meaningful data, and methods of critically analyzing results and conclusions drawn by others. In the latter portion of the course, students identify their research interests, choose or are assigned a research advisor and write a research project proposal. 2(2-0), F

PTE 753 Patient Management: Neurological II

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course covers neurological disabilities across the life span, but emphasizes adult neurological disabilities. Case studies and laboratory experiences are used to emphasize the process of patient management, i.e., examination, assessment, diagnosis, prognosis, treatment, analysis of functional outcomes, and re-assessment. General and specific examination and treatment techniques are included stressing the integration of knowledge and skills. Treatment approaches include theoretical models, and task-oriented models. Therapeutic exercise, modalities, and other treatment methods are presented and included in case studies. Functional outcome measures are incorporated, as well as patient management in the home. 4(3-3), S

PTE 754 Patient Management: Special Considerations Across the Life Span

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course focuses on pediatric and geriatric physical therapy and on the unique considerations that arise in these patients. The processes involved in development are compared and contrasted with the degenerative processes that occur during aging. The specific assessment and treatment methods unique to each population are studied. Additional correlations are presented in cognitive abilities, communication, dependence on others, etc. Family-centered interventions and family education in the home are compared and contrasted in both populations. 2(1-3), D

PTE 756 Patient Management: Integumentary

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course is correlated with information provided in Pathology-Pathophysiology, Neuroanatomy-Neuroscience I and II, and in Physical Agents, Mechanical Modalities, and Electrotherapeutic Modalities. Specific topics that are discussed include (but are not limited to) the prevention of skin disorders, management of burns and other open wounds, and the use of specific modalities to facilitate wound repair. 1(1-0), F

PTE 757 Clinical Internship III

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course provides for clinical practice of developing skills in the form of a six week, full-time clinical internship. Students will continue to develop their clinical internship plan and specific goals and objectives for Clinical Internship III. Students will complete a case study or present an "in-service" while on the six week internship, write a short, reflective paper, and meet the requirements established by the program and the clinical facility. 6, S

PTE 760 Management of Research Projects

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course builds upon all prior research courses in the curriculum and focuses on each student's project. Students secure Institutional Review Board approval, begin their research project, and move quickly into data collection and analysis. Important issues in research are reinforced. Students work closely with their advisor(s) during this course. 2(1-3), Su

PTE 761 Contemporary Issues in Professional Practice

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course focuses on some of the more specialized areas of physical therapy. This includes diseases, conditions, or practice areas such as women's health, osteoporosis, pelvic floor dysfunction, pregnancy, sports medicine, chronic pain, management of persons with AIDS and HIV infection, lymphedema, selected problems in human behavior, ergonomics, and industrial health and physical therapy. Alternative and holistic therapies are discussed, as well as their relationship and integration with patient rehabilitation. 2(1-3), Su

PTE 762 Medical Pharmacology

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course focuses on medical pharmacology, particularly those aspects that significantly impact the practice of Physical Therapy. Specific topics include drugs that affect the autonomic nervous system, the cardiovascular system, the central nervous system, and the endocrine system. In addition, anti-inflammatory, antiviral, antibacterial, and chemotherapeutic drugs are discussed. Case studies augment clinical information and emphasize patient management. 2(1-3), F

PTE 764 Patient Management: Exercise Physiology, Nutrition, and Wellness

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course describes the effects of physical activity on human performance across the life span. The effects of exercise (or lack thereof) are considered for each system in the body. Strategies for improving physical performance in a variety of settings are considered, as well as fundamental principles of good health in relation to exercise. 3(2-3), F

PTE 765 The Physical Therapist as Educator

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course focuses on educational theories and methodology relevant to the physical therapist in a variety of physical therapy settings. These topics are discussed in the context of promoting optimal health, preventing injury and illness, and promoting wellness. Upon completion of this course, the student will be able to utilize educational concepts and theories in the design, implementation, and evaluation of learning experiences used in the education of the community, industry, patients, families, students, colleagues, and self. 1(1-0), Su

PTE 767 Health Care Systems and the Physical Therapist

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course is an introduction to the various health care delivery systems in the United States, and provides a synopsis of the health care systems found in countries other than the United States. This course allows students to explore the provision of physical therapy services within the

constraints of the existing health care systems, and to identify community needs, and resources. 1(1-0), Su

PTE 785 Histology and Tissue Biology

Prerequisite: enrollment in the program and successful completion of all prior course work therein, and permission of instructor. Course emphasizes the structure and basic function of all the major tissues and cell types in the human body. Includes normal cell and tissue morphology and the adaptations that occur as a result of various stimuli both normal and abnormal. This is a variable content course. May be repeated for a maximum of 6 hours. 1-2, D

PTE 800 Advanced Topics in Geriatrics

Prerequisite: enrollment in the program and successful completion of all prior course work therein. In this course students gain insight into physical therapy related to the elderly population, their special needs and physiological changes, living environments, resources, etc. For an additional credit hour of this course, students are encouraged to develop further knowledge, skills, etc., with the elderly population. Based upon student interest and instructor approval, students may pursue additional in-depth study in areas such as (but not limited to): education, skill development, service-learning, investigation, psychomotor skills, psychosocial issues, healthcare system, reimbursement, etc., related to geriatrics. 1-2, D

PTE 801 Vestibular Rehabilitation

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course describes the anatomy and physiology of the vestibular system and an overview of various pathologies associated with patient complaints of vertigo, dizziness, and balance disorders. Principles of examination, evaluation, assessment, and rehabilitation of the patient with impairment of the vestibular system and/or impaired balance are described and performed. 1-2, D

PTE 802 Advanced Regional Anatomy

Prerequisite: Enrollment in the DPT program and permission of instructor. This is a variable content course offering in-depth coverage of basic, applied, and clinical aspects of gross anatomy of one or more of the following regions: head and neck, upper extremity, trunk, and lower extremity. Students observe, discuss, teach, learn and dissect selected body systems in detail. This course may incorporate traditional didactic lectures, problem based discussions, laboratory dissection with assignments that rely on critical thinking. Students relate anatomical structure to functional relations and correlate structure with clinical assessments and treatments. Students make oral presentations and use the library and other sources of information (such as the Internet) to learn. Course may be repeated up to a maximum of 9 hours. 1-2, D

PTE 803 Advanced Topics in Musculoskeletal Physical Therapy

Prerequisite: Enrollment in the DPT program and permission of instructor. This is a variable content course emphasizing the management of patients with musculoskeletal dysfunction focusing on research, differential diagnosis and advanced manual examination and treatment techniques. Case studies are used to emphasize the evidence-based process of patient management, i.e., examination, assessment, diagnosis, prognosis, treatment, analysis of functional outcomes, and re-assessment. Students will focus on management of musculoskeletal dysfunction relation to one or more of the following regions: the upper extremity, the pelvis and lower extremity, or the spine and sacroiliac joint. Course may be repeated up to a maximum of 9 hours. 1-2, D

PTE 804 Advanced Topics in Pediatrics

Prerequisite: enrollment in the program and permission of instructor. This is a variable content course designed to allow students to develop their cognitive, psychomotor or affective skills at an advanced level in the area of physical therapy for children. The course may involve readings, projects, and direct clinical experiences individually contracted between the instructor and the student. Course may be repeated up to a maximum of 9 hours. 1-2, D

PTE 871 Physical Therapy Management and Administration

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course covers theory and practical applications in managing yourself, other people, groups of people, subdivisions of organizations, and businesses. Within this framework, administration is discussed and examined as it pertains to a variety of settings in physical therapy. Health care economics is covered, as well as the economics of starting and managing a business in physical therapy. Marketing is discussed from several perspectives. 3(2-2), F

PTE 872 Orthotics, Prosthetics, and Assistive Technologies

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course covers limb amputations, orthotic and prosthetic devices, and splints. The use of orthoses, prostheses, and splints is fully integrated into principles of patient management. Advanced wheelchair prescriptions are discussed, as well as advanced technologies (computer technologies, etc.) that are useful in rehabilitation including occupational and industrial therapies and devices. 3(2-3), S

PTE 873 Patient Management: Advanced Differential Diagnosis

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course focuses on managing patients using a "life-long" conceptual basis. It stresses the importance of being proactive in resolving complex issues, particularly those that impact patients for a lifetime. Critical thinking is an integral part of this course. Cost effectiveness, efficiency, long-term planning, and using the best adaptive equipment for the long-term are emphasized. The elements of patient/client management as described in The Guide to Physical Therapist Practice are used to guide the clinical decision making process. Integral to this course will be the use of case-based learning modules. 4(2-6), F

PTE 877 Clinical Internship IV

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course provides continued clinical practice of skills in the form of an eight-week, full-time clinical internship. Students will continue to develop their global clinical internship plan, while writing specific goals and objectives for Clinical Internship IV. Students will complete a case study or present an "in-service" while on the eight-week internship, write a short, reflective paper, and meet the requirements established by the Program and the clinical facility. Graded Pass/Not Pass only. 8, F

PTE 880 Research and Outcome Analysis: Completion and Presentations

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course is the culmination of the student's research work during the physical therapy program. Each student will present a research project to the faculty and peers for evaluation. The student's advisor and/or advisory committee will evaluate the student's research or outcome analysis

paper. The paper must be written using the guidelines for publication described in the Physical Therapy Journal. The paper's quality must be similar to those that are published in the Physical Therapy Journal. 2(0-4), F

PTE 883 Patient Management: Critical Integration and Analysis II

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course follows PTE 873 that stressed the use of case-based learning modules. This course focuses on managing patients using a "life-long" conceptual basis. It stresses the importance of being proactive in resolving complex issues, particularly those that impact patients for a lifetime. Critical thinking is an integral part of this course. Cost effectiveness, efficiency, long-term planning, and using the best adaptive equipment for the long-term are emphasized. The elements of patient/client management as described in The Guide to Physical Therapist Practice are used to guide the clinical decision making process. The course will culminate with student teaching seminars that students have prepared while on Clinical Internship IV and V. These seminars are complex case studies presented to student peers and faculty. 1(1-0), S

PTE 887 Clinical Internship V

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course provides clinical practice in the form of an eight-week, full-time clinical internship. Students will continue to develop their global clinical internship plan, while writing specific goals and objectives for Clinical Internship V. Students will complete a case study or present an "in-service" while on the eight-week internship, write a short reflective paper, and meet the requirements established by the program and the clinical facility. 8, S

PTE 888 Clinical Internship VI

Prerequisite: enrollment in the program and successful completion of all prior course work therein. This course provides clinical practice in the form of a six-week, full-time clinical internship. Students must meet the requirements established by the Program and the clinical faculty. After completion of Clinical Internship VI and upon their return to campus, students will enter a period of in-depth self-analysis and reflection concerning Clinical Internship VI and the entire clinical education experience. 6, S

Department of Physician Assistant Studies

Professional Building, Room 200, Phone: (417) 836-6151, Fax: (417) 836-6406

Email: PhysicianAsstStudies@missouristate.edu

Website: <http://www.missouristate.edu/pas>

Department Head: Steven T. Dodge

Faculty

Associate Professor: Roberto Canales

Assistant Professor: Tracy Cleveland, Jodi Flynn

Clinical Associate Professor: Steven T. Dodge

Medical Director: William R. Detten

Instructor: Nancy M. Dion

Adjunct Faculty: Brian C. Aston, Michael J. Barker, Brent A. Bartgis, Traci Bilyeu-Reinbold, Anthony A. Cauchi, Christopher D. Chase, Samuel A. Crow, II, John C. Davis, Jeffrey S. Del Vecchio, Amanda J. Dinsmore, Jose M. Dominguez, Robert Scott Duff, Ambur Economu, Christian S. Forrer, Evan E. Fusco, Sharon Giboney, Christine H. Gosch, Bernard A. Griesemer, Doyle B. Hill, Thomas A. Hopkins, Roger E. Huckfeldt, Timothy L. Jones, Janet Jordan, Mary Beth Kurz, Greogory J. Kutter, Stephanie M. Lewis, Thomas C. Lewis, Brian L. Mahaffey, Ted McMurry, Fred G. McQueary, J. Randolph Mullins, Mark D. Newport, Michael S. North, Angela S. Oloman, Kevin H. Reinhard, Megan E. Riley, John J. Schmid, James A. Schultz, Charles W. Sheppard, J. Barry D. Spoon, Robert W. Steele, Daryl T. Steen, Christopher Stein, Martin S. Tyson, Edward G. Wieggers, Alice T. Williams, Andy J. Wright

Programs

Master of Science, Physician Assistant Studies

Dr. Linda Vaught, Program Contact

Professional Building, Room 200

Phone 836-6151; LindaVaught@missouristate.edu

Professional Description

Physician assistants are health professionals prepared to practice medicine with physician supervision. Physician assistants are qualified by graduation from an accredited physician assistant educational program and/or by certification by the National Commission on the Certification of Physician Assistants. Within the physician/PA relationship, physician assistants exercise autonomy in medical decision-making and provide a broad range of diagnostic and therapeutic services.

The clinical role of physician assistants includes primary and specialty care in medical and surgical practice settings in rural and urban areas. Physician assistant practice is centered on patient care and may include educational, research and administrative roles.

Program Description

The Master of Science in Physician Assistant Studies is a graduate, entry-level, professional study designed to prepare highly competent practitioners to practice primary care medicine in the context of team-delivered care in a rapidly evolving health care arena. The program is 24 months (six semesters) duration and is divided into didactic (12 months) and clinical phases (12 months). Enrollment is on a continuous, full-time basis only. The curriculum is based on the *Accreditation Standards for Physician Assistant Education* and incorporates the principles of scientific inquiry, self-directed study, critical analysis, and problem solving. Due to the rigorous nature of the curriculum, students should not expect to be employed during their enrollment.

Program Accreditation

The Missouri State University Physician Assistant Program is accredited by the Accreditation Review Commission on Education for the Physician Assistant (ARC-PA). Accreditation is a process of external peer review to assure standards of excellence and quality are met and maintained. Graduation from an accredited PA program is a requirement to practice as a PA in the United States and to sit for the National Commission on Certification of Physician Assistants (NCCPA) certifying examination.

Degree Requirements

All students must complete the required 83 semester hours of the curriculum (42 didactic and 41 clinical) in the prescribed sequence for each admitted class (cohort). Any exceptions to the cohort progression must stem from unavoidable and extreme personal circumstances, and must be approved by the program director.

1. **Academic Advisor** - Upon matriculation, each student will be assigned to a departmental academic advisor, who along with the program's didactic and clinical coordinators, will supervise a student's progression through the program.

2. **Didactic year courses:**

Spring - 15 credit hours

Course Code	Course Title	Credits
PAS 717	Med. Human Anatomy & Radiology	6 hrs
BMS 752	Medical Physiology	3 hrs
PAS 753	Molecular Pathophysiology	1 hr
PAS 765	Clinical Assessment I	3 hrs
PAS 769	Behavioral Medicine	1 hr
PAS 775	Principles of Clinical Problem Solving	1 hr

Summer - 10 credit hours

Course Code	Course Title	Credits
PAS 785	Clinical Medicine I	4 hrs
PAS 780	Pharmacotherapeutics I	1 hr
PAS 766	Clinical Assessment II	3 hrs
PAS 770	Professional Issues Seminar	1 hr
PAS 783	Clinical Practicum	1 hr

Fall - 17 credit hours

Course Code	Course Title	Credits
PAS 786	Clinical Medicine II	6 hrs
PAS 781	Advanced Pharmacotherapeutics	3 hrs
PAS 787	Lab. Medicine & Clinical Procedures	1 hr
PAS 788	EKG & ACLS	2 hrs
PAS 776	Clinical Problem Solving Seminar	1 hr
PAS 777	Intro to Rsrch & Clinic. Epidemiology	3 hrs
PAS 784	Clinical Practicum II	1 hr

3. **Clinical year courses.** The clinical year consists of 8 six-week clinical preceptorship experiences (PAS 790) for 4-5 credit hours. Students are required to complete the following required clinical preceptorships:

Family practice-primary care*	12 weeks
General surgery	6 weeks
Internal Medicine	6 weeks
Emergency Medicine	6 weeks
Obstetrics and Gynecology/Women's Health	6 weeks
Pediatrics	6 weeks
Elective	6 weeks

* Consists of 2 separate 6-week preceptorships that will likely be at different sites to insure a variety of clinical experiences.

In addition, students are required to document patient learning experiences in the field of Psychiatry/ Behavioral Medicine that occur during other preceptorships.

Note: All students must complete at least one primary care preceptorship (family practice, internal medicine, or pediatrics) in a rural setting. Students may be required to relocate for some preceptorship rotations. Normally, the travel, housing, and other expenses incurred in relocation are at the student's expense. Additionally, students will register for PAS 797 Clinical Practice Issues Seminar (1 hour) each semester throughout the clinical year for a total of three credits.

4. **Clinical year research requirement.** All students will register for PAS 798 Clinical Research Project (2 hours) during the final semester of their clinical year. This project will consist of an in-depth study of a clinical problem of interest, which culminates in a scholarly paper and formal presentation.

Retention During the Program

The PA program holds high academic and ethical standards. A student must attain a grade point average of at least 3.00 on all graduate work. A grade of "C" or above (or "pass" for courses graded "pass/not pass") represents acceptable professional work for the PA program, however a student earning more than nine semester hours of "C" or lower becomes ineligible for graduate study. No course with a grade below "C" may be applied toward a graduate degree. Any grade below a "C" in any given course, didactic or clinical, is not acceptable and may be grounds for dismissal from the PA program for academic reasons, subject to faculty discretion. If a student earning a grade below a "C" is retained in the program, the student will be required to complete remedial

work prescribed by the faculty; this may result in the students delayed graduation. Students must also meet any requirements for individual clinical preceptorship sites.

Admission to the PA program and acceptable grades represent the minimum criteria necessary for successful completion of the PA program. The PA program faculty constitutes the Promotions Committee which meets at the end of the didactic year to determine if students will be advanced to the clinical phase of training. While grades are important, the decision to promote a student is based on the composite picture of the ability of the student to perform satisfactorily in the clinical phase of training. If a student has failed to demonstrate an attitude of professionalism (as detailed in the didactic year policy manual) or if the committee does not believe that student is prepared to assume patient care responsibilities, a student may be dismissed from the program. Similarly, at the end of the clinical year, the Promotions Committee will make a determination about a student's readiness to graduate based on academic performance and professional growth and development.

Preprofessional Prerequisite Courses Minimum Semester Hours **

- 1. Life sciences 12 hrs minimum**
 - a. Must include 2 courses (8 semester hours total) in anatomy and physiology at the pre-med level or for science majors including lab.
 - b. Must include a course in microbiology (3 semester hours minimum), preferably including a lab component.
 - c. Other appropriate courses may include cell biology, cell physiology, embryology, endocrinology, genetics, histology, virology, immunology, molecular biology, neurobiology, bacteriology, and epidemiology.
- 2. Chemistry 12 hrs minimum**
 - a. Must include the complete sequence (2-3 semesters) of general chemistry at the pre-med level or for science majors including lab.
 - b. A course in organic chemistry or biochemistry is also required (a survey course is acceptable).
- 3. Statistics 3 hrs**
- 4. Social Science 6 hrs minimum**
 - a. Must include a course in general or introductory psychology
 - b. Additional courses may include: developmental psychology, abnormal psychology, sociology, health care ethics, or death and dying, etc.

** Contact department for additional information.

** A grade of "C" or higher must be earned in each of the courses. A minimum GPA of 2.75 (as calculated by CASPA) is required).

** CLEP examination or advanced placement credit may not be used to meet any of the above requirements, unless a comparable number of credits in advanced courses in the discipline have been completed.

** Due to the rapid evolution of the basic sciences, preference may be given to applicants who have completed their pre-professional prerequisite courses during five years prior to applying to the program, particularly those with strong science work.

** Additional chemistry, biology and social science courses (listed above) beyond the minimum will strengthen the application.

Recommended Prerequisites/Proficiencies

1. Candidate for admission to the PA program should "shadow" a practicing PA for at least 28 hours.
2. Completion of the recommended 2000 hours of direct patient care experience.
3. A course in medical terminology is strongly recommended for applicants who are not health professionals or for any applicant not confident of their ability in this area. Self-study courses are appropriate.
4. Proficiency in basic computer skills (word-processing, spreadsheets, databases, Internet searches, E-mail) is expected of all entering students as the curriculum will incorporate the use of computer technology. Additionally, all students in the program will be expected to have computer access to the Internet available at home.

Selection Factors

Admission into the Physician Assistant Studies Program is highly competitive. A maximum of twenty-four students will be selected to enroll in the program each January. While applicants must complete all prerequisite requirements to be considered for a position in the class, completion of all admission requirements does not assure acceptance into the program. In making class selections, the admissions committee will consider the following characteristics of competitive applicants:

- academic potential to successfully complete the program
 - understanding and commitment to the role of the physician assistant
 - personal maturity
 - motivation
 - interpersonal skills
 - quality and duration of health care experience
 - capacity for performance of the technical functions and
 - tasks required of the physician assistant

Admission Requirements

Applications are submitted to CASPA online starting in May for individuals interested in applying for the class beginning in January.

1. Possess baccalaureate degree from a regionally accredited institution in the United States prior to entering the program.
2. Applicants must have an overall grade point average (GPA) of at least 3.00 (as determined by CASPA) on a 4.00 scale, or

- 3.00 on a 4.00 scale for the last 60 hours of course work is required.
3. Complete all pre-professional prerequisite courses by the end of the fall semester before the program begins (*pre-professional* prerequisite courses listed below). All prerequisite courses must be completed at a regionally accredited institution
 4. Complete the Graduate Record Examination General Test within the past 5 years.
 5. Meet all requirements for admission to graduate study at Missouri State University. Graduate College admission and degree requirements are detailed under the Graduate College policies in this catalog.
 6. Present evidence of completion of the Basic Life Support for Health Professionals course approved by the American Heart Association. The certificate must be valid for one year after the beginning of the program.
 7. Meet technical standards of the program in order to successfully undertake the course of study. These standards are available upon request from the program. Matriculating students must also demonstrate evidence of good physical health and have up-to-date immunizations (MMR, tetanus, and a complete Hepatitis B series, including a titer demonstrating immunity), and a PPD (Plus chest x-ray for PPD+ individuals).
 8. The Missouri State University Physician Assistant Program participates in the Central Application Service for Physician Assistants (CASPA). Applications will be available after May 1 for individuals interested in applying for the class beginning in January. Apply online at <http://www.caspaonline.org>. The deadline for applications to CASPA is August 1. The CASPA web site provides additional information about the initial application requirements and fees.
 9. Competitive applicants will be invited to interview with members of the program's admission committee.
 10. Applicants who are *accepted* to the program will be required to submit an application to the Graduate College and pay the \$30.00 application fee.
 11. Matriculated students must enroll on a full-time basis and progress through the program with their class.
 12. All students are required to carry professional liability insurance throughout the program. This insurance is available through the American Academy of Physician Assistants.
 13. All students must also carry health (including hospitalization) insurance throughout the entire program. A comprehensive student group health and accident insurance policy is available through Missouri State University.
 14. Students will be required to initiate and pay for any security checks and drug screening required by clinical agencies, for application to take the Physician Assistant National Certifying Exam (PANCE), and when applying for professional licensure.
 15. Apply for criminal record check and receive response that the applicant has not been convicted of any crime pursuant to Section 660.317 RSMo or other disqualifications that would prohibit licensure as a physician assistant.

Physician Assistant Studies Courses

PAS 717 Medical Human Anatomy and Radiology

Prerequisite: admission to the MS in Physician Assistant Studies or permission. Regional study of the human body. Course will include lecture and laboratory activities including cadaver dissection, study of anatomic models, computer images, X-ray, CAT scan, and MRI and ultrasound imaging. Identical with BMS 717. Cannot receive credit for both PAS 717 and BMS 717. Supplemental course fee. 6(3-11), S

PAS 753 Molecular Pathophysiology

Prerequisite: admission to the MS in Physician Assistant Studies. Introduction to the genetic, immunologic, and microbiologic mechanisms of health and disease. 1(0-2) S

PAS 765 Clinical Assessment I

Prerequisite: admission to the MS in Physician Assistant Studies. The first of a 2-semester course sequence. Introduction to effective communication and interviewing skills, techniques of physical examination utilizing a systematic anatomical approach and the recording and presentation of clinical information. Format will include lecture, hands-on laboratory exercises, small group presentations, limited patient contact and written and practical examinations. 3(2-2) Su

PAS 766 Clinical Assessment II

Prerequisite: admission to the MS in Physician Assistant Studies. A continuation of Clinical Assessment I. Emphasis will be on continued development of interviewing and physical examination skills, recognizing and interpreting abnormal physical findings, developing problem lists and differential diagnoses, and refining the recording and presenting of patient evaluation data. In addition, students will learn advanced assessment techniques and perform written and practical skills examinations that incorporate the objective structured clinical exam (OSCE). 3(2-2) Su

PAS 769 Behavioral Medicine

Prerequisite: admission to the MS in Physician Assistant Studies. A biopsychosocial systems approach to the individual, family and community within the health care delivery system that includes issues germane to public health and rural medicine. A variety of topics such as growth and development, human sexuality, health promotion and disease prevention, health education, patient compliance, cultural diversity, substance abuse, family violence, child abuse and rural health issues are examined. 1(0-2) S

PAS 770 Professional Issues Seminar

Prerequisite: admission to the MS in Physician Assistant Studies. Seminar format for discussion of professional and legal issues relevant to the physician assistant profession. Includes topics such as the history of the profession, health care systems, professional organizations, national certification, Missouri licensure, prescriptive privileges, and clinical ethics. 1(0-2) Su

PAS 775 Principles of Clinical Problem Solving

Prerequisite: admission to the MS in Physician Assistant Studies or permission. Introduction to critical thinking skills and problem solving techniques. Incorporates problem based learning format where small groups of students under the supervision of a group leader explore the various facets of "real-life" clinical case scenarios. 1(0-2) S

PAS 776 Clinical Problem Solving Seminar

Prerequisite: admission to the MS in Physician Assistant Studies. Advanced exercises in clinical problem solving in a small group

format. Commonly presenting clinical problems are utilized as a means to refine students' ability to choose appropriate steps to determine a definitive diagnosis/outcome. 1(0-2) F

PAS 777 Introduction to Research and Clinical Epidemiology

Prerequisite: admission to the MS in Physician Assistant Studies. Foundations of quantitative and qualitative research methodology related to the study of disease in populations. Includes issues related to study design, data collection, and methods of statistical analysis with a focus on application of these principles in the clinical setting. Will serve as the foundation for development of the clinical year research project. 3(3-0) F

PAS 780 Pharmacotherapeutics I

Prerequisite: admission to the MS in Physician Assistant Studies. The first in a two-course sequence to introduce the principles of pharmacology and pharmacotherapeutics for the diagnosis, prevention and treatment of disease. Emphasis will be placed on the pharmacological, pharmacokinetic and pharmacodynamic properties of drugs and drug classes used in medical practice. 1(1-0) Su

PAS 781 Advanced Pharmacotherapeutics

Prerequisite: completion of PAS 780, or RN, or permission. In-depth analysis of pharmacotherapeutics and the application of drugs for the diagnosis, treatment and prevention of disease. Emphasis will be placed on the rational use of drugs in the care and treatment of pediatric, adult and geriatric patients in primary care settings. Will include discussion of treatment guidelines, indications, contraindications, prescription writing, drug law, drug information resources and case studies. Identical with NUR 761. Cannot receive credit for both PAS 781 and NUR 761. 3(3-0) F

PAS 783 Clinical Practicum I

Prerequisite: admission to the MS in Physician Assistant Studies and successful completion of didactic course work. A two week clinical experience with a minimum of 64 hours patient care under the supervision of a physician preceptor. Emphasis will be on refining interviewing, physical examination, recording and written/oral presentation skills. Supplemental course fee. 1(0-4) Su

PAS 784 Clinical Practicum II

Prerequisite: admission to the MS in Physician Assistant Studies. Clinical practicum for students to gain additional experiences in evaluating medical patients. Students will be under the supervision of a physician preceptor one afternoon per week (for a minimum of 32 hours during the semester) to further refine their interview and physical exam skills, including formulation of a differential diagnosis and patient management plans and presentation skills. Didactic classroom experience will also be required. 1(0-4) F

PAS 785 Clinical Medicine I

Prerequisite: admission to the MS in Physician Assistant Studies. The first in a two-semester course sequence. Introduction to clinical medicine through an organs systems approach that examines the pertinent anatomy, pathophysiology, diagnosis, treatment, follow-up, patient education, and prevention strategies for the various disease entities. Emphasis will be on problems frequently encountered in primary care settings. Includes lecture and discussion. 4(4-2) Su

PAS 786 Clinical Medicine II

Prerequisite: admission to the MS in Physician Assistant Studies. A continuation of Clinical Medicine I that emphasizes the organs systems approach to examine the pertinent anatomy, pathophysiology, diagnosis, treatment, follow-up, patient education, and prevention strategies for the various disease entities. Emphasis will be on problems frequently encountered in primary care settings. Includes lecture and discussion. Supplemental course fee. 6(6-2) F

PAS 787 Laboratory Medicine and Clinical Procedures

Prerequisite: admission to the MS in Physician Assistant Studies. "Hands-on" laboratory format class that introduces the student to skills needed to perform diagnostic and therapeutic procedures such as performing/interpreting basic laboratory tests, phlebotomy, casting and splinting, knot tying, suturing, intravenous line insertion, aseptic technique, catheterization, and other clinical skills. Supplemental course fee. 1(0-3) F

PAS 788 EKG and ACLS

Prerequisite: admission to the MS in Physician Assistant Studies. A study of the principles and practical applications of electrocardiography for the physician assistant, followed by an Advanced Cardiac Life Support course. Lecture, lab, interactive CD, and "mock code" skills training. 2(0-4) F

PAS 790 Clinical Preceptorship

Prerequisite: admission to the MS in Physician Assistant Studies and promotion from the didactic year. Consists of a six-week structured clinical experience under the supervision of a qualified preceptor that will introduce the student to the evaluation, diagnosis, treatment, monitoring, patient education, and referral of patients for the various clinical presentations within a specific discipline. The emphasis will be on problems encountered in primary care settings. Specific cognitive, skill, and attitudinal objectives are defined for each core clinical area, including family practice/primary care, general surgery, psychiatry/behavioral medicine, internal medicine, emergency medicine, women's health, and pediatrics. May be repeated. 4-5(0-40) F,S,Su

PAS 797 Clinical Practice Issues Seminar

Prerequisite: clinical year standing in the MS in Physician Assistant Studies. Provides a forum for topics germane to the clinical practice setting and transition to professional practice. Topics of interest will cover areas such as managed health care, ethical decision-making, pharmacological management, resume preparation, job negotiation skills, the national certification examination, etc. May be repeated for a maximum of 3 hours. Graded Pass/Not Pass only. Supplemental course fee. 1(0-2) F,S,Su

PAS 798 Research Project

Prerequisite: clinical year standing in the MS in Physician Assistant Studies. In-depth study of a clinical problem of interest that culminates in a scholarly paper and formal presentation. Supplemental course fee. 2 F

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Department of Psychology

Hill Hall, Room 101, Phone: (417) 836-5797, Fax: (417) 836-8330
Email: psychology@missouristate.edu
Website: <http://psychology.missouristate.edu/graduateprograms.htm>
Department Head: Timothy K. Daugherty

Faculty

Professor: Timothy A. Bender, Russell N. Carney, Donald L. Fischer, Bradley J. Fisher, Robert G. Jones, Thomas D. Kane, Chantal Levesque-Bristol, David J. Lutz, Arden T. Miller, Carol F. Shoptaugh

Associate Professor: William Paul Deal, Matthew Fanetti, Danae L. Hudson, Donn L. Kaiser, D. Wayne Mitchell, Mary C. Newman, Ann D. Rost, Michelle E. Visio, Brooke L. Whisenhunt

Assistant Professor: Erin Buchanan, Steve C. Capps, Melissa Duncan Fallone, Carly A. Yadon, Adena Young

Instructor: Bogdan Kostic

Adjunct Faculty: Joseph D. Fietze, Rachael L. Herrington

Emeritus Professor: Chris T. Bersted, Sylvia T. Buse, Paul J. Companik, James O. Davis, David J. Dixon, Harry L. Hom, Jr., Franklin L. Hyde, Elissa M. Lewis, J. Jeff Maloney, Frederick R. Maxwell, Jr., Michael T. Nietzel, Jeanne A. Phelps, B. Richard Quinn, David W. Stockburger, Barbara S. Turpin

Programs

Master of Science, Psychology

David Lutz, Program Director (Clinical Track)

Hill Hall, Room 424; Phone 836-5830
<http://psychology.missouristate.edu/clinical/>
DavidLutz@missouristate.edu

Carol Shoptaugh, Program Director (Industrial/ Organizational Track)

Hill Hall, Room 213E; Phone 836-5788
<http://psychology.missouristate.edu/io/>
CarolShoptaugh@missouristate.edu

D. Wayne Mitchell, Program Director (Experimental Track)

Hill Hall, Room 420; Phone 836-6941
<http://psychology.missouristate.edu/experimental/default/htm>; WayneMitchell@missouristate.edu

This program is designed to educate qualified students in sub-disciplines of psychology and includes extensive and necessary research training and internships.

The Industrial and Organizational program track received full membership/certification from the Council of Applied Master's Programs in Psychology (CAMPP) in April 2005. Full membership indicates that the program complies with the general standards for education and training for applied master's programs.

Program Description

The M.S. Psychology degree program consists of three tracks: clinical, industrial/organizational, and experimental.

Degree Requirements

The program has been designed as a full-time, two-year (four semester) course of study. **The total number of credits required for graduation is 47 semester hours.** Because most required courses will not be offered nights or weekends, and the Practicum, Internship, Directed Research, and Thesis require time blocks available during the day, a student will be unable to complete all of the degree requirements on a part-time basis. The student must maintain a cumulative GPA of 3.25 or better, show satisfactory progress toward completion of degree requirements, and correct any unsatisfactory performances.

If deficiencies are not removed during the succeeding semester, the student may be terminated from the program.

Students are expected to conform to the Ethical Principles and Code of Conduct of the American Psychological Association. All students will be evaluated periodically on performance in course work, development of research skills, and professional development. Performance of assistantship duties will also be evaluated if applicable.

The purpose of these periodic evaluations is to determine if the student's continuation in the program is warranted. Evaluation procedures are available in the departmental office.

Core requirements (Required for all tracks)

Course Code	Course Title	Credits
PSY 745	Stat. & Res. Design	3 hrs
PSY 750	Advanced Survey of Psychology	3 hrs
PSY 752	Research Methods	3 hrs
PSY 761	Ethical and Professional Issues	3 hrs
PSY 780	Social Psychology	3 hrs
PSY 796	Practicum	6 hrs
Total		21 hrs

Industrial/Organizational Track Requirements

Course Code	Course Title	Credits
	Required Core Courses – see above	21 hrs
	Required I/O Courses – see below	21 hrs
PSY 716	Personnel Psychology	3 hrs
PSY 718	Organizational Psychology	3 hrs
PSY 798/799	Intern/Thesis	6 hrs

Plus at least three (3) courses from the following list:

Course Code	Course Title	Credits
PSY 753	Program Evaluation	3 hrs
PSY 771	Occupational Health Psychology	3 hrs
PSY 772	Performance Assessment	3 hrs
PSY 773	Human Factors	3 hrs
PSY 774	Training and Development	3 hrs
PSY 776	Personnel Selection	3 hrs
PSY 778	Group Processes	3 hrs
PSY 779	Topics in I/O Psychology	3-9 hrs
	Electives	minimum of 5 hrs

Graduate courses chosen from the offerings of Psychology, Management, Communications and Mass Media, and other departments must be approved by the student's committee.

Clinical Track Course Requirements

Course Code	Course Title	Credits
	Required Core Courses – see above	18 hrs
	Required Clinical Courses – see below	21 hrs
PSY 720	Individualized Intelligence Test	3 hrs
PSY 760	Clinical Com Skills	3 hrs
PSY 765	Tech. of Indiv. Psychotherapy	3 hrs
PSY 764	Group Psychotherapy	3 hrs
PSY 766	Psychopathology	3 hrs
PSY 798	Internship OR	3 hrs
PSY 799	Thesis	3 hrs
	Electives	8 hrs

Depending upon the student's career objectives, courses will be selected from the following: PSY 614 Behavior Modification & Change; PSY 740 Psych. Assessment; PSY 742 Practicum in Psych. Assessment; PSY 701 Symposium in Psych.; and COU 752 Career Development.

Experimental Track Course Requirements

Course Code	Course Title	Credits
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	Required Core Courses – see above	21 hrs
	Required Experim. Track Courses – see below	18 hrs
PSY 799	Thesis	(6 hrs)
	<i>Plus 4 courses selected from the following:</i>	(12 hrs)
PSY 606	Perception	3 hrs
PSY 614	Behavior Management & Change	3 hrs
PSY 612	Personality Theory & Systems	3 hrs
PSY 619	Cognitive Development	3 hrs
PSY 622	Physiological Psychology	3 hrs
PSY 625	Motivation & Emotion	3 hrs
PSY 629	Psych. Tests & Measurements	3 hrs
PSY 634	Psychology of Infancy	3 hrs
PSY 701	Symposium in Psychology	3 hrs
PSY 703	Human Growth & Development	3 hrs
PSY 708	Memory	3 hrs
PSY 751	Seminar in Methods of Research	3 hrs
	Electives	8 hrs

Under direction of the student's committee, 600- and 700-level courses from psychology and other departments may be used to complete the electives.

Comprehensive Examination.

A written comprehensive examination must be passed by the candidate before a degree will be granted.

Description of culminating experiences

Culminating experiences are crucial to the MS in Psychology program because these experiences are typically a major consideration in employment and in opportunities for doctoral study. Students must complete six hours of either PSY 798 (Internship) or PSY 799 (Thesis), or three hours for the Clinical track, before they earn their degrees.

Internships will be congruent with program goals and will be conducted in sites appropriate to the career goals of each student. For each credit hour, students must serve 60 hours at the internship agency. Evaluation of student performance will come from two sources: first, supervisors and caseworkers at the agency, and second, university faculty including the Graduate Program Coordinator and the director of the internship. Besides providing extensive, supervised fieldwork, the internship will allow students to integrate theoretical and research knowledge with specific aspects of the applied experience.

The primary purpose of the thesis is to allow the student to establish and demonstrate research competency. In the pursuit of this goal, students will learn the following:

- a. How to identify an original and significant research problem;
- b. How to conduct comprehensive background literature searches on the topic;
- c. How to collect, analyze, and interpret data; and
- d. How to communicate research results in a scientifically lucid fashion.

The written thesis followed by an oral defense will serve this function.

Clinical Track

The specific purpose of the clinical track is to develop in students the ability to make basic diagnostic decisions, administer psychological tests, and perform basic counseling. Graduates would be qualified to enter a variety of positions that require basic clinical skills but which do not require a licensed psychologist. Objectives of the clinical psychology Track include:

1. the development of skills in the administration of psychological tests, including intelligence and personality tests;
2. the development of basic skills in the diagnosis of psychological disorders;
3. the development of a knowledge of counseling theories and a practical understanding of the application of these theories;
4. the development of good communication skills, especially interviewing and report writing;
5. the skills and background in psychology to continue growth as a professional scientist/ practitioner.

Graduates of the clinical track will have completed all the *educational* requirements necessary for licensure as a

professional counselor in the State of Missouri. In order to sit for licensure, students must complete an additional 3000 hour clinical experience (beyond the educational requirements) after graduation. Graduates of the clinical track are also well prepared to pursue doctoral studies in clinical psychology or a closely related field.

Industrial/Organizational (I/O) Track

Adopting a scientist-practitioner model, the Industrial/Organizational (I/O) track is designed to develop research skills and general knowledge of I/O content areas. The focus of the track is on the application of psychological research methods and principles in a variety of settings, including business, industry, government, and non-profit organizations. Students can select either an internship or thesis option. Objectives of the I/O track include:

1. development of research and statistical skills for job analysis, performance assessment, measurement of individual differences, program development and evaluation;
2. development of a knowledge base concerning important contextual influences on behavior, including social influences, work motivation, job design, organizational theory and training and development;
3. development of an understanding of the philosophical, ethical, and legal constraints on the practice of applied psychology;
4. development of communication and interpersonal competence necessary for successful functioning in organizations.

Experimental Track

The experimental track is designed to prepare students for doctoral studies. That is, it is for those students who wish to primarily pursue an academic/research career (to teach at the university level and to conduct basic or applied research in an effort to advance the science of behavior). Objectives of the experimental track include:

1. development of skills needed to design, conduct, analyze, and report research;
2. acquisition of a broad background in psychology (theory and measurement) as well as specialized knowledge in an area of interest, such as learning, memory, and cognition; attention and perception; physiological; development; ethological or quantitative psychology.

Entrance Requirements

Acceptances will begin on March 1, but applications will be taken until June 1.

1. To be considered for admission to the program, a student must apply to both the Department of Psychology's graduate program and the Graduate College.
2. The Graduate College application and application fee, as well as the following materials, must be submitted to the Graduate College.
 - a. transcripts from all undergraduate and graduate institutions that the student has attended; and
 - b. GRE scores including Quantitative, Verbal and Critical Thinking and Writing.
3. A separate application must be submitted with the following materials to the Graduate Admissions Committee of the Psychology Department before the application will be considered:
 - a. a formal application, including a statement of career goals and detailing experience in the community, research, or other relevant non-classroom activities; and
 - b. at least three (3) letters of recommendation (including at least two (2) from college-level teachers who are well acquainted with the student's academic achievements).
 - c. although not required, it is helpful if a copy of the student's GRE report and transcript (unofficial) are included with the materials sent to the Psychology Department. Unofficial materials sent to Psychology are not in place of those required by the Graduate College.
4. Admission to the program requires the following minimum criteria:
 - a. completion of a baccalaureate degree from a regionally accredited college or university;
 - b. cumulative GPA of 3.00 on a 4.00 scale in undergraduate and graduate work and 3.25 in the major field;
 - c. a 3.25 GPA in at least twenty (20) semester hrs or thirty (30) quarter hours of Psychology courses including courses in both statistics and research methods;
 - d. a combined score on the GRE (Quantitative plus Verbal) of at least 1000 with not less than 470 on either section;

A student who does not meet all the above criteria, but who demonstrates outstanding potential, may be considered on the basis of individual merit by the Graduate Admissions Committee and accepted on probationary status.

Additional Program Requirements

Some academic programs in the health related areas will require students to pass a background security check and a drug screening. These programmatic screening policies are a result of health organizations' requirements for placement at their clinical sites. Students will be financially responsible for the background security check and drug screening. Please see each academic program requirements, applications materials and admission

standards for specific detailed information. Students who do not pass the appropriate screenings may not be able to complete the program or practice professionally.

Master of Science in Education, Secondary Education: Social Science Area of Emphasis

Contact Dr. Jamaine Abidogun and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Social Science Requirements

A minimum of 24 undergraduate hours in Social Sciences.

Social Science Requirements

A minimum of 15 hours from Economics, Geography, History, Political Science, Psychology, & Sociology.

Courses from one of the above disciplines 9 hrs

Courses from a second of the above disciplines 6 hrs

Total 15 hrs

Graduate Certificate In Forensic Child Psychology

Matthew Fanetti, Certificate Coordinator
Hill Hall, Room 443; Phone (417) 836-6842
mfanetti@missouristate.edu

Program Description

A 12 credit hour Missouri State University Graduate Certificate in Forensic Child Psychology (FCP) is available to non-degree seeking individuals or as a component of the Masters degree in Psychology, experimental track. The certificate is also offered to support professionals in criminology, social work, medicine, and other related specialties. The certificate will not involve training in how to complete forensic interviews; however, it is offered to support professionals who must interact with children in a forensic setting and must take action to safeguard the integrity and reliability of the child's memory of their experiences. It is also useful to help these professionals understand the course and purpose of practices associated with children in the forensic environment, including courtroom experiences.

Required Courses 12 HOURS

Course Code	Course Title	Credits
PSY 604	Forensic Child Psychology	3 hrs
PSY 617	Psy. of Child Abuse & Exploitation	3 hrs
PSY 657	Legal Issues for Professionals Working With Children	3 hrs
PSY 797	Directed Research	3 hrs

Completion Requirements

During the semester in which the final course requirement is being completed, a "Notification to Complete a Certificate Program Form" must be submitted to the Graduate College to initiate the final verification. The information on this form is also used to generate your formal certificate.

Prior to applying to complete the certificate, the student must complete and pass a comprehensive examination which covers material from the core courses (PSY 604, PSY 617 and PSY 657). A passing score is 70% correct on this examination.

Admission Criteria

Submit a Graduate College Application to apply for the program. (For those currently attending MSU as a master's student, no additional application fee will be required). Admission to the certificate program does not constitute admission to any other Missouri State University graduate program.

Admission Deadline

Applications should be submitted at least one month prior to the semester you wish to begin.

Program of Study

Following admission to the certificate program, submit a completed "Plan of Study Form" to the Graduate College (please note you must first obtain the certificate advisor's signature). Work with the certificate program advisor to determine which courses will be taken towards the certificate. Keep in mind that courses taken for undergraduate credit cannot be used on the Plan of Study for a graduate certificate.

If it becomes necessary to change a course originally listed on the approved Plan of Study, a "Change of Certificate Plan of Study" Request Form should be completed and submitted to the Graduate College.

Psychology Courses

PSY 602 Learning Theories

Recommended Prerequisite: PSY 121 and 3 additional hours of psychology. An introduction to contemporary theories about learning and behavior, emphasizing the experimental basis of these phenomena. May be taught concurrently with PSY 502. Cannot receive credit for both PSY 502 and PSY 602. 3(3-0) S

PSY 604 Forensic Child Psychology

Recommended Prerequisite: PSY 121. Explores the basics of forensic psychology with emphasis on factors that affect children, how these factors are assessed and how communities intervene to reduce both child crime and child victimization. The class will involve text analysis as well as analysis of primary source readings. May be taught concurrently with PSY 505. Cannot receive credit for both PSY 505 and PSY 604. 3(3-0), D

PSY 606 Perception

Recommended Prerequisite: PSY 121 and 3 additional hours of psychology. Nature of perception, concept formation and role of language. May be taught concurrently with PSY 506. Cannot receive credit for both PSY 506 and PSY 606. 3(3-0), S

PSY 612 Personality Theory and Systems

Recommended Prerequisite: PSY 121 and PSY 304. Current theories of personality, research background and historical development. May be taught concurrently with PSY 512. Cannot receive credit for both PSY 512 and PSY 612. 3(3-0), S

PSY 614 Behavior Management and Change

Recommended Prerequisite: PSY 121. To investigate methods and theory for effecting desirable behavior change in schools, homes and personal lives. May be taught concurrently with PSY 508. Cannot receive credit for both PSY 508 and PSY 614. 3(3-0), F

PSY 617 Psychology of Child Abuse and Exploitation

Study of forensic issues related to child abuse and exploitation. Students will gain an understanding of the forensic and

psychological issues that often arise during child abuse investigations. The Child Advocacy Center, Inc. will participate in the design of the course, thus the specific forensic issues discussed will remain current and may change based on the needs of the community. May be taught concurrently with PSY 514. Cannot receive credit for both PSY 617 and PSY 514. 3(3-0) F,S

PSY 619 Cognitive Development

Recommended Prerequisite: PSY 121 and PSY 331 and 3 additional hours of psychology. Study of cognitive development in children and adolescents. Topics to be included: perception, memory, visual imagery, problem solving, language development, cognitive style, social learning theory, information processing theory, and Piaget's theory. Applications in education, child rearing, and behavior management. May be taught concurrently with PSY 519. Cannot receive credit for both PSY 519 and PSY 619. 3(3-0), D

PSY 622 Physiological Psychology

Recommended Prerequisite: PSY 121 and 3 additional hours of psychology. Physiological correlates underlying behavior, including sensory and response mechanisms, central nervous system. May be taught concurrently with PSY 521. Cannot receive credit for both PSY 521 and PSY 622. 3(3-0), F

PSY 625 Motivation and Emotions

Recommended Prerequisite: PSY 121 and 3 additional hours of psychology. Psychological and physiological motives, needs, drives and instinctual mechanisms; emotional effects of these upon the organism. May be taught concurrently with PSY 525. Cannot receive credit for both PSY 525 and PSY 625. 3(3-0), F

PSY 627 Advanced Psychological Statistical Methods

Recommended Prerequisite: introductory statistics course selected from PSY 200, 711; AGR 330; ECO 308; MTH 340; QBA 237; REC 328; SOC 302; or equivalent. A review of introductory statistics and investigation of research methods in behavioral sciences that require multivariate statistical models. This course takes an applied orientation and emphasizes the use of statistical packages. Topics include: linear models, principal components analysis, discriminant analysis, multiple regression analysis, multiple regression with categorical variables, and multi-factor ANOVA. May be taught concurrently with PSY 527. Cannot receive credit for both PSY 527 and PSY 627. 3(3-0), S

PSY 629 Psychological Tests and Measurements

Recommended Prerequisite: PSY 121 and PSY 200 or equivalent. Theory and techniques underlying measurement of human traits and abilities. Critical analysis of intellectual, achievement, interest and personality tests, including their development, application and potential abuses. May be taught concurrently with PSY 529. Cannot receive credit for both PSY 529 and PSY 629. 3(3-0), F,S

PSY 633 Psychological Issues in Religion

Recommended Prerequisite: PSY 121 and REL 100. Comprehensive overview of historical background, research methods, and contemporary issues involving behavior and religious beliefs. Psychological research in the areas of religious development and cognition will be included. May be taught concurrently with PSY 533. Cannot receive credit for both PSY 533 and PSY 633. 3(3-0), F

PSY 634 Psychology of Infancy

Recommended Prerequisite: PSY 121 and PSY 331. Theory and research on the maturation and cognition of the human infant in the first two years, from a developmental psychometric perspective. General principles of the mental and motor assessment of the infant and interpretation will be emphasized through class demonstrations so that the student may understand the use of these procedures in interpreting development and research. May be taught concurrently with PSY 534. Cannot receive credit for both PSY 634 and PSY 534. 3(3-0), D

PSY 635 Discipline and Social Behavior in the Classroom

Recommended Prerequisite: PSY 121; and either PSY 360, PSY 380, PSY 385, or PSY 390. Provides a psychological perspective of individual and social factors necessary to develop an effective eclectic approach to discipline and an understanding of social behavior in the classroom. Includes an emphasis on personal, social, and motivational development. May be taught concurrently with PSY 535. Cannot receive credit for both PSY 535 and PSY 635. 3(3-0), D

PSY 648 Psychological Testing in Remedial Reading

Prerequisite: permission of department head. Techniques and skills in utilizing psychological tests as they pertain to diagnosing reading disabilities and prediction of success in remedial programs. Students receive supervised practice in administration. May be taught concurrently with PSY 550. Cannot receive credit for both PSY 550 and PSY 648. 3(2-2), D

PSY 649 Developing Sport Team Leaders

This online course delivers leadership, team processes, and motivation principles to help coaches develop the leadership skills of sport team athletes. This course aligns sport program goals with educational goals by utilizing athletic settings to promote skills that student-athletes can apply on sport teams and in other group settings. Coaches will learn how to set specific leadership goals with team leader-athletes and will learn concrete and constructive ways to mentor leader-athletes. Coaches will use course principles to construct a plan for developing sport team leaders and for making "team leadership" a core team value. May be taught concurrently with PSY 555. Cannot receive credit for both PSY 555 and PSY 649. 1(1-0), D

PSY 656 Developing Sport Team Leaders Practicum

Prerequisite: PSY 649 or concurrent enrollment. Complementing PSY 649 Developing Sport Team Leadership, this course provides a 2-credit option for students to document the application of a leadership development plan on a sport team. This course reinforces the value of leadership and leadership development on sport teams by helping to make "team leadership" a core team value. Advancing this objective, students learn to align the values of sport teams with the broader values of educational institutions. Students taking this course must provide evidence that they have permission to implement a leadership development program on an organized sport team prior to enrolling in the class (hours the student spends with the team must exceed 90 hours). May be taught concurrently with PSY 556. Cannot receive credit for both PSY 556 and PSY 656. 2(2-0), D

PSY 657 Forensic Psychology: Child Abuse and the Law

Study of the legal issues related to child abuse and exploitation. Students will gain an understanding of the law pertaining to child cases and how interactions with children can bolster or diminish the quality of children's memory report as seen by the judicial system. The Greene County Prosecutor's Office will participate in the design of this course, thus the specific legal issues discussed will remain current and may change based on the needs of the community. May be taught concurrently with PSY 557. Cannot receive credit for both PSY 657 and PSY 557. 3(3-0) F,S

PSY 669 Psychological Effects of Dementia

Recommended Prerequisite: PSY 121 and PSY 365. Description of dementias, with particular references to Alzheimer's Disease and with emphasis on behavioral consequences for both patient and caregiver. Directed practicum. May be taught concurrently with PSY 565. Cannot receive credit for both PSY 565 and PSY 669. 4(2-4), D

PSY 695 Specialized Topics in Psychology

Recommended Prerequisite: 9 hours of Psychology. Specialized investigation into selected topics in psychology. Graduate students will be required to complete an extra project to be determined by the instructor. May be repeated to a maximum of 9 hours if topic is different. Variable content course. May be taught concurrently with PSY 597. Cannot receive credit for both PSY 695 and PSY 597. 1-3, D

PSY 700 Problems of Psychology

Individual investigation into a problem or problems of concern to the student and deemed of significance by the instructor. Written report required. 1-3, D

PSY 701 Symposium in Psychology

Specific topics selected to introduce graduate students to research and theory. May be repeated for a maximum of 6 hours. 1-3, D

PSY 703 Human Growth and Development

Depth investigation of growth and development during elementary school years. Experimental evidence and clinical evaluations used to supplement consideration of major theories of development. 3(3-0), D

PSY 705 Psychology of Adolescence

Depth investigation of growth and development during the adolescent period. Experimental evidence and clinical evaluation used to supplement consideration of major theories of adolescence. 3(3-0), D

PSY 707 Psychology of the Adult

Development of intellectual functions, personality, and social psychological processes across the adult life span will be emphasized. Normal as well as abnormal phenomena unique to young, middle-aged, and elderly adults will also be considered. 3(3-0), D

PSY 708 Memory

Provides in-depth analyses of historical and current theories and associated research in higher mental cognition processing. Primary emphasis is on normal human adult functioning, although associated topics such as cognitive development, learning dysfunctions and skill enhancement will be considered. 3(3-0), F

PSY 709 Psychological Evaluation of Pre-School Children

Program involving both theory and practice in psychological evaluation of pre-school children. 3(3-0), D

PSY 710 Psychology of Education

Orientation to the use of psychology in education. 3(3-0), F

PSY 711 Introductory Statistics for Education and Psychology

Statistical techniques used in education and psychology; overview of scaling techniques, sampling, descriptive techniques, inferential techniques (to include t and x²), reliability and validity. 3(3-0), D

PSY 716 Personnel Psychology

A survey of the psychological principles, theory, and research related to personnel practices in organizations. Topics include job analysis, performance appraisal and criterion development, individual differences measurement, personnel selection, and reliability, validity, and utility analysis. 3(3-0), D

PSY 718 Organizational Psychology

Recommended Prerequisite: PSY 121 and PSY 304. A survey of the psychological principles, theory, and research related to behavior in organizations. Topics include work motivation, job satisfaction and performance, leadership and group processes, organizational design and development. 3(3-0), D

PSY 720 Individual Intelligence Testing

Prerequisite: PSY 629 or COU 701. Analysis of individual tests of intelligence; Wechsler Scales and the Revised Stanford Binet. Students receive supervised practice in administration, scoring and interpretation of individual tests. Supplemental course fee. 3(2-2), F,S

PSY 721 Individual Intelligence Testing II

Prerequisite: PSY 629 or COU 701. Analysis of individual tests of intelligence; Stanford-Binet Fourth Edition and Kaufman Assessment Battery for Children. Students will receive supervised practice in administration, scoring, and interpretation. 3(2-2), D

PSY 730 Projective Techniques

Prerequisite: COU 701 and PSY 720. Introduction to theory of and basic underlying projective methods. 3(3-0), D

PSY 740 Psychological Assessment

Prerequisite: admission to MS in Psychology program. Students of clinical psychology will be introduced to the process of psychological diagnosis. They will be expected to master the administration, scoring, and interpretation of individual instruments and become acquainted with the foundations and theory and research on which they rest. In addition the course will emphasize the differential applicability of tests and assessment techniques to a wide range of referral problems and the principles of clinical inference that may be used to interpret, integrate, and communicate their diagnostic findings. 3(3-0), S

PSY 742 Practicum in Psychological Assessment

Prerequisite: PSY 740 and PSY 750 and permission of the instructor. Supervised experience in assessment, diagnoses and report-writing with clients at a community mental health facility. Site arrangements must be made by the Practicum Coordinator during the preceding semester. Consists of a one-hour seminar on campus and 4 hours at the practicum site each week. May be repeated and a minimum grade of "B" must be maintained. 3(1-4), D

PSY 745 Statistics and Research Design

Recommended Prerequisite: introductory statistics course from PSY 200, 611; AGR 330; ECO 308; MTH 340; QBA 237; REC 328; SOC 302; or equivalent. Use of the Analysis of Variance (ANOVA) Models and Multivariate Analysis in the design and analysis of psychological experiments. 3(3-0), F

PSY 750 Advanced Survey of Psychology

Reinforce breadth of knowledge of psychology in the areas of Biological bases of behavior, Sensation and Perception, Memory, Cognition, Motivation, Development and Social Psychology. 3(3-0), F

PSY 751 Seminar in Methods of Research

Prerequisite: PSY 710 and PSY 711. Investigation of research methods employed in education and psychology. 3(3-0), D

PSY 752 Research Methods

Prerequisite: PSY 745. Provides an understanding of the research methods employed in experimental and applied settings. Includes ethical considerations. 3(3-0), S

PSY 753 Program Evaluation

Prerequisite: PSY 745. The application of research methods to the evaluation of programs and planned change interventions in organizations. 3(3-0), D

PSY 759 Teaching of Psychology

Must be taken prior to or concurrent with first teaching of any regular or laboratory section of any course. Preparation for teaching college courses, includes development of personal philosophies of teaching; suggestions for active student learning; maintaining student motivation; preparing assignments, in-class presentations, and exams; grading; and classroom management. Designed to help graduate students prepare for their first independent college teaching experiences. 1(1-0), D

PSY 760 Clinical Communication Skills

Prerequisite: admission to MS in psychology. Introduction to the nature of the helping process with emphasis on strategies of behavior change, interpersonal communication, and development of basic helping skills. 3(3-0), F

PSY 761 Ethical and Professional Issues

Prerequisite: admission to MS in psychology. An exploration of ethical issues, including values, professional responsibilities, and professional ethics codes. Issues are explored both from ethical and legal perspectives. Current professional issues, such as changing modes of assessment and intervention, are examined. 3(3-0), F

PSY 764 Group Psychotherapy

Prerequisite: permission of instructor. An extensive analysis of the factors contributing to the development and maintenance of therapeutic groups in a variety of settings. The prevention and education uses of small groups and small group processes will be included. 3(3-0), D

PSY 765 Techniques of Individual Psychotherapy

Prerequisite: admission to MS in Psychology program. An in-depth investigation of major strategies of psychotherapy and their efficacy. Emphasis on theoretical bases and critical analysis of comparative research. 3(3-0), S

PSY 766 Psychopathology

Focus is on the differential diagnosis of behavior disorders, the appropriate use of the multi-axial approach of DSM-IV, and current research. 3(3-0), F

PSY 767 Behavior Disorders of Childhood

Prerequisite: PSY 766. Course focuses on assessment and treatment of common childhood behavior disorders. The course emphasizes 1) the study of biological, behavioral, cognitive, and systemic variables in the development of childhood behavior disorders; 2) training in multiaxial diagnostic assessment; and 3) interventions. 3(3-0), S

PSY 768 Personality and Social Development

A survey of the major theoretical and practical issues in the study of personality and social development. The course will focus on application of personality to universal human concerns. 3(3-0), D

PSY 771 Organizational Health Psychology

Prerequisite: PSY 718. An in-depth consideration of the psychological principles, theory, research, applications and problems associated with occupational stress, safety and health. Topics include personal, organizational, work-related and social antecedents to stress, as well as the short-term and long-term responses to stress. 3(3-0), S

PSY 772 Performance Assessment

Prerequisite: PSY 716 and PSY 745. An in-depth consideration of theory, research, applications and problems of performance

assessment in organizations. Topics include criterion development and validation, models of effectiveness, performance appraisal, methods and sources of evaluation, performance feedback, team performance measurement, and biases in assessment. 3(3-0), D

PSY 773 Human Factors

Prerequisite: PSY 751. Provides an introduction to human factors engineering (ergonomics) primarily in the workplace. Involves emphasis on analyzing job requirements, human capabilities, human-machine interactions, and safety. 3(3-0), D

PSY 774 Training and Development

Prerequisite: PSY 716 and PSY 718. An in-depth consideration of theory, research, applications, and problems in the design, conduct and evaluation of training programs in organizational settings. Topics include needs assessment, theories of learning and motivation, transfer of training, and evaluation of training processes and outcomes. 3(3-0), D

PSY 776 Personnel Selection, Placement and Classification

Prerequisite: PSY 716 and PSY 745. An in-depth consideration of the theory, research, applications, and problems in matching of individual needs, preferences, skills and abilities with the needs and preferences of organizations. Topics include job analysis, theories of human performance, test development and use, alternative selection techniques, EEO law, criterion development, and validation of selection decisions. 3(3-0), D

PSY 778 Group Processes

Prerequisite: PSY 718. An in-depth consideration of theory, research, applications, and problems in group processes in organizations. Topics include models and typologies of group performance, group decision making, group social influence and ecology, leadership, and team staffing and development. 3(3-0), D

PSY 779 Topics in Industrial/Organizational Psychology

Prerequisite: PSY 716 and PSY 718. Advanced study of selected topics in I/O psychology. Course requirements include extensive readings and a paper. May be repeated if different topics for a maximum of 9 hours. 3(3-0), D

PSY 780 Social Psychology

Prerequisite: admission to the MS in Psychology program. Advanced study of interactions and social cognition, including attitude change, person perception, and group dynamics. 3(3-0), S

PSY 796 Practicum

Prerequisite: admission to the MS in Psychology program. Offers an opportunity for the graduate student to gain additional training through field experiences in research, clinical or organizational settings. Such experience need not be confined to the campus. Variable content course. May be repeated for a maximum of 6 hours. 1-6, F,S

PSY 797 Directed Research

Prerequisite: admission to MS in Psychology program. Offers an opportunity for the graduate student to gain additional training through guided research. Such research need not be confined to the campus. May be repeated for a maximum of 6 hours. 1-6, F,S

PSY 798 Internship

Prerequisite: PSY 796 and permission. Supervised fieldwork in a professional psychology setting. Includes a seminar paper as a requirement. 1-6, F,S

PSY 799 Thesis

Prerequisite: admission to MS in Psychology program. Independent research and study leading to the completion of the thesis. 1-6, D

Gerontology Courses

GER 697 Special Topics in Gerontology

Recommended Prerequisite: 12 hours of Gerontology. In-depth inquiry into selected interdisciplinary topics of contemporary interest in gerontology. Variable content course. May be repeated to a total of 6 hours when topic changes. May be taught concurrently with GER 597. Cannot receive credit for both GER 597 and GER 697. 1-3, D

School of Social Work

Pummill Hall, Room 301, Phone: (417) 836-6953, Fax: (417) 836-7688
Email: swk@missouristate.edu
Website: <http://www.missouristate.edu/swk/>
Director: Susan Dollar

Faculty

Professors: Susan C. Dollar, Mary Ann Jennings, Joan C. McClennen

Assistant Professors: Michele Day, Darryl R. Haslam

Clinical Faculty: A. Renee White, Lisa A. Street

Per-Course Instructors: Richele L. Babbitt, Angela R. Conover, John Getchell, Beverly A. Long, Allison O'Dell, Tressa Moyle, Luther Smith, Mary C. Turner, Cynthia Weaver

Visiting Instructor: Kelli Farmer

Emeritus Professor: John T. Pardeck, Lola Butler

Programs

Master of Social Work

Program Administrators:

MSW Program Coordinator

Darryl R. Haslam, 03G Pummill Hall
417-836-4259; DHaslam@missouristate.edu

MSW Coordinator, Joplin

A. Renee White; 109 Webster Hall, MSSU Campus;
417-625-3188; ReneeWhite@missouristate.edu

Field Education Coordinators:

Springfield Campus

Lisa A. Street, 03E Pummill Hall
417-836-6126; LisaStreet@missouristate.edu

Joplin Campus

A. Renee White; 109 Webster Hall, MSSU Campus;
417-625-3188; ReneeWhite@missouristate.edu

Program Description

The MSW program (fully accredited by the Council on Social Work Education) prepares students for advanced social work practice in an area of family health concentration. The student acquires the professional foundation of social work knowledge, values, and skills directed toward an area of concentration, which is family health. Goals of the MSW program include the following.

1. Provide foundation curriculum built upon the liberal arts that emphasizes a generalist perspective in family health and practice with individuals, families, groups, organizations and communities.
2. Prepare graduates committed to appreciating and accepting diversity among various groups of people.
3. Provide the social work profession with graduates who are able to skillfully respond to social problems, social change initiatives and differing service delivery systems that affect family health.
4. Infuse and affirm the values, ethics purpose and goals of the social work profession throughout the educational curriculum.
5. To prepare advanced social work practitioners who understand and accept the responsibility to become and remain proficient in professional practice through lifelong acquisition of knowledge and skills.

The School of Social Work is currently offered at two campuses; one in Springfield and one in Joplin. The Springfield site is located in Pummill Hall at the primary Missouri State University (MSU) campus and is where the main department office of the School of Social Work resides. The Joplin site is located in Webster Hall on the Missouri Southern State University (MSSU) campus. While students at the Joplin site attend classes on the MSSU campus, they are MSU students only. Since it is considered a satellite program offered via MSU's Extended Campus program, in-state tuition is available to Joplin students regardless of whether they live in Missouri, Arkansas, Kansas or Oklahoma.

The School of Social Work offers the MSW program in two formats: the Advanced Standing and the Regular programs. Both the Advanced Standing and the Regular programs are offered in full-and part-time sequences.

The Advanced Standing program is designed for students who have a baccalaureate degree in social work (BSW) from a Council on Social Work Education (CSWE) accredited program and who meet the other Advanced Standing program admission requirements. Those who have substantial work experience in the social work field and/or have completed course work in social work (even a minor) but have not graduated with a BSW, are **not** eligible for Advanced Standing. The Advanced Standing program involves 34 credit hours and can be completed in full-time status (three semesters) or part-time status (five semesters). Full-time Advanced Standing students begin their studies during the Summer semester of the admission year, while part-time Advanced Standing students may start in either the Summer or Fall terms.

The Regular MSW program is designed for students who do not have a baccalaureate degree in social work from a program accredited by the CSWE, or who do not meet the other admission requirements for the advanced standing program. The Regular program requires 62 credit hours to earn the MSW degree. The student can complete the program in full-time status (two calendar years) or part-time status (four calendar years or in mixed status (three calendar years)). Students accepted for admission into the regular MSW program begin their studies in the Fall semester of the admission year.

The School of Social Work offers Full-time and Part-time Advanced Standing and part-time Regular Programs on both the Springfield and the Joplin campuses. **The full-time Regular program is only offered on the Springfield campus at this time.**

Master of Social Work Admission Objectives

Admission to the Master of Social Work program is competitive. All applicants applying on time meeting the minimum standards will be considered for admission. However, merely meeting these standards does not guarantee admission. Only those students showing significant promise for a career in social work will be admitted to the program. The MSW program is committed to providing equal educational opportunities to all students regardless of their economic or social status, race, color, gender, sexual orientation, political orientation, disability, age, veterans' status, or marital or parental status.

The MSW program has two levels of admission.

1. **Full Admission:** Full admission to the School of Social Work MSW program may be granted to a person who meets all criteria and has completed all admission activities.
2. **Conditional Admission:** The MSW program may admit students conditionally for one of two possible reasons: a) on the condition that they complete some activity in the application process prior to beginning their MSW studies (i.e., a prerequisite for an applicant whose other qualifications are considered outstanding), or b) to qualify themselves during the initial phase of coursework (i.e., academic probation). Upon successful completion of this activity or criteria set for conditional admission, the student is considered fully admitted to the program. In this first reason, successful completion of these activities must be accomplished before taking MSW classes (or the offer for admission will be withdrawn).

Conditional admission is only offered in an exceptional set of cases and typically is not offered when more qualified applicants are available who meet the criteria for full admission. Therefore, there is no guarantee that conditional admission may be offered to any student during a particular admission year.

A semester is defined as the summer, fall, or spring in which the student is taking six or more credit hours. All credits accumulated by the end of the semester will be used to determine the student's ability to continue the program.

Proficiency Examinations and Life Experience

The MSW program does not currently allow completion of degree requirements through proficiency examinations except to use CLEP. No credit will be given for life or work experience in lieu of field practicum, foundation courses, elective or family health concentration courses.

Transfer Students

The MSW program accepts transfer credits for required courses only from accredited graduate schools of social work. A maximum of 12 graduate hours from such programs may be accepted if taken at the Foundation level. No transfer course work will be accepted for classes taken at the Concentration level. After a prospective student has been accepted for admission, the Graduate Admissions Committee will determine the amount of acceptable transfer credit (up to the maximum credit allowed) following a review of official transcripts, catalog descriptions, and course syllabi. Primary emphasis is on assessing whether the objectives and content of transfer courses matches those of required Missouri State University courses. Every effort will be made to ensure that students will not repeat content covered in courses completed in other social work programs. Transfer work will not be accepted for courses in which the student earned less than a "B" or that was taken more than 7 years prior to enrolling in the MSW program.

Social Work Policies and Procedures for Review of Academic Performance and Grievances

All social work graduate students are expected to conduct themselves in a professional manner consistent with the National Association of Social Workers Code of Ethics. All policies concerning student academic performance and personal conduct are delineated by University Policies. All related or other departmental policies and procedures are published on the School of Social Work web site: <http://www.missouristate.edu/swk/>.

Required Courses for Regular Standing MSW Program:

Foundation Level Courses:

SWK 705	Human Behavior & Social Environ.	3 hrs
SWK 710	Social Work Practice I	3 hrs
SWK 715	Social Welfare Policy & Services	3 hrs
SWK 725	Social Work Practice II	3 hrs
SWK 726	Social Work Practice III	3 hrs
SWK 730	Human Diversity & Societal Systems	3 hrs
SWK 740	Practicum Seminar I (450 hours)	10 hrs

	LEVEL TOTAL	28 hrs
Social Work Elective (can be taken at either level)		3 hrs
Concentration Level Courses:		
SWK 746	Foundations in Social Work Research	3 hrs
SWK 750	Human Behavior & Family Systems	3 hrs
SWK 754	Perspectives in Individual & Family Health Assessment	3 hrs
SWK 755	Family Health Social Work Practice I	3 hrs
SWK 756	Family Health Social Work Practice II	3 hrs
SWK 760	Family Health Policy	3 hrs
SWK 780	Field Instruction II (525 hours)	10 hrs
SWK 797	Applications in Social Work Research	3 hrs
	LEVEL TOTAL	31 hrs
	DEGREE TOTAL	62 hrs

Current Elective Courses in the MSW Program:

SWK 602	Rural Health (online)	3 hrs
SWK 696	Health Literacy in the Human Services (online)	3 hrs
SWK 699	Special Topics in SWK Practice	3 hrs
SWK 741	Family Health and Family Violence	
SWK 742	Family Health and Substance Abuse	3 hrs
SWK 743	Management & Program Development In Human Services (online)	3 hrs

Required Courses for Advanced Standing Program

The Advanced Standing MSW degree requires a minimum of 34 semester hours of graduate credit and involves the classes described above as the Concentration Level of course work.

Concentration Level Courses:

SWK 746	Foundations in Social Work Research	3 hrs
SWK 750	Human Behavior & Family Systems	3 hrs
SWK 754	Perspectives in Individual & Family Health Assessment	3 hrs
SWK 755	Family Health Social Work Practice I	3 hrs
SWK 756	Family Health Social Work Practice II	3 hrs
SWK 760	Family Health Policy	3 hrs
SWK 780	Field Instruction II (525 hours)	10 hrs
SWK 797	Applications in Social Work Research	3 hrs
	Social Work Elective	3 hrs
	DEGREE TOTAL	34 hrs

Degree Requirements for Regular Standing MSW Program

The Regular MSW program requires a minimum of 62 hours of graduate credit plus any prerequisite courses. The required courses by curriculum level are listed as follows for both full-time and part-time options. The first phase in the program is the Foundation Level and involves courses taken in the first year (if full-time status) or first and second years (if part-time). These courses must be completed before enrolling in the second level of classes. The second phase of course work is the Concentration Level and involves courses taken in the second year (if full-time status) or third and fourth year (if part-time). Typical class schedules by semester and year are found on the School of Social Work website for both full-time and part-time students: <http://www.missouristate.edu/swk/>

Application Materials and Requirements

All MSW program applicants must complete the required application materials and procedures below. Note that certain items must be turned into the School of Social Work (SSW) office, while others must be submitted directly to the Graduate College office.

Items or Procedures for Graduate College office:

1. Submit official Graduate Record Examination (GRE) scores.

2. Submit all prior college transcripts and course work.
3. Complete a Graduate College Application.
4. Pay the required application fee.

Items or Procedures for SSW department office:

1. Complete a department application for the MSW program.
2. Submit a written personal statement essay that conforms to the requirements set forth in the MSW program website.
3. Submit three letters of reference that indicate the applicant's potential to be successful in graduate study and to become an independent, professional social worker.
4. Any other forms or items listed on the website.
5. A campus visit or personal interview on the applicant's own expense on the Springfield campus required prior to admission.

Academic Standards

Students are expected to meet graduate school requirements for good academic standing of a 3.0 GPA for all graduate course work transferred in or earned at Missouri State University. Students will be dismissed from the program for any of the following academic reasons:

1. Two grades of "C" in any social work courses
2. A grade of "no pass" or "C" in any field practicum (i.e., SWK 640 and SWK 780).
3. A grade below "C" in any social work course

Research Requirement

A masters research project is required primarily conducted within the requirements of the two research classes in the MSW curriculum. A poster presentation displaying this research is also required.

Comprehensive Examination

A comprehensive examination, typically administered in the final semester of the MSW program, must be passed by the candidate before a degree will be granted.

Admission Requirements for the Regular MSW Program

Applicants to the Regular MSW program must meet the following requirements to be considered for admission to the full-time or part-time MSW program:

1. Applicants must have earned a bachelor's degree from a college or university accredited by a regional agency recognized by the Commission on Recognition of Postsecondary Accreditation.
2. Applicants must have earned an overall GPA of at least 3.00 on a 4.00 scale for all undergraduate course work taken. The GPA for upper-division course work (last 60 hours) in undergraduate classes may be used if higher than the overall GPA and if this GPA is calculated by the Graduate College or a referring college office.

Notes with regard to the GPA:

1. Those with less than a 3.00 who have exceptional qualifications toward becoming a professional social worker are welcome to apply, but are not guaranteed an admission review (based on the number of applications which meet the minimum standards).
2. Graduate students who have completed at least 9 hours of graduate coursework from a particular program of study related to social work may request this GPA to be used in addition to the above.

Prerequisites: Applicants must show evidence of a bachelors degree that encompasses a liberal arts perspective with at least 9 credits of social science, child, family or aging studies preferred. A liberal arts perspective is considered a program of study that involves classes from many of all of the following areas: economics, history or geography; natural, applied or life science; humanities, philosophy or literature; writing or other communication studies; mathematics or statistics; and social or human sciences. No more than one grade of "C" or below will be allowed in liberal arts course work.

Applicants must also have taken at least 3 credits in research design and/or statistics, preferably in the social sciences, as evidenced in the departmental application and student transcript.

Admission Requirements for the Advanced Standing Program

Advanced Standing program applicants must meet the admission requirement listed under #2 for the Regular MSW program and also meet the following requirements:

1. Have earned a bachelor's degree in social work from an undergraduate program accredited by the Council on Social Work Education no longer than seven years prior to admission to the MSW program.
2. Have no more than one grade of "C" and no grades below C in social work major courses.

Application Deadlines

The application deadline for full consideration is February 20 (or the next business day if on a weekend) for the year of desired admission for both Advanced Standing and Regular MSW applicants.

Applications must have all application materials turned into and/or received by the School of Social Work and the Graduate College by the application deadline for full consideration. Since the Graduate College materials may take processing time, applicants should complete these requirements at least two weeks before the deadline.

Any application materials submitted after the deadline are not guaranteed a review by the admission committee. While some may be reviewed on a space-available, selective basis, all late applications will receive a lower priority of review or may not be reviewed at all, even if the applicant meets all program admission requirements.

The review of applications typically begins in mid to late January of the year of admission and early applications are often reviewed and ranked shortly after being submitted. However, final notifications of results are not conducted until the primary group

of admissions is determined. Applicants may apply to the MSW program either on-line or by printed out, mailed in application forms found on the MSW website under Admission (listed below). Paper applications may be submitted by mailing them to: School of Social Work; MSW Admission Committee, 901 S National Ave, Springfield, MO 65897.

Important Note: Applicants should visit the MSW website (www.missouristate.edu/swk) for the latest information and updates related to admissions and to access the online application system.

Admissions to the Regular MSW program involves the "whole person" concept. As such, the admission process takes into account a person's character and personal fitness to the social work profession, academic preparedness for graduate study and potential to conduct applied social work as evidenced by previous employment or significant volunteer experience in human services, the student's statement of purpose, letters of reference, and other information relevant to the admission decision.

Social Work Courses

SWK 602 Rural Health

This course offers a study of health care delivery in rural communities. It includes theoretical foundations, cultural considerations and specific characteristics of rural environments and people. Local and international perspectives will be explored. This course has a community experience component. Identical with NUR 502. Cannot receive credit for both SWK 502 and NUR 502. May be taught concurrently with SWK 502. Cannot receive credit for both SWK 502 and SWK 602. 3(3-0), F,S

SWK 696 Health Literacy in the Human Services

Prerequisite: permission of instructor. This online course offers an interdisciplinary approach to understanding functional health literacy and how the public's literacy skills affect interactions with health and human services professionals. Includes an examination of the data for national and international literacy levels and populations at risk for low literacy; research on health literacy; assessment tools; and practical techniques for addressing literacy issues in spoken and written communications at the practitioner and organizational levels. May be taught concurrently with SWK 696. Cannot receive credit for both SWK 696 and SWK 599. 3(3-0) S

SWK 698 Ethical Dimensions of Social Work

Examines the ethical dimensions of social work in the context of ethical issues related to practice; including tensions intrinsic to the mission of social work, and examination of various philosophical frameworks and codes of ethics, analysis of larger systems that create and sanction specific values and ethics, legal issues, and decision-making strategies. May be taught concurrently with SWK 598. Cannot receive credit for both SWK 598 and SWK 698. 3(3-0), D

SWK 699 Special Topics

Selected topic of advanced content in social work, relevant to fields of practice or practice methodologies. May be repeated to a total of 6 hours as topics change. May be taught concurrently with SWK 597. Cannot receive credit for both SWK 597 and SWK 699. 1-3, D

SWK 705 Human Behavior and Social Environment

Content on life span development and the influence of various systems on the individual. 3(3-0), F

SWK 710 Social Work Practice I

Within a generalist framework, course provides an ethically-based, theory-driven, culturally competent approach to delivering professional social work services to individuals with varied issues and practice settings. 3(3-0), F

SWK 715 Social Welfare Policy and Services

Prerequisite: SWK 705 or concurrent enrollment; and SWK 710 or concurrent enrollment; and SWK 725 or concurrent enrollment. Covers the historical development, philosophical orientation, and analysis of social welfare policy and services in the United States. Examines social welfare policy in multiple areas. 3(3-0), F

SWK 725 Social Work Practice II

Prerequisite: SWK 705 and SWK 710. Within a generalist framework, this course focuses primarily on groups and families, the basic skills required to facilitate group process and tasks, contrast between designed groups and family groups, and strategies for working with families. 3(3-0), F

SWK 726 Social Work Practice III

Prerequisite: SWK 705 and SWK 710 and SWK 725. Uses social work methods to focus on the dynamics associated with organizational and community generalist practice. This course provides a knowledge base (i.e., theory, research, and practice wisdom), values, and practice skills for the generalist social work profession. Concentration will be on social work practice occurring with organizations and communities. 3(3-0), S

SWK 730 Human Diversity and Societal Systems

Theoretical perspectives and research findings on various populations at risk and the role of societal institutions in perpetuating social and economic injustice. 3(3-0), S

SWK 740 Social Work Field Practicum I

Prerequisite: Admission to program. Supervised social work experience in a social agency in the community with accompanying field instructional seminar. Seminar enhances student's integration of coursework learning practice and skills; examines student experiences in field agency. Students must complete 450 hours in placement; practicum liability insurance fee required. 3-10 S

SWK 741 Family Health and Family Violence

Enhances students' understanding of the theories, policies, practices, and interventions related to family violence. 3(3-0), D

SWK 742 Family Health and Substance Abuse

This course provides an opportunity for the students to understand the problems of alcohol and drug use and dependence, and their impact on family health. 3(3-0), D

SWK 743 Management and Program Development in Human Service

Develop knowledge and skills for effective supervisors and administrators in human service organizations. Students will also learn grant proposal writing and develop an understanding of their management style and philosophy. 3(3-0), D

SWK 746 Foundations in Social Work Research

Prerequisite: admission to program or departmental approval. Teaches foundational knowledge and skills in key social work research methods; reviews research concepts and tools most frequently encountered by the family-focused social work practitioner. 3(3-0), Su

SWK 750 Human Behavior and Family Systems

Prerequisite: advanced standing or SWK 705 and SWK 710 and SWK 715 and SWK 720 and SWK 725 and SWK 726 and SWK 730 and SWK 735 and SWK 740. Provides a framework for understanding family systems and family health. The family is examined within an ecosystem context. 3(3-0), F,Su

SWK 754 Perspectives on Individual and Family Health Assessment

Prerequisite: advanced standing or SWK 705 and SWK 710 and SWK 715 and SWK 720 and SWK 725 and SWK 726 and SWK 730 and SWK 735 and SWK 740. Advanced overview to help the student transition from individually-focused assessment (e.g., DSM-IV) to family focused assessment (e.g., FAD). 3(3-0), F

SWK 755 Family Health Social Work Practice I

Prerequisite: advanced standing or SWK 705 and SWK 710 and SWK 715 and SWK 720 and SWK 725 and SWK 726 and SWK 730 and SWK 735 and SWK 740. Knowledge and skills for advanced practice. Social work roles within different settings will be covered. 3(3-0), F

SWK 756 Family Health Social Work Practice II

Prerequisite: SWK 705 and SWK 710 and SWK 715 and SWK 720 and SWK 725 and SWK 726 and SWK 730 and SWK 735 and SWK 740 and SWK 750 and SWK 754 and SWK 755. Advanced assessment and family centered practice interventions that are related to the family health perspective. 3(3-0), S

SWK 760 Family Health Policy

Prerequisite: SWK 705 and SWK 710 and SWK 715 and SWK 720 and SWK 725 and SWK 726 and SWK 730 and SWK 735 and SWK 740. Assists students in understanding how policies affecting family health are designed. Provides an analysis of the family health care delivery systems in the United States and other countries. 3(3-0), F

SWK 780 Social Work Field Practicum II

Prerequisite: admission to program. Supervised social work experience in a social agency in the community with accompanying field instructional seminar. Seminar enhances student's integration of coursework learning and practice skills; examines student experiences in field agency. Students must complete 525 hours in placement; practicum liability insurance fee required. Supplemental course fee. 3-10, S

SWK 797 Applications in Social Work Research

Prerequisite: admission to program or departmental approval. Teaches advanced knowledge and skills in key social work research methods; reviews key research applications in social work practice settings, including evaluation of practice and program evaluation. Integration between research projects and student's professional interests in the field are encouraged. 3(3-0), F

College of Humanities and Public Affairs

Dean: Victor H. Mathews

Associate Dean: Pamela R. Sailors

Office: Strong Hall, Room 251

Phone: (417) 836-5529, Fax: (417) 836-8472

Academic Units

- Department of Criminology and Criminal Justice
- Department of Defense and Strategic Studies
- Department of Economics
- Department of History
- Department of Philosophy
- Department of Political Science
- Department of Religious Studies
- Department of Sociology and Anthropology

Interdisciplinary Programs

Graduate Certificate in Homeland Security and Defense
Bernard McCarthy, Director

Department of Criminology and Criminal Justice

Craig T. Hemmons, Department Head and Graduate Director

Master of Science, Criminology (includes accelerated master's option)
Master of Science in Administrative Studies, Criminal Justice Option

Department of Defense and Strategic Studies

Keith B. Payne, Department Head

Master of Science, Defense and Strategic Studies
Graduate Certificate in Defense and Strategic Studies

Department of Economics

Ardeshir J. Dalal, Department Head

Master of Science in Education, Secondary Education

Department of History

Kathleen A. Kennedy, Department Head
F. Thornton Miller, Graduate Director

Master of Arts, History (includes accelerated master's option)
Master of Science in Education, Secondary Education (includes accelerated master's option)

History for Teachers Graduate Certificate

Department of Philosophy

Pamela R. Sailors, Department Head

Department of Political Science

George E. Connor, Department Head
Mark Rushefsky, Graduate Director (MPA)
Dennis Hickey, Graduate Director (Master of Global Studies)

Master of Global Studies (includes accelerated master's opportunity)
Master of Public Administration (includes accelerated master's opportunity)

Master of Science in Education, Secondary Education
Graduate Certificate in Public Management

Department of Religious Studies

J.E. Llewellyn, Department Head
Mark Given, Graduate Director

Master of Arts, Religious Studies (includes accelerated master's opportunity)
Graduate Certificate in Religious Studies for the Professions

Department of Sociology and Anthropology

William A. Wedenoja, Acting Department Head and Graduate Director

Master of Science, Applied Anthropology
Master of Science in Education, Secondary Education

Graduate Certificate in Homeland Security and Defense

Bernard McCarthy, Certificate Advisor

Strong Hall, Room 467; Phone (417) 836-6679 BernardMcCarthy@missouristate.edu

Program Description

The certificate in Homeland Security and Defense provides a 12 hour graduate-level experience for people working or desiring to work in the field of homeland security and defense. This program provides leadership education and critical thinking skills for dealing with threats faced in the global war on terror.

The curriculum is structured around key policy and organizational problems involving homeland security. Each course prepares students to master core issues, principles, and problem-solving approaches that can be applied to specific challenges confronting their jurisdictions or sponsoring organizations.

Admission Criteria

To be considered for the program, a student must have a 2.75 grade point average and be admitted to the Graduate College. Students who do not meet this criterion, but demonstrate potential for success through career experience, may be admitted at the discretion of the Certificate Advisor and with the approval of the Dean of the Graduate College. Admission to this certificate program does not constitute admission to any other Missouri State University graduate program.

Required Courses

12 HOURS

Course Code	Course Title	Credits
CRM 740	The Foundations of Homeland Defense and Security	3 hrs
CRM 745	Topics in Homeland Defense & Security	3 hrs
PLS 717	Multi-Disciplinary Approaches to Homeland Security	3 hrs
PLS 719	Strategic Planning & Organizational Imperatives in Homeland Security	3 hrs

Criminology and Criminal Justice

Strong Hall, Room 231, Phone: (417) 836-3799, Fax: (417) 836-3200
Email: criminology@missouristate.edu
Website: <http://criminology.missouristate.edu>
Department Head: Craig T. Hemmons

Faculty

Professor: Bernard J. McCarthy

Associate Professor: Brett E. Garland, Patrick R. Gartin, Patti Ross Salinas

Assistant Professor: Aida Y. Hass

Emeritus Professor: Michael K. Carlie, Melodye G. Lehnerer

Programs

Master of Science, Criminology

Craig Hemmons, Graduate Director

Strong Hall, Room 231; Phone (417) 836-3799
CraigHemmons@missouristate.edu

Program Description

This program provides the opportunity for advanced knowledge and understanding of issues involving criminal behavior, the operation of the criminal justice system, crime control policy initiatives, and using theory and research methods for criminal justice program evaluation, within the framework of the university mission in public affairs. The program develops credentials for moving into management positions in criminal justice agencies, assuming jobs in criminology/criminal justice research centers, and serves as a springboard to Ph.D. programs at other universities.

Accelerated Master's Degree Option

Eligible Missouri State undergraduate majors in criminology may apply for preliminary acceptance into the Master of Science program in Criminology after admission requirements for the accelerated master's option have been satisfied. This option allows a student to take up to 12 hours of graduate credit counting toward both the requirements for the Bachelor's and Master's degrees in criminology. However, only six of these hours may count as electives in the criminology undergraduate program, with the remaining six hours counting as free electives toward the 125 credit hours required for the undergraduate degree.

If accepted, it is possible for a student to earn the Master of Science in Criminology by taking an additional two semesters and one summer beyond the completion of the Bachelor's degree, accumulating 143 total credits as opposed to the 155 required for students not in the accelerated program, assuming the student selects the thesis option. If the student elects the non-thesis option, they must complete at least 149 total hours as opposed to the 161 required for students not in the accelerated program.

Before enrolling in a course to be counted as both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate program advisor, department head, and Graduate College. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). Contact the Graduate College for further information.

Admission Requirements for the Accelerated Master's Option

1. Junior standing and an overall GPA of 3.25 or better.
2. Completion of CRM 210, CRM 320, CRM 340 and six additional hours of CRM with a GPA of 3.40 or better.
3. Submit a written statement of purpose explaining why the student wants to pursue the accelerated Master's program along with the prospective plans following graduation.
4. Submit two reference letters from faculty familiar with their academic performance.
5. Be formally admitted to the accelerated master's option by the Criminology Graduate Admissions Committee.

Entrance Requirements for regular MS, Criminology Program

1. A bachelor's degree in sociology, criminology, or criminal justice; AND a minimum overall GPA of 3.00 on a 4.00 scale; OR at least a 3.00 on a 4.00 scale for the last 60 hours of academic course work; OR a score of 475 or higher on either the verbal or quantitative section of the Graduate Records Examination (GRE) AND a score of not less than 400 on the other section.
2. Students without a bachelor's degree in sociology, criminology or criminal justice may be required to take up to fifteen hours of undergraduate course work at the discretion of the Graduate Director. The requirement for course work may be waived by

- the Graduate Director based on equivalent course work, professional education, and/or work experience in the criminal justice system.
- Students who do not meet the minimum entrance requirements stated in Item #1 may be admitted conditionally to the program at the discretion of the program admission committee and the approval of the Graduate Dean. Conditional admission might be based on factors such as work experience or other indications of academic potential found in the application materials. On a case-by-case basis, the committee will set terms for full admission to the program.
 - Applicants must submit the following materials to the Graduate College: the Graduate Admission Application, the application fee, two official copies of transcripts showing course work for the bachelor's degree, and GRE scores (if applicable). In addition, applicants must submit these materials to the department: statement of intent describing reasons for applying to the MS in Criminology along with post-graduation plans, and three reference letters that speak to the applicant's academic potential.
 - Applicants must formally be admitted to the program by the Criminology Graduate Admissions Committee.

Degree Requirements

Thesis Option (A minimum of 30 hours)

1. Core Requirements - 15 hrs

Course Code	Course Title	Credits
CRM 706	Advanced Research Methods in Criminology and Criminal Justice	3 hrs
CRM 707	Quantitative Methods in Criminology and Criminal Justice	3 hrs
CRM 720	Crime Theory and Policy	3 hrs
CRM 799	Thesis	6 hrs

- Electives.** Fifteen hours including a minimum of nine hours taken from remaining CRM graduate-level courses. Courses outside CRM must be approved by the student's advisor.
- Thesis.** Students must complete a written thesis following by an oral defense in front of their advisory committee.

Non-Thesis Option (A minimum of 36 hours)

1. Core Requirements - 15 hrs

Course Code	Course Title	Credits
CRM 706	Advanced Research Methods in Criminology and Criminal Justice	3 hrs
CRM 707	Quantitative Methods in Criminology and Criminal Justice	3 hrs
CRM 720	Crime Theory and Policy	3 hrs
CRM 790	Graduate Practicum in Criminology	6 hrs

- Electives.** Twenty-one hours including a minimum of fifteen hours taken from remaining CRM graduate-level courses. Courses outside CRM must be approved by the student's advisor.
- Graduate Practicum.** Students must complete a practicum experience of no less than 270 clock hours in a criminology-related agency approved by their advisor. The practicum requires written exercises for academic reflection on the practicum experience.
- Comprehensive Examination.** A comprehensive examination must be passed by the candidate before a degree is granted.

Master of Science, Administrative Studies: Criminal Justice Option

The Department of Criminology and Criminal Justice participates in the Master of Science in Administrative Studies (MSAS) degree. The MSAS is an interdisciplinary program composed of courses from departments and colleges across campus. The program, which includes availability of courses online as well as on campus, is administered by a faculty committee and located in the Graduate College. Contact Dr. Pawan Kahol, MSAS Program Director, for more information.

Course Code	Course Title	Credits
CRM 710	Justice Administration	3 hrs
CRM 740	Foundations of Homeland Security	3 hrs
CRM 750	Law Enforcement & Community	3 hrs
CRM 770	Correctional Theory & Practice	3 hrs

Graduate Certificate in Homeland Security and Defense

Course Code	Course Title	Credits
CRM 740	The Foundations of Homeland Defense and Security	3 hrs
CRM 745	Topics in Homeland Defense and Security	3 hrs
PLS 717	Multi-Disciplinary Approaches to Homeland Security	3 hrs

PLS 719	Strategic Planning & Organizational Imperatives in Homeland Security	3 hrs
	Total	12 hours

Criminology Courses

CRM 697 Special Topics and Issues in Criminal Justice

Prerequisite: permission of instructor. A variable topic course examining issues of crime, its causes, as well as social and political responses to crime by various institutions including government, media, law enforcement, the courts, and corrections. May be repeated for a total of 6 credit hours if the topic changes. May be taught concurrently with CRM 597. Cannot receive credit for both CRM 597 and CRM 697 unless topic changes. 1-3 D

CRM 706 Advanced Research Methods in Criminology and Criminal Justice

Prerequisite: admission to the MS in Criminology or the MS in Administrative Studies with the Criminal Justice Option. This course is an in-depth examination of issues and methods involved with gathering data for research in crime and justice. Topics include research design, measurement, sampling, and analysis techniques. 3(3-0) F

CRM 707 Quantitative Methods in Criminology and Criminal Justice

Prerequisite: CRM 706; and admission to the MS in Criminology or the MS in Administrative Studies with the Criminal Justice option. This course provides an introduction to statistical analysis and examines the many applications of statistics to research on crime and justice. Special attention is given to organizing and interpreting data through appropriate statistical software. 3(3-0) S

CRM 710 Justice Administration

This course analyzes the criminal justice system in the United States emphasizing the role of criminal law, police, courts, and corrections as parts of the societal response to crime. Significant attention is given to contemporary issues facing each component of the system and implications for agency administration. 3(3-0) SO

CRM 720 Crime Theory and Policy

Prerequisite: admission to the MS in Criminology or MS in Administrative Studies with the Criminal Justice option. The course surveys various classical and contemporary theories of lawbreaking from a community-level sociological perspective. The relationship between criminological theory and justice system policy is emphasized. 3(3-0) F

CRM 725 Evaluating Criminal Justice Policy and Practice

Prerequisite: CRM 706. Covers methodological and technical approaches used to evaluate programs in criminal justice. Included are ethnographic techniques, unobtrusive research, secondary data sources, survey methods, and field experiments. Students acquire proficiency in understanding questions being posed about programs and developing appropriate research designs and strategies for providing answers to these questions. Emphasis is placed on graphic, text and oral presentation of reports. 3(3-0) D

CRM 735 Historical and Cross-Cultural Comparative Criminology

Provides an overview of crime and punishment with emphasis on the origin and evaluation of basic theories of crime-causation and community response as they arose in the 19th and 20th centuries. Coupled with this emphasis is a cross-cultural comparative view involving the systematic study of crime, law, and social control outside the United States. 3(3-0) D

CRM 740 Foundations of Homeland Defense and Security

This course provides an overview of homeland security and defense undertaken in the United States since September 11, 2001. The course provides students with the generally accepted knowledge required of homeland security professionals. 3(3-0) D

CRM 745 Topics in Homeland Defense and Security

Prerequisite: CRM 740. A comprehensive and integrated homeland security and defense strategy must also include the full range of elected officials, first responders, the human, animal and plant health communities, business and our citizens. In this course we will examine the application, progress and problems of the development and implementation of a homeland security/defense strategy. 3(3-0) D

CRM 750 Law Enforcement and Community

Using a sociological perspective, this course addresses concerns and issues facing law enforcement agencies within a community context. Administrative implications of these subjects also will be addressed. 3(3-0) FO

CRM 770 Correctional Theory and Practice

This course examines social control responses to lawbreakers including the exploration of classical and contemporary theories and philosophies that have guided American correctional policy, both institutional and community based. Management implications related to policy are addressed. 3(3-0) FO

CRM 785 U.S. Drug Control Policy

This course provides a historical overview of the formulation, implementation and evaluation of U.S. drug control policy. The focus is on critically reviewing the cultural, social and political forces that have shaped our nation's drug control policies and assessing the research that has been conducted to evaluate the effects of such policies. Topics to be examined include prohibition, interdiction, eradication, legalization, law enforcement and military responses, effects on the criminal justice system, treatment, education and prevention. 3(3-0) D

CRM 790 Graduate Practicum in Criminology

Prerequisite: permission of instructor. Faculty supervised experience in a criminology-related agency. Students are expected to work 45 hours in the agency for each credit hour. The practicum includes academic reflection on work experience at the agency. May be repeated for up to 6 hours. 1-6 D

CRM 796 Directed Readings in Criminology

Prerequisite: admission to the MS in Criminology or the MS in Administrative Studies with the Criminal Justice option; and permission of instructor. Faculty supervised arranged program of readings for the individual student directed by a member of the department graduate faculty. May be repeated to a maximum of six hours when the topic varies. 1-6 D

CRM 799 Thesis

Prerequisite: permission of instructor. Independent research and study connected with preparation of a thesis. May be repeated to a maximum of 6 hours. 1-6 D

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Contact Information
<http://graduate.missouristate.edu/catalog/CriminologyandCriminalJustice.htm>

Department of Defense and Strategic Studies

9302 Lee Highway, Suite 760, Phone: (703) 218-3565, Fax: (703) 218-3568
Email: dss1@missouristate.edu
Website: <http://dss.missouristate.edu/>
Department Head: Keith B. Payne

Faculty

Professor: Robert G. Joseph

Visiting Professor: Andrei Y. Shoumikhin

Adjunct Faculty: Ilan I. Berman, Lisa Bronson, Jack D. Crouch, Peppino A. DeBioso, Mark T. Esper, Colin S. Gray, Christopher C. Harmon, Dana Johnson, Kerry M. Kartchner, Elli Lieberman, James S. Robbins, John P. Rose, David J. Trachtenberg, Michelle Van Cleave

Emeritus Professor: William R. Van Cleave

Programs

Master of Science, Defense and Strategic Studies

This program operates in Fairfax, Virginia, and is certified by the State Council of Higher Education for Virginia (SCHEV).

Program Description

The primary objective of the Department of Defense and Strategic Studies program is to provide professional, graduate level academic education and training for students planning careers in the fields of national security policy, international security affairs, defense analysis, arms control, and education. In essence, this is a graduate international studies program with emphasis on security problems, strategic interests, and U.S. policy and policy-making. It is a program in public affairs.

Retention Requirements

To remain in the program, the student must maintain, by the completion of the second semester, a minimum GPA of 3.00 in DSS courses and in all graduate work, and make satisfactory progress toward the MS degree.

Degree Requirements (36 hours)

- 1. Core Requirements.** A minimum of 24 hours from the DSS curriculum is required, of which all students will normally take two core courses: DSS 601 (3), Seminar on Strategy and Arms Control; and DSS 632 (3), Seminar on International Security Affairs. A minimum of 18 additional seminar hours would be selected by the student from the other DSS courses offered.
- 2. Electives.** The DSS candidate, in consultation with the department head, may choose up to 12 semester hours of electives from any appropriate discipline in a cognate or relevant field; or alternatively, to distribute them in related fields. To fulfill the required 36 semester hours, the student may draw upon graduate level courses in other departments, based upon the student's own specialized interests (whether they be in science, policy, administration, or education).
- 3. Research.** A student will be required to complete either the Thesis option or the Non-thesis option.

Thesis Option. Completion of a satisfactory thesis in the candidate's discipline. Thesis credit shall be no more than 3 semester hours of the minimum 36 hours required for a master's degree. If the student fails to complete the thesis during the semester in which they are first enrolled in DSS 799, they must enroll in DSS 799 for 3 hours again until the thesis is finished. The student will be graded each time they enroll in DSS 799 but may not use additional 799 hours toward the 36 hours required for a master's degree. Absent extraordinary circumstances, no incomplete grades will be granted for DSS 799.

Non-Thesis Option. A comprehensive examination covering the DSS core field of study must be passed, and students must complete a research paper in DSS 796.

Entrance Requirements

Admission to the program requires a 2.75 GPA on the last 60 hours, a satisfactory Graduate Record Examination score (e.g., 900 or higher combined score on the verbal and quantitative), and letters of recommendation from undergraduate faculty or professionals acquainted with the students academic work or research and analytical skills. A relatively low GRE score may be compensated by an impressive undergraduate GPA and strong letters of recommendation

Demonstrated graduate-level performance through a minimum of nine hours may compensate for GRE or undergraduate GPA weaknesses.

Graduate Certificate in Defense and Strategic Studies

This program operates in Fairfax, Virginia, and is certified by the State Council of Higher Education for Virginia (SCHEV)

Program Description

The Department of Defense and Strategic Studies offers a Graduate Certificate in Defense and Strategic Studies designed for mid-career professionals. The Certificate in Defense and Strategic Studies is intended for those who have a defined but compressed period of time for their education, yet desire advanced study of major defense and strategic issues to further their career. Prospective students may enroll in the fall, spring, or summer semester. Once admitted, they must complete 9 credit hours selected from the seminars listed below in order to receive the Certificate. Students may attend full-time (3 seminars per semester) or part-time (1 or 2 seminars per semester). In certain situations, and with advisor approval, a student may be able to use a course from outside the Defense and Strategic Studies department.

Entrance Requirements

The candidate must have a bachelors degree and be admitted to the Missouri State University Graduate Program. Enrollment for each course must be approved by the professor.

Coursework

To total 9 hours

DSS 601 Seminar on Nuclear Strategy and Arms Control.
DSS 632 Seminar on International Security Affairs.
DSS 633 Analysis of International Security Politics.
DSS 634 The Geopolitics of Conflict and Accommodation.
DSS 702 Seminar on Regional Security Problems.
DSS 703 Science, Technology, and Defense Policy.
DSS 704 Arms Control: Theory and Practice.
DSS 705 NATO Security Issues
DSS 706 Soviet and Russian Military Strategy.
DSS 707 Seminar on Defense Policy Analysis.
DSS 708 Seminar on Contemporary Security Issues in the Former USSR.
DSS 709 Seminar on Space and Information Warfare.
DSS 710 Seminar on International Terrorism and Security.
DSS 711 The rise of the United States to Preeminence
DSS 712 American National Security Policy
DSS 713 Intelligence, Counterintelligence, and Covert Action.
DSS 714 Seminar on Strategic Thought.
DSS 715 Grand Strategy
DSS 716 Understanding Military Operations
DSS 717 Small Wars, Imperial Conflicts, & Guerrilla Warfare
DSS 718 Causes of War
DSS 719 Strategic Culture
DSS 720 Internship Training in DSS Policy
DSS 721 Missile Defense, Proliferation and Contemporary Warfare
DSS 722 Emerging Strategic Challenges
DSS 723 Counterproliferation
DSS 724 Leadership in National Security Policy
DSS 796 Directed Reading and Research in Defense and Strategic Studies
DSS 797 Special Topics
DSS 798 Seminar on Contemporary Defense Issues (may be repeated for a total of 6 hours when subject varies)

GPA Requirements

Students must have a B or better grade in each course.

Defense and Strategic Studies Courses

DSS 601 Seminar on Nuclear Strategy and Arms Control

Prerequisite: permission of instructor. This seminar examines contemporary U.S. and Soviet/Russian strategic nuclear arms and arms control policies and their interaction. The seminar will review the U.S.-Soviet nuclear relationship and extend this to an examination of post-USSR Russian and American nuclear strategy and policy. The seminar will study the strategic nuclear balance, including specific problems and programs, and the strategic doctrine, concepts, and objectives of the nuclear powers. Nuclear arms control, including the processes of decision making and negotiating, will be examined, with an emphasis on comparing theory and practice. Supplemental course fee. May be taught concurrently with DSS 601. Cannot receive credit for both DSS 601 and DSS 501. 3(3-0), F,S

DSS 632 Seminar on International Security Affairs

Prerequisite: permission of instructor. Examines international and regional security problems and policies from both a regional and global perspective. It treats strategies and security problems from a broader viewpoint than the Seminar on Strategy and Arms Control, covering national interests, alliance relationships, intervention, regional threats, and the security problems of other states, particularly China and Russia. Supplemental Course Fee. May be taught concurrently with DSS 502. Cannot receive credit for both DSS 632 and DSS 502. 3(3-0), F,S

DSS 633 Analysis of International Security Politics

Prerequisite: permission of instructor. This course deals with the methods and techniques of collecting and assessing information for use in the study of international security politics, problems, and policies. It explores the measures of relative power among nations and the manner in which such power or lack of it shapes the capability of a nation effectively to act in the international sphere. Supplemental course fee. May be taught concurrently with DSS 503. Cannot receive credit for both DSS 633 and DSS 503. 3(3-0), D

DSS 634 The Geopolitics of Conflict and Accommodation

Prerequisite: permission of instructor. The application of the techniques and understanding lent by the geography to the illumination of the physical and social environment in which politics, strategy, and war take place. The relationship among

geography, strategy, and politics is studied through the examination of both historical and contemporary circumstances where geography has intruded on politics or politics on geography. Students will be introduced to the geopolitical concepts of sea power, land power and air power, and these concepts will be critiqued in light of recent technological changes in warfare. Supplemental Course Fee. May be taught concurrently with DSS 504. Cannot receive credit for both DSS 634 and DSS 504. 3(3-0), F

DSS 700 Strategy and U.S. Defense Policy

Prerequisite: permission of instructor. This course provides an examination of the basic concepts and issues of strategy, deterrence, defense, and arms control, and an overview of American defense policies, programs, and problems since World War II. Comparative Soviet/Russian strategic concepts, policies, and objectives are covered. The U.S.-USSR strategic balance and relationships, including arms control are examined on an introductory basis. Supplemental course fee. 3(3-0) F,S

DSS 702 Seminar on Regional Security Problems

Prerequisite: permission of instructor. This seminar provides an advanced and in-depth analysis of selected contemporary regional security problems outside of Western Europe. It focuses on a few critical conflict situations, analyzes threats to regional and to U.S. interests, and examines alternative strategic policies and actions, including military force requirements, for the states involved. Supplemental course fee. 3(3-0) D

DSS 703 Science, Technology, and Defense Policy

Prerequisite: permission of instructor. This course, which will be taught jointly with a qualified physical scientist, will cover four broad topics important to advanced work in DSS: basic principles and applications of defense science and technology; such as nuclear weapons effects, ballistic missiles, and strategic defenses; the influence of science and technology on defense programs and policies; the role of the scientific and technical community in defense policy; and current issues of defense science and technology. Supplemental course fee. 3(3-0) D

DSS 704 Arms Control: Theory and Practice

Prerequisite: permission of instructor. An examination of contending arms control theories and concepts as tested by postwar and contemporary experience, bilateral and multilateral. There will be in-depth analysis of American and Soviet approaches to arms control, as well as consideration of the arms control policies of other states. The course will study scientific and technical problems in arms control, including those of R and D, testing, production, and deployment; arms negotiations, and issues in verification and compliance. Supplemental course fee. 3(3-0) D

DSS 705 NATO Security Issues

Prerequisite: permission of instructor. After an examination of the history of NATO policies, defense policies, and security issues, emphasis will be placed on analysis of current NATO security problems and options, including specific military defense alternatives. The individual security policies of the U.S., UK, FRG, and France will be studied, along with problems on the northern and southern flanks, and policies for outside-NATO-area security problems. Literature on the future of NATO would be included. Supplemental course fee. 3(3-0) D

DSS 706 Soviet and Russian Military Strategy

Prerequisite: permission of instructor. The first part of this seminar will review and study Soviet military policy, doctrine, strategy, and programs from the 1950s through the 1980s. It will consider problems of identifying, interpreting, and analyzing soviet strategic policies and programs - in essence, problems of U.S. intelligence and threat assessment. The second part of the seminar will extend this study to Post-USSR Russia and current directions of Russian strategic policy both for territories of the former USSR and beyond. Particular emphasis will be placed on military reform, continuity and change in military policy, and the status and role of the Russian military forces. Supplemental course fee. 3(3-0) F, S

DSS 707 Seminar on Defense Policy Analysis

Prerequisite: permission of instructor. Advanced research, study, and analysis of defense programs, policies, and the policy and budget processes, both within the Department of Defense and in Congress. Included also will be the comparative analysis of various studies, analyses, and critiques of U.S. defense programs and plans, and of regional and global military balances. Department of Defense administration and organization will also be studied. Supplemental course fee. 3(3-0) D

DSS 708 Seminar on Contemporary Security Issues in the Former USSR

Prerequisite: permission of instructor. This seminar addresses on an advanced level current developments in Russia and other states of the former Soviet Union as they bear on issues of national and international security and on U.S. security policy-making. The approach will combine analysis of internal developments related to military power and policy, and of evolving international policies, with strategic and geopolitical analysis. Supplemental course fee. 3(3-0) D

DSS 709 Seminar on Space and Information Warfare

Prerequisite: permission of instructor. This seminar will explore the role that space and information warfare play in the national security policies and programs, and military doctrines, of the United States and other great powers. The seminar will be divided into three parts. Part one will focus on the role of space in national security, including background on U.S. and Soviet/Russian space programs, the nature of space technologies and systems, the environment of space as a theater of military operations, the impact of international law and treaties on space warfare, the development of space threats to the United States and its allies, the historical and future role of space assets in terrestrial warfare, and the nexus between civilian and military space programs. Part two will examine the burgeoning field of information warfare by seeking to define and understand what is meant by the concept, what benefits and risks it offers to American national security, in what ways the pursuit of I-War capabilities is shaping the development of American military doctrine and force structure, and how and to what extent I-War capabilities are replacements for more traditional military capabilities such as conventional and nuclear forces. Part three will then examine the relationship between space warfare and information warfare, including how the two are conceptually supportive and how civilian and military applications of information and space technology will be increasingly blurred in the future. Supplemental course fee. 3(3-0) D

DSS 710 Seminar on International Terrorism and Security

Prerequisite: permission of instructor. This seminar will attempt to define and examine security issues related to terrorism and low-intensity conflict today. The origins of modern terrorism will be explored and terrorism will be put in the context of a strategy to achieve political ends. Case studies of terrorism in various regions, e.g., the Middle East, Europe and the United States, will show some of the current empirical evidence of global terrorist activities. The impact terrorism has on liberal societies and their ability to

defend themselves will be examined in the context of counterterrorism strategies. Supplemental course fee. 3(3-0) D

DSS 711 The Rise of the United States to Preeminence

Prerequisite: permission of instructor. This course will discuss the political development of the United States and its rise to great power, and then superpower status. Students will study a number of major U.S. wars and the political circumstances surrounding those conflicts. The course will address why the United States successfully developed into a world power and how its grand strategy changed over time. It will ask what lessons today's strategists can draw from the experiences of their predecessors. Supplemental course fee. 3(3-0) D

DSS 712 American National Security Policy

Prerequisite: permission of instructor. This course evaluates the major actors and components of American national security policy. America's traditional national interests are studied—accenting World War II, the Cold War, and the present day. The course also addresses the circumstances of major foreign policy crises, such as the Cuban Missile Crisis, and the causes of successful and unsuccessful American interventions during the Cold War and after. Additionally, it considers America's foreign and defense policy in the post-Cold War world, and particular emphasis is placed on American policies toward other great powers such as China, Japan, and Russia, as well as in contemporary foreign and defense policy crises such as the war on terrorism. Supplemental course fee. 3(3-0) D

DSS 713 Intelligence, Counterintelligence, and Covert Action

Prerequisite: permission of instructor. This course examines the role of intelligence and counterintelligence in the formulation and execution of state national security policies in democratic governments, and the impact of intelligence operations on international relations. The intelligence process is examined including the problems and opportunities associated with targeting or the tasking of intelligence agencies, the media of intelligence collection, the difficulties of analysis and evaluation, and counterintelligence. Additionally, covert action and paramilitary activities are studied with emphasis on the manner by which successes and failures have influenced military and foreign policy outcomes. Supplemental course fee. 3(3-0) D

DSS 714 Seminar on Strategic Thought

Prerequisite: permission of instructor. There is a rich literature on strategy and warfare, and even the oldest surviving works on strategy are arguably relevant to contemporary political leaders. This course will examine the ideas of strategic thinkers who lived in historical periods ranging from the ancient world to the present. Students will read works by (and in some cases, about) such figures as Sun Tzu, Niccolò Machiavelli, Napoleon Bonaparte, Baron Antoine Henri de Jomini, Carl von Clausewitz, Thucydides, and Colin S. Gray. Students will discuss how these thinkers have influenced strategic studies, and how military-strategic thought has developed over time. Supplemental course fee. 3(3-0) D

DSS 715 Grand Strategy

Prerequisite: permission of instructor. This seminar examines the role of grand strategy in international security. Emphasis is placed on the nature and role of grand strategy, and the major systemic and domestic factors that influence grand strategy. The nature of grand strategy will be introduced historically, and the grand strategies of the major world powers prior to and during World Wars I and II, the Cold War, and post-Cold War period, will be studied. Supplemental course fee. 3(3-0) D

DSS 716 Understanding Military Operations

Prerequisite: permission of instructor. This seminar delineates selected past, current, and future sea, air, space, and land conflicts into their constituent parts in order to examine the interaction of political objectives and military doctrine. It will specifically seek to explore how the political objectives and military doctrine influence technological development and military innovation. To meet these objectives, the seminar will examine a variety of international political and doctrinal problems that have had a major impact on American national security policy. Supplemental course fee. 3(3-0) D

DSS 717 Small Wars, Imperial Conflicts, and Guerrilla Warfare

Prerequisite: permission of instructor. This seminar examines some of the many forms of warfare that differ from "symmetrical" conflicts between great powers, with special attention to how great powers fight such wars and why they succeed or fail in bringing them to a satisfactory conclusion. Students will read a variety of literature written by authors such as C. E. Calwell, Victor Davis Hanson, and Colin Gray, as well as insurgents such as Che Guevara. The class will include a number of historical case studies, with an emphasis on the nineteenth, twentieth, and twenty-first centuries. Supplemental course fee. 3(3-0) D

DSS 718 Causes of War

Prerequisite: permission of instructor. This seminar explores the causes of warfare through the lens of human evolution, psychological approaches, economic system, ideology, and the international system, with the intention of understanding the strengths and limitations of each level of analysis. From that foundation, the seminar applies each level of analysis to the study of the origins of particularly significant wars: the Peloponnesian, Crimean, Seven Years', Korean, and Vietnam Wars, as well as World War I and World War II. Supplemental course fee. 3(3-0) D

DSS 719 Strategic Culture

Prerequisite: permission of instructor. Provides an introduction to using strategic culture as an analytical approach to understanding the cultural, religious, historical, and leadership sources of state and non-state actor behavior, with special reference to issues related to weapons of mass destruction. The concept of strategic culture captures domestic sources of state behavior, and offers an alternative or supplemental explanatory framework to the prevailing realist and constructionist theories of international relations. Examines the cultural context for applying theories of deterrence and dissuasion, and will involve a survey of thinking and analysis on strategic culture, from both theoretical and policy perspectives, as well as an exposure to the framework and methodology of strategic cultural analysis. Several key strategic cultures will serve as case studies. Supplemental course fee. 3(3-0) D

DSS 720 Internship Training in DSS Policy

Prerequisite: permission of department head and acceptance by employer. Internship experience and training in defense and arms control policy making with a U.S. Government department or agency, a Washington, D.C., based defense policy research institute, or institution of comparable professional experience, including preparation of a written report or research paper based upon the internship. May be repeated for credit to a maximum of 6 credit hours toward degree. Supplemental course fee. 1-3 D

DSS 721 Missile Defense, Proliferation and Contemporary Warfare

Prerequisite: permission of instructor. Examines the role of missile defense in the national security policies, programs, and military doctrines of the United States. Emphasis on exploring the evolution of missile defense within the broader context of contemporary American deterrence and defense policy. Supplemental course fee. 3(3-0) D

DSS 722 Emerging Strategic Challenges

Prerequisite: permission of instructor. For the purpose of this seminar, strategic challenges are defined as those emerging trends or security threats--political, economic, or military--that could fundamentally alter the present pattern of interstate relations or the core principles of U.S. foreign and defense policy. Examples include a possible cascade of proliferation resulting in 20 or 30 nuclear-armed states, a single terrorist with a nuclear weapon, or a resurgent Russia or ascendant China rising to a level of a peer competitor of the United States. Seminar reading and discussions will focus on: 1) Examining the causes, effects, and responses to these potential strategic challenges, especially the spread of weapons of mass destruction to state and non-state actors, both terrorists and enablers such as the A.Q. Kahn network; 2) Assessing assumptions, policies and capabilities for dealing with these challenges and how the concept of dissuasion, deterrence, and defense must adapt to the new security environment; and 3) Exploring how best to hedge against strategic uncertainties and how best to shape the future of the nuclear enterprise to promote the expansion of nuclear energy globally while reducing the risks of proliferation. Supplemental course fee. 3(3-0) D

DSS 723 Counterproliferation

Prerequisite: permission of instructor. Explores the challenges posed by nuclear and biological weapons in the hands of state and non-state actors. Students will investigate why various actors pursue these weapons, why some give them up, why others refuse to give them up, and the assorted instruments of national power that may be employed in the development of a national strategy to combat these weapons. Students will consider both the national security and homeland security aspects of these challenges. The subject matter will provide a vehicle for refining critical analytical skills; both verbal and written. The course will stress the refinement of each student's analytical and problem solving abilities as part of their development as national security strategists. Supplemental course fee. 3(3-0) D

DSS 724 Leadership in National Security Policy

Prerequisite: permission of instructor. Addresses the issue of national security policy leadership. Students will investigate the critical topics, including the components of good leadership, and the consequences of leadership failures. Speakers from the national security community will participate in order to explain the leadership challenges they faced in their careers. The subject matter will provide a vehicle for refining student leadership skills as part of their development as national security strategists. Supplemental course fee. 3(3-0) D

DSS 725 Seminar on Instruments of State Power

Prerequisite: permission of instructor. Instruments of state power encompass a broad range of tools--diplomatic, economic, intelligence, scientific and military--at the disposal of the state in the formulation and implementation of national security policy. Understanding the foundations, applications, and integration of these instruments is essential for the successful practitioner or scholar of security affairs. This seminar will focus on the individual instruments of U.S. power and their interrelationships in the conduct of foreign and defense policy. The class will employ case studies to assess the role of these instruments and the success and failure of their application. Supplemental course fee. 3(3-0) D

DSS 726 Chinese Military Power

Prerequisite: permission of instructor. This course focuses on the rising military power of China (its motivation and implications), Chinese objectives in Asia and their relationship to its military buildup, the impact of the Chinese military buildup on the military and deterrence requirements of the United States and our Asia Allies, the prospect and outcome of a military confrontation between China and Taiwan, including potential involvement of the United States and, in light of the potentially catastrophic consequences of a major war in the Far East, issues relating to the deterrence of China. The focus of the course will be on relatively recent developments--1990 to the present because of the dramatic shift in Chinese military capabilities, doctrine and objectives during this period. Supplemental course fee. 3(3-0) D

DSS 796 Directed Reading and Research in Defense and Strategic Studies

Prerequisite: permission of instructor. Individually tailored directed readings or research for bibliographical purposes; for improvement of research skills; for the purposes of a broader background of knowledge (e.g., in areas not covered by seminars, such as classical writings on strategy, and on the art of warfare historically or in the American experience); for more depth in selected areas of specialization; and/or to help meet the non-thesis M.S. research requirement. May be repeated for credit to a maximum of 9 credit hours toward degree. Supplemental course fee. 1-9 F,S

DSS 797 Special Topics

Prerequisite: permission of instructor and department head. Special topics may be offered as specific important issues, which are not adequately covered by regular seminars, arise; when Distinguished Guest seminars and work-shops can be planned ahead of time; or when visiting faculty wish to offer specialized courses not in the curriculum. May be repeated to a maximum of 6 hours, as topics change. Supplemental course fee. 1-3 F,S

DSS 798 Seminar on Contemporary Defense Issues

Prerequisite: permission of instructor. This seminar will address important contemporary defense and international security issues and may be offered to develop areas of study that are insufficiently covered by regular seminars, or when distinguished guest faculty or speakers wish to offer a specialized seminar not provided by the curriculum. May be repeated to a maximum of 6 hours, as topics change. Supplemental course fee. 3(3-0), D

DSS 799 Thesis

Prerequisite: completion of DSS course requirements for MS degree (30 hours minimum) and permission of department head. Independent research and study connected with preparation of thesis. Supplemental course fee. 1-6 D

Department of Economics

Strong Hall, Room 355, Phone: (417) 836-5516, Fax: (417) 836-4236
Email: Economics@missouristate.edu
Website: <http://www.missouristate.edu/econ/>
Department Head: Ardeshir J. Dalal

Faculty

Professor: Ardeshir J. Dalal, Mahua Barari Mitra, Reed N. Olsen

Associate Professor: Terrel Gallaway, David M. Mitchell, Sharmistha Self

Emeritus Professor: John Hoftzyer, Allan D. Stone, Elizabeth E. Topping, E. Dale Wasson, Thomas L. Wyrick

Programs

Social Science Area of Emphasis, Master of Science in Education - Secondary Education

Contact Dr. Jamaine Abidogun, History department and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Social Science Requirements

A minimum of 24 undergraduate hours in Social Sciences.

Social Science Requirements

A minimum of 15 hours from Economics, History, Geography, Political Science, Psychology, and Sociology.

Courses from one of the above disciplines	9 hrs
Courses from a second of the above disciplines	6 hrs

Total 15 hrs

Economics Courses

ECO 600 Fundamentals of Economics

Prerequisite: COBA majors must receive permission from a director of a COBA graduate program. An accelerated course dealing with the fundamentals of micro- and macroeconomic theory, designed for graduate students who have not completed undergraduate principles of economics. This course will not be counted in the hours required for a COBA graduate degree. May be taught concurrently with ECO 500. Cannot receive credit for both ECO 500 and ECO 600. 3(3-0), D

ECO 604 Health Care Economics

Recommended Prerequisite: ECO 165. A basic study of the economics of the health care market. Microeconomic theory is applied to the analysis of health care issues. Attention will be given to empirical studies of health care economics. Identical with HCM 604. Cannot receive credit for both ECO 604 and HCM 604. May be taught concurrently with ECO 504. Cannot receive credit for both ECO 504 and ECO 604. 3(3-0), F

ECO 611 Intermediate Econometrics

Recommended Prerequisite: ECO 409. Examination of the principles of economic model construction and the econometric techniques used in estimation of behavioral relationships. May be taught concurrently with ECO 508. Cannot receive credit for both ECO 508 and ECO 611. 3(3-0), D

ECO 615 Public Sector Economics

Recommended Prerequisite: ECO 155 and ECO 165. Allocation and distribution functions of the public sector of the economy; theories of taxation and public expenditure; shifting and incidences of taxes, local-state federal finance. May be taught concurrently with ECO 515. Cannot receive credit for both ECO 515 and ECO 615. 3(3-0), D

ECO 620 History of Economic Thought

Recommended Prerequisite: ECO 155 and ECO 165. Development of economic theory. May be taught concurrently with ECO 520. Cannot receive credit for both ECO 520 and ECO 620. 3(3-0), D

ECO 640 Economics of the Environment

Recommended Prerequisite: ECO 165. The course applies economic concepts and analysis to environmental issues such as pollution and natural resource management. Economic concepts and analysis used in the course will include supply and demand, cost benefit analysis, and the role of incentives. May be taught concurrently with ECO 540. Cannot receive credit for both ECO 540 and ECO 640. 3(3-0), F

ECO 665 International Economics

Recommended Prerequisite: QBA 237 or equivalent. Introduction to the key concepts of international trade and finance with a focus on the fundamental theories of international economics. Topics include the gains from and the patterns of international trade, protectionism, exchange rate determination and government policy intervention. May be taught concurrently with ECO 565. Cannot receive credit for both ECO 665 and ECO 565. 3(3-0) S

ECO 685 Advanced Economic Analysis

Recommended Prerequisite: ECO 365; and ECO 473 or familiarity with calculus-based optimization techniques. Unconstrained and constrained optimization; applications of the envelope theorem and duality to standard economic models, including utility maximization, profit maximization and expenditure/cost minimization. May be taught concurrently with ECO 585. Cannot receive credit for both ECO 585 and ECO 685. 3(3-0), D

ECO 686 Business Cycles and Forecasting

Recommended Prerequisite: ECO 385. Fluctuations in the level of economic activity; an examination of the basic principles and techniques of economic forecasting. May be taught concurrently with ECO 586. Cannot receive credit for both ECO 586 and ECO 686. 3(3-0), D

ECO 699 Directed Research in Economics

Recommended Prerequisite: ECO 365; and ECO 385 or ECO 710; and ECO 409. The student is expected to conduct research in a selected topic in economics and to produce a written report. May be taught concurrently with ECO 599. Cannot receive credit for both ECO 599 and ECO 699. 1-3, D

ECO 705 Economic Studies

Survey course; problems of government finance, fiscal policy, and resource structures; economic pressure groups. 3(3-0), D

ECO 709 Applied Econometrics

Prerequisite: QBA 600 or equivalent. Students will learn simple regression and multiple regression analysis. Additional topics include model building, cross sectional and time series analysis, as well as related topics. May be taught concurrently with ECO 409. Students cannot receive credit for both ECO 709 and ECO 409. 3(3-0), F

ECO 710 Micro- and Macroeconomic Analysis

Prerequisite: ECO 600 or equivalent. An intermediate to advanced study of selected topics in microeconomic and macroeconomic analysis. 3(3-0), F,S

ECO 721 International Political Economy

A general introduction to the politics of international economic relations, with a special emphasis on the extent, causes, and consequences of globalization. Covers such topics as trade, investment, aid, global warming, international institutions, and the political roots of economic development. May be taught concurrently with PLS 721. Students may not receive credit for both ECO 721 and PLS 721. 3(3-0), S

ECO 730 Money and Credit Markets

Recommended Prerequisite: ECO 305. Role performed by the Federal Reserve System, financial intermediaries, non-financial businesses, the public, and the foreign sector in developing and maintaining money and credit flows. 3(3-0), D

ECO 790 Seminar in Economics

Prerequisite: ECO 709 and ECO 710. A seminar course requiring the completion of assignments which develop and refine economic research skills. A combination of papers and class presentations will be used to assess student achievement. Primarily for graduate students in their final year of study. May be taught concurrently with ECO 590. Students cannot receive credit for both ECO 790 and ECO 590. 3(3-0), D

Department of History

Strong Hall, Room 410, Phone: (417) 836-5511, Fax: (417) 836-5523
Email: history@missouristate.edu
Website: <http://history.missouristate.edu>
Department Head: Kathleen A. Kennedy

Faculty

Professor: John F. Chuchiak IV, Marc Cooper, Thomas S. Dicke, David W. Gutzke, Andrew W. Lewis, F. Thornton Miller, Worth Robert Miller, William G. Piston

Associate Professor: Jamaine Abidogun, Holly A. Baggett, Brooks Blevins (Endowed), Bela Bodo, Larry Burt, Stephen L. McIntyre, Eric Nelson, Bethany J. Walker

Assistant Professor: Marcia A. Butler, Michelle Morgan

Emeritus Professor: Meredith L. Adams, David B. Adams, Wayne C. Barteo, Dominic J. Capeci, Jr. (Distinguished Professor), Robert Flanders, James N. Giglio (Distinguished Professor), William E. Hammond, Duane G. Meyer (President Emeritus), Michael M. Sheng

Programs

Master of Arts, History

F. Thornton Miller, Graduate Director
Strong Hall, Room 417; Phone (417) 836-5917
FTMiller@missouristate.edu

Program Description

The program is designed to provide instruction in various subject areas of history, which can prepare the student for advanced study at the doctoral level or serve as a terminal degree. There are three program tracks: American Studies, Global Area Studies, and U.S. and World.

Core Requirements

9 hrs

HST 701 Historiography & Historical Method 3 hrs

Seminar: Completion of at least one seminar.
(Required even if the student chooses to complete the research requirement through the thesis option.) 3 hrs

Primary Source Proseminar: Completion of at least one 700-level primary source proseminar or course in Use & Understanding of Sources (such as HST 783, 784, 785, 786 or 787) that studies primary sources in a historical field 3 hrs

American Studies Track

1. Online Courses. This track has been designed around a series of online courses. HST 701 and the HST 720 Proseminar have been offered online along with U.S. History Primary Source Proseminars (currently HST 783, 784, 785, 786 or 787).
2. Interdisciplinary. In conjunction with the core and online courses in U.S. history, this track draws upon an interdisciplinary approach to American society and culture. With the consent of the candidate's advisory committee, nine hours of graduate credit must be taken in American Studies related disciplines such as American art, culture, film, folklore, government, literature, or music.
3. Research. This requirement will be met in one of the following ways:
 - a. Thesis Option. Completion of a satisfactory thesis in U.S. history or American Studies. Thesis credit shall be 6 hours of the total offered to satisfy degree requirements.
 - b. Seminar Option. Completion of one satisfactory seminar paper in U.S. history or American Studies.
4. Seminar. Completion of at least 1 seminar in U.S. history or American Studies.
5. Proseminars. Completion of at least 2 proseminars in U.S. history or American Studies for students in the seminar option; 1 proseminar in U.S. history or American Studies for students in the thesis option.
6. Primary Source Proseminars. Minimum of 2 primary source proseminars in U.S. history or American Studies (currently HST 783, 784, 785, 786 or 787).

Hours of graduate credit in history must include a minimum of 18 hours at the 700-level and consist in total of a minimum of 30;

and, with the consent of the candidate's advisory committee, 9 hours of graduate credit must be taken in American Studies related disciplines such as American art, culture, film, folklore, government, literature, or music which can be at Missouri State or transfer credit.

Global Area Studies Track

1. World History Proseminar. At least one proseminar in World History.
2. Emphasis Area. An emphasis with a minimum of 9 hours including a proseminar in an area of study such as Africa, Asia, Europe, Latin America, or the Middle East.
3. At least one course in U.S. in the world or U.S foreign relations or recent history of the U.S.
4. Research. This requirement will be met in one of the following ways:
 - a. Thesis Option. Completion of a satisfactory thesis in non-U.S. history in the emphasis area of study such as Africa, Asia, Europe, Latin America, or the Middle East. Thesis credit shall be 6 hours of the total offered to satisfy degree requirements.
 - b. Seminar Option. Completion of one satisfactory seminar paper in non-U.S. history.
5. Seminar. Completion of at least 1 seminar in non-U.S. history.
6. Proseminars. Completion of at least 3 non-U.S. history proseminars for students in the seminar option; 2 non-U.S. history proseminars for students in the thesis option. At least one proseminar in World History. At least one proseminar in the emphasis area of study such as Africa, Asia, Europe, Latin America, or the Middle East.

Hours of graduate credit in history must include a minimum of 18 hours at the 700-level and consist in total of a minimum of 30; and, with the consent of the candidate's advisory committee, a maximum of 9 hours of graduate credit may be taken in related disciplines which can be at Missouri State or transfer.

U.S. and World Track

1. In addition to the core requirements, one of the following distributions of courses:
 - a. A minimum of 12 hours in U.S. history, including a seminar and two proseminars (a thesis, seminar, and one proseminar if a student completes the thesis option), and at least 6 hours in non-U.S. history, including a proseminar
 - b. A minimum of 12 hours in non-U.S. history, including a seminar and two proseminars (a thesis, seminar and one proseminar if a student completes the thesis option), and at least 6 hours in U.S. history, including a proseminar.
2. Research. This requirement will be met in one of the following ways:
3. Thesis Option. Completion of a satisfactory thesis. Thesis credit shall be 6 hours of the total offered to satisfy degree requirements.
 - a. Seminar Option. Completion of one satisfactory seminar paper.

Additional hours of graduate credit in history to include a minimum of 18 hours at the 700-level and consist in total of a minimum of 30; and, with the consent of the candidate's advisory committee, a maximum of 9 hours of the elective hours of graduate credit may be taken in related disciplines which can be at Missouri State or transfer.

Secondary Education Sub-track

In-service teachers may take the secondary education sub-track, which includes nine hours of coursework in education-related topics. This sub-track may be taken in conjunction with any of the tracks within the Master of Arts in History program. It is designed to supplement your history courses and enhance your development as an educator.

The following courses are included within the sub-track:

- HST 702 Secondary School Curriculum for the Social Studies
- SFR 750 Philosophy of Education **OR**
PSY 705 Psychology of Adolescence
- Other education courses approved by the student's graduate committee.

The sub-track consists of 9 hours of the 30 hour minimum requirements for completion of the MA in History.

Comprehensive Examination

A comprehensive examination must be passed before the degree will be granted. Written exams will be taken after course work is completed. An oral exam will be taken after the approval of the research requirement.

Accelerated Master's Degree Option

Eligible history majors may apply for preliminary acceptance into the History MA program after admission requirements for the accelerated master's option have been satisfied. Once accepted, students will be able to take up to 9 hours of graduate-level history courses that apply to both their undergraduate and graduate programs. Once accepted, students can take HST 701, Historiography, which will count toward both degrees and will meet the HST 390, Historiography, requirements for a history major. This option gives exceptional undergraduate students the opportunity to complete their bachelor's and master's degrees in five years (10 semesters and a summer). Before enrolling in courses to be counted for both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated master's program and receive prior approval from the history department head, history graduate director and the dean of the Graduate College.

Admission Requirements for the Accelerated Master's Degree Option

1. Junior standing, with an overall GPA of 3.25.
2. Major in History, and completed a minimum of 15 hours in history, including at least one course at the 300-level or higher, with a GPA in the major of 3.40.
3. Recommendation by a faculty member in the History Department

Entrance Requirements

Applicants need three letters of recommendation.

Applicants must either submit recent Graduate Record Examination scores (on the general exam, the specific history subject exam not being required) or have a Missouri teaching certificate in social studies. Applicants with a GPA below 3.00 on a 4.00 scale must submit recent GRE scores.

Applicants must have 24 undergraduate hours in history (or equivalent). A graduate student may make up a deficiency with additional courses in history, though such courses may not be counted toward the 30 semester hour total requirement for the master's degree. Admission will also depend on the quality of the previous academic record.

Master of Science in Education, Secondary Education: History Area of Emphasis

Contact Dr. Tom Dicke and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs, page 60.

Prerequisite History Requirements

A minimum of 24 undergraduate hours in history.

History Requirements

Elect one course from HST 720, 740, 760, & 770 3 hrs

Additional course work in history 12 hrs

Total 15 hrs

Master of Science in Education, Secondary Education: Social Science Area of Emphasis

Contact Dr. Tom Dicke and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Social Science Requirements

A minimum of 24 undergraduate hours in Social Sciences.

Social Science Requirements

A minimum of 15 hours from Economics, Geography, History, Political Science, Psychology, & Sociology.

Courses from one of the above disciplines 9 hrs

Courses from a second of the above disciplines 6 hrs

Total 15 hrs

Accelerated Master's Degree Option

Eligible undergraduate B.S.Ed. majors in History may apply for early admission to the Master of Science in Education in History. Once accepted for early admission, students will be able to take up to six (6) hours of history courses at the 600- or 700-level that apply to both their undergraduate and graduate programs. Before enrolling in courses to be counted for both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated master's program option AND receive prior approval from the History Department Head, History M.S.Ed. Program Coordinator and the Graduate College (on a Mixed Credit form). The student must complete their B.S.Ed. History program and receive Missouri certification in Social Studies (9-12) to continue in the M.S.Ed. History program beyond the six (6) hours earned through the accelerated master's program option.

Accelerated Admission Requirements

1. Junior standing, with an overall GPA of 3.25.
2. Major in B.S.Ed. History, having completed fifteen (15) hours in the department with a GPA in the major of 3.4.
3. Recommendation by a faculty member in the History Department.

History For Teachers Graduate Certificate

Program Description

The Department of History offers a 15-hour Graduate Certificate designed for in-service high school teachers. The certificate program will provide teachers with additional content training to assist them in furthering their career. There are three tracks designed to enhance their knowledge as U.S. or world history teachers.

Admission Requirements

A student must have a Missouri teaching certificate in social studies and a minimum GPA of 3.00.

Completion Requirements

Students must have an overall GPA of 3.00 for completion of the certificate program.

Required Courses

1. HST 701 Historiography and Historical Methods
2. 12 hours in the U.S. History Track, World History Track, or Secondary Education Track

U.S. History Track:

- a. HST 720 Proseminar in American History;
- b. Primary Source Proseminar in U.S. History (such as HST 783, 784, 785, 786, or 787);

- c. Two 600 or 700-level courses in U.S. History.

World History Track:

- a. Two Proseminars in non-U.S. History (such as HST 740, 760, 770 or 792) including HST 790 Proseminar in World History;
- b. Two 600 or 700-level courses in non-U.S. History (or proseminars or HST 796 Readings Courses in non-U.S. History).

Secondary Education Track:

- a. HST 702 Secondary School Curriculum for Social Studies;
- b. Proseminar (in U.S. or non-U.S. History);
- c. Graduate-level education course: SFR 750 Philosophies in Education, PSY 705 Psychology of Adolescence, or another 600- or 700 level education course approved by the student's graduate certificate advisor;
- d. 600 or 700-level course in U.S. or non-U.S. History.

History Courses

HST 609 Indian History

History of Indian/White relations, federal Indian policy, and Indian accommodation to European introductions and eventual American dominance from the beginning of contact with Europeans to the present. May be taught concurrently with HST 509. Cannot receive credit for both HST 509 and HST 609. 3(3-0), F

HST 611 The Plains Indians

History and culture of Plains Indians from the pre-Columbian period to the end of the frontier era near the turn of the last century, including the impact of the European invasion. May be taught concurrently with HST 510. Cannot receive credit for both HST 510 and HST 611. 3(3-0), S

HST 615 American Environmental History

Survey of humankind's relationship with nature and the environment in what is now the United States from pre-Columbian times to the present. Will especially focus on the impact of American development on the environment, the impact of the environment on the development of the United States, and the significance of the many different ideas and images concerning nature and the environment throughout American history. May be taught concurrently with HST 515. Cannot receive credit for both HST 515 and HST 615. 3(3-0), D

HST 617 Legal and Constitutional History of the United States

The origins of American constitutionalism, The Philadelphia Convention, the historical context of the changes in the law, in the Constitution, and in the courts since 1789, and the development of the law profession and legal education. May be taught concurrently with HST 517. Cannot receive credit for both HST 517 and HST 617. 3(3-0), D

HST 618 Colonial America

Character, development and modification of the English Empire in North America. May be taught concurrently with HST 518. Cannot receive credit for both HST 518 and HST 618. 3(3-0), D

HST 619 The American Revolution

Origins of the Revolution, War of Independence, and the society, government, and economy of the Revolutionary and Confederation eras. May be taught concurrently with HST 519. Cannot receive credit for both HST 519 and HST 619. 3(3-0), D

HST 621 Early American Republic

Study of America, 1780s-1840s. Topics will include the development of constitutional government and federalism, mix of republican ideology and capitalism, causes and results of the War of 1812, first and second political party systems, social reform, and economic development. May be taught concurrently with HST 521. Cannot receive credit for both HST 521 and HST 621. 3(3-0), D

HST 623 Nineteenth Century America

Emphasis upon how the ideas and values that constituted the original meaning of America (namely, the republicanism of the American Revolution) were transformed in response to the Commercial and Industrial Revolutions of nineteenth century America, producing two major crises of the century: the Civil War and Populist Revolt. Included is the transition of the United States from an agrarian society of economically and politically independent farmers to a depersonalized industrial nation of largely dependent salaried employees and wage earners. May be taught concurrently with HST 523. Cannot receive credit for both HST 523 and HST 623. 3(3-0), D

HST 624 Civil War and Reconstruction

The sectional conflict, the Civil War, and Reconstruction examined from political, military, social, and economic perspectives, with emphasis on differing historical interpretations of the causes of the war, the South's defeat, and the limits of Reconstruction. May be taught concurrently with HST 524. Cannot receive credit for both HST 524 and HST 624. 3(3-0), D

HST 625 Gilded Age/Progressive Era America, 1865-1920

Political, economic, social and intellectual development of the United States from the end of the Civil War through World War I and its aftermath. May be taught concurrently with HST 525. Cannot receive credit for both HST 525 and HST 625. 3(3-0), D

HST 627 Recent American History, 1929-Present

Great Depression, Age of Franklin D. Roosevelt; World War II; the Eisenhower years; Kennedy; Johnson; Nixon; Carter; America reluctantly assumes the mantle of global leadership. Domestic development and its concomitant domestic problems. May be taught concurrently with HST 337. Cannot receive credit for both HST 627 and HST 337. 3(3-0), D

HST 628 U.S. History Since 1945

The Cold War, politics from Truman through the Reagan presidency; the social conflict of the 1960s; the civil rights movement; the Great Society; Vietnam; and the Reagan revolution. May be taught concurrently with HST 528. Cannot receive credit for both HST 528 and HST 628. 3(3-0), D

HST 631 African American Leaders and Movements

Study of African American leaders and movements in the United States, with emphasis on the period since World War II. May be taught concurrently with HST 531. Cannot receive credit for both HST 531 and HST 631. 3(3-0), D

HST 636 History of Missouri

Economic, social, political and constitutional history of the state; role played by Missouri in national affairs. May be taught concurrently with HST 536. Cannot receive credit for both HST 536 and HST 636. 3(3-0), D

HST 637 History of the American West

Westward movement in America as history and myth; influence of the West on American society and character. May be taught concurrently with HST 537. Cannot receive credit for both HST 537 and HST 637. 3(3-0), D

HST 638 History of the American South, 1607-Present

Development of the South's social, economic and intellectual distinctiveness, with an emphasis on slavery, the plantation system, sectional conflict, modernization, Populism, disfranchisement, segregation, Dixie Demagogues and the Civil Rights Movement. May be taught concurrently with HST 538. Cannot receive credit for both HST 538 and HST 638. 3(3-0), D

HST 641 The Ancient Near East to 1200 BCE

Sumerians, Babylonians, Egyptians and Hittites; special reference to Hebrew scripture. Interrelationships among ancient civilizations; readings from original sources in English translation. May be taught concurrently with HST 541. Cannot receive credit for both HST 541 and HST 641. 3(3-0), F

HST 642 Ancient Israel

History of Israel to the end of the Persian period with special reference to the Canaanites, Mycenaeans, Philistines, Phoenicians, Assyrians, Chaldeans, and Persians. May be taught concurrently with HST 542. Cannot receive credit for both HST 542 and HST 642. 3(3-0), S

HST 643 History of the Arab-Israeli Conflict

The Arab-Israeli conflict in its historical and contemporary terms. The course covers three periods: The first period examines the roots of Arab and Jewish historical/biblical claims to Palestine before 1939. The second period from 1939 to 1982 analyzes the causes and effects of the Arab-Israeli wars. The third period from 1982 to 1991 covers the Israeli invasion of Lebanon, the Palestinian uprising (Intifada), and the peace process. May be taught concurrently with HST 543. Cannot receive credit for both HST 543 and HST 643. 3(3-0), D

HST 644 Women in Islam

This course examines the complexities of Middle Eastern culture through the lens of gender, focusing on women in Islamic society. Course will examine and critique current scholarly and journalistic literature (largely by Muslim women), films and documentaries, and current events in order to better understand current social, political, and economic developments in the Middle East. Special emphasis is on Egypt and Iran, which have enjoyed the lion's share of academic and legal attention. While the focus is on the modern Middle East, coverage also includes a historical review of scriptural roots and socio-political structures from the Middle Ages until today. The course has been designed as a quasi-seminar, where students meet in round-table fashion and discuss together readings that have been prepared in advance, in combination with lecture. May be taught concurrently with HST 544. Cannot receive credit for both HST 644 and HST 544. 3(3-0) D

HST 645 Medieval Europe

History of Medieval France, Germany, and the Papacy from the 5th Century to the 16th Century. May be taught concurrently with HST 545. Cannot receive credit for both HST 545 and HST 645. 3(3-0), F

HST 648 The Renaissance

Europe from about 1320 to about 1550, in the transition period from Medieval civilization to Modern Civilization; history of ideas and culture. May be taught concurrently with HST 548. Cannot receive credit for both HST 548 and HST 648. 3(3-0), D

HST 649 The Reformation

Early modern period of European history, 1500-1648. Religious controversy, religious wars, growth of the secular state. May be taught concurrently with HST 549. Cannot receive credit for both HST 549 and HST 649. 3(3-0), D

HST 651 The French Revolution and the Napoleonic Era

Causes and phases of the Revolution in France; the expansion of the Revolution; rise and downfall of Napoleon. May be taught concurrently with HST 551. Cannot receive credit for both HST 551 and HST 651. 3(3-0), D

HST 653 History of Europe in the 19th Century, 1815-1918

Forces unleashed by the French Revolution and other movements, including liberalism, reaction, nationalism, industrialization, and imperialism. May be taught concurrently with HST 553. Cannot receive credit for both HST 553 and HST 653. 3(3-0), D

HST 656 France Since 1815

A survey of French political, economic, social and intellectual developments. Special emphasis on the search for a stable political and economic system through the Fifth Republic and into the new multinational Europe. 3(3-0), D

HST 659 Germany, 1815-Present

The unification process, the German Empire, Weimar Republic, Third Reich, Germany as a European Great Power. May be taught concurrently with HST 559. Cannot receive credit for both HST 559 and HST 659. 3(3-0), D

HST 661 Russia Since 1801

Emphasis on the modernization of Russia, the rise of dissent, Russia's interaction with Europe, change and continuity between Imperial and Soviet Russia. 3(3-0), D

HST 665 English Constitution, Courts and Common Law

The development of the English constitution from the late Middle Ages to 1688 with special emphasis on the development of the Common Law and the courts. 3(3-0), F

HST 666 Victorian and Edwardian England

This course will examine the impact of industrialization; wealth, poverty and the rise of class; reform movements; origins of the welfare state; emergence of the Labour party, and the slow eclipse of aristocratic power and influence. May be taught concurrently with HST 566. Cannot receive credit for both HST 566 and HST 666. 3(3-0), D

HST 671 China in the Twentieth Century

An intensive study of the transformation of China from a Confucian, Feudal state to a Communist world power. May be taught concurrently with HST 571. Cannot receive credit for both HST 571 and HST 671. 3(3-0), D

HST 673 History and Archaeology of the Middle East

Archaeology as a tool for historical inquiry is the focus of this course. In this course students will become familiar with the problems and methods of the discipline as they related to the larger questions of Middle Eastern history, including migration and settlement, the impact of war, land use and ecological issues, religion and identity, transformations of the traditional Middle Eastern household, and the relations between local society and the state. Topics covered in lectures and students' projects include the use of textual sources, palaeography, and other methodological challenges; historic preservation and heritage management; legal issues and the politics of archaeology; and museum work. Case studies in the course chronologically range from ancient to Ottoman-era sites, but the focus of the course is the medieval era (Byzantine, Crusader, Islamic). A series of lectures, hands-on work with the Jordan study collection, and documentaries will expose the student to the wide range of disciplines pulled into the service of archaeology and different methodologies. Special emphasis is placed on current fieldwork at Tall Hisban in Jordan and the Northern Jordan Project. Enrollment in this course is strongly encouraged for students interested in joining the Jordan Archaeology Fieldschool as Study Away in the summers. May be taught concurrently with HST 573. Cannot receive credit for both HST 673 and HST 573. 3(3-0) S

HST 674 Jordan Archaeology Study Away

Prerequisite: permission of instructor. Recommended Prerequisite: HST 673. This course is a formal archaeological field school--with field, lab, and classroom components--held on-site in Jordan as an MSU Study Away Program in the summers. The field school provides hands-on training in archaeological excavation and post-season object analysis techniques; students will also participate in several projects related to site presentation, architectural preservation, and community outreach that are running concurrently with the project. The field school rotates between the Tall Hisban excavations and the Northern Jordan Project (NJP), held at each site in alternative summers. Excursions to sites of archaeological, historical, religious, and cultural interest are organized on weekends. Students attending the field school are strongly encouraged to take HST 673 beforehand. The program, depending on the research objectives that year, will run 3-6 weeks. May be taught concurrently with HST 574. Cannot receive credit for both HST 674 and HST 574. 3, Su

HST 682 Mexico from Colony to Nation

Mexican history from the colonial period to the Revolution of 1910. May be taught concurrently with HST 587. Cannot receive credit for both HST 587 and HST 682. 3(3-0), D

HST 688 Twentieth-Century Mexico

Mexico from the Revolution of 1910 to the present, emphasizing Mexico's influence upon the Cuban Nicaraguan and other revolutions; its role as a member of the Middle American Community and of Latin America at large. May be taught concurrently with HST 588. Cannot receive credit for both HST 588 and HST 688. 3(3-0), D

HST 697 Topics in History

The topics studied will change from term to term depending on the interests of professors and students. May be repeated as topics change. Variable Content Course. May be taught concurrently with HST 597. Cannot receive credit for both HST 597 and HST 697. 1-3, D

HST 698 Internship in Public History

Prerequisite: permission of department head. Supervised and approved work in a public or private agency which manages a museum, archive, or historic sites. May be repeated for credit but only 3 hours may be counted towards the MA major in History. One credit hour for each 40 hours of service. May be taught concurrently with HST 599. Cannot receive credit for both HST 599 and HST 698. 1-3, D

HST 701 Historiography and Historical Method

Various philosophies of history and theories concerning method, purpose and meaning of history; problems of research. 3(3-0), F

HST 702 Secondary School Curriculum for the Social Studies

Foundation course in the development and organization of the secondary school curriculum with an emphasis toward issues within social studies curriculum. This course meets the MSED degree requirements for social studies or history majors only. 3(3-0), D

HST 710 Seminar in Ancient History

Prerequisite: HST 701. A seminar in ancient history, providing a study in depth of a chosen topic as well as the historiography of the topic for the graduate student. May be repeated once for credit. 3(3-0), D

HST 720 Proseminar in American History

Recommended Prerequisite: HST 701. Readings in chosen periods and topics in American History for the graduate student. May be repeated once for credit. 3(3-0), D

HST 725 The Upland South

Recommended Prerequisite: HST 701. Readings in the history of the Upland South (the Ozarks and Appalachia) for the graduate student. 3(3-0) D

HST 730 Seminar in American History

Prerequisite: HST 701. In-depth study of a chosen topic as well as the historiography of the topic for graduate students. 3(3-0), D

HST 740 Proseminar in European History

Recommended Prerequisite: HST 701. Readings in chosen periods and topics in European history for the graduate student. May be repeated once for credit. 3(3-0), D

HST 750 Seminar in European History

Prerequisite: HST 701. In-depth study of a chosen topic as well as the historiography of the topic for the graduate student. May be repeated for credit with department consent. 3(3-0), D

HST 760 Proseminar in Latin American History

Recommended Prerequisite: HST 701. Readings in chosen periods and topics in Iberian and Latin American history for the graduate student. May be repeated once for credit. 3(3-0), D

HST 770 Proseminar in Ancient Near East History

Recommended Prerequisite: HST 701. Readings in chosen periods and topics in Ancient Near East history for graduate student. May be repeated once for credit. 3(3-0), D

HST 775 Recommended Prerequisite: HST 701. Proseminar in the Middle East

This proseminar in the Middle East introduces students to the historiography of the medieval Middle East (defined as the Arab heartland, Persia, and Anatolia), familiarizing them with the range of primary and secondary sources available for study, methodological approaches to using them, and the most important debates in modern scholarship generated by them. Through seminar discussions and debates based on intensive reading, students learn and practice historical method, tailored to this field. Among the topics covered in this course are the nature (and pitfalls) of medieval Arabic texts; how archives are created; the development of medieval Islamic historiography by contemporary Muslim and modern historians; the problematic of medieval political theory in the Arab, Persian, and Turkish worlds; the development of classical Islamic institutions; alternative state forms and how they developed; the impact of developments in the Middle East for world history; and the transition in this region to the modern era. 3(3-0) D

HST 780 Seminar in World History

Prerequisite: HST 701. In-depth study, in African, East Asian, Latin American, or Middle Eastern history, of a chosen topic as well as the historiography of the topic for the graduate student. May be repeated up to 6 hours for credit with departmental consent. 3(3-0), S

HST 783 Women's History: The Use and Understanding of Sources

Recommended Prerequisite: HST 701. Students will study seminal primary and secondary sources relating to women's history, discussing and analyzing their content, origins, and context in order to understand their application to the research, writing, and teaching of history. 3(3-0), D

HST 784 The American Revolution: The Use and Understanding of Sources

Recommended Prerequisite: HST 701. Students will study seminal primary and secondary sources relating to the American Revolution, discussing and analyzing their content, origins, and context in order to understand their application to the research, writing, and teaching of history. 3(3-0), D

HST 785 The Civil War in Missouri: The Use and Understanding of Sources

Recommended Prerequisite: HST 701. Students will study seminal primary and secondary sources relating to the Civil War in Missouri, discussing and analyzing their content, origins, and context in order to understand their application to the research, writing, and teaching of history. 3(3-0), D

HST 786 American Social History: The Use and Understanding of Sources

Recommended Prerequisite: HST 701. Students will study seminal primary and secondary sources relating to American social history, discussing and analyzing their content, origins, and context in order to understand their application to the research, writing, and teaching of history. 3(3-0), D

HST 787 American Education: The Use and Understanding of Sources

Recommended Prerequisite: HST 701. Students will study seminal primary and secondary sources relating to American education, discussing and analyzing their content, origins, and context in order to understand their application to the research, writing, and teaching of history. 3(3-0), D

HST 790 Proseminar in World History

Recommended Prerequisite: HST 701. Readings in chosen periods and topics in world history, comparative history, or a study involving at least two global areas such as diaspora studies. May be repeated up to 9 hours. 3(3-0), D

HST 792 Primary Source Proseminar in World History

Recommended Prerequisite: HST 701. Students will study seminal primary and secondary sources related to world history, discussing and analyzing their content, origins, and context in order to understand their application to the research, writing and teaching of history. 3(3-0) D

HST 796 Readings in History

Prerequisite: permission of supervising professor and permission of department head. Arranged program of readings for the

individual student directed by a professor of the graduate faculty. May be repeated once for credit. 1-3, D

HST 799 Thesis

Prerequisite: permission of Director of History Graduate Program. Independent research and study connected with preparation of thesis. 1-6, D

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Missouri State > Graduate College > Graduate Catalog > College of Humanities and Public Affairs > Department of Philosophy

Department of Philosophy

Strong Hall, Room 307, Phone: (417) 836-5650, Fax: (417) 836-4775
Email: Philosophy@missouristate.edu
Website: <http://www.missouristate.edu/phi>
Department Head: Pamela R. Sailors

Faculty

Professor: Pamela R. Sailors

No master's program is offered in the Philosophy Department. However, the following courses may be taken for graduate credit by students admitted to graduate study at Missouri State University.

Philosophy Courses

PHI 613 Bioethics

An introduction to central ethical questions that arise in the area of bioethics, and to the resources various ethical theories offer for resolving those questions. In addition to a brief overview of contemporary moral theory, the course will discuss issues such as euthanasia, informed consent, proxy decision making, experimental research on humans and health care allocation. Specific cases will be discussed and analyzed throughout the semester. May be taught concurrently with PHI 513. Cannot receive credit for both PHI 513 and PHI 613. 3(3-0), D

PHI 696 Selected Topics in Philosophy

Prerequisite: permission of department head. Individual conference course for graduate students with specialized interests in particular areas of philosophy not covered in regular courses. May include independent research, progress reports and term papers. Enrollment requires advance agreement on topic. May be taught concurrently with PHI 596. Cannot receive credit for both PHI 596 and PHI 696. 2-4, D

Department of Political Science

Strong Hall, Room 310, Phone: Strong Hall, Room 310 , Fax: (417) 836-6655

Email: PoliticalScience@missouristate.edu

Website: <http://polsci.missouristate.edu/>

Department Head: George E. Connor

Faculty

Professor: George E. Connor, Mark C. Ellickson, Dennis V. Hickey, Joel W. Paddock, Yuhua Qiao, Mark E. Rushefsky, Patrick Scott

Associate Professor: Brian R. Calfano, James B. Kaatz, Kevin Pybas, Gabriel Ondetti, David Romano

Assistant Professor: Cigdem Cidam, David E. Johnson

Instructor: Indira Palacios-Valladares

Emeritus Professor: Beat R. Kernen, Kant Patel, Robert M. Peace, Denny E. Piant

Programs

Master of Public Administration

Mark Rushefsky, MPA Program Director

Strong Hall, Room 326; Phone (417) 836-5922 MarkRushefsky@missouristate.edu

<http://polsci.missouristate.edu/MPA/MPA.htm>

Program description

The Master of Public Administration (MPA) program is accredited by the National Association of Schools of Public Affairs and Administration (NASPAA) which serves as a national and international resource for the promotion of excellence in education and training for public service.

The MPA program is designed to prepare students for careers in public service and to provide professional development for administrators of public agencies and non-profit organizations. As such, the purpose of the program is to help students develop theoretical and analytical insights into problems of governance in a democratic society, into the interplay between politics and public service, and into the relationship between elected officials and bureaucracy in the formulation, implementation and evaluation of public policies. Specifically, the goals of our program, in conjunction with the University's state-wide mission in public affairs, are to produce graduates who:

1. are culturally competent and understand the importance of civic engagement and the role of ethical leadership in public service;
2. have an understanding of the role that public service plays in democratic society; and
3. are prepared to pursue advanced study in public administration.

All students with demonstrated academic competence, interested in pursuing a career in public service, and who meet the entrance requirements of the Graduate College and the MPA program will be welcomed into the program. The program is designed to give students the opportunity to pursue specializations in one of the following areas:

1) public safety, 2) local government management, and 3) public policy.

Entrance requirements

1. 3.00 GPA (on a 4.00 scale) in undergraduate degree from an accredited institution.
2. Three strong letters of recommendation from undergraduate professors and/or persons well acquainted with the applicant's education and abilities. Letters should be submitted directly to the Director of the MPA program.
3. A minimum score of 900 on the Graduate Record Examination (GRE) general examination.
4. Applicants with a GPA between 2.75 and 2.99 **and/or** score of less than 900 on the GRE test may be admitted to the program on a provisional status at the discretion of the MPA director. A personal interview may be required.

Graduate assistantships

All students applying for a graduate assistantship must have their GRE scores (verbal and quantitative) on file at the time of application. All graduate assistants in Political Science are required to take 9 hours of course work per semester.

Advisement

- The MPA director may waive the internship requirement for students who have appropriate and sufficient prior work experience in public or not-for-profit organizations. Students with prior work experience in the public or not-for-profit sector should submit a letter to the MPA director requesting a waiver in the internship requirement along with a copy of his/her resume. Students for whom an internship requirement is waived must still take a three hour course to substitute for the internship.
- All MPA students in consultation with the MPA director will select an area of concentration (cognate field) within the MPA degree. Students shall take elective courses from the list of courses for the area of concentration he/she has selected. Exceptions may be granted at the discretion of the MPA director.
- All MPA students should work closely with the MPA director in completing their required and elective courses, internship, Advisor Approved Program of Study, and comprehensive examination.
- Students interested in pursuing a thesis option should establish a thesis committee consisting of three graduate faculty members and select one of the members to serve as chair of the thesis committee. The chair of the committee will guide the student through the entire thesis process.

Degree Requirements (Minimum of 39 hrs)

1. Required Core:

Course Code	Course Title	Credits
PLS 673	Policy Analysis	3 hrs
PLS 676	Quantitative Methods of Political Science & Public Policy	3 hrs
PLS 752	Public Personnel Management	3 hrs
PLS 753	Mgmt Techniques and Org. Behavior	3 hrs
PLS 756	Financial Management in State & Local Government	3 hrs
PLS 771	Seminar in Public Administration	3 hrs
PLS 778	Ethics and Leadership in the Public Sector	3 hrs
Total Core		21 hrs

Note: If the student has taken a 500-level required course for undergraduate credit, he/she shall substitute a 600 or 700-level course selected with the approval of the advisor and the department for the course already taken.

- Internship:** (PLS 781 In-Service Training in Public Administration). In-service training in an approved local, county, state, federal, non-profit or other approved agency (unless waived for candidate with adequate experience). Students who have completed PLS 681 cannot take 781. **0-3 hrs**
- Research:**
Non-thesis option. Complete required core courses and up to 18 hours of courses in student's chosen area of concentration (see #4 below).

Thesis option. Complete required core courses, PLS 799 Thesis (6 hours), and up to 12 hours of courses in student's chosen area of concentration (see #5 below).

- Areas of Concentration:** The MPA student will take the required courses in his/her area of concentration and will select other courses to fill out the elective requirements depending on whether the internship is waived and which research option is selected.

Required area of concentration courses: **9-18 hrs**

1. Local Government Management:

Course Code	Course Title	Credits
PLS 776	Local Service Delivery	3 hrs
PLS 777	Local Government Politics and Administration	3 hrs

2. Public Policy:

Course Code	Course Title	Credits
PLS 762	Public Policy & Program Evaluation	3 hrs
PLS 763	The Policy Process	3 hrs

3. Public Safety:

Course Code	Course Title	Credits
PLS 772	Introduction to Emergency Services	3 hrs
PLS 773	Hazard Analysis, Mitigation, and Preparedness	3 hrs
Total		39 hrs

Within each area of concentration, students may use the additional course(s) to pursue more specialized interests.

- Comprehensive Examination.** The Director of the MPA Program will prepare and administer a written comprehensive examination covering the general field of public administration, reflected in the required core courses offered. All courses except those who choose a thesis option and successfully complete a master's thesis will be required to take and pass a **written** comprehensive examination. Students who do not perform at satisfactory level on their comprehensive examination will be required to pass an oral examination until all course requirements for the degree have been satisfied.

Eligible Missouri State University majors in political science may apply for preliminary acceptance into the Master of Public Administration program after admission requirements for the accelerated master's option have been satisfied. If accepted, the undergraduate requirements for PLS 673 (Policy Analysis), PLS 676 (Quantitative Methods of Political Science and Public Policy), and PLS 781 (In-service Training in Public Administration) can be counted for both the undergraduate and graduate degrees.

In addition, PLS 771 (Seminar in Public Administration) can be taken during the student's senior year and can also count toward both degrees. This option gives exceptional undergraduate students the opportunity to complete their bachelor's and master's degrees in ten semesters and a summer. Contact the Director of the MPA Program for further information and guidelines.

Before enrolling in a course to be counted as both undergraduate and graduate credit and to count the course toward the master's degree, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate program director, department head of the undergraduate program, and the dean of the Graduate College. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Admission Process for the Accelerated MPA Option

Immediately prior to or during the junior year, the prospective student should discuss the possibility of participating in the Accelerated Master's Degree program with their undergraduate advisor and Department Head of the Political Science Department. If the student's academic record and potential are judged strong, the Head recommends the student to the proposed Accelerated MPA program. Undergraduate students who enter the Accelerated Master's Degree program should have a sponsor, i.e., a MPA faculty member who will serve as a mentor to the student throughout the undergraduate and graduate programs.

A student must be admitted into the Accelerated Master's Degree Program at Missouri State University in order to begin taking graduate course work for dual credit. Students admitted into the Accelerated Master's Degree program will not be fully admitted into the Graduate College until completion of their undergraduate degree and fulfillment of all other requirements for admission to the Graduate College (such as the Graduate Record Examination). Students should be awarded the bachelor's degree upon completion of a minimum of 125 hours of combined graduate and undergraduate course work and degree specific requirements.

To be admitted into the Master's of Public Administration program, you must meet specific requirements:

Admission requirements for the accelerated MPA option

1. Public administration and political science undergraduate students must have at least junior standing and a minimum of 60 credit hours.
2. Applicants must have a minimum 3.50 GPA in the public administration or political science curriculum and 3.00 overall GPA.
3. Students in the Accelerated Master's Degree Program must maintain a 3.50 GPA in the public administration and/or political science curriculums and maintain a 3.00 overall GPA to remain in the program.
4. Transfer students will be allowed into the Accelerated Master's Degree Program. Transfer students must have a minimum of 30 graded hours of course work at Missouri State University before they can be accepted into the program.
5. A maximum of 12 credits of accumulated graduate hours may be applied toward completion of their undergraduate degree requirements. The following courses will be allowed:

Course Code	Course Title	Credits
PLS 673	Policy Analysis	3 hrs
PLS 676	Quantitative Methods of Political Science and Public Policy	3 hrs
PLS 771	Seminar in Public Administration	3 hrs
PLS 781	In-Service Training in Public Adm.	3 hrs

Certificate In Public Management

Program description

The Certificate in Public Management (CPM) is a post-baccalaureate program designed to enable practitioners in government and non-profit organizations to acquire knowledge and skills in public administration without pursuing a full master's degree. This is an ideal academic program for individuals working in mid-level jobs who have not previously received professional training in public administration. While the focus is on the public sector, the courses teach leadership and problem solving skills that apply to the non-profit sector as well.

The CPM requires a total of 18 hours of graduate credits involving a mix of required and elective credits. The courses are the same as those offered to MPA students. The courses must be completed within four years of admission into the program. The program does not require a comprehensive examination, area of concentration, or a capstone research requirement.

Completion requirements

Students must have an overall grade point average of 3.00 for completion of the certificate program.

Required courses - 18 hours total

Required Core - 12 hrs

Course Code	Course Title	Credits
PLS 752	Public Personnel Management	3 hrs
PLS 753	Mgmt. Techniques and Organiz. Behavior	3 hrs
PLS 756	Financial Mgmt. in State and Local Govt.	3 hrs
PLS 771	Seminar in Public Administration	3 hrs

Elective Methodology Courses: (Choose 1) - 3 hrs

Course Code	Course Title
PLS 673	Public Policy Analysis
PLS 676	Quantitative Methods of Political Science & Public Policy
PLS 762	Public Policy and Program Evaluation
SOC 706	Advanced Social Research Methodology

Concentration Subfields (Choose 1) - 3 hrs

Course Code	Course Title
PLS 754	Seminar in Health Policy
PLS 685	Public Policy for a Global Environment
PLS 759	Administrative Mgmt. and Org. Theory
PLS 760	Management of Intergovernmental Relations
PLN 671	Land Use Planning
PLN 704	Community Resource Planning

Admission criteria

Admission to the certificate program requires the same application materials as the MPA. This includes a bachelor's degree from a regionally accredited institution of higher education, a 3.00 overall grade point average, and three letters of recommendation. Unlike the MPA degree, a standardized examination such as the GRE is not required. Admission is open to qualified persons without regard to age, physical disability, national origin, race, religion or gender.

In addition to the general requirements specified in the Missouri State University Graduate Catalog, selection is made on the basis of prior academic performance, professional accomplishments, and other indicators of the ability to pursue successfully graduate education and a professional career in public management.

Students who do not meet the normal admission requirements, but who show an indication of high promise, will be considered for probationary admission. The director of the MPA program will define probationary conditions and convey those to the student.

Admission to the MPA program from CPM

Admission to and successful completion of the CPM in no way guarantees admission to the MPA program. Students who are enrolled in or have completed the CPM must apply separately for admission to the MPA and comply with the MPA admission standards and the requirements of the Graduate College, including completion of a standardized exam such as the GRE, GMAT or LSAT.

The CPM is designed for persons in management positions who need a limited number of selected courses in contemporary methods, skills, and models of management. On occasion, however, a person may pursue the CPM and then decide that it would be desirable to pursue the MPA degree. All CPM credits may be applied to the MPA.

Requests for information

For information about the Graduate Programs in Public Administration, please contact: Mark Rushefsky, MPA Program Director, Department of Political Science, Missouri State University, 901 S. National Avenue, Springfield MO 65897. (MarkRushefsky@missouristate.edu)

Admission deadlines

Application packages should be received by the Program office one month prior to the semester you wish to begin. Students may begin the Fall, Spring, or Summer semester.

Master of Global Studies

(formerly Master of International Affairs and Administration)

Dennis V. Hickey, Program Director

Strong Hall, Room 325; Phone (417) 836-5850

DennisHickey@missouristate.edu; <http://polsci.missouristate.edu/mgs/>

Program Description

The program is designed to meet growing societal, occupational, and student needs and demands for persons educated and knowledgeable in international affairs. It will help students to become professionally involved in an increasingly competitive and interdependent world in which the United States occupies a prominent position. The Master of Global Studies (MGS) will produce graduates who will be well trained in international affairs and administration and can work in the public or private sector. It is also designed to prepare its graduates to continue their graduate education at the doctoral level in political science, international relations, or other related fields.

Students with demonstrated academic competence who are interested in the field of global studies will be welcomed into the program regardless of undergraduate major.

Entrance Requirements

1. Normally, applicants with a 3.00 GPA or above in their undergraduate degree from an accredited institution and a combined GRE score of not less than 900 on the verbal and quantitative sections will be admitted to the MGS program in good

standing. A minimum score of 900 is required on the combined verbal and quantitative sections of the GRE, with a minimum of 475 on either the verbal or quantitative section and a score of not less than 425 on the other. All students applying for admission must take the GRE before being admitted into the program.

2. Three strong letters from professors at the undergraduate level and/or persons well acquainted with the applicant's education and abilities will be admitted to the MIAA program in good standing. These letters are to be submitted to the Director of the MGS program.
3. Applicants with an undergraduate GPA between 2.75 and 2.99 and/or a score of less than 900 on the GRE may be admitted to the program on a provisional basis. A personal interview may be requested.
4. Foreign students applying for admission to the MGS program who do not have an undergraduate degree from an American university must have completed the equivalent of an undergraduate degree at an accredited university. They must also demonstrate graduate-level proficiency in English by either having achieved a score of 550 on the paper-based, or a comparable score of 213 on the computer-based TOEFL, or by other equivalent means

Prerequisite Courses

The MGS program does not require any specific prerequisite courses. However, an applicant may be advised or required to take undergraduate prerequisite courses in areas pertinent to the MGS program. For example, an applicant with little or no statistical training will be required to take an undergraduate course in statistics, or a student who has little knowledge of global affairs may be advised to take an undergraduate course in international and/or comparative politics before enrolling in the respective graduate seminars in these two fields.

Graduate Assistantships

All students applying for a graduate assistantship must have their GRE scores (verbal and quantitative) on file at the time of application. All graduate assistants in Political Science are required to take 9 hours of course work per semester.

Degree Requirements (Minimum of 39 hours)

1. Required Core:

Course Code	Course Title	Credits
PLS 705	Seminar in Comparative Politics	3 hrs
PLS 713	Sem. Foreign Policy Decision-Making	3 hrs
PLS 715	Comparative Public Administration	3 hrs
PLS 721	International Political Economy	3 hrs
PLS 732	International Relations in Theory & Practice	3 hrs
PLS 737	Seminar in International Organizations	3 hrs
Total		18 hrs

2. Research. A student will be required to complete 3-6 hours in one of the following two options:

Non-Thesis Option – Complete required core courses (18 hours), and 21 hours in chosen cognate field (see below), including PLS 780.

Thesis Option – Complete required core courses (18 hours), and 15 hours in chosen cognate field, and 6 hours of PLS 799. The thesis option is only open to students who maintain a minimum GPA of 3.70.

3. Cognate Fields. The MGS candidate, in consultation with the Program Director and with approval of the department head, may choose one of the following four cognate fields: **15-18 hrs**

- a. International Relations/Comparative Politics. PLS 635, 642, 644, 645, 646, 648, 650, 757, 771, 780, 781, 797; HST 643, 656, 659, 661, 671, 688, 740, 760; ECO 620; GRY 607, 697
- b. Public Administration: PLS 673, 755, 759, 762, 763, 780, 781, 797; MGT 747, 764, 765; LAW 682; PLN 605, 670, 671, 672
- c. International Economics and Business: PLS 780, 781, 797; ECO 665, 705, 710; ACC 606; LAW 600; RIL 639; MGT 747, 761; MKT 774
- d. National Security: PLS 717, 719, 772, 773, 782; CRM 740 ; 745 (students who have completed PLS 717, 719, CRM 740 and CRM 745 are eligible to be awarded the Graduate Certificate in Homeland Security and Defense from the College of Humanities and Public Affairs if the student has completed all the admission and completion requirements for the certificate through the Graduate College)

Within each cognate field, a student is required to take courses that are related to each other and reflect the student's strength and interest. Depending on the research option selected, students will take five or six courses in their chosen cognate field.

4. Comprehensive Examination. Upon completion of course work, students with a GPA of less than 3.70 will be required to pass a written comprehensive examination covering the core classes.

5. Exit Interview. Upon completion of course work, all students will be required to undergo an exit interview with the Program Director.

6. Foreign Language Requirement. Equivalent of two years of courses in any modern language offered either at Missouri State University or at another institution of higher learning. A student's language proficiency may be determined by both written and oral examinations in his/her chosen foreign language. In some cases, foreign students may substitute their native language, if it is not English, for the language requirement if it is related to their cognate field.

7. Quantitative Methods Requirement. Students without any statistical background will be required to take course work in this area. Proficiency in quantitative methods must be demonstrated either by passing a Diagnostic Test in quantitative methods or by having completed PLS 676 (Quantitative Methods of Political Science and Public Policy) or ECO 611 (Intermediate Econometrics) or an equivalent course approved by the Program Director.

Accelerated Master of Global Studies Option

Eligible Missouri State University majors in Global Studies, Political Science, and other relevant disciplines may apply for preliminary acceptance into the Master of Global Studies (MGS) program after admission requirements for the accelerated master's option have been satisfied. If accepted, both the undergraduate and graduate requirements for dual-listed courses (500 and 600/700 level courses) must have been fulfilled to be counted for both the undergraduate and graduate degrees. This option gives exceptional undergraduate students the opportunity to complete their bachelor's and master's degrees in ten semesters and a summer. Contact the Department of Political Science for further information and guidelines.

Before enrolling in a course to be counted as both undergraduate and graduate credit and to count the course toward the master's degree, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate program advisor, department head of the undergraduate program, and the dean of the Graduate College. This is done with the completion of a Mixed Credit Form. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Admission Process for the Accelerated MGS Option:

Immediately prior to or during the junior year, the prospective student should discuss the possibility of participating in the Accelerated Master's Degree program with their undergraduate advisor, Director of the Global Studies program, and the Department Head of the Political Science Department. If the student's academic record and potential are judged strong, the Director recommends the student to the proposed Accelerated program for approval by the Department Head. Undergraduate students who enter the Accelerated Master's Degree program should have a sponsor, i.e., a PLS faculty member who will serve as a mentor to the student throughout the undergraduate and graduate programs.

Students admitted into the Accelerated Master's Degree Program will not be fully admitted into the Graduate College until completion of their undergraduate degree and fulfillment of all other requirements for admission (such as the Graduate Record Examination). Students should be awarded the bachelor's degree upon completion of a minimum of 125 hours of undergraduate course work and degree-specific requirements.

Admission Requirements for the Accelerated Global Studies Option:

1. Global Studies, political science and other undergraduate majors must have at least junior standing and a minimum of 60 credit hours.
2. Applicants must have a minimum 3.50 GPA in the major curriculum and a 3.00 overall GPA.
3. Students in the Accelerated Master's Degree Program must maintain a 3.50 GPA in their major and maintain a 3.00 overall GPA to remain in the program.
4. Transfer students will be allowed into the Accelerated Masters Degree Program. Transfer students must have a minimum of 30 graded hours of course work at Missouri State University before they can be accepted into the program.
5. A maximum of 12 credits of mixed credit courses may be applied toward completion of their undergraduate degree requirements. The following courses will be allowed as electives in the Global Studies program if they have been completed as graduate courses (only courses regularly offered are listed; when courses on demand are offered, a student may petition to count them as electives towards the accelerated program): the four courses counting towards the accelerated program must have four different course codes, including at least one PLS code:

Course Code	Course Title
ECO 665	International Economics
FGB 682	International Financial Management
GRY 607	Geography of Sub-Saharan Africa
GRY 635	Global Climate & Weather Cycles
HST 665	English Constitution, Courts & Common Law
PLS 635	American Foreign Policy
PLS 642	Contemporary Political Ideologies
PLS 644	Governments & Politics of the Middle East
PLS 645	Asian Politics
PLS 647	Politics of The European Union & Its Members
PLS 648	Latin America Politics
PLS 650	Modern African Politics
PLS 676	Quantitative Methods of Political Science and Public Policy
PLS 782	Internship/Practicum in International Field

Emphasis

Contact Dr. Jamaine Abidogun, History department and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Social Science Requirements

A minimum of 24 undergraduate hours in Social Sciences.

Social Science Requirements

A minimum of 15 hours from Economics, Geography, History, Political Science, Psychology, & Sociology.

Courses from one of the above disciplines 9 hrs

Courses from a second of the above disciplines 6 hrs

Total 15 hrs

Graduate Certificate in Homeland Security and Defense

Contact Dr. Bernard McCarthy and see certificate requirements listed at the beginning of the section for the College of Humanities and Public Affairs.

Political Science Courses

PLS 635 American Foreign Policy

The course explores the various governmental institutions and societal forces which shape American foreign policy. The major emphasis is on American foreign policy since World War Two. Current issues in American foreign policy are discussed in light of contemporary theoretical and methodological approaches. May be taught concurrently with PLS 535. Cannot receive credit for both PLS 535 and PLS 635. 3(3-0), F

PLS 642 Contemporary Political Ideologies

A systematic study of the major competing ideologies of the 19th and 20th Centuries, including conservatism, liberalism, nationalism, Marxism, democratic socialism, fascism and national socialism, and others. Special emphasis is placed on the historical sources philosophical foundations and argumentative structure of these influential ideologies. May be taught concurrently with PLS 565. Cannot receive credit for both PLS 565 and PLS 642. 3(3-0), SE

PLS 644 Government and Politics of the Middle East

Political systems, processes and problems of the Middle East, considered both regionally and in the perspective of separate nation-states, from the beginning of the modern period about 1800 to the present. May be taught concurrently with PLS 544. Cannot receive credit for both PLS 544 and PLS 644. 3(3-0), FO

PLS 645 Asian Politics

A comparative study of the political and economic systems of contemporary Asia with emphasis on Japan, Korea, mainland China and Taiwan. Ideologies and strategies pursued by selected Asian governments are covered. Includes an assessment of contemporary economic, political and security issues in the region. America's economic, political and strategic ties with the region are also explored. May be taught concurrently with PLS 545. Cannot receive credit for both PLS 545 and PLS 645. 3(3-0), S

PLS 646 Political Violence and Terrorism

The systematic study of political violence in its different forms. The course content is structured along a continuum, ranging from small scale violence to mass violence-assassinations, terrorism by sub-national and transnational organizations, state terror and genocide. May be taught concurrently with PLS 546. Cannot receive credit for both PLS 546 and PLS 646. 3(3-0), D

PLS 647 Politics of the European Union and Its Members

This course will focus on the historical evolution of the European Union (EU) since the 1950s, the ongoing integration process within the organization (vertical integration), and its enlargement beyond the present members (horizontal integration). It will also address the EU's position in global and regional politics, its links to the United States, and the development of international governmental organizations. May be taught concurrently with PLS 547. Cannot receive credit for both PLS 547 and PLS 647. 3(3-0), SE

PLS 648 Latin American Politics

Broad introduction to the politics of Latin America. Although it will offer substantial historical background, the emphasis of the course will be on recent decades. To familiarize the student with some of the major general issues facing Latin America while also giving them a taste of its tremendous diversity. The course is structured around four basic topics: economic development, democratization, guerrilla movements and revolution, and drug trafficking. In the process of discussing these topics, various countries will be explored such as Brazil, Chile, Colombia, Cuba, Guatemala, and Mexico. A recurring theme will be the relationship between the United States and Latin America. May be taught concurrently with PLS 548. Cannot receive credit for both PLS 548 and PLS 648. 3(3-0), F

PLS 650 Modern African Politics

A comparative study of the political and economic systems of contemporary Africa with emphasis on sub-Saharan Africa. Ideologies and strategies pursued by selected African governments are covered, including an assessment of contemporary economic, political, and strategic ties within the region and internationally. The class will emphasize such areas as Mauritania, Senegal, Kenya, Somalia, Nigeria, and South Africa. May be taught concurrently with PLS 550. Cannot receive credit for both PLS 550 and PLS 650. 3(3-0), FO

PLS 651 Administrative Law

A study of administrative agencies in their rule making and adjudicatory functions; administrative procedures including hearings and the judicial review thereof; legislative committee operations and their relation to the agencies. After several lecture type

presentations by the instructor on the above topics, each student will be expected to present an oral and written review of some area of administrative law which requires further development through agency regulation and/or judicial review. 3(3-0), D

PLS 673 Policy Analysis

A study of the major qualitative and quantitative techniques in public policy analysis. The course will examine diverse processes of public policy formulation, and analyze various public policy alternatives. Each student will complete an empirical research project. May be taught concurrently with PLS 573. Cannot receive credit for both PLS 573 and PLS 673. 3(3-0), S

PLS 676 Quantitative Methods of Political Science and Public Policy

Introduction to the use of standard computer programs (especially SPSS) for the analysis and interpretation of political and social data. Covers analysis of nominal and ordinal data, descriptive and inferential statistics, hypothesis testing, correlation, linear and multiple regression. There will be a critical review of the applications of these techniques to the analysis of political science and public policy research questions, including ethical issues associated with quantitative research. May be taught concurrently with PLS 576. Cannot receive credit for both PLS 576 and PLS 676. 3(3-0), F, S

PLS 685 Public Policy for a Global Environment

Course examines how environmental policy is made in the United States and the international community. The course covers the institutions and groups that participate in making environmental policy and the process by which it is made. Domestic and international issues and problems explored include clean air, clean water, pesticides, risk assessment and management, toxic and hazardous substances, public lands, the greenhouse effect, and stratospheric ozone depletion. May be taught concurrently with PLS 555. Cannot receive credit for both PLS 555 and PLS 685. 3(3-0), D

PLS 705 Seminar in Comparative Politics

An examination of the principal approaches to comparative politics including the comparative study of political systems, types of government, elites, legislatures, political cultures and political parties. Students in the MGS program will be required to write an extensive bibliographic or substantive research paper on one of these principal elements in the study of comparative politics. 3(3-0), F

PLS 712 Seminar in American Politics

The goal of the course is to develop the student's analytical and critical skills by discussing and critiquing a variety of readings over the following topics: political values and ideologies, political participation, political parties, presidency, congress, judiciary, bureaucracy, public policy, and political economy. Each student will complete a major research paper related to one of these topics. 3(3-0), F

PLS 713 Seminar in Foreign Policy Decisionmaking

An examination of the factors that shape foreign policy decisionmaking, especially as they have evolved in the 20th century in the United States. In addition to an examination of the governmental institutions and societal forces that influence policy, students will critically analyze decisionmaking models that have been developed to explain how and why foreign policy decisions are made. 3(3-0), S

PLS 715 Comparative Public Administration

The course will review the literature on the study of comparative public administration. The body of the course will focus on substantive public management issues in a variety of countries. Students will be expected to understand the rationale for the subfield, its development, and develop the skills needed to conduct scientific analysis. 3(3-0), F

PLS 717 Multidisciplinary Approaches to Homeland Security

Examines the full spectrum of both homeland security and defense activities, the diverse responsibilities of the primary stakeholders, and current policies and practical efforts to develop and integrate homeland security and defense efforts nationwide. 3(3-0), D

PLS 719 Strategic Planning and Organizational Imperatives in Homeland Security

The attainment of homeland security goals is dependent on comprehensive planning and organization to integrate and mobilize all levels of government and private sector responses. This course critically analyzes these efforts. 3(3-0), D

PLS 721 International Political Economy

A general introduction to the politics of international economic relations, with a special emphasis on the extent, causes, and consequences of globalization. Covers such topics as trade, investment, aid, global warming, international institutions, and the political roots of economic development. May be taught concurrently with ECO 721. Students cannot receive credit for both PLS 721 and ECO 721. 3(3-0), S

PLS 732 International Relations in Theory and Practice

An examination of the principal paradigms and approaches in the study of international relations as they have evolved, particularly in the 20th century, and their usefulness for understanding the practice of global affairs. Students will familiarize themselves with both theoretical and substantive aspects of international relations and global affairs. Completion of a major research project focusing on an issue or region and analyzing it from a theoretical perspective is required. 3(3-0), F

PLS 737 Seminar in International Organizations

A study of the historical development and theoretical foundations of international organizations. Readings and research will emphasize recent issues and developments in both regional and global aspects in the organization of the international system. 3(3-0), S

PLS 752 Public Personnel Management

Intensive examination of the management of personnel focused directly on the public sector at the federal, state, and local levels. The course will explore the development, structure, and procedures of the public service. Issues of public personnel management to be examined include: perspectives on the public service, merit and patronage systems, labor relations, civil service reform, anti-discriminatory policies, and productivity and accountability. 3(3-0), F

PLS 753 Management Techniques and Organizational Behavior

A core lecture course designed to familiarize the student with the development of managerial skills through MBO, decision making theory, strategy implementation, change theory and development administration, problem solving, coordination within the organization, communication techniques and effecting productivity. Emphasis will be placed upon the applicability of management and organizational theory to the public sector. 3(3-0), S

PLS 754 Seminar in Health Policy

Politics of health policy formulation and planning. A study of participants in policy formulation, role of the different levels of government, issues and problems in health care planning, interrelationship of agencies involved, Medicare, Medicaid, national health insurance. 3(3-0), D

PLS 756 Financial Management for State and Local Government

A course dealing with intergovernmental financial relations, revenue sources, tax strategies, bond requirements, and issuance procedures, sinking funds, budget techniques and basic categories of state and local expenditures. 3(3-0), F

PLS 757 Topics Seminar in Public Policy and Administration

Topics course. The specific topics will change from semester to semester. May be repeated as topics change. 3(3-0), D

PLS 759 Seminar in Administrative Management and Organizational Theory

A topics seminar in which each student will be responsible for an individual research project. Research will include both a review of applicable literature and a case study of an actual management or organizational problem-situation within a government office. This project will be preceded by a concise review of basic management principles and organizational theory. 3(3-0), D

PLS 760 Management of Intergovernmental Relations

The course is designed to familiarize students with the nature and scope of intergovernmental relations and how they impact issues such as fiscal management, grantsmanship, public policy formulation, public program monitoring and administration. 3(3-0), D

PLS 761 Management of Nonprofit Organizations

This course provides a general survey of nonprofit organizations. It will examine the historical, legal, ethical, and social environments in which nonprofit organizations operate. It will also discuss various aspects of nonprofit organization management, ranging from managing people and money to managing public relations and trust. The course will integrate theoretical and practical aspects of nonprofit management. The theoretical aspects will be achieved through readings and literature reviews. The practical side will come from guest speakers, field interviews, and hands-on assignments. 3(3-0) SO

PLS 762 Public Policy and Program Evaluation

The course is designed to familiarize students with the nature and role of evaluation in the policy process. Topics will include but not be limited to: the various types of evaluation, evaluation methods, evaluability assessment, program monitoring, impact assessment, process assessment, utilization of evaluation findings, and the politics of evaluation. 3(3-0), SO

PLS 763 The Policy Process

This course is designed to explore how public policy is made at all levels of government in the United States. Approximately two-thirds of the course will focus on the policy process; the remainder will concentrate on two or three major policy issues. Students will do an extended paper on a policy issue applying the concepts from the first part of the course. 3(3-0), D

PLS 771 Seminar in Public Administration

This course is designed as the foundation course for the Master of Public Administration program. Topics covered include the development of public administration, political, social, economic, and legal processes and institutions, the policy process, and values and ethics. All students will complete a major research paper related to one of these topics. 3(3-0), F

PLS 772 Introduction to Public Safety Services

This course introduces students to the current principles and practices of public safety services from the theoretical and practitioner's perspective. We will look at how services are provided, management challenges, the levels of emergencies and disaster operations, preparedness, recovery and mitigation. 3(3-0) F

PLS 773 Hazard Analysis, Mitigation, and Preparedness

This course focuses on crucial actions taken in preparing the emergencies. All public safety agency work begins with a thorough analysis of the hazards faced whether they are from natural causes or manmade. The course will introduce students to various methods for conducting the hazard analysis regardless of whether for law enforcement, fire service, emergency medical services or 9-1-1. The class examines various methods to mitigate the occurrences of those incidents and how public safety agencies can prepare themselves and the public for when they occur. 3(3-0) S

PLS 776 Local Public Service Delivery

This course prepares students to provide management and guidance to various local government services such as public works, police, fire, parks, utilities, and human services. It covers issues of governance which enable various government and non-for-profit groups to cooperate in the delivery of these services. The focus is on management in medium and small-sized municipalities in both rural and urban settings. Extensive use of guest lectures and site visits are essential components of this course. 3(3-0) SE

PLS 777 Local Government and Politics and Administration

This course familiarizes students with a broad array of local government issues, structures, management concerns, and politics. Interwoven throughout the course is a discussion of the roles that professional administration and local politics play in everyday local government operations. The major focus will be on the decision making process of professional administrators as they attempt to bring both efficiency and effectiveness to local government. 3(3-0) SO

PLS 778 Ethics and Leadership in the Public Sector

This course examines the role and impact of leadership in public organizations, with particular focus on the ethical dimensions of leadership behavior. The course provides an overview of the knowledge, theory, and skills regarding leadership and professional ethics. Topics include charismatic and transformational leadership, leadership styles, the role of the leader in creating ethical climates and building effective ethical cultures, organizational change strategies, power and politics, and motivation strategies. Also covered are the ethical codes, standards, and practices promulgated by the American Society for Public Administration (ASPA) and the International City Management Association (ICMA). 3(3-0) S

PLS 780 Independent Study in Political Science

Prerequisite: permission of instructor and department head. Carefully planned independent study designed on an individual basis for the advanced student who wishes to investigate a well defined problem not dealt with adequately by standard courses. Normally, a student may take PLS 780 only once to fulfill the requirements of the non-thesis option or as part of the cognate field if pursuing the thesis option. 1-4, F,S

PLS 781 In-Service Training in Public Administration

Prerequisite: permission. Supervised field work in an approved local, state, or national governmental agency including preparation of an acceptable formal report. 3(3-0), F,S

PLS 782 Internship/Practicum in International Field

Prerequisite: permission of program director and department head. Supervised field work in a federal government agency, international governmental/non-governmental organization, multinational corporation, or equivalent. The course requirements include a formal report on the internship/practicum and evaluation by the supervisor. 3(3-0) F,S

PLS 797 Special Topics in Global Affairs

Prerequisite: permission. The specific topics will change from semester to semester, and will include subjects such as international humanitarian law, comparative foreign policy, global Islamic movements, and globalization. Variable content course. May be repeated as topics change. 3(3-0), D

PLS 799 Thesis

Prerequisite: permission. Independent research and study connected with preparation of thesis. 1-6, D

Department of Religious Studies

Strong Hall, Room 251, Phone: (417) 836-5514, Fax: (417) 836-4757
Email: ReligiousStudies@missouristate.edu
Website: <http://Department of Religious Studies>
Department Head: J.E. Llewellyn

Faculty

Professor: Stephen C. Berkwitz, John E. Llewellyn, Victor H. Matthews, James C. Moyer, Kathy J. Pulley

Associate Professor: Leslie Baynes, Martha L. Finch, Mark D. Given, Austra Reinis, John A. Schmalzbauer, John T. Strong

Assistant Professor: Julia Watts Belser

Emeritus Professor: Stanley M. Burgess, LaMoine DeVries, Charles Hedrick (Distinguished Professor), Karl W. Luckert, J. Ramsey Michaels

Programs

Master of Arts, Religious Studies

Mark Given, Graduate Director

Strong Hall, Room 266; Phone (417) 836-6261
MarkGiven@missouristate.edu

Program Description

This program will develop sound knowledge and professional skills in the discipline of Religious Studies, as well as in the broader context of related disciplines in the humanities area. The following Religious Studies foci are made available for emphasis: South Asian Religions; History of Judaism and Christianity; Biblical Studies; and Religion, Self and Society. Upon completion of the program, students will have acquired a foundation of knowledge, skills and perspectives for working in a variety of vocations where a high degree of versatility in human affairs, knowledge in humanities, and an ability to negotiate among various religious faiths, ideologies and opinions, are required.

ENTRANCE REQUIREMENTS

1. A bachelor's degree from an accredited institution in the U.S., or equivalent training in a foreign university.
2. A minimum GPA of 3.20 on a 4.00 scale, or a minimum GPA of 3.40 on a 4.00 scale for the last 60 hours of undergraduate course work. Students who do not meet the GPA requirements must take the GRE and normally will be expected to score a minimum of 1000 on the combined verbal and quantitative sections.
3. International applicants are also required to submit a score of not less than 550 on the paper-based, or a comparable score of 213 on the computer-based TOEFL, or by other equivalent means with a minimum score of 50 percent on the Listening Comprehension Section.
4. 24 hours of undergraduate Religious Studies courses with a minimum of one course from each of the four fields: History of Religions; Biblical Studies; History of Judaism and Christianity; and Religion, Self, and Society.
5. 12 hours of one foreign language or its equivalent (e.g., passing a proficiency examination administered by the Modern and Classical Languages Department).
6. Applicants lacking the background courses described above may be admitted, but will be required to rectify deficiencies with appropriate course work. These courses will not count toward the master's degree and must be completed before filing an Advisor Approved Program of Study. Students who do not meet the GPA or GRE standards outlined above may be granted conditional admission to the program at the discretion of the Advisory Committee. To be advanced to full standing in the program, students will be required to complete a minimum of 9 hours of specified graduate courses with a GPA of at least 3.30.

DEGREE REQUIREMENTS (Minimum of 32 hrs)

1. Core Requirements.

Course Code	Course Title	Credits
REL 710	Basic Issues: South Asian Religions	3 hrs
REL 730	Basic Issues: Biblical Studies	3 hrs
REL 750	Basic Issues: Hist. of Judaism & Christianity	3 hrs

REL 770	Basic Issues: Religion, Self & Society	3 hrs
REL 711	Sem: South Asian Religions OR	3 hrs
REL 771	Sem: Religion, Self & Society	3 hrs
REL 731	Sem: Biblical Studies OR	3 hrs
REL 751	Sem: Hist. of Judaism and Christianity	3 hrs
	Total	18 hours

- Electives.** Fourteen hours; a minimum of 6 hours must be taken in the Religious Studies Department. The student's Advisory Committee should approve these courses.
- Advisory Committee.** Initially each student will be advised by the General Graduate Advisor. As soon as possible, the student will select a faculty member to chair a graduate advisory committee consisting of at least three persons. This committee will supervise the remainder of the candidate's graduate program.
- Program of Study.** The candidate's program will be structured by the Advisory Committee in consultation with the student.
- Research.** Completion of a thesis, or two seminar papers acceptable to the student's Advisory Committee.
- Comprehensive Examination.** The written and oral comprehensive examination will be administered after most of the course work has been completed. This examination must be passed by the candidate before a degree will be granted.

Accelerated Master's Degree Option

Eligible undergraduate majors in Religious Studies or an equivalent department from an accredited institution may apply for early admission to the Master of Arts in Religious Studies. Once accepted for early admission, students will be able to take up to twelve (12) credit hours at the 600- and 700-level that apply to both their undergraduate and graduate programs. Before enrolling in courses to be counted for both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated master's program AND receive prior approval from the General Graduate Advisor, Department Head, and the Graduate College Dean (on a Mixed Credit Form).

Admission Requirements

- Junior standing, with an overall GPA of 3.4.
- Major in Religious Studies or an equivalent, having completed fifteen hours in the department, including at least six hours at the 300-level or above, with a GPA in the major of 3.5.
- Recommendation by a faculty member in Religious Studies or an equivalent department at another institution.
- Admission by the Graduate Committee of the Department of Religious Studies.

Religious Studies For The Professions Certificate

Program Description

In order to serve effectively in various human professions one must understand the religious and cultural beliefs and values of those with whom one works. This certificate is designed to meet the needs of individuals who wish to increase both their knowledge and appreciation of the religious diversity they encounter. Prerequisites will be waived for the certificate.

Admission Criteria

A student must be admitted to the Graduate College and have all course work approved by the director. A student must also have a bachelor's degree from an accredited institution in the U.S., or equivalent training in a foreign university, and have a minimum GPA of 3.00.

Completion Requirements

Students must have an overall grade point average of 3.00 for completion of the certificate program.

Exit Criteria

Students must participate in an exit interview.

Required Courses

12 Hours Total

Students must complete four three-hour courses at the 600-level in the department of Religious Studies*. The four courses must represent three different areas of specialization within the department. The areas of specialization are:

- Topics in the History of Religions (REL 645)
- Topics in Judaism & Christianity (REL 655)
- Biblical Studies (REL 615, 625, 675, 676)
- Religion, Self, & Society (REL 635, 636).

*REL 685 counts toward the certificate, but it does not count toward meeting an area of specialization requirement.

Religious Studies Courses

REL 615 Topics in Old Testament Studies

Recommended Prerequisite: REL 101. Advanced introduction and/or exegesis of primary documents from the Old Testament period, canonical and non-canonical, usually in the original language. Examples: Genesis, Jeremiah, The Hittites and the Old Testament, Daily Life in Old Testament Times. May be repeated, as topics change, to a maximum of 9 hours. Variable content course. May be taught concurrently with REL 510. Cannot receive credit for both REL 510 and REL 615. 3(3-0) D

REL 625 Topics in New Testament Studies

Recommended Prerequisite: REL 102. Advanced introduction and/or exegesis of primary documents from the New Testament period, canonical and non-canonical, usually in the original language. Examples: Johannine literature, Revelation and Apocalyptic literature, Luke and Acts, Romans. May be repeated, as topics change, to a maximum of 9 hours. Variable content course. May be taught concurrently with REL 520. Cannot receive credit for both REL 520 and REL 625. 3(3-0) D

REL 635 Topics in Religion, Self, and Society

Recommended Prerequisite: REL 100 or REL 131. Explores advanced issues in the study of religion as a component of cultural life including issues of gender, race, and ethnicity. Examples of topics: Religion and Politics; Religion, Media, and Popular Culture; Religion and Visual Culture; American Religious Communities; Lived Religion; Bible Belt Religion; Food and Religion; Women and Religion. Variable content course. May be repeated, as topics change, to a maximum of 9 hours. May be taught concurrently with REL 530. Cannot receive credit for both REL 530 and REL 635. 3(3-0) D

REL 636 Ozarks Religion

Recommended Prerequisite: REL 131 or REL 390 or SOC 390 or HST 375 or ENG 385. Explores the rich and varied terrain of Ozarks religious life, focusing on the impact of social change. This theme is explored through readings on rural and urban communities, Protestant revivalism, folklore and traditional practices, Ozarks Jewish life, Bible Belt Catholicism, Branson tourism, and the new immigrants. Students will use the methods of oral history interviewing and field observation to make sense of Ozarks religion. May be taught concurrently with REL 531. Cannot receive credit for both REL 636 and REL 531. 3(3-0) D

REL 645 Topics in the History of Religions

Recommended Prerequisite: REL 210. Studies of advanced topics in comparative religions or in the history of a particular region or religious tradition. Topics may include material ranging from ancient history to the present day. Examples: Mysticism, Colonialism, Religion and Culture, Yoga, Fundamentalism. Variable content course. May be repeated, as topics change, to a maximum of 9 hours. May be taught concurrently with REL 540. Cannot receive credit for both REL 540 and REL 645. 3(3-0) D

REL 655 Topics in the History of Judaism and Christianity

Recommended Prerequisite: REL 330 or REL 340. Selected topics of advanced content in Christianity and Judaism. Examples: Death and Dying in the Christian Tradition; Spirituality in Christianity; Women in the History of Christianity; Reformation of the Sixteenth Century; Thought of Martin Luther; Eastern Christianity; Ritual in Orthodoxy, Catholicism and Protestantism. Variable content course. May be repeated, as topics change, to a maximum of 9 hours. May be taught concurrently with REL 550. Cannot receive credit for both REL 550 and REL 655. 1-3 D

REL 675 Archaeology and the Old Testament/Hebrew Bible

Recommended Prerequisite: REL 101. Archaeological discoveries in their relation to the literary, cultural, and religious background of the Old Testament/Hebrew Bible. Methods and objectives of archaeological research, including a brief history of Near Eastern archaeology. May be taught concurrently with REL 570. Cannot receive credit for both REL 570 and REL 675. 3(3-0) D

REL 676 Archaeology and the New Testament

Recommended Prerequisite: REL 102. Archaeological discoveries in their relation to the literary, cultural, and religious background of the New Testament. Includes methods and objectives of archaeological research. May be taught concurrently with REL 571. Cannot receive credit for both REL 571 and REL 676. 3(3-0) D

REL 685 Seminar in Religious Studies

Prerequisite: permission of department head. This required course for majors surveys influential theories of religion from the Enlightenment to the present. Students will write a major research paper involving theoretical perspectives learned in the course. May be taught concurrently with REL 580. Cannot receive credit for both REL 580 and REL 685. 3(3-0) F

REL 710 Basic Issues in South Asian Religions

A survey of major ideas and practices associated with the religions of South Asia from early history to the present. Important theories and critical issues related to such concepts as colonialism, gender, nationalism, and text will be examined to orient students in the study of South Asian religions. Material from the Hindu, Buddhist, Jain, Sikh, and Muslim traditions of South Asia may be considered. 3(3-0) D

REL 711 Seminar in South Asian Religions

Recommended Prerequisite: REL 710. This seminar will examine a specific topic or tradition within South Asian religions. Students can expect to do focused reading, discussion, and research on a particular subject related to the Hindu, Buddhist, Jain, Sikh, and/or Muslim traditions of South Asia. Historical and contemporary material, along with critiques of scholarship in the field may be considered. May be repeated once if topic is different. 3(3-0) D

REL 730 Basic Issues in Biblical Studies

A survey of the history of research on biblical and related literatures with an emphasis on the period from the Enlightenment to the present. The course will cover classic and contemporary historical and literary problems including the theories and methods devised to address them. 3(3-0) D

REL 731 Seminar in Biblical Studies

Recommended Prerequisite: REL 730. This seminar examines a specific topic within the history and literature of the Hebrew Bible/Old Testament and/or New Testament. Students can expect to do focused reading, discussion, and research on a particular historical, literary, and/or methodological issue pertaining to the topic. Variable content course. May be repeated once if topic is different. 3(3-0) D

REL 750 Basic Issues in the History of Judaism and Christianity

A critical survey of historiographies, evaluative principles and periodizations, their underlying assumptions and results. 3(3-0) D

REL 751 Seminar in the History of Judaism and Christianity

Recommended Prerequisite: REL 750. Detailed study of selected persons, authors, movements, and eras in the history of Judaism

and Christianity. Variable content course. May be repeated once if topic is different. 3(3-0) D

REL 770 Basic Issues in Religion, Self, and Society

A critical survey of religion as a cultural, social, and personal phenomenon with attention to theory and methodology from related disciplines. 3(3-0) D

REL 771 Seminar in Religion, Self, and Society

Recommended Prerequisite: REL 770. A seminar applying various perspectives to individual religious practice and religious institutions in selected Western and non-Western societies. May be repeated once if topic is different. 3(3-0) D

REL 796 Readings in Religious Studies

Prerequisite: recommendation of the Religious Studies general graduate advisor and permission of instructor. Arranged program of readings for the individual student directed by a member of the graduate faculty. Before enrolling in the course, student and instructor must sign an agreement that details the course requirements. Variable content course. May be repeated, when topics varies, to a maximum of 9 hours. 1-3 F,S

REL 799 Thesis

Prerequisite: recommendation of the Religious Studies general graduate advisor and permission of student's thesis advisor. The student will prepare an in-depth thesis on a clearly-defined topic within his or her area of specialization. Before enrolling in the course, student and thesis advisor must sign an agreement that details the course requirements. May be repeated to a maximum of 6 hours. 1-6 F,S

Department of Sociology and Anthropology

Strong Hall, Room 451, Phone: (417) 836-5640, Fax: (417) 846-4198
Email: SociologyAnthropology@missouristate.edu
Website: <http://soc-ant.missouristate.edu>
Acting Department Head: William A. Wedenoja

Faculty

Professor: Margaret L. Buckner, John B. Harms, Timothy D. Knapp, William C. Meadows, Marvin Prosono, Suzanne E. Walker-Pacheco, William A. Wedenoja

Assistant Professor: David Byers, Elizabeth A. Sobel, Michael Stout, Lora Vess

Research Professor: Neal H. Lopinot, Jack H. Ray, Marcie L. Venter

Emeritus Professor: Ravinda G. Amonker, Gary L. Brock, Shahin Gerami, Donald D. Landon, Martha F. Wilkerson, Juris Zarins

Programs

Master of Science, Applied Anthropology

William Wedenoja, Graduate Director

Strong Hall, Room 470; Phone (417) 836-5641
billwedenoja@missouristate.edu

Program Description

Applied Anthropology is the application of anthropological skills and knowledge to the needs and problems of society today. This program is intended to be a terminal, practice degree, although it will also be helpful preparation for a Ph.D. program. Applicants should have a strong undergraduate background in anthropology. The program emphasizes the cultivation of professional skills such as quantitative analysis, computer applications, technical writing, and public speaking. There are many facets to applied anthropology, but the current focus of this program is the study and preservation of cultural heritage through archaeology and ethnography. Every student will take courses in both archaeology and in ethnography, but each student will normally focus on one or the other. The program is concerned chiefly with American culture and diversity, particularly Native American culture and the Ozarks region, and is intended to meet the steadily growing need for professionals in cultural resource management, public archaeology, cultural and linguistic preservation, and heritage tourism.

Admission Requirements

Admission to the program is selective. The minimum standards for admission are:

1. A bachelor's degree from a college or university accredited by agencies recognized by Missouri State University.
2. A minimum overall GPA of 3.00 on a 4.00 scale; OR at least a 3.25 GPA on a 4.00 scale for the last 60 hours of academic course work; OR a combined score of 1000 or higher on the verbal and quantitative sections of the Graduate Record Examination (GRE).
3. At least a 3.25 in all anthropology courses.

This program is designed for students who have completed an undergraduate major in anthropology, which should include at least two courses in cultural anthropology and in archaeology, a theory course, and an introduction to statistics. A field school or fieldwork experience is highly recommended, as are courses in North American Indians and North American Archaeology. Promising applicants may be admitted provisionally with deficiencies, which will need to be rectified with extra course work.

A final decision on admission will be made by the anthropology graduate admissions committee, which will take the following into consideration:

1. Three letters of recommendation concerning academic and professional promise.
2. A resume of not more than two pages, highlighting any experience relevant to this Master's program.
3. A statement of purpose of 300-500 words on qualifications and reasons for pursuing this degree.
4. At least one sample of writing (e.g., a term paper).
5. A transcript of all courses taken and degree(s) completed.

Admission will also depend on the number of students the program can support at a given time and the suitability of the applicant and his or her interests for the objectives of the program.

Accelerated Master's Option

Outstanding undergraduate majors in anthropology at Missouri State may gain early acceptance to the Master of Science program

in Applied Anthropology. Admitted students will be permitted to take up to 6 hours of graduate credit in ANT at the 600-700 level that can be applied to the requirements for both the undergraduate and the graduate degrees.

Before enrolling in a course to be counted for both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate program director, department head, and Dean of the Graduate College. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course.

Eligible students may initiate the process for admission to the accelerated option by submitting an application to the Graduate College. This should be completed as early as possible to allow sufficient time for consideration of all application materials. Students are encouraged to consult with the graduate program director prior to applying.

Admission Requirements for the Accelerated Master's Option

1. A declared major in Anthropology at Missouri State University.
2. Senior standing and an overall GPA of 3.25 or better.
3. Completion of at least 21 hours in ANT, including ANT 226 and ANT 240, with a 3.5 GPA or better in the major.
4. Three letters of recommendation concerning academic and professional promise from faculty familiar with your performance.
5. A resume of not more than two pages, highlighting any experience relevant to this master's program.
6. A statement of purpose of 300-500 words on your qualifications and reasons for pursuing this degree.
7. At least one sample of writing (e.g., a term paper).
8. Formal acceptance to the accelerated option by the graduate faculty in anthropology.

Degree Requirements (A minimum of 36 hours)

1. Core Requirements 21 hrs

Course Code	Course Title	Credits
ANT 611	Ethnographic Field Methods OR	
ANT 650	Advanced Methods in Archaeology	3 hrs
ANT 700	Applying Anthropology	3 hrs
ANT 720	Quantitative Methods in Anthropology	3 hrs
ANT 770	Research Design & Writing in Anth.	3 hrs
ANT 790	Internship in Applied Anthropology	3 hrs
ANT 797	Practicum in Applied Anthropology OR	
ANT 799	Thesis	6 hrs

2. Electives 15 hours

Course Code	Course Title	Credits
ANT 611	Ethnographic Field Methods	3 hrs
ANT 625	North American Indians Today	3 hrs
ANT 645	Cultural Resource Management	3 hrs
ANT 650	Advanced Methods in Archaeology	3 hrs
ANT 655	Archaeological Theory	3 hrs
ANT 692	Directed Research in Anthropology	1-3 hrs
ANT 696	Directed Readings in Anthropology	1-3 hrs
ANT 698	Seminar in Anthropology*	3 hrs

*When applicable (e.g., The Anthropology of Tourism, Ethnohistory, Language Preservation, Historic Archaeology, Interpreting Skeletal Remains)

Up to 6 hours of related graduate level courses in other programs may also serve as electives with approval of the advisor and graduate director.

3. **Internship.** Every student will complete an internship of at least 200 hours with an approved organization. It is the responsibility of the student to arrange this internship, in consultation with his or her advisor. Completion of the internship requires submission of a detailed report or portfolio and an oral presentation to the anthropology faculty and graduate students.
4. **Advisory Committee.** Every student will be assigned a faculty advisor, who will supervise the course of study. An advisory committee of at least three professors from the Graduate Faculty will be formed to evaluate the practicum or thesis. This committee may include an additional member from another university, or an agency or organization, when appropriate.
5. **Research.** Upon completion of the core courses, electives, and internship, each student will submit a proposal for a research project. This proposal shall be prepared in consultation with the student's advisor. When completed, the graduate director will convene a hearing with the student's advisory committee for final approval. There are two options for this research project:

Practicum. It is expected that most students will conduct an applied project from beginning to completion. The final report will serve as the equivalent of a thesis.

Thesis. In some instances, it may be more appropriate to conduct a research project and write a thesis.

6. **Comprehensive Examination.** Upon completion of a thesis or a practicum report, a hearing will be held and the student will be examined on the work by the advisory committee. Each student will also give a public presentation on his or her research.

Master of Science in Education, Secondary Education: Social Science Area of Emphasis

Contact Dr. Jamaine Abidogun and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Social Science Requirements

A minimum of 24 undergraduate hours in Social Sciences.

Social Science Requirements

A minimum of 15 hours from Economics, Geography, History, Political Science, Psychology, and Sociology.

Courses from one of the above disciplines 9 hrs

Courses from a second one of the above disciplines 6 hrs

Total 15 hrs

Anthropology Courses

ANT 611 Ethnographic Field Methods

Ethnographic methods and techniques in the study of culture, with emphasis on participant-observation, interviewing, note-taking and management, data analysis, and ethics. May be taught concurrently with ANT 510. Cannot receive credit for both ANT 510 and ANT 611. 3(3-0) S

ANT 626 North American Indians Today

Focuses on major developments in North American Indian life in the 20th and 21st centuries, including cultural, social, economic, political, environmental, and legal issues that affect Native Americans today. May be taught concurrently with ANT 525. Cannot receive credit for both ANT 525 and ANT 626. 3(3-0) D

ANT 640 Topics and Problems in Near Eastern Archaeology

A detailed analysis of major themes which define human behavior in the Near East; the origins of anatomically modern man, the agricultural and pastoral revolutions, the origins of civilization, the introduction of metallurgy, and problems bearing on selected ethnic origins. 3(3-0) D

ANT 645 Cultural Resource Management

Prerequisite: permission of instructor. An examination of laws and regulations pertaining to the preservation of American history and culture and the professional management and preservation of ethnic, historic, and prehistoric cultural resources. May be taught concurrently with ANT 545. Cannot receive credit for both ANT 645 and ANT 545. 3(3-0) F

ANT 650 Advanced Methods in Archaeology

Prerequisite: permission of instructor. Advanced study and practice in methods and techniques employed in archaeology such as lithic, ceramic, and faunal analysis. Variable content course. May be repeated when topic changes. May be taught concurrently with ANT 650. Cannot receive credit for both ANT 650 and ANT 550 for the same topic. 3(3-0) S

ANT 655 Archaeological Theory

Prerequisite: permission of instructor. A comprehensive and in-depth examination of theoretical issues and perspectives concerning the practice of archaeology and the interpretation of archaeological remains. May be taught concurrently with ANT 555. Cannot receive credit for both ANT 655 and ANT 555. 3(3-0) D

ANT 692 Directed Research in Anthropology

Prerequisite: permission of instructor. Individual or group research involving supervised collection and analysis of cultural data. May be repeated to a total of 9 hours. Cannot receive credit for more than 9 hours of ANT 692 and ANT 599 combined. 1-3, F,S

ANT 695 History of Anthropological Theory

Senior culminating course for Anthropology majors. This course traces the development of anthropology and anthropological theory, with emphasis on the major theorists and schools of thought in the twentieth century. May be taught concurrently with ANT 595. Cannot receive credit for both ANT 595 and ANT 695. 3(3-0) S

ANT 696 Directed Readings in Anthropology

Prerequisite: permission of instructor. Readings designed to supplement material introduced in previous anthropology courses. Includes a wide selection of literature in the field. May be repeated to a total of 6 hours. Cannot receive credit for more than 6 hours of ANT 596 and ANT 696 combined. 1-3 F,S

ANT 698 Seminar in Anthropology

A detailed investigation and analysis of a specialized or advanced topic of interest to anthropology (e.g., Upper Paleolithic art, the evolution of human behavior, ethnographies of religion). May be repeated when topic changes. Variable content course. May be taught concurrently with ANT 598. Cannot receive credit for both ANT 598 and ANT 698. 3(3-0) D

ANT 700 Applying Anthropology

An introduction to the field of applied anthropology, surveying the professional opportunities for applied anthropologists and the variety of ways in which anthropology is applied to the needs and problems of society. 3(3-0) F

ANT 720 Quantitative Methods in Anthropology

Recommended Prerequisite: introductory course in statistics. Uses of quantitative methods and databases in the field of anthropology, with particular emphasis on applied research. 3(3-0) S

ANT 770 Research Design and Writing in Anthropology

Prerequisite: ANT 700. How to plan and conduct a research project in applied anthropology and prepare grant proposals, contract reports, journal publications, and other professional documents in anthropology. 3(3-0) F

ANT 790 Internship in Applied Anthropology

Prerequisite: ANT 700 and permission of instructor. A minimum of 200 hours of work experience as an applied anthropologist with an approved business, organization, program, or agency. Requires a written report and a public presentation. Graded Pass/Not Pass only. 3(0-6) D

ANT 797 Practicum in Applied Anthropology

Prerequisite: ANT 770 and permission of instructor. The student will conduct an applied research project from start to finish, culminating in a professional report. Graded Pass/Not Pass only. 3-6 D

ANT 799 Thesis

Prerequisite: ANT 770 and permission of instructor. Research and writing of a Master's thesis under the direction of a faculty advisor. Graded Pass/Not Pass only. 3-6 D

Sociology Courses

SOC 697 Directed Readings in Sociology

Prerequisite: permission of instructor. Readings designed to supplement material introduced in previous Sociology courses. Includes a wide selection from literature in the field. May be repeated to a total of 9 hours, but no more than 6 hours may be applied to the sociology major. May be taught concurrently with SOC 596. Cannot receive credit for both SOC 596 and SOC 697. 1-3 D

College of Natural and Applied Sciences

Dean: Tamera S. Jahnke

Interim Associate Dean: Xingping Sun

Office: Temple Hall, Room 142

Phone: (417) 836-5249, Fax: (417) 836-6934

Academic Units

- Master of Natural and Applied Science (Interdisciplinary Program)
- Department of Biology
- Department of Chemistry
- Department of Computer Science
- Department of Geography, Geology, and Planning
- Department of Mathematics
- Department of Physics, Astronomy, and Materials Science

Interdisciplinary Programs

Master of Natural and Applied Sciences
(includes accelerated master's opportunity)
Arbindra Rimal, Graduate Director

Department of Biology

S. Alicia Mathis, Department Head
D. Alexander Wait, Graduate Director

Master of Science, Biology (includes accelerated masters opportunity)
Master of Science in Education, Secondary Education

Department of Chemistry

G. Alan Schick, Department Head
Erich Steinle, Graduate Director

Master of Science, Chemistry (includes accelerated master's opportunity)
Master of Science in Education, Secondary Education

Department of Computer Science

Kenneth R. Vollmar, Department Head

Department of Geography, Geology and Planning

Thomas G. Plymate, Department Head
Robert T. Pavlowsky, Graduate Director

Master of Science, Geospatial Sciences in Geography and Geology (includes accelerated master's opportunity)
Master of Science in Administrative Studies, Environmental Management Option
Master of Science in Education, Secondary Education
Graduate Certificate: Geospatial Information Science (offered jointly with the Missouri University of Science and Technology (MS&T))

Department of Mathematics

Kenneth R. Vollmar, Interim Department Head

Master of Science, Mathematics (includes accelerated master's opportunity)
Master of Science in Education, Secondary Education

Department of Physics, Astronomy and Materials Science

David M. Cornelson, Department Head

Kartik Ghosh, Graduate Director

Master of Science, Materials Science (includes accelerated master's opportunity)

Master of Science in Education, Secondary Education

Science Education Courses

(Courses may be used in various programs in the College of Natural and Applied Sciences)

SCI 605 Intellectual Foundations of Science and Technology. 3(3-0), S. An historical and philosophical examination of the origins and the development of science and technology. The differences between science and technology, their interrelationships in modern times, and the impact of each of these on society will be considered. May be taught concurrently with SCI 505. Cannot receive credit for both SCI 505 and SCI 605.

SCI 685 Topics in Science Education. 1-4 D. A variable content course for offering selected topics of interest to science teachers in the elementary, middle, or secondary schools; or in college classrooms. May be repeated up to 6 hours when the topic varies. No more than 6 hours may be counted toward a degree. May be taught concurrently with SCI 580. Cannot receive credit for both SCI 685 and SCI 580.

SCI 780 Advanced Topics in Science Education. 1-4, D. Prerequisite: 12 hours of graduate coursework. A variable content course for offering selected topics of interest to science teachers in the elementary, middle, or secondary schools; or in college classrooms. May be repeated up to 6 hours when the topic varies. Maximum of 6 hours may be counted toward degree.

Master of Science, Administrative Studies: Environmental Management Option

Program Description

Several departments in the College of Natural and Applied Science participate in the Master of Science, Administrative Studies (MSAS) degree by contributing courses in the Environmental Management Option. The MSAS is an interdisciplinary program composed of courses from departments and colleges across campus. The program, which includes a significant online component, is administered by a faculty committee and housed in the Graduate College. For more information, see the full MSAS program listing in the Graduate College section of this catalog.

Master of Natural and Applied Science (Interdisciplinary Program)

Temple Hall, room 142, Phone: (417) 836-5249
Email: XingpingSun@MissouriState.edu
Website: <http://www.cnas.missouristate.edu/mnas.htm>
Director: Xingping Sun

Program Description

The Master of Natural and Applied Science is designed to provide those working in an environment where scientific knowledge is a priority, such as science teaching and scientific applications, the opportunity to expand their knowledge and experiences consistent with their professional goals and objectives through an interdisciplinary program of study in the natural and applied sciences. The curriculum will consist of formal courses in one or more areas of concentration, professional advisement, graduate seminar or research options (e.g., master's thesis), as well as incorporating the candidate's background, goals, and objectives.

Program Objectives

1. To increase both the depth and breadth of knowledge in one or more of the areas in natural sciences for understanding and appreciation of the interdisciplinary nature of science.
2. To provide advanced training and education for expanding current scientific knowledge and capabilities.
3. To provide a base of knowledge or enhancement in an area of natural science outside an original field of study.

Admission Requirements

Students admitted in full standing must meet the following requirements.

1. The student must have a bachelor's degree from a college or university accredited by agencies recognized by Missouri State University or equivalent education from a foreign university.
2. The student must have a GPA of 3.00 on a 4.00 scale for the last 60 hours of course work, OR, a score of 1000 on the verbal plus quantitative sections of the Graduate Record Examination (GRE).
3. International applicants are also required to submit a score of not less than 550 on the paper-based or a comparable score of 213 on the computer-based TOEFL, with a minimum of 50th percentile on the Listening Comprehension Section.
4. The student must have an undergraduate background of at least 20 semester hours in the natural and applied sciences.

Degree Requirements (minimum of 32 hours)

1. **Advisory Committee.** Initially, each student will be advised by the departmental coordinator of graduate studies from the student's primary emphasis area. As soon as possible, the student will select a graduate faculty member from that department to chair a graduate advisory committee consisting of at least three faculty members that includes a faculty member from the student's second area of concentration. This committee will supervise the remainder of the student's program.
2. **Program of Study.** This unique interdisciplinary masters program requires more than one area of concentration. Each individualized program will be structured by the advisory committee in consultation with the student. The academic background, professional experience, academic objectives, and personal needs will be considered in establishing the individual's program.

Students may select areas of primary emphasis in the following departments; Agriculture, Biology, Chemistry, Computer Science, Geography, Geology and Planning, Mathematics, and Physics, Astronomy and Material Science. In special cases, a "primary emphasis" may be a science topic that is interdisciplinary in itself (for example, Environmental Science), and the relevant course work include more than one department; such a program of study must be approved by the student's Advisory Committee and program director. Students will select a second area of concentration in the following departments; Agriculture, Biology, Chemistry, Computer Science, Geography, Geology and Planning, Mathematics, and Physics, Astronomy and Material Science. With approval of the Advisory Committee and program director, other possible outside areas may be pursued, such as education or business. This second area of concentration may also be inherently interdisciplinary as long as it is distinct from the primary area.

3. **Course Requirements.** The student must select a primary emphasis area consisting of at least 16 hours of courses selected from one department in the College of Natural and Applied Sciences listed above. The student must also select 9-16 hours of graduate courses outside the primary area approved by the student's advisory committee. In total, the student must complete at least 32 hours of course work, of which at least 16 must be in courses open only to graduate students (numbered 700 or above).
4. **Grade Point Average.** A GPA of at least 3.00 on a 4.00 scale for all graduate work at Missouri State and course work transferred from other institutions is required.
5. **Research Requirements.** A student will be required to complete one of the following research requirements.

Thesis Option: The Thesis option requires the completion of a research thesis supervised by the student's advisory committee. The thesis shall be approved by the advisory committee and by the Dean of the Graduate College before the degree is granted. A maximum of six hours of thesis credit can be applied toward the minimum hours required for the master's degree.

Non-Thesis Option: The Non-Thesis option requires the completion of a minimum of one semester course which shall require an extensive research paper or creative work. The student's advisory committee must approve the final research paper and complete a Seminar Report form that is submitted to the academic department chosen as the major area of concentration and subsequently to the Graduate College for the approval of the Dean.

Internship Option: The Internship option requires the completion of internship with a discipline-related business, non-profit organization, or government agency (480 hours). This must include an extensive project that is approved and supervised by the student's on-site mentor and the departmental advisory committee. A maximum of six hours of Internship credit can be applied toward the 32 hours required for this degree.

6. **Comprehensive Examination.** After the course work has been completed, and upon approval of the advisory committee, a written comprehensive examination will be administered and evaluated by the advisory committee. This examination must be passed by the candidate before a degree will be given.

7. **Time Limit.** The student must complete all requirements within an eight-year period (exclusive of the time spent in the United States Armed Forces).

Accelerated Master's Degree Option

Eligible Missouri State University students in a major in the College of Natural and Applied Sciences may apply for preliminary acceptance into the Master of Natural and Applied Science program after admission requirements for the accelerated master's option have been satisfied. If accepted, graduate courses chosen from approved 600-level courses or higher may be counted toward both the graduate and undergraduate degrees, with a maximum of 12 credit hours. This option offers an opportunity for CNAS majors whose goals, academic capabilities, and career planning include graduate work, to complete the requirements for the master's degree in less time than would otherwise be possible. Contact the MNAS Program Director for further information and guidelines.

All requirements for the implemented undergraduate program should be met for graduation from the undergraduate degree program. A student may fully be admitted to the Graduate College upon completion of the requirements for the baccalaureate degree. All requirements for the implemented master's program should be met for graduation from the master's degree program.

A student must be admitted into the Accelerated Master's Degree Program at Missouri State University in order to begin taking graduate course work for dual credit. Admission requires approval from the Graduate Program Advisor, Department Head of the undergraduate program, and the Dean of the Graduate College. Students admitted into the Accelerated Master's Degree program will not be fully admitted into the Graduate College until completion of their undergraduate degree and fulfillment of all other requirements for admission to the Graduate College (such as the Graduate Record Examination). Student should be awarded the bachelors degree upon completion of the minimum of 125 hours of combined graduate and undergraduate course work and degree specific requirements.

Admission Requirements for the Accelerated Master's Option

1. Junior standing and a GPA 3.25 or better.
2. A GRE score of at least 1000 on the verbal plus quantitative section.
3. A supportive recommendation from the student's undergraduate advisor.
4. Acceptance of applicant by a graduate faculty member who agrees to serve as the student's graduate mentor.

Department of Biology

Temple Hall, Room 212, Phone: (417) 836-5126, Fax: (417) 836-4204
Email: biology@missouristate.edu
Website: <http://biology.missouristate.edu>
Department Head: S. Alicia Mathis

Faculty

Professor: M. Christopher Barnhart, Daniel W. Beckman, Paul L. Durham, Frank A. Einhellig, Janice S. Greene, John E. Havel, John S. Heywood, Laszlo G. Kovacs, S. Alicia Mathis, Lynn W. Robbins, John G. Steiert, Thomas E. Tomasi, D. Alexander Wait

Associate Professor: Brian D. Greene, Kyoungtae Kim, Georgianna Saunders

Assistant Professor: Day Ligon, Brian Weaver

Adjunct Faculty: Wendy B. Anderson, David E. Bówles, Sami Khoshyomn, Lloyd W. Morrison, J. Daren Reidle, Gareth A. Rowell

Emeritus Professor: Jerry D. Berlin, Loren L. Denney, Roar L. Irgens, Steven L. Jensen, Don L. Moll, Richard L. Myers, Grant L. Pyrah, Paul L. Redfearn, Russell G. Rhodes, Robert F. Wilkinson, Jr.

Programs

Master of Science, Biology

D. Alexander Wait, Graduate Director

Temple Hall, Room 248; Phone (417) 836-5802
AlexanderWait@missouristate.edu

Program Description

The Department of Biology offers a Master of Science in Biology, participates in the Master of Natural and Applied Science (MNAS) and the Master of Science in Plant Science, and in conjunction with the College of Education, the Master of Science in Education with emphases in biology and natural science. Together with an advisor, students design an individual program of study, selecting courses that provide additional background in biology as well as developing an area of concentration.

Areas of research include animal behavior, aquatic biology, cellular biology, ecology, field biology, immunology, microbiology, physiology, systematics, and wildlife conservation. During the first semester, the student declares an area of specialization and begins to pursue a research problem (thesis) with the close supervision of a graduate faculty thesis committee.

Most course work is usually completed by the end of the second or third semester, and the thesis or non-thesis option is completed after four or five semesters. A comprehensive examination is taken during the second year. A maximum of 9 hours of approved graduate courses taken in related subjects outside the Biology department may be counted.

This graduate program has been designed to provide opportunities for continued study and mastery of new skills for those who desire to maintain or increase their competence in biology and its allied environmental and health related fields. Some students completing the program have continued their education in doctoral programs, while others have accepted positions as ecologists, conservationists, industrial laboratory supervisors, research assistants, or teachers in secondary schools or colleges.

Graduate Assistantships

Evaluation of applications for teaching assistantships begins on March 1 (fall assistantships) and October 1 (spring assistantships), and will continue until positions are filled. Applicants must first be accepted into the program, and files must be complete to be considered. Therefore, applicants should apply by February 1/Sept 1 to ensure being considered for a TA position.

Retention Requirements

To remain in the program, a student must maintain a GPA of 3.00 and make satisfactory progress on the research project.

Degree Requirements

Total 32 hrs

1. **Program of Study.** The program for each candidate will be structured by the candidate's committee in consultation with the student, and must include at least 32 semester hours of graduate credit. Evaluation of previous training and academic objectives will be important factors in establishing this program.
2. **Biology Requirement** (minimum 23 semester hours). A minimum of 16 hours of biology from courses numbered 700-799 inclusive.
3. **Electives** (maximum 9 semester hours). Approved graduate courses may be selected from related fields to a maximum of 9 hours. Any deviation from this maximum will require approval by department head.
4. **Research.** For both options, the student is required to give an oral presentation of his/her work to the Department.

Thesis Option: Completion of a satisfactory thesis in the candidate's discipline (maximum of 6 hours of BIO 798 and 6 hours of BIO 799).

Non-thesis Option: After an unsuccessful attempt at a thesis, and with the permission of the thesis committee and department head, a student may switch to a non-thesis option. This requires the completion of a minimum of two degree papers, each of which shall require an extensive paper or major creative work. Four hours of BIO 790 and four hours of BIO 798 may be counted toward this degree under this option.

5. **Comprehensive Examination.** Both a written and an oral comprehensive examination must be passed by the candidate before a degree will be granted.

The written examination is taken after most of the course work has been completed, and is written and evaluated by the student's thesis committee. The examination can include comprehensive questions in biology and questions specific to the area of study chosen by the student. The use of computers is encouraged, where appropriate, for the written examination. The oral examination follows the presentation of the student's thesis research or degree paper to the faculty. The examination tests the student's understanding of the research or degree paper.

Admission Requirements for the Accelerated Master's Option

1. Junior standing, a GPA in biology of 3.25 or better and an overall GPA of 3.25 or better.
2. Completion of BIO 121, 122, 235, 369, 310 or 320 or 361; CHM 200 or 310; MTH 138 or 135 and 181 with an overall GPA of 3.25 or better.
3. Undergraduate laboratory or field research experience in residence in the Department of Biology with a supportive recommendation from the student's undergraduate research advisor. [Note: undergraduate research experience at another university conducted in collaboration with Missouri State University Biology faculty may be considered.]
4. GRE scores commensurate with the advanced standing of this option.
5. Acceptance of applicant by a graduate faculty member who agrees to serve as the student's graduate research advisor.
6. Acceptance of the applicant by the graduate faculty in Biology under the accelerated masters option.

Accelerated Master's Degree Option

Eligible Missouri State University majors in biology may apply for preliminary acceptance into the Master of Science program in Biology after admission requirements for the accelerated masters option have been satisfied. {Note: biology majors at other universities approved for participation in this program may apply if they meet the requirements below.} If accepted, graduate courses chosen from approved 600 or 700-level courses may be counted toward both the graduate and undergraduate degrees, with a maximum of 12 credit hours counted. This option offers an opportunity for biology majors with undergraduate laboratory research experience to complete the course requirements for the Master of Science degree in Biology in two semesters and a summer after attaining the Bachelor's degree, rather than the typical four semesters and a summer. Contact the Department of Biology for further information and guidelines.

Before enrolling in a course to be counted as both undergraduate and graduate credit and to count the courses toward the masters degree, an undergraduate student must be accepted into the accelerated program and complete a mixed credit form. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the "Graduate College" section for further information.

Entrance Requirements

1. The student must have a minimum of 24 undergraduate hours (or equivalent) in biology. In the case of a student whose preparation for formal graduate study is judged to be inadequate (including cognate areas such as chemistry, physics, or mathematics), a program of prerequisite course work may be outlined for the purpose of properly supplementing his/her preparation. Such courses will not be credited as course requirements for the degree.
2. Candidates for admission to programs in biology are required to have a GPA of at least 2.75 (on a 4.00 scale) for the last 60 semester hours of undergraduate work and a 3.00 average in biology.
3. Scores from the Graduate Record Examination (GRE), General Test must be submitted.
4. A statement of interest and three letters of reference are required for admission to the degree program.

Master of Science, Plant Science

(See "Department of Agriculture")

Master of Natural and Applied Science

This is an interdisciplinary program within the College of Natural and Applied Science. Accelerated master's program available. (See "Master of Natural and Applied Science").

Master of Science in Education, Secondary Education: Biology Area of Emphasis

Contact Dr. Georgianna Saunders or Dr. Janice Greene and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs, page 60.

Biology Requirements

Biology courses that includes a minimum of
3 hrs in courses numbered 700 or above **Total 15 hrs**

Master of Science in Education, Secondary Education: Natural Science Area of Emphasis

Contact Dr. Tamera Jahnke and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Natural Science Prerequisite and Requirements

In this option, students complete a minimum of 15 hours with course work selected from two of the following disciplines: Biology, Chemistry, Geography and/or Geology, Mathematics, and Physics. A minimum of 3 hours of course work numbered 700 or above must be included. The prerequisite requirements are those listed in the departmental statements of both selected academic areas of emphasis.

Courses from one of the above disciplines 9 hrs

Courses from a second of the above disciplines 6 hrs

Total 15 hrs

Additional Opportunities

In addition to working in the department, a student may take courses or do research at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi or the State Fruit Experiment Station, Mountain Grove, Missouri. Also, the University operates the Bull Shoals Field Station in Taney County, Missouri.

Biology Courses

BIO 608 Environmental Microbiology

Recommended Prerequisite: microbiology. The study of the ecology of microorganisms and the applied use of microorganisms by man in the environment. Laboratory will emphasize current methods used in the field of environmental microbiology. May be taught concurrently with BIO 508. Cannot receive credit for both BIO 508 and BIO 608. 3(2-2), F

BIO 609 Stream Ecology

Recommended Prerequisite: ecology course and one year of college chemistry. The interdisciplinary study of running waters, including study of the physical and chemical environment, trophic interactions, nutrient cycling, and the multiple impacts of humans on modifying these systems. Lectures, group discussion of readings, and laboratory and field exercises. One all-day Saturday field trip required. May be taught concurrently with BIO 509. Cannot receive credit for both BIO 509 and BIO 609. 4(2-4), SO

BIO 611 Immunology

Recommended Prerequisite: microbiology or molecular/cellular biology. A study of the immune system with emphasis on molecular and cellular mechanisms underlying host-microbe interactions, allergy, transplant rejection, cancer surveillance, and autoimmune disease. Laboratory emphasis on techniques used to address research and diagnostic problems. Supplemental course fee. May be taught concurrently with BIO 511. Cannot receive credit for both BIO 511 and BIO 611. 4(3-2), F

BIO 613 Industrial Microbiology

Recommended Prerequisite: microbiology course. An introduction to the fundamental concepts of industrial and applied microbiology. The industrial production of proteins, metabolites, polymers, biocides, and vaccines will be discussed in addition to biotransformations and environmental applications. Production improvement strategies that employ both physical and modern molecular techniques will be introduced. Laboratory will emphasize the selection of industrially important microorganisms, the theory and operation of a fermentor for the production of proteins, antibiotics, and steroids, use of analytical equipment for monitoring product formation, enzymes analysis, downstream processing, and bio-reactor construction and design. May be taught concurrently with BIO 512. Cannot receive credit for both BIO 512 and BIO 613. 3(2-2), S

BIO 616 Evolution

Recommended Prerequisite: genetics course; and college algebra or pre-calculus mathematics course. A survey of modern evolutionary biology, including the evidence that supports the theory of evolution, the natural processes that cause evolution, patterns and mechanisms of speciation, and methods for estimating evolutionary relationships. May be taught concurrently with BIO 515. Cannot receive credit for both BIO 515 and BIO 616. 3(3-0), F,S

BIO 617 Microbial Physiology and Metabolism

Recommended Prerequisite: microbiology course and organic chemistry course. Physiology and anatomy of microorganisms including adaptive responses to environmental changes and microbial metabolic diversity will be discussed. Laboratory will emphasize selective isolation and identification of microorganisms, the growth dynamics of microorganisms, and responses by microorganisms to environmental changes. May be taught concurrently with BIO 517. Cannot receive credit for both BIO 517 and BIO 617. 4(2-4), F

BIO 618 Regulatory Mechanisms

Recommended Prerequisite: genetics, molecular/cellular biology, microbiology, or biochemistry. The regulation of gene expression and protein/enzyme activity in prokaryotes, eukaryotes and viruses. A content-based lecture and discussion course utilizing both textbook and primary literature. May be taught concurrently with BIO 518. Cannot receive credit for both BIO 618 and BIO 518. 2(1-2), S

BIO 620 Pathogenic Microbiology

Recommended Prerequisite: microbiology course. Fundamental principles of pathogenic microbiology; transmission, infection and control of the pathogen. May be taught concurrently with BIO 520. Cannot receive credit for both BIO 520 and BIO 620. 3(3-0), S

BIO 621 Marine Science for Teachers I

Prerequisite: 12 hours in biology. Recommended Prerequisite: genetics course. A course designed to introduce students, particularly inservice teachers, to the study of marine science and to promote the teaching of marine biology at all grade levels. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 521. Cannot receive credit for both BIO 521 and BIO 621. 2(2-0) Su

BIO 623 Marine Science for Teachers I Lab

Prerequisite: concurrent enrollment in BIO 621. Laboratory portion of BIO 621. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 522. Cannot receive credit for both BIO 522 and BIO

623. 1(0-2), Su

BIO 627 Field Biology

Prerequisite: permission of instructor. Field work during an extended field trip to a specific region of North America to familiarize the student with the flora and/or fauna of that region. Course is scheduled irregularly during academic breaks and may be preceded by several lectures in preparation for the trip. May be repeated to a total of 6 credits with a maximum of 3 credits to be applied to the major in biology. Supplemental course fee (variable by section). May be taught concurrently with BIO 527. Cannot receive credit for both BIO 527 and BIO 627. 1-4, D

BIO 629 Phycology

Recommended Prerequisite: ecology course. The structure, function, ecological significance, and diversity of algae. Emphasis will be placed on field studies, isolation and growth, and physiological characteristics. May be taught concurrently with BIO 530. Cannot receive credit for both BIO 530 and BIO 629. 3(2-2), S

BIO 632 Principles of Fisheries Management

Recommended Prerequisite: ecology or wildlife management course. Life history, population ecology, and management of exploited freshwater and marine species. Scientific sampling and analysis of fishery populations. Characterization, history, and management principles for representative commercial and recreational fisheries. May be taught concurrently with BIO 532. Cannot receive credit for both BIO 532 and BIO 632. 3(2-2), S

BIO 633 Wetland Ecology

Recommended Prerequisite: ecology course; and one year of college chemistry. The composition, structure, function, and importance of wetland ecosystems. Comparisons of different wetland types, hydrology, nutrient cycles, plants and animals and their adaptations, and conservation strategies. May be taught concurrently with BIO 533. Cannot receive credit for both BIO 533 and BIO 633. 3(2-2), F

BIO 635 Coastal Vegetation Lab

Prerequisite: concurrent enrollment in BIO 641. Laboratory portion of BIO 641. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 535. Cannot receive credit for both BIO 535 and BIO 635. 1(0-2), Su

BIO 636 Plant Ecology

Recommended Prerequisite: ecology course. The dynamics, structure, and distribution of plant populations and communities, with emphasis on interactions among plants, plants and other organisms, and plants and ecosystems. Laboratory emphasis on experimental studies in the greenhouse and field. Weekend field trip is required. BIO 436 may be taught concurrently with BIO 636. Cannot receive credit for both BIO 436 and BIO 636. 4(2-4), F

BIO 637 Salt Marsh Plant Ecology Lab

Prerequisite: permission of advisor or department head. Recommended Prerequisite: general biology II, plant taxonomy, ecology and plant physiology course. A study with emphasis on the botanical aspects of local marshes; includes plant identification, composition, structure, distribution, and development of coastal marshes. Biological and physical interrelationships. Primary productivity and relation of marshes to estuaries and associated fauna. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 537. Cannot receive credit for both BIO 537 and BIO 637. 2(2-0), Su

BIO 638 Salt Marsh Ecology Lab

Prerequisite: concurrent enrollment in BIO 637. Laboratory portion of BIO 637. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 538. Cannot receive credit for both BIO 538 and BIO 638. 2(0-4), Su

BIO 639 Biogeography

Recommended Prerequisite: general biology I and II courses. Study of patterns of distribution of organisms in space and in time. May be taught concurrently with BIO 539. Cannot receive credit for both BIO 539 and BIO 639. 2(2-0), F

BIO 640 App of Molecular Markers

Prerequisite: permission. Recommended Prerequisite: genetics course. Introduction to the use of molecular markers in biological research. Topics covered include methods for identifying genetic variation at the molecular level (protein electrophoresis, automatic DNA sequencing, RAPDs, RFLPs, AFLPs, microsatellites) and their applications to research in systematics, ecology, evolution, conservation biology, forensics, and gene mapping. Students will complete research projects using one or more of the techniques learned. Supplemental course fee. May be taught concurrently with BIO 540. Cannot receive credit for both BIO 540 and BIO 640. 4(2-4), FO

BIO 641 Coastal Vegetation

Prerequisite: 10 hours of biology and permission of advisor or department head. Recommended Prerequisite: general biology I and II courses. A broad study of the general and specific aspects of coastal vegetation, with emphasis on local examples. Vegetational composition, variation, succession, climax, and distribution. Includes aerial techniques, plant identification, delineation of vegetational types and mapping. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 534. Cannot receive credit for both BIO 534 and BIO 641. 2(2-0), Su

BIO 644 Plant Physiology

Recommended Prerequisite: organic chemistry course. Basic chemical and physical principles of plant function considering water relationships, nutrient transport, mineral nutrition, photosynthesis, respiration, and phytohormones. May be taught concurrently with BIO 544. Cannot receive credit for both BIO 544 and BIO 644. 4(3-2), D

BIO 650 Statistical Methods for Biologists

Recommended Prerequisite: genetics course and pre-calculus mathematics course. Scientific methodology, experimental design,

statistical analysis, and data interpretation applied to biological questions. May be taught concurrently with BIO 550. Cannot receive credit for both BIO 550 and BIO 650. 3(3-0), F,S

BIO 651 Advanced Statistical Methods for Biologists

Recommended Prerequisite: statistics course. The design and analysis of biological experiments, with an emphasis on the choice and interpretation of inferential statistics. Topics covered include causal inference, statistical power, general linear models, repeated measures designs, log-linear models, nonparametric procedures, and computer-intensive techniques. The use of computer software to analyze real data sets from the biological literature is emphasized. May be taught concurrently with BIO 551. Cannot receive credit for both BIO 551 and BIO 651. 2(1-2), S

BIO 654 Marine Ichthyology

Prerequisite: 16 hours of biology and permission of advisor or department head. Recommended Prerequisite: General Biology I and II, Genetics and Comparative Vertebrate Anatomy. This course provides the student with a strong general background in the biology of marine fishes. Emphasis placed on the principles involved in the classification and taxonomy of marine and estuarine fishes. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 555. Cannot receive credit for both BIO 555 and BIO 654. 3(3-0), Su

BIO 656 Marine Ichthyology Lab

Prerequisite: concurrent enrollment in BIO 654. Laboratory portion of BIO 654. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 556. Cannot receive credit for both BIO 556 and BIO 656. 3(0-6), Su

BIO 657 Marine Fisheries Management

Prerequisite: permission of instructor; and concurrent enrollment in BIO 658. A course designed to familiarize students with practical marine fisheries management problems in today's real world. Covers the international and local, economic, social, legal, and political, as well as biological factors that are considered in decisions directed toward achieving optimum sustainable yield from marine resources. The history of management schemes, sources of information, current status of fishing technology, management methods, legal problems and educational needs are explored. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 557. Cannot receive credit for both BIO 557 and BIO 657. 2(2-0), Su

BIO 658 Marine Fisheries Management Lab

Prerequisite: concurrent enrollment in BIO 657. Laboratory portion of BIO 657. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 558. Cannot receive credit for both BIO 558 and BIO 658. 2(0-4), Su

BIO 659 Population Genetics and Evolutionary Mechanisms

Recommended Prerequisite: evolution course and statistics course. The theory of genetic variation in populations, with emphasis on quantitative description of the mechanisms of biological evolution. May be taught concurrently with BIO 560. Cannot receive credit for both BIO 560 and BIO 659. 3(3-0), D

BIO 661 Environmental Issues Education and Interpretation

Prerequisite: permission of instructor. Discussion of environmental issues, practical experiences in teaching environmental concepts, and awareness of environmental resource materials for the formal and nonformal educational setting. May be taught concurrently with BIO 561. Cannot receive credit for both BIO 661 and BIO 561. 2(1-2), D

BIO 662 Limnology

Recommended Prerequisite: ecology course; and one year of college chemistry. Physical, chemical, and biological characteristics of lakes and reservoirs. Laboratory includes mapping, lake models, water chemistry, and surveys of diversity and abundance. Two all-day Saturday labs required. May be taught concurrently with BIO 562. Cannot receive credit for both BIO 562 and BIO 662. 4(2-4), F

BIO 663 Population Ecology

Recommended Prerequisite: ecology course and pre-calculus mathematics course. Discussion of factors controlling the distribution and abundance of populations. Quantitative description of population dynamics is emphasized. May be taught concurrently with BIO 563. Cannot receive credit for both BIO 563 and BIO 663. 3(2-2), SE

BIO 665 Marine Ecology

Prerequisite: 16 hours of biology and permission of advisor or department head. Recommended Prerequisite: General Biology I and II. A consideration of the relationship of marine organisms to their environment includes the effects of temperature, salinity, light, nutrient concentration, currents, and food on the abundance and distribution of marine organisms. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. Concurrent enrollment in BIO 566 required. May be taught concurrently with BIO 565. Cannot receive credit for both BIO 565 and BIO 665. 3(3-0), Su

BIO 666 Marine Ecology Lab

Prerequisite: concurrent enrollment in BIO 665. Laboratory portion of BIO 665. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 566. Cannot receive credit for both BIO 566 and BIO 666. 2(0-4), Su

BIO 668 Physiological Ecology

Recommended Prerequisite: ecology course; and general physiology or plant physiology or human physiology course. Physiological adaptations of plants and animals to environmentally stressful conditions and to ecological/evolutionary pressures. May be taught concurrently with BIO 567. Cannot receive credit for both BIO 567 and BIO 668. 4(4-0), SO

BIO 671 Comparative Animal Physiology

Recommended Prerequisite: general physiology or human physiology course. Organ/system function in a wide range of

invertebrate and vertebrate animals. May be taught concurrently with BIO 571. Cannot receive credit for both BIO 571 and BIO 671. 4(3-3), SO

BIO 673 Ornithology

Prerequisite: 12 hours of biology. Taxonomy, distribution, life histories and ecology of birds; emphasis on Missouri forms. Early morning field trips required. May be taught concurrently with BIO 573. Cannot receive credit for both BIO 573 and BIO 673. 3(2-2), S

BIO 674 Aquatic Entomology

Aquatic insects, ecology and taxonomy with emphasis on field applications. May be taught concurrently with BIO 574. Cannot receive credit for both BIO 574 and BIO 674. 2(1-3), SE

BIO 675 Ichthyology

Prerequisite: 12 hours in biology. Taxonomy, distribution, life histories and ecology of fish with emphasis on Missouri forms. May be taught concurrently with BIO 575. Cannot receive credit for both BIO 575 and BIO 675. 3(2-2), F

BIO 676 Herpetology

Prerequisite: 12 hours in biology. Taxonomy, distribution, life histories and ecology of amphibians and reptiles with emphasis on Missouri forms. One weekend field trip required. May be taught concurrently with BIO 576. Cannot receive credit for both BIO 576 and BIO 676. 3(2-2), S

BIO 677 Mammalogy

Prerequisite: 12 hours in biology. Taxonomy, distribution, life histories and ecology of mammals with emphasis on Missouri forms. One weekend field trip required. May be taught concurrently with BIO 577. Cannot receive credit for both BIO 577 and BIO 677. 3(2-2), F

BIO 678 Behavioral Ecology

Recommended Prerequisite: ecology course and statistics course. Fundamental principles of animal behavior with an emphasis on the study of the ecological and evolutionary processes that influence behavior. May be taught concurrently with BIO 578. Cannot receive credit for both BIO 578 and BIO 678. 4(3-2), S

BIO 679 Conservation Biology

Recommended Prerequisite: genetics course and ecology course. An in-depth examination of the science of conservation from a biological perspective, with an examination of ethical and legal aspects of conservation. May be taught concurrently with BIO 579. Cannot receive credit for both BIO 579 and BIO 679. 4(3-2), D

BIO 680 Vertebrate Anatomy and Evolution

Vertebrate gross anatomy. Phylogeny and present status of organ systems in vertebrates. May be taught concurrently with BIO 380. Cannot receive credit for both BIO 380 and BIO 680. 2(2-0), F

BIO 685 Marine Conservation

An overview of current issues related to the conservation and management of marine organisms, with emphasis on marine species and habitats exploited or endangered by human actions. BIO 485 may be taught concurrently with BIO 685. Cannot receive credit for both BIO 685 and 485. 1-3, D

BIO 686 Fish Ecology

Recommended Prerequisite: ecology course and ichthyology course. The biology of fishes in relation to environmental conditions at the individual, population, and community levels. May be taught concurrently with BIO 584. Cannot receive credit for both BIO 584 and BIO 686. 3(3-0), D

BIO 687 Marine Invertebrate Zoology

Prerequisite: 16 hours in biology; and concurrent enrollment in BIO 688. A concentrated study of the free-living marine and estuarine invertebrates of Mississippi Sound and adjacent bayous, salt marshes, barrier islands, and the nearshore continental shelf of the northeastern Gulf of Mexico. Course emphasizes structure, classification, phylogenetic relationships, larval development, functional processes, and ecological aspects of Gulf of Mexico invertebrates and their natural assemblages. Advanced undergraduates and graduate students may be asked to conduct independent, short-term research projects during the course. Must be taken at the Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with BIO 587. Cannot receive credit for both BIO 587 and BIO 687. 3(3-0), Su

BIO 688 Marine Invertebrate Zoo Lab

Prerequisite: concurrent enrollment in BIO 687. Laboratory portion of BIO 687. May be taught concurrently with BIO 588. Cannot receive credit for both BIO 588 and BIO 688. 3(0-6), Su

BIO 689 Game Management

Recommended Prerequisite: wildlife management course. Management of game birds and mammals for recreational utilization. May be taught concurrently with BIO 589. Cannot receive credit for both BIO 589 and BIO 689. 3(3-0), D

BIO 697 Topics in Biology

Prerequisite: permission of instructor. A variable content course to provide for the offering of selected topics in biology on a one time or first-time basis. May be repeated for credit when topic varies. May be taught concurrently with BIO 597. Cannot receive credit for both BIO 597 and BIO 697. 1-4, D

BIO 710 Topics in Microbial Physiology

Topics of interest in microbial physiology will be discussed. These may include, cell structure, energy production, fermentation, nitrogen metabolism, protein and nucleic acid syntheses, regulation of gene expression, and dynamics of cell growth. Lecture will supplement discussion sessions. 3(3-0), D

BIO 712 Advanced Immunology

Recommended Prerequisite: immunology course. Cellular aspects of the immune system. 2(2-0), S

BIO 725 Advanced Limnology

Recommended Prerequisite: limnology course. Advanced concepts of biological, chemical and physical limnology. Recent symposia, reviews, and primary literature are discussed. Prerequisite: BIO 562. Advanced concepts of biological, chemical and physical limnology. Recent symposia, reviews, and primary literature are discussed. 2(2-0), D

BIO 726 Advanced Limnology Methods

Recommended Prerequisite: limnology course. Research and practical application of modern limnological methods are taught. 2(0-4), D

BIO 728 Recent Advances in Biology

Prerequisite: permission of instructor. Selected topics in biology to be discussed using original literature as the focal point. Variable content course. May be repeated when topic varies. 1(0-2), F,S

BIO 730 Advanced Topics in Biology

Prerequisite: permission of instructor. Individual study in biology; may include literature, field and/or laboratory work. May be repeated. 1-4, F,S

BIO 734 Advanced Plant Taxonomy

Prerequisite: permission of instructor. Philosophy and principles of modern taxonomic procedures. 4(2-4), D

BIO 755 Advanced Developmental Biology

Recommended Prerequisite: cell biology course. An in-depth study of the molecular and cellular mechanisms involved in the development of vertebrate, invertebrate, and plant systems. Lectures will emphasize fertilization, morphogenesis, differentiation, induction, regeneration, and neoplasia. Laboratory exercises will emphasize techniques utilized by developmental biologists. Review of current literature and poster presentations will be required. Cannot receive credit for both BIO 355 and BIO 755. 4(3-2), S

BIO 760 Topics in Teaching Biology

Prerequisite: permission of instructor. Biological concepts, information, practical experiences, and use of resource materials in the elementary and secondary classroom. Variable content course. May be repeated when topic varies. 1-3, D

BIO 767 Advanced Vertebrate Zoology

Evolutionary relationships of living and extinct vertebrates; analysis of geographic distribution and adaptive radiation. Includes field/lab experiences to be arranged. 3(2-2), D

BIO 790 Degree Paper

Prerequisite: permission of advisor. Extensive paper on selected topics. Exclusively satisfies requirements for non-thesis option, which also requires one BIO 690 paper to be presented orally to the department. May be repeated to total of 4 hours. Graded Pass/Not Pass only. 2(2-0), D

BIO 794 Scientific Writing

Organization and methods in scientific writing. Included are discussion of literature searching, scientific methodology, experimental design, proposal writing, figure preparation, editing and oral presentation. Recommended for graduate students in biology, preferably during the first year of graduate study. 2(2-0), F

BIO 796 Science Internship

Completion of an internship project (480 hours) at a discipline-related business, nonprofit organization, or government agency, approved and supervised by both the departmental and internship advisors. Includes a formal report in the appropriate professional format, and an oral presentation at an approved venue. Graded Pass/Not Pass only. No more than 6 hours may count toward a master's degree. 1-6 F,S,Su

BIO 798 Research

Prerequisite: permission of advisor. Supervised research in special biology areas. May be repeated, but no more than 6 hours may be counted as credit towards the MS degree. Graded Pass/Not Pass only. 1-6, D

BIO 799 Thesis

Prerequisite: permission of advisor. Independent study connected with preparation of thesis. May be repeated, but no more than 6 hours may be counted as credit towards the MS degree. Graded Pass/Not Pass only. 1-6, D

Department of Chemistry

Temple Hall, Room 423, Phone: (417) 836-5506 , Fax: (417) 836-5507
Email: chemistry@missouristate.edu
Website: <http://chemistry.missouristate.edu/>
Department Head: G. Alan Schick

Faculty

Professor: Richard N. Biagioni, Eric Bosch, Reza Sedaghat-Herati, Tamera S. Jahnke, Mark M. Richter, Alan Schick, Shujun Su, Anthony P. Toste

Associate Professor: Bryan Breyfogle, Dean A. Cuebas, Nikolay Gerasimchuk, Gary A.J. Meints, Erich Steinle

Assistant Professor: Bhaskar Datta, Adam Wanekaya

Emeritus Professor: Robert L. Ernst, Wyman K. Grindstaff, James F. O'Brien, Ralph W. Sheets, Vernon J. Thielmann, Clifton C. Thompson, Paul M. Toom, James M. Wilbur, Jr.

Programs

Master of Science, Chemistry

Erich Steinle, Graduate Director

Temple Hall, Room 417, Phone (417) 836-5319
ESteinle@missouristate.edu

Program Description

This program is designed to prepare students to work in industrial or governmental chemistry laboratories, or to pursue doctoral studies in chemistry.

Program Objectives

Development of a sound knowledge of chemical principles, acquisition of outstanding research and communication skills, and attainment of an understanding and appreciation of applied chemistry and the importance of multidisciplinary approaches to the solution of scientific problems.

Areas of specialization include analytical chemistry, biochemistry, environmental chemistry, inorganic chemistry, organic chemistry, physical chemistry, polymer chemistry, and chemical education.

Formal courses, graduate seminars, professional advisement, directed research, and a master's thesis will be incorporated into a customized curriculum based on the individual's scholastic background and career goals. On completion of the program, the student will have developed the skills needed for a career in chemical production, development, or research.

Degree Requirements (A minimum of 32 hours)

- 1. Advisory Committee.** Initially, each student will be advised by the departmental coordinator of graduate studies. As soon as possible, the student will select a faculty member to chair a graduate advisory committee consisting of at least four persons. At least one committee member, but not more than two, shall be from outside the chemistry department. This committee will supervise the remainder of the candidate's graduate program.
- 2. Program of Study.** The candidate's program will be structured by the advisory committee in consultation with the student. Academic background, professional experience, placement test scores, and academic objectives will be considered in establishing the individual's program.
- 3. Chemistry Requirement.** A minimum of 24 hours in chemistry including at least 16 hours from courses numbered 700 or above with at least 6 hours of 700-level chemistry course work in addition to research, thesis, and colloquium. Students who have not passed (with a C or better) undergraduate courses in advanced organic chemistry, instrumental analysis, advanced inorganic chemistry, and physical chemistry will be required to pass (with a grade of C or better) the

following course(s) CHM 642, CHM 633, CHM 675, CHM 606 and CHM 607*. Hours received from these courses will count toward the 32 hours required for the master's degree.

* Students who have had a one-semester physical chemistry course will be given an assessment exam; a score of the 50th percentile or above will satisfy the physical chemistry core course requirement. Students scoring less than the 50th percentile, but higher than the 33rd percentile, will satisfy the physical chemistry core requirement by passing CHM 607.

- 4. Colloquium.** 2 hours of credit must be earned in CHM 700, Chemistry Colloquium.
- 5. Electives.** Upon approval of the advisory committee, graduate courses from related fields may be selected to a maximum of

8 hours within the 32 hour degree requirement.

- 6. Research Requirement.** The maximum credit toward the 32-hour degree requirement is 6 hours of CHM 798 and 6 hours of CHM 799. Submission of a thesis is a specific requirement for the degree. The purpose of the thesis is to demonstrate competence in scientific research and the ability to: choose a research topic of scientific importance; conduct a comprehensive literature search of the problem; design and implement a plan of research; collect and interpret scientific data; and communicate results and findings to peers. An oral defense of the thesis is required.
- 7. Comprehensive Examination.** A written comprehensive examination will be administered after most of the course work has been completed. This examination must be passed by the candidate before a degree will be given.

Accelerated Master's Degree Option

Eligible Missouri State University majors in chemistry may apply for preliminary acceptance into the Master of Science program in Chemistry after admission requirements for the accelerated masters option have been satisfied. If accepted, graduate courses chosen from CHM 633, CHM 642, CHM 675, and CHM 607, may be counted towards both the undergraduate and graduate degrees, with a maximum of 12 credit hours counted towards both the undergraduate and graduate degrees. This option offers an opportunity for chemistry majors with undergraduate laboratory research experience to complete the requirements for the Master of Science degree in Chemistry in two semesters and a summer after attaining the Bachelor's degree, rather than the typical four semesters and a summer. Contact the Department of Chemistry for further information and guidelines.

Before enrolling in a course to be counted as both undergraduate and graduate credit and to count the courses towards the masters degree, an undergraduate student must be accepted into the accelerated program and complete a mixed credit form. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Admission Requirements

1. Junior standing, a GPA in chemistry of 3.00 or better and an overall GPA of 3.00 or better.
2. Completion of CHM 160, 170, 175, 310, 311, 330, 375, 398, and 399; PHY 123 and 124 or PHY 203 and 204; MTH 287 and 288, or MTH 261 and 280 or MTH 261 and 288 with an overall GPA of 3.00 or better.
3. Undergraduate laboratory research experience in residence in the Department of Chemistry with a supportive recommendation from the student's undergraduate research mentor.
4. Acceptance of applicant by a graduate faculty member who agrees to serve as the student's graduate research mentor.
5. Acceptance of the applicant by the graduate faculty in Chemistry under the accelerated masters option.

Entrance Requirements

Students admitted to the graduate chemistry program in full standing must meet the following requirements:

1. A bachelor's degree from an accredited institution in the U.S. or equivalent training in a foreign university.
2. A minimum overall GPA of 3.00 on a 4.00 scale, or a minimum GPA of 3.00 on a 4.00 scale for the last 60 hours of course work.
3. Scores from the verbal and quantitative sections of the Graduate Record Examination. Normally, students are expected to score at or above the 50th percentile on each section of the GRE and to have an overall college GPA of at least 3.00.
4. International applicants are also required to submit a score for the Test of English as a Foreign Language (TOEFL) of not less than 550 on the paper-based or a comparable score of 213 on the computer-based with a minimum of 50th percentile on the Listening Comprehension Section.
5. A minimum undergraduate background in chemistry of two semesters in general chemistry, two in organic chemistry, one in analytical chemistry, and one in inorganic chemistry with a grade of "C" or better in each course and an overall GPA of not less than 3.00.

Applicants lacking the background courses described in item five above may be admitted, but will be required to rectify any of these deficiencies with appropriate course work. These leveling courses will not apply toward the master's degree.

Students who do not meet the grade point standards outlined above may be granted conditional admission to the program. As conditions of admission, students will be required to complete a minimum of 9 hours of specified graduate courses with a GPA of at least 3.00 to be advanced to full standing in the program.

Master of Science, Plant Science

See Department of Fruit Science.

Master of Natural and Applied Science

Contact Dr. Bryan Breyfogle and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Chemistry Requirements

Chemistry course work including a minimum of 3 hours in courses numbered 700 or above. **Total 15 hrs**

Master of Science in Education, Secondary Education: Natural Science Area of Emphasis

Contact Dr. Tamera Jahnke and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Natural Science Prerequisite and Requirements

In this option, students complete a minimum of 15 hours with course work selected from two of the following disciplines: Biology, Chemistry, Geography and/or Geology, Mathematics, and Physics. A minimum of 3 hours of course work numbered 700 or above

must

be included. The prerequisite requirements are those listed in the departmental statements of both selected academic areas of emphasis.

Courses from one of the above disciplines 9 hrs

Courses from a second of the above disciplines 6 hrs

Total 15 hrs

Chemistry Courses

CHM 602 Techniques of Instrumental Analysis

Prerequisite: "C-" or better in either CHM 200 or CHM 342; and "C-" or better in CHM 302. Recommended Prerequisite: PHY 124 or PHY 204. Applications of instrumental methods for the separation and analysis of materials; included are potentiometry, photometry and chromatography. Does not apply to a Chemistry major if the student passes CHM 702. May be taught concurrently with CHM 502. Cannot receive credit for both CHM 502 and CHM 602. 4(3-3), F

CHM 605 Fundamentals of Physical Chemistry

Prerequisite: 20 hours of chemistry; and "C" or better in either MTH 287 or MTH 261. A one semester introduction to physical chemistry including the following topics: thermodynamics, solution chemistry, electrochemistry, kinetics, and atomic and molecular structure. Laboratory experiments will illustrate principles of physical chemistry and techniques of analysis. Does not apply to a Chemistry major if the student passes CHM 606. May be taught concurrently with CHM 505. Cannot receive credit for both CHM 505 and CHM 605. 4(3-3), S

CHM 606 Physical Chemistry I

Prerequisite: "C-" or better in CHM 170; and MTH 280 or MTH 288 or concurrent enrollment in MTH 280 or MTH 288. Recommended Prerequisite: PHY 124 or PHY 204. First semester of a two-semester series covering aspects of quantum mechanics, classical and statistical thermodynamics, spectroscopy, kinetic theory of gases, and chemical kinetics. A grade of "C-" or better is required in this course in order to take CHM 607. May be taught concurrently with CHM 506. Cannot receive credit for both CHM 606 and CHM 506. 3(3-0) F

CHM 607 Physical Chemistry II

Prerequisite: "C-" grade or better in CHM 506 or 606. Recommended Prerequisite: CHM 375. Second semester of a two-semester series that builds upon and completes the topics introduced in CHM 606. May be taught concurrently with CHM 507. Cannot receive credit for both CHM 607 and CHM 507. 3(3-0) S

CHM 608 Physical Chemistry Laboratory I

Prerequisite: "C-" or better in CHM 302; and "C-" or better in CHM 506 or CHM 606 or concurrent enrollment in CHM 506 or CHM 606. Experiments in physical chemistry employing principles and techniques reflecting material presented in CHM 506 or 606. May be taught concurrently with CHM 508. Cannot receive credit for both CHM 608 and CHM 508. 2(0-4) F

CHM 609 Physical Chemistry Laboratory II

Prerequisite: CHM 507 or CHM 607 or concurrent enrollment; and CHM 508 or CHM 608. Experiments in physical chemistry employing principles and techniques reflecting material presented in CHM 507 or 607. May be taught concurrently with CHM 509. Cannot receive credit for both CHM 609 and CHM 509. 2(0-4) S

CHM 614 Polymer Chemistry

Prerequisite: "C-" or better in CHM 343 or CHM 344; and CHM 505 or CHM 605 or CHM 506 or CHM 606. Morphology and chemical structure, polymer characterization, chemical structure and polymer properties, vinyl and non-vinyl polymers and mechanism of formation. Inorganic and partially inorganic polymers. May be taught concurrently with CHM 514. Cannot receive credit for both CHM 514 and CHM 614. 3(3-0), SE

CHM 633 Advanced Analytical Methods

Prerequisite: "C-" or better in CHM 302. Principles and techniques of modern instrumental methods used in chemical analysis, with emphasis on the fundamental physical and chemical theories and principles. Topics covered include atomic and molecular spectroscopy, electrochemistry, mass spectrometry, and separations. May be taught concurrently with CHM 533. Cannot receive credit for both CHM 533 and CHM 633. 4(3-3), F

CHM 642 Advanced Organic Chemistry

Prerequisite: "C-" grade or better in CHM 343 or CHM 344. Structure, reaction mechanisms, stereochemistry and other topics of theoretical nature in organic and polymer chemistry. May be taught concurrently with CHM 542. Cannot receive credit for both CHM 542 and CHM 642. 3(3-0), F

CHM 652 Biochemistry II

Prerequisite: "C-" or better in CHM 452. Bioenergetics--Metabolism of biomolecules including carbohydrates, lipids, amino acids and nucleotides. Photosynthesis. Nitrogen metabolism. Mechanisms of hormone action. May be taught concurrently with CHM 552. Cannot receive credit for both CHM 552 and CHM 652. 3(3-0), S

CHM 653 Advanced Biochemistry Laboratory

Prerequisite: CHM 453; and CHM 552 or CHM 652 concurrent enrollment in CHM 552 or CHM 652. Emphasis on modern techniques in the biochemistry laboratory; enzymology, protein purification and analysis; protein structure determination; isoelectric focusing; HPLC; trace techniques. Supplemental course fee. May be taught concurrently with CHM 553. Cannot receive credit for both CHM 553 and CHM 653. 2(0-4), D

CHM 674 Intermediate Inorganic Chemistry

Structure of atoms, introduction to bonding, symmetry in chemistry, inorganic spectroscopy, and descriptive inorganic chemistry. A

grade of "C-" or better is required in this course in order to take CHM 675. May be taught concurrently with CHM 375. Cannot receive credit for both CHM 375 and CHM 674. May be taught concurrently with CHM 574. Cannot receive credit for both CHM 574 and CHM 674. 3(3-0), F

CHM 675 Advanced Inorganic Chemistry

Prerequisite: "C-" or better in CHM 375; and CHM 507 or CHM 607 or concurrent enrollment in CHM 507 or CHM 607. Theories and techniques of modern inorganic chemistry; correlation of theories with inorganic compounds. May be repeated concurrently with CHM 575. Cannot receive credit for both CHM 575 and CHM 675. 3(3-0), S

CHM 697 Special Topics in Chemistry

Prerequisite: 18 hours of chemistry. Selected topics of a theoretical or applied nature. May be repeated up to a total of 6 hours with differing topics. May be taught concurrently with CHM 597. Cannot receive credit for both CHM 597 and CHM 697. 1-3, D

CHM 700 Chemistry Colloquium

A series of oral presentations on new developments in chemistry. Presentations to be made by faculty members, students, and guest speakers from industry and academe. One of the requirements of this course is an oral presentation. May be repeated, but not more than 2 hours may be counted toward the 32-hour requirement for the MS in Chemistry degree. 1(1-0), F,S

CHM 701 Chemistry Seminar

Attendance at oral presentations on new developments in chemistry. Presentations may include those made by departmental faculty members, departmental graduate students, guest speakers from industry and academe and ACS tour speakers. All graduate students not enrolled in CHM 700 must be enrolled in CHM 701. Hours earned will not count toward the 32-hour requirement for the MS in Chemistry degree. Graded Pass/Not Pass only. 1(1-0), F,S

CHM 702 Advanced Techniques in Chemical Analysis

Prerequisite: CHM 602 or CHM 633. Advanced topics in modern instrumental analysis, instrumentation, and methods, including data acquisition methods, data manipulation and analysis, and electronics. 3(3-0), SO

CHM 710 Special Topics in Chemical Education

Prerequisite: coursework sufficient to meet Missouri certification standards in chemistry for secondary teaching or permission. A single topic of current interest in the teaching of chemistry will be considered. May be repeated to a total of 9 hours provided the topics are different. 1-3, D

CHM 720 Topics in Theoretical Chemistry

Prerequisite: coursework sufficient to meet Missouri certification standards in chemistry for secondary teaching or permission. Nature of matter including atomic structure, chemical bonding and spectroscopy. 3(3-0), D

CHM 735 Investigation in Chemistry for Teachers

Prerequisite: coursework sufficient to meet Missouri certification standards for secondary/middle school science teaching. Techniques in performing science investigation with application to secondary and middle school science. May be taught concurrently with CHM 435. Cannot receive credit for both CHM 435 and CHM 735. 3(1-4), S

CHM 740 Seminar

Extensive paper on selected topics to be read before staff seminars. May be repeated to total 4 hours. 2(2-0), D

CHM 742 Physical Organic Chemistry

Prerequisite: CHM 642. An in-depth study of the experimental techniques and physical principles used for the determination of organic reaction mechanisms. 3(3-0), D

CHM 752 Advanced Topics in Biochemistry

Prerequisite: CHM 652. An advanced topic in biochemistry will be addressed via faculty lectures and student projects. Examples of proposed topics include: carbohydrates, the cell surface, and physical biochemistry. Variable content course. May be repeated to a total of 6 hours with differing topics. 3(3-0), SO

CHM 760 Chemistry of Environmental Systems I

Chemistry of water and soil, water treatment, agricultural chemistry, and related topics. May be taught concurrently with CHM 460. Cannot receive credit for both CHM 460 and CHM 760. 3(3-0), F

CHM 761 Chemistry of Environmental Systems II

Prerequisite: CHM 760. Recommended Prerequisite: some advanced coursework in chemistry, geosciences, biology, or related fields. Atmospheric chemistry; pollution issues related to power production and transportation; energy sources and fuels. May be taught concurrently with CHM 461. Cannot receive credit for both CHM 761 and CHM 461. 3(3-0), S

CHM 762 Chemistry of Environmental Systems Laboratory

Prerequisite: CHM 760 or concurrent enrollment. Techniques and procedures for environmental monitoring to test natural samples. Applications and limitations of wet chemical and instrumental methods such as atomic absorption, gas chromatography, and absorption spectrophotometry. May be taught concurrently with CHM 462. Cannot receive credit for both CHM 462 and CHM 762. 2(0-4), S

CHM 770 Chemical Kinetics

Prerequisite: CHM 606. Fundamental concepts of chemical kinetics and dynamics, from both macroscopic and molecular level perspectives. An emphasis will be placed on the interpretation of gas, liquid, surface and catalyst reaction kinetics and mechanisms. 3(3-0), FO

CHM 771 Chemical Bonding

Prerequisite: CHM 607. Quantum mechanics; atomic and molecular structure; computational procedures. Independent study

project required. 3(3-0), FE

CHM 775 Organometallic Chemistry

Prerequisite: CHM 675. An in-depth examination of the structure, properties, and reactions of molecules containing one or more metal atoms bonded to organic fragments. 3(3-0), FE

CHM 790 Advanced Topics in Chemistry

Detailed treatment of various advanced topics in chemistry. Topics may include: water analysis, physical chemistry of macromolecules, chemistry of natural products, surface chemistry, and forensic chemistry. Variable content course. May be repeated to a total of 6 hours with differing topics. 1-3, D

CHM 796 Science Internship

Completion of an internship project (480 hours) at a discipline-related business, nonprofit organization, or government agency, approved and supervised by both the departmental and internship advisors. Includes a formal report in the appropriate professional format, and an oral presentation at an approved venue. Graded Pass/Not Pass only. No more than 6 hours may count toward a master's degree. 1-6 F,S,Su

CHM 798 Research

Supervised research in special chemistry areas. May be repeated, but not more than 6 hours of CHM 798 may be counted toward the 32-hour requirement for the MS degree. 1-4, F,S

CHM 799 Thesis

Independent research and study connected with preparation of thesis. Not more than 6 hours of CHM 799 may be counted toward the 32-hour requirement for the MS degree. 1-6, D

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Department of Computer Science

Cheek Hall, Room 203C, Phone: (417) 836-4157, Fax: (417) 836-6659
Email: ComputerScience@missouristate.edu
Website: <http://www.computerscience.missouristate.edu>
Department Head: Kenneth R. Vollmar

Faculty

Professor: Lloyd A. Smith, Kenneth Vollmar, Yang Wang

Associate Professor: Jamil Saquer, Hui Liu

Emeritus Professor: Melvin V. Foster, Ivon Lowsley, Jr.

No master's degree program is offered in Computer Science. However, the department participates in the Interdisciplinary Master of Natural and Applied Science program. The following courses may be taken for graduate credit by students admitted to graduate study at Missouri State University.

Programs

Master of Natural and Applied Science

See Interdisciplinary Program: Master of Natural and Applied Science. (Accelerated master's program available.)

Computer Science Courses

CSC 600 Hardware, Software, and Troubleshooting Personal Computers

An introduction to the installation, maintenance, troubleshooting, upgrading, simple repair, and management of personal computers found in educational settings. This course will provide numerous laboratory experiences providing hands-on experience with the goal of enabling students to support personal computer laboratories found in PK-12 schools. May be taught concurrently with CSC 500. Cannot receive credit for both CSC 500 and CSC 600. 3(2-2) D

CSC 605 Web-Based Resources in Educational Settings

An introduction to the design, implementation, and management of World Wide Web resources over the Internet and Intranet networks. Topics include Internet overview, web authoring, web programming, server setting and maintenance. The objective of the course is to know tools (HTML, JavaScript, and Java applets, and Internet Server software, and Navigator/Internet Explorer software packages), and their applicability in WWW design and management in PK-12 school settings. May be taught concurrently with CSC 505. Cannot receive credit for both CSC 505 and CSC 605. 2(2-0) D

CSC 610 Networking and Telecommunications in Educational Settings

An introduction to networking and data communications from an educator's perspective. The course will examine the necessary computer hardware, software, and personnel resources relevant to networking and data communication requirements in various educational settings. Local Area Networks, Wide Area Networks, Network Interconnections, and the Internet will be addressed. May be taught concurrently with CSC 510. Cannot receive credit for both CSC 510 and CSC 610. 2(2-0) D

CSC 621 Compiler Construction

Topics include lexical analysis, parsing, symbol tables, type checking, run-time organization, code generation, basic code optimization, and the use of compiler development tools. The student must write a complete compiler for a small imperative programming language. May be taught concurrently with CSC 521. Cannot receive credit for both CSC 521 and CSC 621. 4(3-2) D

CSC 625 Computer Graphics

An introduction to computer graphics, with an emphasis on application programming. Algorithms for two dimensional graphics, including windowing, clipping, and transformations; algorithms for three dimensional graphics, including viewing, transformations, and removal of hidden lines and surfaces. Data structures for graphics and interactive techniques will be stressed. May be taught concurrently with CSC 525. Cannot receive credit for both CSC 625 and CSC 525. 3(3-0), F

CSC 626 Methods of Optimization

Convex sets, classical optimization of functions, constrained optimization, search techniques, linear and nonlinear optimization, applications to applied problems. May be taught concurrently with CSC 526. Cannot receive credit for both CSC 526 and CSC 626. 3(3-0) D

CSC 635 Data Mining

This course studies the emerging technology of data mining - the automated extraction of patterns and information from data. The

focus will be on understanding the algorithms underlying data mining and on the practical use of those algorithms. Students will use data mining software to analyze collections of data. May be taught concurrently with CSC 535. Cannot receive credit for both CSC 635 and CSC 535. 3(3-0), D

CSC 640 Artificial Intelligence

Techniques of artificial intelligence, including study of expert systems, natural language processing, search strategies, computer vision and robotics. May be taught concurrently with CSC 540. Cannot receive credit for both CSC 640 and CSC 540. 3(3-0), S

CSC 645 Computer Speech, Music and Images

This is an applied course focusing on the technical aspects of computer-based multimedia-speech, music, audio, and video. In any given semester, the focus may be more on audio or image processing, or it may be equally balanced between the two. Topics include multimedia data capture and representation, methods of data compression, multimedia information retrieval, and multimedia standards. May be taught concurrently with CSC 545. Cannot receive credit for both CSC 645 and CSC 545. 3(3-0), D

CSC 665 Computer Networks

An introduction to the theory, concepts and techniques upon which modern computer networks and telecommunication systems are based. The emphasis will be on layered network architectures, the design frameworks for both local and wide area networks and communication protocols. May be taught concurrently with CSC 565. Cannot receive credit for both CSC 665 and CSC 565. 3(3-0), F

CSC 667 Wireless Networks

An introduction to the fundamental theory, concepts and techniques of wireless communication, wireless networks, network architecture, and wireless applications. Students will gain an understanding of the significance that wireless systems and user mobility have on the construction and handling of a data or telecommunications network. Topics include wireless and ad hoc networks, enabling technologies, multiplexing, protocol design, network security, and quality of service. May be taught concurrently with CSC 567. Cannot receive credit for both CSC 667 and CSC 567. 3(3-0), S

CSC 687 Computing for Bioinformatics

This course focuses on computational techniques used in bioinformatics. Topics will include nucleotide and amino acid data representation, sequence alignment, coding sequence prediction, and use of statistical models. Students will learn to use bioinformatics libraries with a script language such as Python or Perl. May be taught concurrently with CSC 587. Cannot receive credit for both CSC 687 and CSC 587. 3(3-0), D

CSC 690 Advanced Topics in Computer Science

Detailed consideration of advanced topics in the field of Computer Science. Topics will change, and this course may be repeated with differing topics. May be taught concurrently with CSC 590. Cannot receive credit for both CSC 690 and CSC 590. 1-4, D

CSC 696 Special Readings

Prerequisite: permission of department head. Periodic conferences with an advisor are required. May be repeated to a total of 6 hours. May be taught concurrently with CSC 596. Cannot receive credit for both CSC 596 and CSC 696. 1-3, F, S

CSC 796 Science Internship

Completion of an internship project (480 hours) at a discipline-related business, nonprofit organization, or government agency, approved and supervised by both the departmental and internship advisors. Includes a formal report in the appropriate professional format, and an oral presentation at an approved venue. Graded Pass/Not Pass only. No more than 6 hours may count toward a master's degree. 1-6 F,S,Su

CSC 798 Research in Computer Science

Prerequisite: permission of department head. Supervised research in computer science. May be repeated, but no more than 6 hours may count toward the Master of Natural and Applied Science degree. 1-4, F,S

CSC 799 Thesis

Prerequisite: permission of instructor. Independent research and study connected with preparation of thesis. No more than 6 hours may count toward the Master of Natural and Applied Science degree. 1-6, D

Department of Geography, Geology, and Planning

Temple Hall, Room 363, Phone: (417) 836-5800, Fax: (417) 836-6006
Email: geosciences@missouristate.edu
Website: <http://www.geosciences.missouristate.edu/>
Department Head: Thomas G. Plymate

Faculty

Professor: John C. Catau, Melida Gutierrez, Dimitri Ioannides, Rajinder Jutla, Kevin L. Mickus, Robert T. Pavlowsky, Thomas G. Plymate, Paul A. Rollinson, Charles W. Rovey II,

Associate Professor: Kevin R. Evans, Douglas R. Gouzie, Jun Luo, Judith L. Meyer, Xin Miao

Assistant Professor: Alice Jill Black, Mario Daoust, Diane M. May, Matthew C. Pierson, Xiaomin Qiu, Jacob R. Sowers

Emeritus Professor: David A. Castillon, William H. Cheek, William T. Corcoran, Stanley C. Fagerlin, Russell L. Gerlach, Elias Johnson, Vincent E. Kurtz, Erwin J. Mantei, Thomas D. Moeglin, Milton D. Rafferty

Programs

Master of Science, Geospatial Sciences in Geography and Geology

Robert T. Pavlowsky, Graduate Director

Temple Hall, Room 321; Phone (417) 836-8473
BobPavlowsky@missouristate.edu

Program Description

The program of study is designed to provide professional training and develop scholarly analytical skills in Geospatial Science with applications in one of three areas: 1) Physical Geography; 2) Human Geography and/or Planning; or 3) Geology. This program emphasizes the integration of the theoretical frameworks of Geography and Geology and Geospatial Science principles. By combining these areas, students will be able to address research problems regarding environmental issues and resource management.

The core curriculum consists of course work in Geographic Information Science (GIS), Remote Sensing, research methods and research presentations, both written and oral. Students are encouraged to develop, with their advisors, a program that fits their individual talents and goals. The department recommends that students choose a research concentration in Physical Geography, Human Geography and/or Planning, or Geology. If a student intends to pursue research outside these concentration areas, he/she should contact the program director and prospective advisor, if possible, before applying to the program. Admission is granted to students with demonstrated academic competences who are interested in a professional career in geography or geology.

Funding for graduate students in Geospatial Sciences is available through application for competitive graduate assistantships which carry both a stipend and fee waiver. Applications for graduate assistantships should be submitted directly to the Graduate Program Director in the Department of Geography, Geology and Planning. Additional graduate assistantships may also be available through listings by other departments and offices.

Accelerated Master's Degree Option

Eligible Missouri State University undergraduate majors in Geography, Geospatial Sciences, Geology, and Planning may apply for early admission to the Master of Science in Geospatial Sciences. Once accepted for early admission, students will be able to take up to 12 credit hours that apply to both their undergraduate and graduate program. This option allows students with advanced course work in Geography, Geospatial Sciences, Geology, or Planning to complete a masters degree in three full semesters and one summer semester. Students can choose from GEO 651, GEO 666, GEO 668, GLG 690, GLG 672, GLG 673, GLG 680. Contact the Department of Geography, Geology and Planning for further information and guidelines.

Before enrolling in courses to be counted for both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated masters program AND receive prior approval from the Graduate Program Director, Department Head of the undergraduate program and the Graduate College Dean (on a Mixed Credit Form). Acceptance to the program and all approvals must be completed prior to the end of change of schedule period for the course(s). See the Graduate College for further information.

Admission Requirements.

1. Junior standing, majoring in Geography, Geospatial Sciences, Geology or Planning with an overall GPA of 3.25 or better.
 1. Majors in Geology must have completed GLG 333 and have a GPA of 3.25 in all Geology courses. Majors in

Geography and Geospatial Sciences must have completed GEO 561 and have a GPA of 3.25 in all geography and geospatial sciences courses.

2. Acceptance of applicant by a graduate faculty member who agrees to serve as the student's graduate research advisor.
3. Acceptance of applicant by the graduate faculty in Geography, Geology and Planning under the accelerated master's option.

Degree Requirements

A minimum of 33 hrs with thesis; a minimum of 36 hours for the non-thesis option

1. Required Geospatial Sciences Core Total 15 hrs

GEO 700	Introduction to Graduate Study in Geospatial Sciences	3 hrs
GEO 701	Research Methods in Geospatial Sciences	3 hrs
GEO 651	Remote Sensing	3 hrs
GEO 661	Intermediate Geographic Information Science	3 hrs
	One of the following	3 hrs
GEO 666	Advanced Geographic Information Science	
GEO 668	Thematic Cartography	
GEO 672	Introduction to Photogrammetry and LiDAR Technology	
GEO 673	Geographic Info. Science Programming	
GEO 678	Remote Sensing Digital Image Processing	

Students who do not have adequate background in statistical analysis from their undergraduate course work are strongly encouraged to take at least one of the following : 3 hrs

MTH 645	Applied Statistics
MTH 646	Analysis of Variance & Design of Experiments
MTH 647	Applied Regression Analysis
MTH 648	Applied Time Series Analysis

2. Research Requirement (complete one).

Thesis Option. A student can take up to 3 hours of GRY 779 or GLG 779 plus up to 6 hours of GRY 799 or GLG 799. Successful completion of a thesis and thesis defense is required.

Non-Thesis Option. Students choosing the non-thesis option must complete 3 hours of GRY 779 or GLG 779 plus 3 hours of GEO 780. Successful completion of a research project and scholarly report is required. The results of the research project must be presented orally at a departmental seminar or at a professional meeting and the student's advisor and the departmental Graduate Program Director must approve the written report on the research project. Students in the non-thesis option are not allowed to count thesis hours toward the 36 hour degree requirement.

3. Additional Course Requirements. Students in the thesis option must complete an additional 18 hours of graduate course work beyond the required 15-hour core. Students choosing to complete a thesis may count up to 3 credit hours of GRY 779 or GLG 779 and up to 6 credit hours of GRY 799 or GLG 799 toward this 18 hour requirement. Students in the non-thesis option must complete an additional 21 hours of graduate course work beyond the required 15 hour core. Students choosing the non-thesis option may count 3 credit hours of GRY 779 or GLG 779 and 3 credit hours of GEO 780 toward this 21 hour requirement. Students in the thesis option must complete at least 17 credit hours of course work at the 700 level; students in the non-thesis option must complete at least 18 credit hours of course work at the 700 level. Students must complete a program of study worksheet by the end of their first academic semester. Before enrolling in the 12th hour of graduate credit, the student, an academic advisor, and the Graduate Program Director must agree upon and sign an Advisor Approved Program of Study.

Students whose undergraduate background does not include the prerequisite material for GEO 651 and/or GEO 561 are required to take Introduction to Geographic Information Science for GRY 697 credit. This credit does not count toward the additional 18 hours of graduate course work required for the thesis option or toward the additional 21 hours of graduate course work required for the non-thesis option.

4. Comprehensive Examination. A written comprehensive examination must be taken before the end of the third semester of full-time enrollment in the program. Students will be provided reading lists and/or study guides specific to their individual program of study. For students in the thesis option, the examination questions will be provided by the student's advisor and at least two other members of the student's thesis committee; for students in the non-thesis option, the examination questions will be provided by the student's advisor and two other members of the faculty selected by the departmental Graduate Director. A student may repeat the examination, or section of the examination, upon recommendation of the Graduate Program Director and approval of the Department Head. Students who have not passed the comprehensive examination upon completion of three academic semesters of full-time study will not be permitted to continue in the program. If a student opts to change tracks after completing the comprehensive examination, the student must take and pass the examination specific to the new selected track before a degree will be awarded.

The faculty members writing the examination questions shall determine what constitutes a passing mark for the exam.

5. Research Concentrations. The Department of Geography, Geology and Planning has identified three areas of research concentration for prospective students. Students are strongly encouraged to select a research topic in one of these concentration areas.

Physical Geography

Students interested in physical geography can select a research topic in fluvial geomorphology, water quality and watershed

management, or climatology. Students should integrate geospatial science with physical geography when doing either a thesis or non-thesis research project. Students selecting this concentration would normally take at least two of the following courses:

GRY 625 Environmental Hazards
GRY 635 Global Climate and Weather Cycles
GRY 645 Global Environmental Change
GRY 650 Fluvial Geomorphology
GRY 731 Environmental Assessment
GRY 751 Topics in Advanced Physical Geography
GEO 770 Advanced Field & Laboratory Methods

Human Geography and/or Planning

Students interested in human geography and/or planning can select a research topic in land use assessment, urban design, community and regional planning, neighborhood planning, transportation planning, or tourism planning and development. Students should integrate geospatial science with human geography and/or planning when doing either a thesis or non-thesis research project. Students selecting this concentration would normally take at least two of the following courses:

GRY 610 Tourism and Sustainability
GRY 625 Environmental Hazards
GRY 645 Global Environmental Change
GRY 731 Environmental Assessment
PLN 670 Planning Law
PLN 671 Land Use Planning
PLN 673 Urban Design and Preservation
PLN 674 Open Space and Recreation Planning
PLN 705 Social Planning

Geology

Students interested in geology can select a research topic in environmental geochemistry, geohydrology, karst systems, stratigraphy, or geophysics. Students should integrate geospatial science with geology when doing either a thesis or non-thesis research project. Students selecting this concentration would normally take at least two of the following courses.

GLG 670 Principles of Stratigraphy
GLG 672 Geohydrology
GLG 673 Engineering Geology
GLG 680 Geochemistry
GLG 681 Geochemical Techniques
GLG 690 Applied Geophysics

Students interested in research topics outside of these three concentrations should consult with the Graduate Program Director and a possible advisor before beginning the program.

Advisement

1. Each student should consult with the department's general graduate advisor before registering for the first semester of classes.
2. Each student is also encouraged to identify a general thesis topic as soon as possible. This will permit the selection of an appropriate faculty advisor who, in consultation with the student, will help to identify a second member of the student's advisory committee. The third member of this committee will be assigned by the department.
3. Once the membership of the advisory committee has been established, the student should rely upon its members, but especially the chairperson, for assistance in the selection of his/her elective courses, and for advice and direction in the thesis research.
4. Until such time as the advisory committee has been formed, the student should continue to consult with the department's graduate advisor.

Admission Requirements

The Department's Graduate Admissions Committee requests the following materials from each applicant:

1. An application for admission to the Graduate School;
2. Official transcripts from all previously attended institutions of higher education;
3. Graduate Record Examination scores;
4. Three letters of recommendation from persons familiar with the candidate's academic abilities and professional potential sent to the MS Program Director.
5. Separate application to the MS Program Director for a graduate assistantship, if desired.

Since no specific undergraduate major is required, some students may be admitted on a conditional basis if they lack sufficient academic experience to take the required core courses. In these cases, specific undergraduate courses may be required before full admission is granted. Undergraduates interested in this program are encouraged to include courses in cartography, aerial photography interpretation, statistics, chemistry, biology and environmental science. Calculus and physics may be required for studies in some areas of geology.

Master of Science, Administrative Studies: Environmental Management Option

The Department of Geography, Geology and Planning participates in the Master of Science, Administrative Studies (MSAS) degree. The MSAS is an interdisciplinary program composed of courses from departments and colleges across campus. The program, which includes a significant online component, is administered by a faculty committee and located in the Graduate College. For more information on the MSAS, see page 43.

MSAS Environmental Management Option:

Course Code	Course Title	Credits
Required (6 hours)		
GRY 731	Environmental Assessment	3 hrs
ECO 640	Economics of the Environment	3 hrs
Elective hours (6 hours chosen in consultation with advisor)		
BIO 632	Principles of Fisheries Management	3 hrs
BIO 662	Limnology	3 hrs
BIO 689	Game Management	3 hrs
BIO 726	Advanced Limnology Methods	3 hrs
CHM 760	Chemistry of Environmental Systems	3 hrs
PLN 671	Land Use Planning	3 hrs
PLN 674	Open Space & Recreation Planning	3 hrs
GRY 748	Physiography & Resource Conservation	3 hrs
PLN 670	Planning Law	3 hrs

Master of Natural and Applied Science

See separate program listing under the "College of Natural and Applied Sciences". (Accelerated masters opportunity available.)

Master of Science in Education, Secondary Education: Earth Science Area of Emphasis

Contact Dr. Melida Gutierrez and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Earth Science Requirements

A minimum of 24 hours in Science and/or Mathematics.

Earth Science Requirements

GLG 701	Geology for Secondary Teachers I	3 hrs
GLG 702	Geology for Secondary Teachers II	3 hrs
Additional Geography and Geology course work		9 hrs

Total 15 hrs

Master of Science in Education, Secondary Education: Geography Area of Emphasis

Contact Dr. Judith Meyer and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Geography Requirements

A minimum of 24 hours in the social sciences including Economics, Geography, History, Political Science, Psychology, and Sociology.

Geography Requirements

GRY 700	Cultural Geo. for Sec. Teachers I	3 hrs
GRY 703	Cultural Geo. for Sec. Teachers II	3 hrs
Additional Geography course work		9 hrs

Total 15 hrs

Master of Science in Education, Secondary Education: Natural Science Area of Emphasis

Contact Dr. Judith Meyer and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Geography Requirements

A minimum of 24 hours in the social sciences including Economics, Geography, History, Political Science, Psychology, and Sociology.

Geography Requirements

GRY 700	Cultural Geo. for Sec. Teachers I	3 hrs
GRY 703	Cultural Geo. for Sec. Teachers II	3 hrs

Total 15 hrs

Geospatial Information Sciences Graduate Certificate

Program Description

This certificate program is designed to provide graduate-level education in Geospatial Sciences including such focus areas as Geographic Information Systems, Internet Mapping, Military and Intelligence Applications, and Remote Sensing. It is anticipated that this program would be attractive to working professionals in such organizations as the United States Geological Survey, the National Geospatial-Intelligence Agency, and the United States Army and Army Corps of Engineers. This certificate is being offered jointly by the Geological Engineering degree program in the Department of Geological Sciences and Engineering within the School of Materials, Energy and Earth Resources at the Missouri University of Science and Technology (MS&T) and the Department of Geography, Geology and Planning at Missouri State University. Faculty members from MS&T and Missouri State will jointly organize, administer and offer the graduate certificate as described below.

This certificate uniquely utilizes the complementary expertise at the MS&T and Missouri State to provide a wide range of courses and topic areas so that students can customize their program of study and focus on particular interests.

Completion Requirements

Students must have an overall grade point average of 3.00 for completion of the certificate program.

Curriculum

12 Hours Total

It is anticipated that a student will typically complete two courses from those offered by MS&T and two courses from those offered by Missouri State. Courses will be offered both at off-campus locations (such as at a USGS or NGA facility) and at the respective campuses. Some courses will be available as on-line distance offerings in the future. Each university has appointed a program technical coordinator who will serve as primary academic advisor and liaison for student in the program. Courses should be selected in consultation with and approved by these program coordinators to insure proper prerequisites are satisfied and that duplication is avoided. A summary of courses tentatively planned to be offered is listed below.

MS&T courses:

GE 315 Statistical Methods in Environmental Geology and Engineering
 GE 342 Military Geology
 GE 344 Remote Sensing Technology
 GE 346 Applications of Geog. Info. Systems
 GE 446 Adv. Remote Sensing & Image Processing

Missouri State courses:

GEO 651 Remote Sensing
 GEO 661 Intermediate Geographic Information Science
 GEO 662 Internet Geospatial Science
 GEO 666 Advanced Geographic Information Sciences
 GEO 673 Geographic Inform. Science Programming
 GEO 678 Remote Sensing Digital Image Processing

Other courses approved by the MS&T and Missouri State faculty may be substituted for any of the above listed courses on a case-by-case basis. The certificate program technical coordinators must approve the substitution prior to enrolling in any course.

Admission Criteria

The Geospatial Information Sciences Certificate program is open to all persons holding a B.S., B.A., M.S., or Ph.D. degree. Students must, of course, satisfy all prerequisites for any courses they take in the program; or they must obtain instructor approval to waive any prerequisites. Once admitted to the program, the student must take a minimum of four courses as designated and approved by the program director and must have an average cumulative grade point average of 3.00 or better to receive the certificate.

Students who complete the four-course requirements for the certificate with a grade of B or better in each course may be admitted directly to the respective M.S. program in each institution if they so choose. This admission does not waive the necessity for students to take required prerequisites for other required courses that are part of the M.S. program. The certificate credits taken will count toward the requirement for their M.S. degree.

Geology Courses

GLG 623 Coastal Marine Geology

Prerequisite: permission; and concurrent enrollment in GLG 624. A study of inshore and nearshore geologic processes, sedimentation patterns and landform development. Must be taken at Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with GLG 523. Cannot receive credit for both GLG 523 and GLG 623. 2(2-0), Su

GLG 624 Coastal Marine Geology Lab

Prerequisite: concurrent enrollment in GLG 623. Laboratory portion of GLG 623. Field and laboratory activities. Must be taken at Gulf Coast Research Laboratory, Ocean Springs, Mississippi. May be taught concurrently with GLG 524. Cannot receive credit for both GLG 524 and GLG 624. 1(0-2), Su

GLG 630 Optical Mineralogy

Recommended Prerequisite: GLG 333. Essentials of optical crystallography; the use of the petrographic microscope in the identification of rock-forming minerals, both in oil-immersion grain mounts and in thin sections. May be taught concurrently with GLG 530. Cannot receive credit for both GLG 530 and GLG 630. 3(1-4), D

GLG 640 X-Ray Mineralogy

Recommended Prerequisite: GLG 332. Principles and techniques of x-ray mineralogy; the use of x-ray powder diffraction in the identification and characterization of minerals and related crystalline phases. May be taught concurrently with GLG 540. Cannot receive credit for both GLG 540 and GLG 640. 3(1-4), D

GLG 670 Principles of Stratigraphy

Recommended Prerequisite: GLG 314 and GLG 333. Principles underlying the deposition of sediments; environmental control of lithofacies and biofacies; recognition of ancient depositional environments by key indicators and modern analogs. May be taught concurrently with GLG 570. Cannot receive credit for both GLG 570 and GLG 670. 4(3-2), F

GLG 672 Geohydrology

Recommended Prerequisite: GLG 314; and either MTH 261 or MTH 287. Aquifer properties; elementary theory of groundwater flow through a porous medium; well and aquifer relationships. Laboratories include ground-water case studies and Hydrologic Investigation Atlas interpretations. Field trips required. Taught concurrently with GLG 572. Cannot receive credit for both GLG 572 and GLG 672. 3(2-2), S

GLG 673 Engineering Geology

Recommended Prerequisite: GLG 333. Engineering properties of rocks and soils; fundamentals of engineering geology field investigations; application of properties and fundamentals to engineering problems concerning slope stability, groundwater, industrial contamination, urban public works, and karst areas. Laboratories include engineering classification of soils, hydraulic conductivity testing, and public works design and management. Field trip to observe engineering problems of karst required. May be taught concurrently with GLG 573. Cannot receive credit for both GLG 673 and GLG 573. 3(2-2), SE

GLG 680 Geochemistry

Recommended Prerequisite: GLG 332. Topics include the dominant chemical reactions in natural waters, equilibrium conditions between mineral precipitation and dissolution, and characteristics of contaminated groundwater. Field trips required. Taught concurrently with GLG 580. Cannot receive credit for both GLG 580 and GLG 680. 3(2-2), F

GLG 681 Geochemical Techniques

Recommended Prerequisite: GLG 332. Geochemical techniques and procedures used in ore exploration, point and nonpoint contamination and other environmental studies. Analyses of trace elements in rocks, soils, plants and waters using inductively coupled plasma methods. Also use of GPS to locate sample sites and Arcview to prepare maps. Field trips required. May be taught concurrently with GLG 581. Cannot receive credit for both GLG 581 and GLG 681. 4(2-4), SO

GLG 690 Applied Geophysics

Recommended Prerequisite: GLG 340; and either PHY 124 or PHY 204; and either MTH 280 or MTH 288. Application of geophysical methods in solving geologic problems. Techniques covered include seismic refraction and reflection, gravity, magnetics, direct current and electromagnetic resistivity. Field trips required. May be taught concurrently with GLG 590. Cannot receive credit for both GLG 590 and GLG 690. 3(2-2), S

GLG 697 Selected Topics in Geology

Prerequisite: permission. Detailed treatment of various advanced topics in geology which may vary from year to year. Some typical topics: geologic instrumentation, selenology, sedimentology, and crystallography. Variable content course. May be repeated for a total of 6 hours. May be taught concurrently with GLG 597. Cannot receive credit for both GLG 597 and GLG 697. 1-5, D

GLG 701 Geology for Secondary Teachers I

Prerequisite: permission. Earth materials, geological processes, geological history and the geological environments. 3(2-2), D

GLG 702 Geology for Secondary Teachers II

Prerequisite: GLG 701. Continuation of GLG 701. 3(2-2), D

GLG 713 Field Geology for Secondary Teachers

Prerequisite: permission. Field work; identification and correlation of rock units; determination of depositional environments from fossils and other indicators. Students are required to make a collection of specimens from rock formations in the study area. May be repeated to a total of 6 hours when destination varies. Supplemental course fee. 1-3, D

GLG 751 Seminar in Geology

Prerequisite: permission. Preparation of an extensive paper on selected topics to be read before staff seminars. 2(2-0), D

GLG 765 Selected Topics in Earth Science

Prerequisite: permission. Students cooperatively select from general subject areas in earth science more specific areas to explore. Topics are studied consecutively during the semester. Subject areas from which the topic selections are made are included in the class schedule for each term the course is offered. Variable content course. Since topics vary, the course may be repeated for a total of 6 hours. Identical to GRY 740. Cannot receive credit for more than 6 hours of GLG 755 and GRY 740 combined. 1-3 D

GLG 779 Research/Geological Sciences

Prerequisite: permission. Original research supervised by the geology staff, involving special areas of the geological sciences. May

be repeated to a total of 3 hours. 1-3, D

GLG 796 Science Internship

Completion of an internship project (480 hours) at a discipline-related business, nonprofit organization, or government agency, approved and supervised by both the departmental and internship advisors. Includes a formal report in the appropriate professional format, and an oral presentation at an approved venue. Graded Pass/Not Pass only. No more than 6 hours may count toward a master's degree. 1-6 F,S,Su

GLG 799 Thesis

Prerequisite: permission. Independent research and study connected with preparation of thesis. 1-6, D

Geography Courses

GRY 607 Geography of Sub-Saharan Africa

An in-depth geographic study of Africa south of the Sahara Desert. Surveys physical and political geography, climate, tribalism, religion, demography, natural resources, transportation, industry and economic activities of African states South of the Sahara. Students are required to complete two research projects. May be taught concurrently with GRY 507. Cannot receive credit for both GRY 507 and GRY 607. 3(3-0), D

GRY 610 Applications in Sustainable Geotourism

Recommended Prerequisite: GRY 410. This course will explore environmentally and socially responsible tourism strategies and innovations, and provide tools needed by private and public tourism entities to work together. The principles of Geotourism will be applied in a practicum to a local, regional or national community. Students will work as a team and individually to develop a tourism policy and plan based on Geotourism parameters. May be taught concurrently with GRY 510. Cannot receive credit for both GRY 610 and GRY 510. 3(3-0) S

GRY 625 Environmental Hazards

Recommended Prerequisite: GRY 142; or both GRY 135 and GLG 110. Identification, recognition, and impact of hazards. Physical exposure to hazards and human vulnerability in LDCs and MDCs. Disaster trends and patterns. Behavioral and structural paradigms of hazards. EM-DAT: international disaster database. Statistical methods used in risk assessments. Risk perception, communication, and disaster management. Tectonic, mass movement, atmospheric, hydrological, biophysical, and technological hazards: analysis, preparedness, and mitigation. May be taught concurrently with GRY 525. Cannot receive credit for both GRY 525 and GRY 625. 3(3-0), S

GRY 635 Global Climate and Weather Cycles

Recommended Prerequisite: GRY 135; and MTH 340 or AGR 330 or ECO 308 or PSY 200 or QBA 237 or REC 328 or SOC 302. Energy and mass exchanges. Global atmospheric circulation; surface and upper-air flows. Index cycle: zonal and meridional atmospheric circulations. Teleconnections and atmospheric oscillations: NAO, PNA, PDO, AO, ENSO, and AMO. Interactions between atmospheric oscillations and surface climatic variables in the United States and around the world. Weather cycles, natural climatic variability and climate change. Drought indices. Spatial and temporal statistical domains used in climatic data analysis. May be taught concurrently with GRY 535. Cannot receive credit for both GRY 535 and GRY 635. 3(3-0), D

GRY 645 Global Environmental Change

Recommended Prerequisite: GRY 142 or both GRY 135 and GLG 110. Energy and mass fluxes and storages in the interlinked physical components of the ecosphere. Chemistry of the global atmosphere. Role of the oceans and thermohaline circulation. Land use and land cover influences on terrestrial ecosystems. Concepts of environmental cycles, thresholds, resilience, recovery and response times. Understanding past environmental changes. Causes, mechanisms and likely impacts of natural and anthropogenically-induced changes on the global environment. Predictive models on global environmental change. May be taught concurrently with GRY 545. Cannot receive credit for both GRY 545 and GRY 645. 3(2-2), D

GRY 650 Fluvial Geomorphology

Study of the formation, composition, distribution of fluvial landforms. Emphasis is on channel hydrology, quantification of geomorphic relationships, reach and watershed-scale processes, sediment transport, water and sediment contamination, and management applications to streams in the Ozarks Region as well as other places. Field work may be required. May be taught concurrently with GRY 550. Cannot receive credit for both GRY 550 and GRY 650. 3(3-0), S

GRY 696 Topical Issues in Education

Prerequisite: permission. Selected topics in geography and earth science to upgrade understandings and skills in improvement of elementary or secondary teaching. Each course is concerned with a single topic or subject matter area. Number of class hours determined by semester hours of credit. Variable content course. May be repeated to a total of 5 hours credit. May be taught concurrently with GRY 596. Cannot receive credit for both GRY 596 and GRY 696. 1-5, D

GRY 697 Special Topics in Geography

Prerequisite: permission. Selected topics in geography. Special topics will be included in the class schedule for each term. Field trips may be required. Number of class hours determined by semester hours of credit. Variable content course. May be repeated to a maximum of 6 hours credit. May be taught concurrently with GRY 597. Cannot receive credit for both GRY 597 and GRY 697. 1-5, D

GRY 698 Research in Geography

Prerequisite: permission. Enrichment through guided but independent, original research in geography and geography related subject areas. May be repeated for a total of 6 credit hours. 1-3, F,S

GRY 700 Cultural Geography for Secondary Teachers I

Population and the spatial imprint of man on the landscape in terms of settlement, economic activities, institutions; methods and materials of the high school geography project; other current curriculum materials. 3(2-2), D

GRY 703 Cultural Geography for Secondary Teachers II

Prerequisite: GRY 700. Continuation of GRY 700. Contemporary problems in land use, urbanization and planning for optimum use of resources; methods and materials of the high school geography project; other current curriculum materials. 3(2-2), D

GRY 730 Weather Elements for Secondary Teachers

Physical processes of the earth's atmosphere, use of weather instruments and interpretation of weather maps. Applied aspects of weather and climate and their effects on man's activities. Emphasis on current curriculum materials for secondary schools. 3(3-0), D

GRY 731 Environmental Assessment

The procedures and processes of environmental assessment. Soils, hydrology, climate, biogeography and geomorphology will be examined in an environmental assessment context. Environmental assessment is a prerequisite for satisfying the National Environmental Policy Act (NEPA) requirements. 3(2-2), S

GRY 740 Selected Topics in Earth Science

Prerequisite: permission of instructor. Students cooperatively select from general subject areas in earth science more specific areas to explore. Topics are studied consecutively during the semester. Subject areas from which the topic selections will be made are included in the class schedule for each term the course is offered. Variable content course. Since topics vary, the course may be repeated for a total of 6 hours. Identical with GLG 765. Cannot receive credit for more than 6 hours of GRY 740 and GLG 765. 1-3, D

GRY 748 Physiography and Resource Conservation

Landforms, economic minerals, soils, climate, water resources and closely related aspects of the natural environment as they relate to man's inhabitation and use of the earth; map reading and simple map construction; methods and materials for secondary schools. 3(2-2), D

GRY 751 Topics in Advanced Physical Geography

Critical review of recent advances and trends in applied and/or theoretical physical geography. Course will involve the study of seminal and recent journal articles and presentation of a research paper. Course content may vary among the subfields of physical geography including geomorphology, hydrology, water resources, soil geography climatology, and biogeography. Field trips may be required. 3(3-0), D

GRY 779 Research in Geography

Prerequisite: permission. Enrichment through guided but independent, original research in geography and geography related subject areas. May be repeated for a total of 3 credit hours. 1-3, D

GRY 799 Thesis

Prerequisite: permission. Independent research and study connected with preparation of thesis. 1-6, F,S

Geospatial Courses

GEO 651 Remote Sensing

Recommended Prerequisite: GRY 360. Introduction to environmental studies through the application of remotely sensed imagery and geospatial technologies. The course covers principles of remote sensing, interactions of electromagnetic energy with the atmosphere and earth's surface, satellite systems and sensors (electro-optical, thermal, radar and lidar). Emphasis is placed on regional and global monitoring, land cover mapping, forestry, agriculture, geology, planning and oceanography. Laboratory emphasizes interpretation of remotely sensed imagery and introduction to digital image processing including enhancements, corrections and classification routines. May be taught concurrently with GEO 551. Cannot receive credit for both GEO 551 and GEO 651. 3(2-2), S

GEO 661 Intermediate Geographic Information Science

Recommended Prerequisite: GRY 363. Principles and applications of Geographic Information Systems (GIS) software. Examines the nature and accuracy of spatially referenced data, as well as methods of data capture, storage, retrieval, visualization and output. May be taught concurrently with GEO 561. Cannot receive credit for both GEO 561 and GEO 661. 3(2-2), S

GEO 662 Internet Geospatial Science

Recommended Prerequisite: GEO 561 or GEO 661. Basic understanding of the contemporary standards for using the Internet to distribute and utilize geospatial data. Students will develop and implement both single or multiple source geospatial portals. A major part of the course will examine user interaction design for geospatial data in both a wired and wireless environment. May be taught concurrently with GEO 562. Cannot receive credit for both GEO 562 and GEO 662. 3(2-2), F

GEO 666 Advanced Geographic Information Science

Recommended Prerequisite: GEO 561 or GEO 661. A theoretical and practical examination of analytical methods use in GIS, including vector and raster models, spatial overlay, incorporation of field data, analysis of surfaces, interpolation, TINs and network analysis. May be taught concurrently with GEO 566. Cannot receive credit for both GEO 566 and GEO 666. 3(2-2), F

GEO 668 Thematic Cartography

Recommended Prerequisite: GEO 561 or GEO 661. Theoretical and applied aspects of map design in thematic mapping, animated mapping, interactive and web mapping. Emphasis will be applying computer-assisted mapping techniques of the problems of effective and efficient communication of spatial data. Field trip is required. May be taught concurrently with GEO 568. Cannot receive credit for both GEO 668 and GEO 568. 3(2-2), F

GEO 672 Introduction to Photogrammetry and LiDAR Technology

Recommended Prerequisite: GRY 360. Course covers basic concepts of photogrammetry and LiDAR techniques such as stereo feature extraction, orthophoto, LiDAR point cloud visualization and DEM/DTM generation. Laboratory emphasizes geospatial stereo feature extraction using digital photogrammetry software, ArcGIS and Matlab toolboxes. May be taught concurrently with GEO 572. Cannot receive credit for both GEO 572 and GEO 672. 3(1-4), S

GEO 673 Geographic Information Science Programming

Recommended Prerequisite: GEO 561 or GEO 661, and either CIS 202 or CSC 121 or CSC 125. Course devoted to theories and processes of analytical and automated Geographic Information Science (GIS). Principal topics covered are spatial programming, geographic data storage, computer map rendering, application customization and automation and human interface development of GIS. Advanced GIS and programming skills for professional development are emphasized. May be taught concurrently with GEO 573. Cannot receive credit for both GEO 573 and GEO 673. 3(2-2), F

GEO 675 GPS Surveying and Mapping

Theory and operation of global positioning systems (GPS) hardware and software. Including mission planning, measurement of point, line and area features, differential correction techniques and waypoint navigation. Field exercises required. May be taught concurrently with GEO 575. Cannot receive credit for both GEO 575 and GEO 675. 3(1-4), S

GEO 678 Remote Sensing Digital Image Processing

Prerequisite: GEO 551 or GEO 651 or GEO 566 or GEO 666 or GEO 572 or GEO 672. Advanced application of remote sensing digital image processing in areas of interest such as land use/land cover mapping, agriculture, forestry, resource planning and geology. Course covers image visualization, image correction, classification algorithms and change detection methods. Laboratory emphasizes advanced image processing techniques using ENVI software. May be taught concurrently with GEO 578. Cannot receive credit for both GEO 578 and GEO 678. 3(2-2), F

GEO 700 Introduction to Graduate Study in Geospatial Science

Orientation to graduate study in geospatial sciences and development of a research proposal. 3(3-0), F

GEO 701 Research Methods in Geospatial Science

Prerequisite: GEO 700. Methods of collecting, organization, and analyzing data pertinent to graduate study in Geospatial Science. Emphasis will be on the application of univariate and multivariate statistical techniques and other quantitative techniques pertinent to mathematically and statistically modeling geospatial problems. 3(2-2), S

GEO 755 Applications of Digital Cartography, Analytical Photogrammetry, and Remote Sensing

Prerequisite: permission. Advanced application of aerial photography and digital imagery, analytical photogrammetry, remote sensing, digital cartography and other geospatial technologies in areas of interest such as land use/land cover mapping, landscape ecology, agriculture, forestry, resource planning, geology, and soils. Since credit and topics vary, the course may be repeated for a maximum of 7 hours with permission. 1-3, D

GEO 770 Advanced Field and Laboratory Methods

Advanced training in laboratory and field methods in geography and geology. Topics will vary due to faculty expertise or student interest. Examples include watershed monitoring techniques, geochemical techniques, and field studies in remote areas. Field trips are required. 3(1-4), D

GEO 780 Research Paper in Geospatial Sciences

Prerequisite: permission. Extensive research paper on selected topic to be presented orally at a departmental seminar or professional meeting. Exclusively used to satisfy requirements for non-thesis option. 3, D

Planning Courses

PLN 605 Social Planning

This course will address planning issues as they relate to social policy and the provision of social welfare. The first part of the course will introduce principles that guide the development of social planning, including fairness and justice; and a macro overview of programs that deal with the fundamental service of societal problems, and poverty. The second part of this course will examine various social policy controversies such as low-income housing, homelessness, community revitalization, and the service-dependent poor. A field project is required. May be taught concurrently with PLN 505. Cannot receive credit for both PLN 505 and PLN 605. 3(3-0), S

PLN 670 Planning Law

Study of the legal foundations of land use controls. Topics include historic legal cases establishing government intervention in private development zoning, subdivision, growth management, individual liberty, environmental regulation and the general welfare concept. May be taught concurrently with PLN 570. Cannot receive credit for both PLN 570 and PLN 670. 3(3-0), S

PLN 671 Land Use Planning

Recommended Prerequisite: PLN 271 or PLN 372 or FIN 266. Focuses on conceptual and analytical techniques of land use planning, including land use analysis, planning studies and procedures, and synthesis of planning elements through comprehensive plan development. May be taught concurrently with PLN 571. Cannot receive credit for both PLN 571 and PLN 671. 3(3-0), F

PLN 672 Community Planning Practicum

Prerequisite: PLN 571 or PLN 671. Focuses on the process of plan preparation and is intended to provide experience in the application of planning principles and analytical techniques learned in other program courses to an actual planning problem. Students will work on an individual basis and as part of a team in preparing a final report. Field problems will vary. May be taught concurrently with PLN 572. Cannot receive credit for both PLN 572 and PLN 672. 4(3-2), S

PLN 673 Urban Design and Preservation

Recommended Prerequisite: PLN 271 and GRY 322. Elements of urban design and preservation in relation to social, economic, and political forces; the role of the urban designer in the planning process. May be taught concurrently with PLN 573. Cannot receive credit for both PLN 573 and PLN 673. 3(3-0), S

PLN 674 Open Space Planning

Principles and methods of open space planning. Students will learn about the relationship between open space and the quality of life in cities and will obtain a foundation for conducting open space planning projects. Class format includes lecture, seminar and studio. Field problem required. May be taught concurrently with PLN 574. Cannot receive credit for both PLN 574 and PLN 674. 3(2-2), S

PLN 676 Site Planning Studio

Recommended Prerequisite: PLN 271 and PLN 372. Lecture-studio focusing on the principles and processes of urban design and site specific design requirements. Students will design site plans for specific uses such as subdivisions, shopping centers and parks for public presentation. May be taught concurrently with PLN 576. Cannot receive credit for both PLN 576 and PLN 676. 4(2-4), F

PLN 696 Research in Planning

Prerequisite: permission. Enrichment through guided but independent, original research in planning and planning related subject areas. May be repeated to a total of 6 credit hours. May be taught concurrently with PLN 596. Cannot receive credit for both PLN 596 and PLN 696. 1-3, F,S

PLN 697 Selected Topics in Planning

Detailed treatment of various advanced topics in planning which may vary from semester to semester. Some typical topics: Economic Development Planning, Rural and Small Town Planning, Housing in America. Variable content course. May be repeated to a total of 6 hours. May be taught concurrently with PLN 597. Cannot receive credit for both PLN 597 and PLN 697. 1-5, D.

PLN 699 Internship in Urban and Regional Planning

Recommended Prerequisite: PLN 571. Work in community or regional planning agency. Students are monitored by Planning faculty and supervisory personnel of the planning agency. May be repeated to a total of 6 hours. May be taught concurrently with PLN 599. Cannot receive credit for both PLN 599 and PLN 699. 1-3, F,S

PLN 704 Community Resource Planning

Explanation of community growth and change. Review of public and private agency programs. Topics may focus on small towns and rural areas as well as urban and metropolitan areas. Since credit and topics vary, the course may be repeated for a maximum of 7 hours with permission. 1-3, D

Department of Mathematics

Cheek Hall, Room 10 M, Phone: (417) 836-5112, Fax: (417) 836-6966

Email: Mathematics@missouristate.edu

Website: <http://math.missouristate.edu>

Interim Department Head: Kenneth R. Vollmar

Faculty

Distinguished Professor: Paula A. Kemp

Professor: Richard G. Belshoff, Yungchen Cheng, Kanghui Guo, Shouchuan Hu, J. Kurt Killion, Shelby J. Kilmer, George Mathew, Lynda S. Plymate, Gay A. Ragan, Les Reid, Kishor Shah, Clayton C. Sherman, Vera B. Stanojevic, Yingcai Su, Xingping Sun, Cameron Wickham

Associate Professor: Jorge Rebaza, Mark W. Rogers

Associate Professor: Matthew Wright, Songfeng Zheng

Emeritus Professor: Earl E. Bilyeu, James R. Downing, Frank S. Gillespie, Shirley M. Huffman, John D. Kubicek, David B. Lehmann, E. Rebecca Matthews, Neil C. Pamperien, Clyde A. Paul, Woodrow Sun, William Sutherlin, Joe L. Wise, Xiang Ming Yu, Liang-Cheng Zhang

Programs

Master of Science, Mathematics

Entrance Requirements

Students seeking admission to the Master of Science program in mathematics must meet the general Graduate College requirements for admission as degree-seeking students. In addition, students must have the following.

1. Students must have credit for MTH 503 Advanced Calculus; MTH 532 Abstract Algebra; MTH 533 Linear Algebra; MTH 540 Statistical Theory I, or equivalent courses.
2. Students must have a GPA, in upper division mathematics courses beyond the first calculus sequence, of 3.00 or higher on a 4.00 scale.

Students who do not meet conditions 1 and 2 above may be admitted conditionally. Deficiencies must be made up with B grades or above in courses approved by the mathematics department. Credit in such courses will not count toward the total hours required for the Master of Science in mathematics.

Accelerated Master's Option

The Accelerated Master's Program option in Mathematics provides an opportunity for outstanding undergraduate students to begin their graduate course work during their senior year. To be eligible to apply for admission to this program, the student must have completed at least three of the courses MTH 503, MTH 532, MTH 533 and MTH 540; have a GPA of 3.5 or higher in all mathematics courses numbered MTH 261 or higher. An eligible student may apply for admission during the second semester of the junior year.

If accepted into the accelerated program, up to a maximum of 6 hours of 600/700 level mathematics courses taken after admission into the program may be given credit for both undergraduate and graduate programs. The courses MTH 603, MTH 631, MTH 633, and MTH 640 will not be given credit in the graduate program.

A student is fully admitted to the Graduate College upon completion of the requirements for the baccalaureate degree. All requirements for the master's program should be met for graduation from the master's program.

Before enrolling in a course to be counted as both undergraduate and graduate credit and to count the course toward the masters degree, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate program advisor, department head of the undergraduate program, and the dean of the Graduate college. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Degree Requirements (A minimum of 32 hrs)

1. A minimum of 18 semester hours of 600 level mathematics courses. At least one of the following four courses must be completed:
 - MTH 702 Real and Abstract Analysis
 - MTH 732 Abstract Algebra II
 - MTH 722 Theory of Ord. Differential Equat. II

MTH 742 Statistical Inference II

Students planning to continue to a Ph.D. degree are strongly advised to take the analysis and algebra sequences.

2. **Mathematics Electives.** From 4 to 15 elective hours in mathematics, dependent upon hours of research and other electives.
3. **Related Electives.** A maximum of 6 hours of elective courses in fields related to mathematics may be taken with the approval of the student's advisor.
4. **Research Requirements.** 1-6 semester hours of course work from MTH 791, 792, 798, or 799, but a maximum of 6 semester hours may be applied toward the requirement for the M.S. degree. This requirement will be met in one of the following ways:

Option I: Completion of a satisfactory thesis in the candidate's discipline. Thesis credit shall be no more than 6 semester hours of the minimum 32 hours required for a master's degree.

Option II: Completion of a minimum of two seminars, each of which shall require an extensive paper or major creative work.

5. **Comprehensive Examination.** A comprehensive examination must be passed by the candidate before a degree will be granted.

Master of Natural and Applied Science

See separate program listing under the College of Natural and Applied Sciences. (Accelerated masters opportunity available.)

Master of Science in education, Secondary Education: Mathematics Area of Emphasis

Contact Dr. Lynda Plymate and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Prerequisite Mathematics Requirements

MTH 315 or equivalent; and MTH 302 or equivalent.

Mathematics Requirements

Mathematics courses selected with a minimum of 3 hours in courses numbered 700 or above. **Total 15 hours**

Master of Science in Education, Secondary Education: Natural Science Area of Emphasis

Contact Dr. Tamera Jahnke and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Natural Science Prerequisite and Requirements

In this option, students complete a minimum of 15 hours with course work selected from two of the following disciplines: Biology, Chemistry, Geography and/or Geology, Mathematics, and Physics. A minimum of 3 hours of course work numbered 700 or above must be included. The prerequisite requirements are those listed in the departmental statements of both selected academic areas of emphasis.

Courses from one of the above disciplines	9 hrs
Courses from a second of the above disciplines	6 hrs
	Total 15 hrs

Mathematics Courses

MTH 603 Advanced Calculus I

Prerequisite: MTH 280 and MTH 315. Concepts of limit, continuity, differentiation, Riemann integration, sequences and series,

other related topics. May be taught concurrently with MTH 503. Cannot receive credit for both MTH 503 and MTH 603. 3(3-0), F,S

MTH 604 Advanced Calculus II

Prerequisite: MTH 302; and MTH 503 or MTH 603. This is a continuation of MTH 603, including sequences and series of functions, uniform convergence, multivariate calculus, and other selected topics. May be taught concurrently with MTH 504. Cannot receive credit for both MTH 504 and MTH 604. 3(3-0), D

MTH 605 Theory of Functions of a Complex Variable

Prerequisite: MTH 280 and MTH 315. Theory of elementary functions-polynomial, trigonometric, exponential, hyperbolic, logarithmic-of a complex variable; their derivatives, integrals; power series; other selected topics. May be taught concurrently with MTH 506. Cannot receive credit for both MTH 506 and MTH 605. 3(3-0), D

MTH 607 Introduction to Partial Differential Equations

Prerequisite: MTH 302 and MTH 303 and MTH 315. Introduction to linear first and second order partial differential equations, including some formal methods of finding general solutions; the Cauchy problem for such equations, existence theorems, formal methods of finding the solution, and the role of characteristics; the classical boundary and initial value problems for the wave equation, heat equation and the boundary value problems for Laplace's equation. May be taught concurrently with MTH 507. Cannot receive credit for both MTH 507 and MTH 607. 3(3-0), D

MTH 631 Introduction to Abstract Algebra

Prerequisite: MTH 302 and MTH 315. Theory of groups, rings, integral domains, fields, polynomials. May be taught concurrently with MTH 532. Cannot receive credit for both MTH 532 and MTH 631. 3 (3-0), F

MTH 633 Linear Algebra I

Prerequisite: MTH 280 and MTH 315. Vector spaces, linear independence, inner product spaces, linear transformations, Eigenvectors, diagonalization. May be taught concurrently with MTH 533. Cannot receive credit for both MTH 533 and MTH 633. 3(3-0), F,S

MTH 634 Linear Algebra II

Prerequisite: MTH 533 or MTH 633. Topics include eigenvalue problems; Jordan normal form, linear functionals, bilinear forms, quadratic forms, orthogonal and unitary transformations, Markov processes, and other topics selected by the instructor. May be taught concurrently with MTH 534. Cannot receive credit for both MTH 534 and MTH 634. 3 (3-0), D

MTH 636 Theory of Numbers

Prerequisite: MTH 302 and MTH 315. Factorization, Euler totient function, congruences, primitive roots, quadratic residues and reciprocity law. May be taught concurrently with MTH 536. Cannot receive credit for both MTH 536 and MTH 636. 3(3-0), D

MTH 637 Applied Abstract Algebra

Prerequisite: MTH 532 or MTH 632 or MTH 533 or MTH 633. Topics typically include finite fields, block designs, error-correcting codes (nonlinear, linear, cyclic, BCH, and Reed-Solomon codes), cryptography, and computer implementation of these applications. May be taught concurrently with MTH 537. Cannot receive credit for both MTH 537 and MTH 637. 3 (3-0), D

MTH 640 Statistical Theory I

Prerequisite: MTH 302 and MTH 315. Random variables, discrete and continuous probability functions, expectation, moment-generating functions, transformation of variables. May be taught concurrently with MTH 540. Cannot receive credit for both MTH 540 and MTH 640. 3(3-0), F

MTH 643 Statistical Theory II

Prerequisite: MTH 540 or MTH 640 or equivalent. Estimation, complete and sufficient statistics, maximum likelihood estimation, hypothesis testing, nonparametric statistics. May be taught concurrently with MTH 541. Cannot receive credit for both MTH 541 and MTH 643. 3(3-0), S

MTH 645 Applied Statistics

A course on statistical concepts, methods and data analysis with emphasis on assumptions and effects on violating those assumptions. Computer statistical packages will be used. Topics include statistical models, random sampling, normal distribution, estimation, confidence intervals, tests and inferences in single and two populations, and n-way analysis of variance. May be taught concurrently with MTH 545. Cannot receive credit for both MTH 545 and MTH 645. 3(3-0), F

MTH 646 Analysis of Variance and Design of Experiments

Prerequisite: MTH 345 or MTH 541 or MTH 643 or MTH 545 or MTH 645. Topics include analysis of variance, estimation of variance components, randomized incomplete blocks, Latin squares, factorial nested, split-plot designs, fixed, random and mixed models. May be taught concurrently with MTH 546. Cannot receive credit for both MTH 546 and MTH 646. 3(3-0), D

MTH 647 Applied Regression Analysis

Prerequisite: MTH 345 or MTH 541 or MTH 643 or MTH 545 or MTH 645. Topics include fitting a straight line, matrix models, residuals, selecting best equation, multiple regression, and nonlinear estimation. May be taught concurrently with MTH 547. Cannot receive credit for both MTH 547 and MTH 647. 3(3-0), D

MTH 648 Applied Time Series Analysis

Prerequisite: MTH 540 or MTH 640; and MTH 345 or MTH 541 or MTH 643 or MTH 545 or MTH 645. This course will study the analysis of data observed at different points of time. Topics include stationary and non-stationary time series models, linear time series models, autoregressive models, autocorrelations, partial autocorrelations, moving average models, ARMA models, ARIMA models, forecasting, prediction limits, model specification, least square estimation, and seasonal time series models. Computer statistical packages will be used. May be taught concurrently with MTH 548. Cannot receive credit for both MTH 548 and MTH 648. 3(3-0), F

MTH 653 Stochastic Modeling

Prerequisite: MTH 540 or MTH 640. This course will study applications of probability and statistics from a modeling point of view. Topics include generating functions, branching processes, discrete time Markov chains, classification of states, estimation of transition probabilities, continuous time Markov Chains, Poisson processes, birth and death processes, renewal theory, queuing systems, Brownian motion, and stationary processes. Computer statistical packages will be used. May be taught concurrently with MTH 543. Cannot receive credit for both MTH 543 and MTH 653. 3(3-0), S

MTH 667 Introduction to Non-Euclidean Geometry

Prerequisite: MTH 302 and MTH 315. Development of non-Euclidean geometries; intensive study of hyperbolic geometry. May be taught concurrently with MTH 567. Cannot receive credit for both MTH 567 and MTH 667. 3(3-0), S

MTH 670 Combinatorial Analysis

Prerequisite: MTH 280 and MTH 315. An introduction to combinatorial analysis including enumeration methods, combinatorial identities with applications to the calculus of finite differences and difference equations. May be taught concurrently with MTH 570. Cannot receive credit for both MTH 570 and MTH 670. 3(3-0), D

MTH 675 History of Mathematics

Prerequisite: MTH 302 and MTH 315. Development of mathematics through the calculus; solution of problems of historical interest, problems which use historically significant techniques; problems whose solutions illuminate significant mathematical characteristics of elementary mathematics. May be taught concurrently with MTH 575. Cannot receive credit for both MTH 575 and MTH 675. 3(3-0), F, S

MTH 680 Applied Mathematics

Prerequisite: MTH 303; and MTH 533 or MTH 633. An introduction to several areas of applied mathematics including control theory, optimization, modeling of population dynamics, modeling of mathematical economics, minimax and game theory, and calculus of variations. May be taught concurrently with MTH 580. Cannot receive credit for both MTH 580 and MTH 680. 3(3-0), D

MTH 682 Introductory Topology

Prerequisite: MTH 302 and MTH 315. Properties of abstract metric and topological spaces; discussion of concepts of compactness and connectedness. May be taught concurrently with MTH 582. Cannot receive credit for both MTH 582 and MTH 682. 3(3-0), D

MTH 696 Readings

Prerequisite: permission of department head. Periodic conferences with an advisor are required. May be repeated to a total of 6 hours. May be taught concurrently with MTH 596. Cannot receive credit for both MTH 596 and MTH 696. 1-3, F,S

MTH 701 Real Analysis

Prerequisite: MTH 503 or MTH 603. Topics include countable and uncountable sets, convergence, Lebesgue measure on the real line, the development of the Lebesgue integral, the fundamental theorem of calculus and L_p spaces. 3(3-0), D

MTH 702 Real and Abstract Analysis

Prerequisite: MTH 701. A study of the theory of abstract measures and integration, and an introduction to functional analysis. 3(3-0), D

MTH 706 Complex Analysis

Prerequisite: MTH 503 or MTH 603. Analytic functions, power series, Cauchy's theorem and its applications, residues. Selected topics from conformal mapping, analytic continuation, harmonic functions, Fourier series, and Dirichlet problems. 3 (3-0), D

MTH 710 Contemporary Mathematics for Secondary Teachers

Prerequisite: MTH 460; and MTH 533 or MTH 633. Reports, research, and recent trends in secondary mathematics; recently developed programs in algebra and geometry. 3(3-0), D

MTH 721 Theory of Ordinary Differential Equations I

Prerequisite: MTH 303; and MTH 503 or MTH 603. Existence and uniqueness theorems for first order differential equations; system of linear and nonlinear differential equations; continuous dependence of solutions on initial conditions and parameters; behavior of solutions of equations with constant coefficients, study of Lyapunov's theorems on stability; introduction to boundary value problems. 3(3-0), D

MTH 722 Theory of Ordinary Differential Equations II

Prerequisite: MTH 721. Theory and application of boundary value problems; periodic solutions; linear systems with periodic coefficients (Floquet theory); two dimensional (autonomous) systems limit cycles. Differential equations under Caratheodory conditions; theory of differential and integral inequalities and other selected topics, if time permits. 3(3-0), D

MTH 730 Abstract Algebra I

Prerequisite: MTH 532 or MTH 631; and MTH 533 or MTH 633. Topics from group theory will include Cayley's Theorem, finite abelian groups, Cauchy's Theorem, the Sylow Theorems, and free groups. 3(3-0), D

MTH 732 Abstract Algebra II

Prerequisite: MTH 730. Topics from ring theory will include the Chinese Remainder Theorem, Euclidean domains, rings of fractions, PID's and UFD's, and polynomial rings. Topics from field theory will include splitting fields, Galois Theory, separability, normality, and finite fields. 3(3-0),D

MTH 741 Statistical Inference I

Prerequisite: MTH 540 or MTH 640 or equivalent. Formulation of statistical models, sufficiency and exponential families, methods of estimation, optimality theory. Uniformly minimum variance unbiased estimators, Fisher information, Cramer/Rao inequality, large sample theory, Bayes procedures and minimax procedures. 3(3-0), D

MTH 742 Statistical Inference II

Prerequisite: MTH 741. Confidence intervals and regions, hypothesis testing, the Neyman-Pearson framework, uniformly most powerful tests, likelihood ratio criteria, power functions, similar regions, invariant tests, distribution free tests. 3(3-0), D

MTH 781 Topology

Point set topology in abstract spaces. 3(3-0), D

MTH 791 Seminar I

Seminar in Mathematics. 2(2-0), F, S

MTH 792 Seminar II

Seminar in Mathematics. 2(2-0), F, S

MTH 796 Science Internship

Completion of an internship project (480 hours) at a discipline-related business, nonprofit organization, or government agency, approved and supervised by both the departmental and internship advisors. Includes a formal report in the appropriate professional format, and an oral presentation at an approved venue. Graded Pass/Not Pass only. No more than 6 hours may count toward a master's degree. 1-6 F,S,Su

MTH 797 Topics

Prerequisite: permission of department head. Material covered determined by the interests and backgrounds of the students. May be repeated for a maximum of 6 hours. 3(3-0), D

MTH 798 Research

Supervised research in special areas of mathematics. May be repeated. May not be counted toward the Master of Science in Education degree. 1-6, F, S

MTH 799 Projects

Independent research for thesis preparation. 1-6, F, S

Department of Physics, Astronomy, and Materials Science

Kemper Hall, Room 101, Phone: (417) 836-5131, Fax: (417) 836-6226
Email: Physics@missouristate.edu
Website: <http://physics.missouristate.edu/>
Department Head: David M. Cornelson

Faculty

Professor: Kartik C. Ghosh, Ryan E. Giedd, Shyang Huang, Robert A. Mayanovic, Robert S. Patterson, Pawan K. Kahol, Kandiah Manivannan, Saibal Mitra, Emmett R. Redd, Robert J. Whitaker

Associate Professor: Lifeng Dong, Michael D. Reed

Research Professor (CASE): A. Steven Younger

Emeritus Professor: Bruno Schmidt, George W. Wolf

Programs

Master of Science, Materials Science

Kartik Ghosh, Graduate Director

Kemper Hall, Room 103G; Phone (417) 836-6205
KartikGhosh@missouristate.edu

Program Description

The Materials Science degree is designed to provide the graduate with a suitable background for employment in the exciting field of electronic materials. Specifically, students will receive experience in high-technology materials synthesis and characterization, including the operation and design of the equipment used to make integrated circuits.

This degree was designed for students with good experimental skills, but little practical knowledge of specific instrumentation. Graduates will be prepared for employment in areas of semiconductor manufacturing, materials synthesis and testing, and other industries where high technology processing and development are required.

The program requires 9-12 hours of course work, 9 hours of laboratory course work, 6 hours of electives, 9-12 hours of thesis research and 1 hour of seminar, for a total of 37 hours. Interdisciplinary courses taught in other departments may be used for electives if approved by the department head in advance.

At the beginning of the first semester, students' background will be evaluated to determine the student's optimum path of study. Based on the results of the students' initial evaluation, poorly prepared students may be required to take some additional course work that will not apply to the degree. Later in the first semester, the student will interview with faculty members to choose an area of thesis research.

A comprehensive examination is required usually one semester prior to graduation. The comprehensive examination is used to monitor the progress of each student through the program. At the end of the thesis project, the student will present his or her results in the form of a public thesis presentation or defense.

Accelerated Master's Option

Undergraduate Physics majors may wish to enroll in the Accelerated Master of Science degree program in Materials Science. Students who successfully complete this program can obtain an Engineering Physics Bachelor of Science degree and a Master of Science in Materials Science degree within five years.

This challenging option is for students who have a strong interest in becoming experts in electronic materials. This includes the fields of Solid State Physics, Photonics, Opto-electronics, Electrical Engineering, and computer Engineering.

While not essential for eventual admission to the program, it is strongly recommended that, as freshmen, students contact the department head for permission to become involved in the program. This will allow for appropriate advisement during the undergraduate years.

Students may be admitted to the program after completing 60 hours with a 3.00 cumulative GPA, including the engineering physics core courses with a 3.50 cumulative GPA.

Students seeking this option must:

- Obtain admission to the Master of Science in Materials Science accelerated program by applying to the Graduate College prior to their senior year.
- Pass the Master of Science in Materials Science comprehensive examination in the second semester of their senior year.

Before enrolling in a course to be counted as both undergraduate and graduate credit and to count the courses towards the masters degree, an undergraduate student must be accepted into the accelerated program and receive prior approval from the graduate program advisor, department head of the undergraduate program, and the dean of the Graduate College. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

Nine hours of course work may be counted toward both the undergraduate and the masters degree. These courses are MAT 640, MAT 651 and MAT 681.

Students who successfully meet all the requirements would receive a Bachelor of Science degree in Physics at the end of their fourth year, and a Master of Science at the end of their fifth year.

Degree Requirements (minimum of 37 hours)

1. For the student who has not received a "C" or better in a quantum mechanics course or its equivalent prior to admission to the program, satisfactory completion of PHY 675 Introduction to Quantum Mechanics is required.
2. Required core:
 - MAT 640 Thermodynamics of Materials
 - MAT 651 Introduction to Materials Science
 - MAT 681 Structure of Solids
 - MAT 750 Experimental Design
 - MAT 760 Experiments in Physical Characterization
 - MAT 770 Vapor Synthesis of Materials
3. Six hours, with at least 3 hours at the 600 level or above, chosen from the following:
 - PHY 643 Kinetic Theory and Statistical Mechanics
 - PHY 653 Electromagnetic Field Theory
 - MAT 720 Advanced Quantum Mechanics
 - MAT 758 Optoelectronic Materials
 - MAT 780 Polymer Preparation & Characterization
 - MAT 790 Statistical App. in Materials Science
 - Interdisciplinary Courses approved by the department head for elective credit. Examples: BMS 614, Scanning Electron Microscopy or CHM 614 Polymer Chemistry
4. Seminar. 1 hour of seminar, MAT 798.
5. Research. 9-12 hours of research, MAT 799 (up to 6 hours must be thesis research - see #6 Thesis Research).
6. Thesis Research. Satisfactory completion of an approved thesis and an oral thesis defense to the student's faculty advisor and a committee of graduate faculty is also required.
7. Comprehensive Examinations. A passing grade on the comprehensive examination, taken approximately one semester before graduation.

Retention Requirements

The student is expected to demonstrate effective communication skills while enrolled in the program. Evaluation of communication skills will be done in accordance with the student's background. These abilities will be evaluated for graduate assistants based on their teaching performance and by the MAT 798 Seminar course.

For students who are not graduate assistants, evaluation will be done in the MAT 798 Seminar course. For the student who uses English as a second language, there may be additional requirements.

The student must also demonstrate progress toward graduation in the following ways:

1. satisfactory performance in the comprehensive exam, given approximately one semester before graduation;
2. maintenance of a 3.00 GPA in the core courses;
3. satisfactory progress in thesis research.

Entrance Requirements

Students admitted to the program in full standing must meet the following requirements.

1. A Bachelor of Science degree in any science or engineering discipline which includes:
 - a. a calculus sequence and differential equations;
 - b. a calculus-based physics sequence; and
 - c. two semesters of physical chemistry or thermodynamics and modern physics.

For example, the following would constitute adequate preparation:

MTH 261 Analytical Geometry and Calculus I
MTH 280 Analytical Geometry and Calculus II
MTH 303 Differential Equations
PHY 203 Foundations of Physics I
PHY 204 Foundations of Physics II
PHY 343 Thermodynamics **OR**
CHM 506 Physical Chemistry I
PHY 375 Modern Physics **OR**
CHM 507 Physical Chemistry I

Applicants with some deficiency in the courses listed in (1) above, may be admitted, but may have additional course work added to their program. This additional course work may not count toward their graduate degree.

2. Candidates for admission to the program are required to have a GPA of at least 3.00 on a 4.00 scale on the last 60 hours of

course work.

3. Submission of Graduate Record Examination (GRE) scores from the General Test is required.
4. Three letters of reference.

Students who do not meet the GPA or GRE standards described in (3) and (4) above may be granted conditional admission to the program. Conditionally admitted students will be required to complete a minimum of nine hours of specified course work with a GPA of at least 3.00 to be advanced to full standing in the program.

Master of Natural and Applied Science

See program description listed in the Graduate College section under Interdisciplinary Programs. (Accelerated masters opportunity available.)

Master of Science in Education, Secondary Education: Physics area of Emphasis

Contact Dr. Bill Thomas and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Physics Requirements

Physics course work with a minimum of 3 hours in courses numbered 700 or above. **Total 15 hrs**

Master of Science in Education, Secondary Education: Natural Science Area of Emphasis

Contact Dr. Tamera Jahnke and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Natural Science Prerequisite and Requirements

In this option, students complete a minimum of 15 hours with course work selected from two of the following disciplines: Biology, Chemistry, Geography and/or Geology, Mathematics, and Physics. A minimum of 3 hours of course work numbered 700 or above must

be included. The prerequisite requirements are those listed in the departmental statements of both selected academic areas of emphasis.

Courses from one of the above disciplines 9 hrs

Courses from a second of the above disciplines 6 hrs

Total 15 hrs

Astronomy Courses

AST 613 Solar and Extra-Solar Systems

Prerequisite: AST 114 or AST 115; and MTH 303. Formation of planetary systems, planetary dynamics, and comparative planetology. Project required. Cannot receive credit for both AST 313 and AST 613. May be taught concurrently with AST 513. Cannot receive credit for both AST 513 and AST 613. 3(3-0), FO

AST 615 Stellar Structure and Evolution

Prerequisite: AST 114 or AST 115; and MTH 303. Basic concepts of stellar structure, atmospheres, and evolution. Project required. Cannot receive credit for both AST 315 and AST 615. May be taught concurrently with AST 515. Cannot receive credit for both AST 515 and AST 615. 3(3-0), SO

AST 617 Galaxies and Cosmology

Prerequisite: AST 114 or AST 115; and MTH 303. Study of galaxies and the Universe. Topics include the structure and content of our Galaxy and other galaxies, clusters of galaxies, the Big Bang theory (including Inflation), and the eventual fate of our Universe. Project required. Cannot receive credit for both AST 317 and AST 617. May be taught concurrently with AST 517. Cannot receive credit for both AST 517 and AST 617. 3(3-0), SE

AST 711 Astronomy for Teachers

Theory and techniques of observational astronomy. 3(2-2) D

Physics Courses

PHY 602 Physics and Astronomy By Inquiry

Prerequisite: PHY 101. This course is a continuation of PHY 101. Additional topics in mechanics, optics, heat, electricity and magnetism will be covered. The course will also include an introduction to Astronomy. Concepts will be explored using the inquiry approach. Will not count towards a major or minor in physics. May be taught concurrently with PHY 501. Cannot receive credit for both PHY 501 and PHY 602. 2(1-2), F

PHY 609 Special Topics in Physics and Astronomy

Prerequisite: permission. Variable content, variable credit course. Topics to be chosen from current areas of interest. May be repeated to a total of 6 hours with different topic. May be taught concurrently with PHY 509. Cannot receive credit for both PHY 609 and PHY 509. 1-3 D

PHY 624 Digital Signal Processing

Prerequisite: PHY 324 and PHY 354. Development of real-time digital signal processing systems using a DSP microprocessor,

with an introduction to discrete-time signals and systems, discrete Fourier transforms, and digital filter designs. May be taught concurrently with PHY 524. Cannot receive credit for both PHY 524 and PHY 624. 4(2-4), S

PHY 633 Advanced Mechanics

Prerequisite: PHY 333. Advanced treatment of the dynamics of particles, rigid bodies, and continuous media. Topics include moving coordinate systems, rigid body motion, mechanics of continuous media, and theory of small vibrations. May be taught concurrently with PHY 533. Cannot receive credit for both PHY 533 and PHY 633. 3(3-0), D

PHY 643 Kinetic Theory and Statistical Mechanics

Prerequisite: PHY 343 and PHY 375 and PHY 391. An introduction to statistical theories of physical systems containing large numbers of particles. Topics include the microcanonical, canonical, and grand canonical ensembles, the connection of statistical physics to thermodynamics, Boltzmann statistics, Bose-Einstein statistics, Fermi-Dirac statistics, and applications. May be taught concurrently with PHY 543. Cannot receive credit for both PHY 543 and PHY 643. 3(3-0), D

PHY 653 Electromagnetic Field Theory

Prerequisite: PHY 353. Mathematical treatment of electric and magnetic fields in a vacuum and in matter. Topics include solutions to Laplace's and Poisson's equations, multipole expansion of the electric potential, electric fields in matter, potential formulations of electrodynamics, electric and magnetic field boundary conditions, and electromagnetic waves. May be taught concurrently with PHY 553. Cannot receive credit for both PHY 553 and PHY 653. 3(3-0), D

PHY 658 Physics of Semiconductor Devices

Prerequisite: PHY 352 and PHY 375 and PHY 391. Topics will be selected from: band structure and electron statistics in semiconductors, doping and carrier transport in homogeneous materials, p-n junction and its characteristics under bias, bipolar devices, unipolar devices, MOSFETs, light-emitting diodes, semiconductor lasers, and integrated circuits. May be taught concurrently with PHY 558. Cannot receive credit for both PHY 558 and PHY 658. 3(3-0), D

PHY 675 Quantum Mechanics

Prerequisite: PHY 375. A mathematical development of the principles of quantum mechanics and their application to selected systems. Topics include Schrodinger's equation, operators, Heisenberg uncertainty principle, angular momentum, and applications, including the hydrogen atom. May be taught concurrently with PHY 575. Cannot receive credit for both PHY 575 and PHY 675. 3(3-0), F

PHY 691 Applied Group Theory

Prerequisite: PHY 333. Recommended Prerequisite: PHY 533 or PHY 633; and MTH 533 or MTH 633. Basic concepts of point groups as applied to molecular vibrations in relation to Raman and IR emission and absorption; continuous groups as applied to quantum mechanics. May be taught concurrently with PHY 590. Cannot receive credit for both PHY 590 and PHY 691. 3(3-0), D

PHY 701 Workshop on Topical Issues in Science Education

Prerequisite: permission. Workshop to upgrade understanding of selected topics in science, and improve elementary, middle school and/or secondary science teaching. Each workshop will include performance and analysis of appropriate investigations to enhance understanding of the selected topics. Number of class hours determined by semester hours of credit. Variable content course. May be repeated to a maximum of 6 hours provided the topics are different. 1-3, D

PHY 785 Physics Laboratory for Teachers

Prerequisite: permission. Performance and analysis of secondary laboratory experiments in physics. 3(1-4), D

PHY 790 Seminar in Physics

Prerequisite: permission. Extensive paper on agreed topic in physics or astronomy to be read before staff seminars. May be repeated to a total of 4 hours. 2(2-0), D

PHY 796 Science Internship

Completion of an internship project (480 hours) at a discipline-related business, nonprofit organization, or government agency, approved and supervised by both the departmental and internship advisors. Includes a formal report in the appropriate professional format, and an oral presentation at an approved venue. Graded Pass/Not Pass only. No more than 6 hours may count toward a master's degree. 1-6 F,S,Su

PHY 799 Research in Natural and Applied Sciences

Prerequisite: permission of department head. Supervised research in the natural and applied sciences. May be repeated, but no more than 12 hours may be counted toward the masters degree. Credit may not be applied toward the Master of Science degree in Materials Science. 1-6, D

Materials Science Courses

MAT 609 Special Topics in Materials Science

Prerequisite: permission of instructor. Variable content course. Topics to be chosen from current areas of interest in Materials Science. May be repeated to a total of 6 hours with a different topic. May be taught concurrently with MAT 509. Cannot receive credit for both MAT 509 and MAT 609. 1-3, D

MAT 640 Thermodynamics of Materials

Prerequisite: PHY 343 or CHM 506 or CHM 606. Review of classical thermodynamics, equilibrium in thermodynamic systems, the statistical interpretation of entropy, unary and multi-component systems, thermodynamics of phase diagrams and phase equilibrium. May be taught concurrently with MAT 540. Cannot receive credit for both MAT 540 and MAT 640. 3(3-0), F

MAT 651 Introduction to Materials Science

Prerequisite: PHY 375 or CHM 507 or CHM 607. Investigation of the relationships that exist between the structure, properties, processing and performance of materials. Different types of materials will be studied with a special emphasis on polymers and

semiconductors. Structure-property correlations, including electronic, thermal, and mechanical properties, will be presented for these materials. May be taught concurrently with MAT 550. Cannot receive credit for both MAT 550 and MAT 651. 3(3-0), F

MAT 681 Structure of Solids

Prerequisite: PHY 375 or CHM 507 or CHM 607. Review of quantum mechanics, followed by an in-depth study of crystal structures, energy band structures in solids, lattice dynamics, and a survey of the physical properties of solids. May be taught concurrently with MAT 580. Cannot receive credit for both MAT 580 and MAT 681. 3(3-0), F

MAT 720 Advanced Quantum Mechanics

Prerequisite: PHY 575 or PHY 675. Advanced topics in quantum mechanics including variational methods, approximation techniques, time-independent and time-dependent perturbation theory, second quantization, and the interactions of light with matter. 3(3-0), S

MAT 750 Experimental Design

Laboratory techniques necessary for the development of instrumentation. Topics will include elementary computer interfacing, prototype design, mechanical and electronic construction, and reliability testing. The student will develop, design and build a test instrument and study each of the above topics during this process. 3(1-4), F

MAT 758 Optoelectronic Materials

Prerequisite: MAT 681. Course includes the study of advanced electronic properties of materials, lattice dynamics, and a survey of the optical-electronic interactions in materials. 3(3-0), S

MAT 760 Experiments in Physical Characterization

Prerequisite: MAT 651 and MAT 681. Laboratory techniques in electronic, optical, and thermal characterization of materials. Students will become familiar with equipment and procedures used in research and commercial laboratories. 3(1-4), S

MAT 770 Vapor Synthesis of Materials

Prerequisite: MAT 640 and MAT 651. Experimental techniques in the vapor deposition of thin film materials used in the electronics industry. Some modification of the resulting films including chemical doping and ion implantation will also be studied. Experimental methods including computer control and analysis will be studied. 3(1-4), S

MAT 780 Polymer Preparation and Characterization

Prerequisite: MAT 651 and MAT 760. Preparation of polymers, including the techniques of condensation polymerization, free radical polymerization, and if time permits, plasma polymerization. Characterization experiments will be viscosity measurements, differential scanning calorimetry, and thermal gravimetric analysis. Film preparation including spin coating, aspiration, and doctor blade systems will also be investigated. 3(1-4), S

MAT 790 Statistical Applications in Materials Science

Prerequisite: MAT 651. Selective topics in materials science important to the design, testing, fabrication, and manufacture of materials whose underlying theme is mathematical modeling based in statistical methods. The topics include mass transport in solids, atomic diffusion on surfaces, adsorption and desorption on surfaces, epitaxial growth, degradation of materials, queuing theory, and operations research. 3(3-0), S

MAT 796 Science Internship

Completion of an internship project (480 hours) at a discipline-related business, nonprofit organization, or government agency, approved and supervised by both the departmental and internship advisors. Includes a formal report in the appropriate professional format, and an oral presentation at an approved venue. Graded Pass/Not Pass only. No more than 6 hours may count toward a master's degree. 1-6 F,S,Su

MAT 798 Seminar in Materials Science

Prerequisite: candidate for the MS degree in Materials Science. Selected topics in materials science of a theoretical, experimental, or applied nature with an emphasis on recent developments and their impact. May be repeated for a maximum of 4 hours. 1, S

MAT 799 Research in Materials Science

Prerequisite: permission. Supervised research in areas of materials science. May be repeated, but no more than 12 hours may be counted toward the M.S. degree. 1-6, D

William H. Darr School of Agriculture

Karls Hall, Room 201, Phone: (417) 836-5638, Fax: (417) 836-6979
Email: Agriculture@missouristate.edu
Website: <http://ag.missouristate.edu/>
Department Head: W. Anson Elliott

Faculty

Professor: W. Anson Elliott, Martin L. Kaps, Wenping Qiu, Arbindra P. Rimal, Dennis L. Schmitt, Pamela Trewatha, Gary W. Webb

Associate Professor: Clydette Alsup, Michael G. Burton, James B. Hutter, Karl L. Wilker

Assistant Professor: Benjamin M. Onyango, Maciej Pszczolkowski, Elizabeth L. Walker

Adjunct Faculty: Michael A. Brown

Emeritus Professor: Ben D. Fuqua, Lyndon N. Irwin, Harry R. James, James F. Moore, Jr., Michael P. Roling, J.N. Smith, Howard G. Townsend, Jr

Programs

Master of Science, Plant Science

Arbindra Rimal, Program Director

Karls Hall, Room 219; Phone (417) 836-5094
ArbindraRimal@missouristate.edu

Program Description

This program is designed to prepare students to work in a wide range of jobs related to the production and economic uses of plants. Employment opportunities include the areas of crop, fruit and vegetable production, biotechnology, nursery and seed production, landscape management, wine production, environmental preservation, agribusiness, teaching, research, and extension education. Students may also continue their education in a doctoral program.

The Master of Science in Plant Science is offered as an interdepartmental major from the departments of Agriculture, Biology, Chemistry, and Fruit Science. Together with the plant science program coordinator, the student selects an advisor from one of the four departments. The student and advisor design an individual program of study, selecting courses which will help the student to achieve his/her career goals.

During the first semester, the student declares an area of specialization and begins to pursue a research problem (project) with close supervision of a graduate faculty advisory committee. Research areas include fruit production, soils and plant nutrition, ornamental plants and landscaping, plant physiology, enology and viticulture, crop management systems, plant genetics, and economic botany.

Most course work is usually completed by the end of the second or third semester, and the research and thesis completed after four or five semesters. A comprehensive exam is taken during the second year.

Graduate Assistantships

Evaluation of applications for assistantships begins on March 1 (fall assistantships) and October 1 (spring assistantships), and will continue until positions are filled. Applicants must first be accepted into the program, and files must be complete to be considered.

Retention Requirements

To remain in the program, students must maintain a GPA of 3.00 and make satisfactory progress on the thesis research.

Degree Requirements

- 1. Graduate Advisory Committee.** Initially, each admitted student will be advised by the graduate coordinator of the Plant Science program. As soon as possible, the student, in conjunction with the graduate coordinator, will select a graduate faculty member from one of the four participating departments to chair a graduate advisory committee. Together with the student, the chairperson of the graduate advisory committee will select a minimum of two additional graduate faculty members from one or more of the participating departments. This committee will supervise the remainder of the candidate's program.
- 2. Program of Study.** If not a part of the student's previous academic experience, courses in plant physiology (BIO 644) and biometry (BIO 650) or applied statistics (MTH 645) must be completed within the first year of the program. The remainder of the candidate's program will be structured by the advisory committee in consultation with the student. Academic background, professional experience, and career objectives will be considered in establishing the individual's program.

3. **Course Requirements.** The student is required to successfully complete a minimum of 32 hours. Course work taken from the Departments of Agriculture, Biology, Chemistry, Fruit Science, or Mathematics must total at least 23 hours with a minimum of 16 hours from courses numbered 700 through 799 inclusive.
4. **Colloquium.** Two hours of credit must be earned in AGF 700, Plant Science Colloquium.
5. **Electives.** Upon approval of the advisory committee, graduate courses from related fields may be selected to a maximum of 9 hours within the 32-hour degree requirement.
6. **Research Requirement.** Maximum credit toward the 32-hour degree requirement is 6 hours of research and 6 hours of thesis. Research and/or Thesis credit may be elected from the Departments of Agriculture, Biology, Chemistry, and/or Fruit Science with the approval of the graduate Coordinator as recommended by the Graduate Advisory Committee. Submission of a thesis is a specific requirement for the degree. The purpose of the thesis is to demonstrate competence in scientific research and the ability to: choose a research topic of scientific importance, conduct a comprehensive literature search of the problem, design and implement a plan of research, collect and interpret scientific data, and communicate results and findings to peers. An oral defense of the thesis is required.
7. **Qualifying Examination.** A written qualifying examination will be administered after most of the course work has been completed. This examination must be passed by the candidate before a degree will be given.

Accelerated Master's Degree Option

Missouri State University majors in Agriculture, Biology, and Chemistry have the option to apply for preliminary acceptance into the MS in Plant Science program if they meet the requirements of the accelerated master's option. This option is tailored to those undergraduates who have acquired considerable plant science-related research experience in a laboratory through the departments of Agriculture, Biology or Chemistry at Missouri State University. Students who are accepted to the accelerated program will be able to count a maximum of 12 credit hours of 600-or higher level course towards both their undergraduate and graduate degrees. The courses must be in the area of economic botany, plant physiology, plant genetics, crop management systems, plant nutrition, soils, chemistry, ecology, fruit production, viticulture, enology, or ornamental plants and landscaping. Courses to be counted toward both degrees must be identified jointly in agreement with the undergraduate advisor, the student's research mentor, and the Plant Science Program Director. This option will enable Agriculture, Biology or Chemistry majors to potentially meet the requirements for the MS in Plant Science degree within two semesters following the completion of the undergraduate degree. Contact the Plant Science Program Director for details and additional information.

To be allowed to enroll in a course which is counted toward both the undergraduate and graduate degree, the student must be accepted as an advisee by a graduate faculty member and must be admitted into the accelerated program and have the permission of his/her undergraduate advisor, the Plant Science Program Director and the Dean of the Graduate College. These signature approvals are shown on the Mixed Credit Form which is required prior to the end of the Change of Schedule Period for the selected semester.

Admission Requirements for the Accelerated Master's Option

1. Junior or senior standing with at least 60 credit hours with an overall GPA 3.50 or better.
2. A minimum of 25 credit hours of undergraduate hours relevant to plant biology (as determined by the undergraduate advisor, the student's research mentor, and the Plant Science Program Director) with a GPA of 3.50 or higher.
3. Laboratory research experience relevant to plant science under the direction of a faculty member in Agriculture, Biology or Chemistry at Missouri State University.
4. Acceptance of the student as an advisee by a member of the MS in Plant Science Graduate Faculty.
5. Approval by the MS in Plant Science Graduate Advisory Committee.

Admission Requirements

Students admitted to the plant science program in full standing must meet the following requirements.

1. The student must meet all Graduate College Admission requirements (See Admission to Graduate Study under Graduate College section of catalog). Students who do not meet the grade point standards outlined, but are admitted on the basis of their GRE scores, will be required to complete a minimum of 9 hours of specified graduate courses with a GPA of at least 3.00 before being approved for an Advisory-approved Program of Study in the program.
2. The student must submit Graduate Record Examination (GRE) scores from the General Test portion.
3. International applicants are also required to submit a score for the Test of English as a Foreign Language (TOEFL) of not less than 550 on the paper-based or a comparable score of 213 on the computer-based with a minimum of 50th percentile on the Listening Comprehension Section.
4. The student must possess an undergraduate degree with a background in an appropriate natural or applied science including one semester of genetics and one semester of organic chemistry or equivalents thereof. Applicants lacking the background courses may be admitted, but will be required to complete any of these deficiencies with appropriate course work.
5. The student must receive a positive evaluation from the Graduate Coordinator of the Plant Science program before being recommended to the Graduate College for admittance into the program.

Master of Natural and Applied Science

See program description listed separately under the College of Natural and Applied Sciences. (Accelerated masters opportunity available.)

Master of Science in Education, secondary Education: Agriculture Area of Emphasis

Contact Dr. James Hutter and see program requirements for the M.S.Ed., Secondary Education under Interdisciplinary Graduate Programs.

Agricultural Requirements

AGE 718 Topics in Agricultural Education	3 hrs
Additional course work in Agriculture	12 hrs

TOTAL 15 hrs

Agricultural Business Courses

AGB 614 International Agricultural Trade

Recommended Prerequisite: AGB 334 or MKT 350. Gains from trade, agricultural trade policies of exporters and importers, exchange rates, multilateral trade negotiations, preferential trade agreements, technical barriers and environmental regulations and trade. May be taught concurrently with AGB 514. Cannot receive credit for both AGB 514 and AGB 614. 3(2-2), D

AGB 624 Agricultural Prices

Recommended Prerequisite: AGB 334. Factors influencing the level and movement of agricultural commodity prices and prices of agricultural inputs. May be taught concurrently with AGB 524. Cannot receive credit for both AGB 524 and AGB 624. 3(2-2), F,S

AGB 684 Farm Business Management

Recommended Prerequisite: AGB 144. Economic principles applied to the organization and operation of agricultural units; tools of decision-making; and factor allocation. May be taught concurrently with AGB 584. Cannot receive credit for both AGB 584 and AGB 684. 3(2-2), F,S

Agricultural Education Courses

AGE 608 Teaching Adults in Vocational Education

Prerequisite: permission of instructor. Rise of the adult education movement; learning abilities, educational interests and vocational needs of adults; problems and procedures in organizing and operating adult education programs; relationship of adult education to public school education. Identical with AGV 627 and SEC 627. Cannot receive credit for AGV 627 and SEC 627 and AGE 608. May be taught concurrently with AGE 508. Cannot receive credit for both AGE 508 and AGE 608. 3(3-0), D

AGE 628 Agriculture Education-Special Topics

Prerequisite: permission of instructor. Special study of agricultural education topics not covered in other courses. Course may be repeated to a total of 5 hours provided the same topic is not duplicated. May be taught concurrently with AGE 518. Cannot receive credit for both AGE 628 and AGE 518. 1-3 D

AGE 648 Agriculture in the Classroom

Course is designed to help elementary teachers better appreciate the importance of agriculture in their student's lives and to better understand Missouri agriculture. Course stresses integration of resources available from the agricultural industry across the curriculum. May be taught concurrently with AGE 548. Cannot receive credit for both AGE 548 and AGE 648. 1(1-0), Su

AGE 658 Teaching of Agriculture

Prerequisite: SEC 302 and EDC 350 and teacher certification students must be admitted to the teacher education program. Establishing objectives and organizing the course, selecting textbooks and equipment, securing and using teaching aids; using workbooks and notebooks, planning field trips, selecting and supervising projects. Credited only on B.S. in Education (Secondary). A grade of "C" or better is required in this course in order to take AGE 493 or AGE 494. May be taught concurrently with AGE 558. Cannot receive credit for both AGE 558 and AGE 658. 3(3-0), S

AGE 668 Course and Program Building in Agricultural Education

Prerequisite: AGE 318 and AGE 658. Organization and analysis of agricultural instruction courses and programs; including the adoption of resource materials to meet individual student needs. May be taught concurrently with AGE 568. Cannot receive credit for both AGE 568 and AGE 668. 3(3-0), S

AGE 678 Methods of Teaching Agricultural Management

Prerequisite: AGE 318 and AGE 658. Identification, development, and utilization of supervised agriculture experience programs in Agricultural Education that includes methods of teaching program management, record keeping, and appropriate methodologies. May be taught concurrently with AGE 578. Cannot receive credit for both AGE 578 and AGE 678. 2(2-0), S

AGE 688 Methods of Teaching Agricultural Laboratory Management

Prerequisite: AGE 318 and AGE 658. Prepare prospective agricultural science teachers to determine subject matter, methods of teaching, and organization of equipment and facilities as applied to agricultural laboratories in high schools. May be taught concurrently with AGE 588. Cannot receive credit for both AGE 588 and AGE 688. 2(1-2), S

AGE 718 Topics in Agricultural Education

Prerequisite: permission of instructor. Current developments and trends in teaching agricultural education as well as new developments in resources and techniques. May be repeated, however, only 9 hours will count towards the graduate program of study. 1-3, D

AGE 728 Induction Year Teaching I

Prerequisite: permission of instructor. Course for the professional development of first-year teachers of agriculture. The course focuses on the pedagogical knowledge, skills, and attitudes and managerial skills needed by beginning teachers of agriculture. 2(2-0), F,S

AGE 738 Induction Year Teaching II

Prerequisite: AGE 728. Course for the professional development of second-year teachers of agriculture. The course is a continuation of AGE 728 and focuses on the pedagogical knowledge, skills, and attitudes and managerial skills needed by beginning teachers of agriculture. 2(2-0), F,S

Agricultural Natural Resources Courses

AGN 605 Advanced Soil Fertility

Theoretical and applied aspects of soil fertility emphasizing ion transport, nutrient availability, and root absorption in soils-plant environments. May be taught concurrently with AGN 405. Cannot receive credit for both AGN 605 and AGN 405. 3(2-2), S

AGN 655 Soil Genesis, Morphology and Classification

Recommended Prerequisite: AGN 465. Pedogenetic processes, macromorphology, micromorphology, redoximorphic features, and classification as related to soil taxonomy, with GIS applications for use of soil survey information discussed, if time allows. May be taught concurrently with AGN 455. Cannot receive credit for both AGN 655 and AGN 455. 3(2-2), D

AGN 725 Advanced Soils Interpretations

Recommended Prerequisite: AGN 465. Field interpretation of physical and chemical properties, water relationships, and soil landscape relationships. 3(2-3), D

Agricultural Plant Science Courses

AGP 613 Insects Affecting Horticulture and Forestry Crops

Prerequisite: permission of instructor. Identification, life histories and control methods of insects affecting gardens, ornamental plants, orchards and forests. May be taught concurrently with AGP 513. Cannot receive credit for both AGP 613 and AGP 513. 3(1-4) F

AGP 643 Plant Propagation

Recommended Prerequisite: AGP 103; and AGN 115 or BIO 121; and CHM 105 or CHM 106 or CHM 107 or CHM 160. Practices employed by fruit and ornamental plant producers in propagation of plants, including seeds, cuttings, layerings, grafting and micropropagation. Supplemental course fee. May be taught concurrently with AGP 573. Cannot receive credit for both AGP 643 and AGP 573. 3(2-2) SO

AGP 675 Plant Breeding and Genetics

Recommended Prerequisite: AGP 103 or AGN 115. Application of genetic principles to the improvement of crop plants. Includes self-pollinated, cross-pollinated, and asexually-propagated crops. May be taught concurrently with AGP 575. Cannot receive credit for both AGP 675 and AGP 575. 2(2-0) S

AGP 700 Plant Science Colloquium

Prerequisite: permission of graduate coordinator. A series of oral presentations on new developments in plant science. Presentations to be made by faculty members, students, and guest speakers from industry and academe. May be repeated, but not more than 2 hours may be counted toward the M.S. degree. 1(1-0), F,S,Su

AGP 701 Advanced Pomology

Prerequisite: permission of instructor. The culture and management of perennial fruit crops adapted to temperate climates. Physiology, technology, and research as it applies to modern production practices will be emphasized. May be taught concurrently with AGP 393. Students cannot receive credit for both AGP 701 and AGP 393. 3(3-0), F

AGP 711 Viticulture

Recommended Prerequisite: BIO 644. Principles of growing grapes based upon the genetics, physiology, development and morphology of the genus *Vitis*; the environments in which grapes are grown; and the uses of grapes. 3(3-0), S

AGP 721 Enology

Recommended Prerequisite: BIO 310. The course will study the chemistry, microbiology, and technology of modern wine production. 3(3-0), S

AGP 722 Enology Lab

Prerequisite: AGP 721. Laboratory techniques in assessing wine production methods and quality. 2(0-4), F

AGP 730 Advanced Topics in Plant Science

Prerequisite: permission of instructor. An advanced topic in plant science will be addressed via faculty lectures and student projects. Examples of proposed topics include: Improved Disease Resistance in Viticulture, and Application of Field Collected Data to Computer Analysis. Variable content course. May be repeated to a total of 6 hours with differing topics. 3(3-0), F

AGP 731 Plant Genetic Engineering

Prerequisite: permission of instructor. Principles, methodology, and commercial applications of plant biotechnology. Includes brief introduction to nucleic acid structure, gene regulation, and genome organization in eukaryotic and prokaryotic organisms. 3(3-0), S

AGP 753 Plant Stress Physiology

Prerequisite: permission of instructor. The effects of environmental stresses on plant physiological functions and plant growth, plus cultural methods to help plants adapt to stress. 3(3-0), D

AGP 773 Plant Growth Regulation

Prerequisite: permission of instructor. The role of natural and synthetic plant hormones and related compounds in the growth, reproduction and cultivation of plants. 3(3-0), D

Agriculture Courses

AGR 790 Introduction to Agricultural Research Methods

Prerequisite: permission of instructor. This course is designed to provide an introduction to the process of research. The course

will address planning, conducting, and reporting research; and development of good consumers of research. 3(3-0), D

AGR 796 Science Internship

Completion of an internship project (480 hours) at a discipline-related business, nonprofit organization, or government agency, approved and supervised by both the departmental and internship advisors. Includes a formal report in the appropriate professional format, and an oral presentation at an approved venue. Graded Pass/Not Pass only. No more than 6 hours may count toward a master's degree. 1-6 F,S,Su

AGR 797 Seminar

Prerequisite: permission of advisor. In-depth study in an area of agriculture, culminating in an extensive scholarly presentation. May be repeated to a total of three hours. 1(1-0), D

AGR 798 Research

Prerequisite: permission of instructor. Supervised research in agriculture. May be repeated, but not more than 6 hours may be counted toward the 32 hour degree. 1-6, F,S,Su

AGR 799 Thesis

Prerequisite: permission of instructor. Demonstration of the capacity for research and independent thought culminating in a thesis. May be repeated. A minimum of 6 hours will be applied toward a master's degree. 1-6, F,S,Su

Animal Science Courses

AGS 611 Animal Nutrition and Metabolism

Recommended Prerequisite: AGR 300 or CHM 200 or CHM 310. Utilization and metabolism of nutrients by domestic animals; role of vitamins and minerals. May be taught concurrently with AGS 511. Cannot receive credit for both AGS 511 and AGS 611. 3(3-0), S

AGS 712 Special Topics in Animal Science

Prerequisite: permission of instructor. Special study in an identified area of animal science not treated in other courses. Recent advances and new research techniques will be discussed. May be repeated when topic varies up to 6 hours. 1-3, D

AGS 716 Mammalian Reproductive Physiology

Recommended Prerequisite: AGS 302. Comparative anatomy and physiological processes of reproduction with an emphasis on domestic and laboratory animals. Fertilization through embryonic development, pregnancy, and growth to sexual maturity, reproductive efficiency and application of reproductive technology. 3(3-0), S

Agricultural Technology Courses

AGT 621 Selection and Organization of Industrial Education

Prerequisite: AGT 416 or concurrent enrollment; and AGT 420 or concurrent enrollment. Selection and arrangement of units to teach; preparation of informational and job assignments; selection, purchase and arrangement of laboratory equipment; dispensing of supplies and keeping of adequate records. Course typically taught in same semester as AGT 416 and AGT 420. Identical with AGV 621. Cannot receive credit for both AGT 621 and AGV 621. May be taught concurrently with AGT 521. Cannot receive credit for both AGT 521 and AGT 621. 3(3-0), F

Agricultural Vocational Courses

AGV 620 Occupational Analysis

Analysis and breakdown of broad occupations or specific jobs into basic elements for instructional purposes. Identical with BSE 620. May be repeated to a total of 2 hours when topic varies. May be taught concurrently with AGV 520. Cannot receive credit for both AGV 520 and AGV 620. 1-2, D

AGV 621 Selection and Organization of Industrial Education

Selection and arrangement of units to teach; preparation of informational and job assignments; selection, purchase and arrangement of laboratory equipment; dispensing of supplies and keeping of adequate records. Course typically taken in same semester as AGT 416. Identical with AGT 621. Cannot receive credit for both AGV 621 and AGT 621. May be taught concurrently with AGV 521. Cannot receive credit for both AGV 521 and AGV 621. 3(3-0), D

AGV 622 Philosophy of Vocational Education

Philosophical foundations of vocational education; philosophies of vocational education in the contemporary school. Identical with SEC 622 and BSE 622. May be repeated to a maximum of 3 credit hours when topic varies. May be taught concurrently with AGV 522. Cannot receive credit for both AGV 522 and AGV 622. 1-3, D

AGV 623 Guidance for Vocational Development

Materials, procedures, and problems involved in the guidance of individuals in the selection of, preparation for, and advancement in a vocation. Identical with BSE 623. May be repeated to a total of 3 hours when topics varies. May be taught concurrently with AGV 523. Cannot receive credit for both AGV 523 and AGV 623. 1-3, D

AGV 625 Organization and Management in Vocational Education

A systematic approach to defining and measuring occupational knowledge, skills and attitudes based upon an occupational analysis, instructional methodology, evaluation, and program standards. May be taught concurrently with AGV 525. Cannot receive credit for both AGV 525 and AGV 625. 3(3-0), D

AGV 626 Coordination of Cooperative Education

Problems and procedures in organizing and operating part-time cooperative and evening occupation programs. Identical with BSE 626 and SEC 626. May be repeated to a total of 2 hours when topic varies. May be taught concurrently with AGV 526. Cannot

receive credit for both AGV 626 and AGV 526. 1-2 D

AGV 627 Teaching Adults in Vocational Education

Rise of the adult education movement, learning abilities, educational interests, and vocational needs of adults; problems and procedures in organizing and operating adult education programs; relationship of adult education to public school education. Identical with AGE 608 and SEC 627. Cannot receive credit for AGV 627 and AGE 608 and SEC 627. May be taught concurrently with AGV 527. Cannot receive credit for both AGV 527 and AGV 627. 3(3-0), D

AGV 628 Measurement and Evaluation of Vocational Education Programs

Means for assessing specific program needs as determined from occupational surveys and other demographic data; follow-up techniques to evaluate the overall effectiveness of the program to the manpower needs in a given labor market area. Identical with BSE 628 and SEC 628. May be repeated to a total of 3 hours with departmental approval when topic varies. May be taught concurrently with AGV 528. Cannot receive credit for both AGV 528 and AGV 628. 1-3, D

AGV 676 Teaching of Industrial/Vocational Subjects

Instructional methods and techniques of teaching industrial/vocational education subjects; attaining objectives of career and technical education, design and evaluation of instructional units; classroom and laboratory management; and development of evaluative instruments. May be taught concurrently with AGV 576. Cannot receive credit for both AGV 576 and AGV 676. 3(3-0), D

AGV 724 Organization and Administration of Vocational Education

Prerequisite: permission of instructor. Problems, procedures and local, state and federal relationships in the organization and administration of vocational education in the contemporary school. Identical with SFR 724. May be repeated to a total of 3 hours when topic varies. 1-3, D

AGV 726 Seminar in Industrial Education

Prerequisite: permission of instructor. Presentation and discussion of professional or technical problems in the organization and management of programs and facilities in industrial education. 3(3-0), D

AGV 760 Special Investigations

Prerequisite: permission of instructor. The student, in consultation with the advisor, selects for in-depth study an area determined by the interest/career objectives of the student. Based on demand and timeliness of the subject, a cluster study group may engage in a joint investigation. 1-5, D

Graduate College
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Missouri State > Graduate College > Graduate Catalog > Library Services

Library Services

Dean: Neosha A. Mackey

Office: Library, Room 302

Phone: (417) 836-4525, Fax: (417) 836-4764

Academic Units

- Department of Library Science

Associate Professor: William B. Edgar

Department of Library Science

Meyer Library, Room 302, Phone: (417) 836-4525, Fax: (417) 836-4764
Email: Library@missouristate.edu
Website: <http://library.missouristate.edu/lis>
Dean: Neosha A. Mackey

Faculty

Neosha A. Mackey, Dean
Meyer Library, Room 302
Phone (417) 836-4525; Fax (417) 836-4764
NeoshaMackey@missouristate.edu

William (Bill) Edgar, Coordinator of LIS Education
Meyer Library, Room 210A
Phone (417) 836-4529; Fax (417) 836-4764
BillEdgar@missouristate.edu; libsciencedept@library.missouristate.edu

Graduate Faculty

Associate Professor: William (Bill) Edgar

Emeritus Professor: Jenny B (J.B.) Petty

The library science courses listed below may be taken for graduate credit by students admitted to graduate study. These courses meet Missouri Department of Elementary and Secondary Education requirements for School Library Media Specialist certification.

The Missouri State University Department of Library Science (LIS) has a cooperative arrangement with the School of Information Science and Learning Technologies at the University of Missouri (MU). In this program, MU students in southwest Missouri can attain an American Library Association accredited Master of Arts in Library Science. Four Missouri State University LIS courses are applicable to this degree, with an additional six hours available as potential transfer electives. For more information on this cooperative arrangement, contact William Edgar.

Programs

Library Media Specialist Certification

The Missouri Department of Elementary and Secondary Education offers certification for School Library Media Specialists. Missouri certification requires a total of 30 hours. No master's degree in library science is offered at Missouri State University.

Library Science courses applicable to Certification:

Course Code	Course Title	Credits
LIS 600	Libraries & Librarianship	2 hrs
LIS 604	Reference	3 hrs
LIS 606	Collection Development & Acquisition	3 hrs
LIS 608	Cataloging & Classification	3 hrs
LIS 610	Curriculum & the School Library	3 hrs
* LIS 612	Reading Guidance for Young Adults	3 hrs
** LIB 618	Service Learning in Library Science	1 hr
LIB 620	Production and Application of Multimedia Materials in Library Media Centers	3 hrs

* LIS 630	Children's Librarianship	3 hrs
* LIS 632	Library Resources & Services for Grades 4-8	3 hrs
LIS 640	Information Technologies	3 hrs
** LIS 696	Independent Study	1-3 hrs
** LIS 697	Special Topics	1-3 hrs
LIS 699	Library Practicum	2-3 hrs
LIS 728	School Library Administration	3 hrs
Total Certification Requirements		30 hrs

* Only one of these three courses (LIS 612, LIS 630, LIS 632) is required for certification.

** These courses are elective courses (LIS 618, LIS 696, LIS 697).

Cooperative Arrangement for Master's Degree in Library Science

Library Science Courses

LIS 600 Libraries and Librarianship: An Introductory Seminar

Types of libraries; their functions and objectives; internal organization and procedures; duties and qualifications of librarians; professional organizations and literature; various issues and technologies reflecting the changing nature of librarianship; and introduction to professional portfolio development. May be taught concurrently with LIS 500. Cannot receive credit for both LIS 500 and LIS 600. 2(2-0), D

LIS 602 History of Books and Libraries

History of books and libraries from the earliest times to the present; influence and importance of the book and the library in society throughout history. May be taught concurrently with LIS 502. Cannot receive credit for both LIS 502 and LIS 602. 3(3-0), D

LIS 604 Reference

Recommended Prerequisite: LIS 600. An introduction to basic, general print and electronic reference sources. May be taught concurrently with LIS 504. Cannot receive credit for both LIS 504 and LIS 604. 3 (3-0) D

LIS 606 Collection Development and Acquisitions

Recommended Prerequisite: LIS 600. Principles of collection development including selection aids, review media and collection evaluation; methods of selection and acquisitions. May be taught concurrently with LIS 506. Cannot receive credit for both LIS 506 and LIS 606. 3(3-0), D

LIS 608 Cataloging and Classification

Recommended Prerequisite: LIS 600. Basic cataloging and classification; subject headings; cataloging print and non-print material; MARC records; various types of traditional and electronic catalogs. May be taught concurrently with LIS 508. Cannot receive credit for both LIS 508 and LIS 608. 3(3-0), D

LIS 610 Curriculum and the School Library

Recommended Prerequisite: LIS 600. Focuses on integrating the school library program and collections with curriculum; emphasizes diverse student learning styles; role of the school librarian as a teacher; use of electronic resources for research, teaching, and learning. May be taught concurrently with LIS 510. Cannot receive credit for both LIS 510 and LIS 610. 3(3-0), D

LIS 612 Reading Guidance for Young Adults

The study of reading interests and habits of high school age young adults. Methods of meeting the needs of different types of readers and stimulating reading interest through library collections and services. May be taught concurrently with LIS 512. Cannot receive credit for both LIS 512 and LIS 612. 3(3-0), D

LIS 618 Service Learning in Library Science

Prerequisite: concurrent registration in an LIS course designated as a service learning offering. This one-hour service component for an existing course incorporates community service with classroom instruction in library science education. It provides an integrated learning experience, addressing the practice of citizenship and promoting an awareness of and participation in public affairs. It includes 40 hours of service benefiting an external community organization, agency or public service provider. Approved service placements and assignments will vary depending on the course topic and learning objectives; a list of approved placements and assignments is available from the instructor and the Citizenship and Service Learning Office. May be repeated. May be taught concurrently with LIS 518. Cannot receive credit for both LIS 618 and LIS 518. 1(1-0), D

LIS 620 Production and Application of Multimedia Materials in Library Media Centers

Recommended Prerequisite: LIS 600 and LIS 610. Builds on concepts introduced in LIS 610. Builds on concepts introduced in LIS 510. Emphasis will be placed on multimedia project planning, instructional design, production techniques and processes as they relate specifically to the library media center program and its integration into the whole school curriculum to support teaching and learning activities. Includes web design, video editing, evaluation and application of electronic resource for school libraries. May be taught concurrently with LIS 520. Cannot receive credit for both LIS 520 and LIS 620. 3(3-0), D

LIS 628 School Library Administration

Recommended Prerequisite: LIS 600 and two of the following: LIS 604, 606, 608. Administration of K-12 libraries within school communities. Emphasizes program development, evaluation, planning cycle; budget process; services for diverse school constituencies. Examines effects of national, state and district guidelines, standards and policies on school library programs. Portfolio checkpoint number 2. 3(3-0), D

LIS 630 Childrens Librarianship: Birth thru Age 9

Fundamentals of children's librarianship for both public librarians and school library media specialists, including collection development, programming, and current issues. May be taught concurrently with LIS 530. Cannot receive credit for both LIS 530 and LIS 630. 3(3-0), D

LIS 632 Library Resources and Services for Grades 4-8

An introduction to a broad selection of books, audiovisuals, and electronic resources for grades 4-8 and how these can be used to enrich the curriculum. Emphasis will be placed on integration of a variety of resources in both content area studies and "stand alone" information literacy instruction. May be taught concurrently with LIS 532. Cannot receive credit for both LIS 632 and LIS 632. 3(3-0), D

LIS 634 Introduction to Storytelling

Introduction to the art of storytelling and development of skills in finding, preparing, and delivering stories to grades K-12; analysis and review of storytellers' resources; exploration of a wide variety of styles and methods of telling to facilitate the planning and presentation of storytelling programs in the school media center or classroom and include traditional storytelling across the curriculum. 1(1-0), Su

LIS 640 Information Technologies

Recommended Prerequisite: LIS 600. An introduction to applied information technologies applicable to libraries, including uses of computers in libraries, computer hardware and software needs of libraries, and issues related to access and evaluation of information. May be taught concurrently with LIS 540. Cannot receive credit for both LIS 540 and LIS 640. 3(3-0), D

LIS 696 Independent Study

Individual projects under the supervision of members of the library faculty. May be repeated to a total of 6 hours. May be taught concurrently with LIS 596. Cannot receive credit for both LIS 596 and LIS 696. 1-6, D

LIS 697 Special Topics

Selected topics in substantive areas of librarianship such as automation, collection development and resource sharing, and the politics of librarianship. Offered when resources and demand allows. May be repeated to a total of 6 hours when topic changes. Variable content course. May be taught concurrently with LIS 597. Cannot receive credit for both LIS 597 and LIS 697. 1-3, D

LIS 698 Action Research in the School Library

Prerequisite: concurrent enrollment in LIS 699. Survey of action research techniques designed to assess the integration of the school library into building/level curricula and its impact on student achievement. Students will design, conduct, and evaluate an action research project in a school library. 2(2-0) D

LIS 699 Library Practicum

Prerequisite: permission of department head. Supervised practical work experience in an appropriate library designed to cover all aspects of librarianship. Portfolio checkpoint number 3. May be taught concurrently with LIS 599. Cannot receive credit for both LIS 599 and LIS 699. 2-3, D

University Services

Missouri State Outreach, Continuing and Distance Education

Contact information:

Joye Norris, Associate Provost for Access and Outreach

300 S. Jefferson, Suite 400
Phone: (417) 836-4126, toll free (877) 678-2005
Fax: (417) 836-4929
Email: Outreach@missouristate.edu
Web site: <http://outreach.missouristate.edu/>

Missouri State Outreach, formerly The Extended Campus, is your portal to the new and innovative alternative ways you can study at Missouri State University. With options to study online, via iCourses or interactive video, in the evenings or off-campus, you can now enjoy greater freedom and flexibility when designing your studies to fit your busy schedule.

Academic Outreach works with academic departments and colleges throughout the University to provide a wide range of credit courses at both the Springfield campus and off-campus sites beyond the Springfield campus, using technology-based delivery systems and traditional off-campus instruction delivery systems. The academic programs offered through the Extended Campus undergo the same academic review and scrutiny as academic programs offered in traditional settings. The Extended Campus has the administrative and technology infrastructure, faculty support, and student support services necessary to meet the needs of distance learning students. Missouri State Off-campus branch sites include:

- Webb City—To be announced
- Lebanon, MO - Nelson Education Center
- Mountain Grove, MO – Missouri State University, Mountain Grove
- Neosho, MO – Crowder College
- West Plains, MO - Missouri State University, West Plains

Traditional On-Site Instruction

On-site instruction involves faculty driving from the Springfield campus or faculty hired from the local community who teach classes in a face-to-face format. Classes or programs are offered at many high schools or branch locations throughout southwest Missouri. Programs offered on-site include the Specialist Degree and Master's Degree in Educational Administration and other courses by special arrangement. Courses and programs offered through traditional on-site instruction or BearNet at our branch office locations are listed below.

Joplin: Joplin graduate students can complete Master of Science in Education (Elementary), Master of Business Administration, or Master of Social Work degrees through the Joplin Graduate Center on the Missouri Southern State University campus. The Master of Arts in Teaching is a cooperative program offered by Missouri State and MSSU in Joplin. Courses in educational administration, secondary education, reading and special education, or middle school are also often taught in Joplin. In addition to "on-site" courses, the Joplin Graduate Center is also a current BearNet interactive video site.

Lebanon: Courses taught at the Nelson Education Center in Lebanon can apply toward master's degrees in business administration, educational administration, and elementary education; and a specialist degree in educational administration. Students can complete the entire Master of Business Administration degree with courses offered in Lebanon. Courses are delivered to Lebanon from the Springfield campus via the BearNet interactive network.

West Plains: Education, Counseling and Business students will find a large number of graduate-level courses and degrees offered in West Plains.

Technology-Based Delivery Systems

The distance learning strategy of the Extended Campus involves three major delivery systems: interactive video (BearNet), Internet-based instruction (Missouri State University Online), and iCourses which can be downloaded from iTunes U. Each of these systems is discussed in more detail below.

Interactive Video (BearNet)

Technology-based courses delivered via BearNet, are offered multipoint at BearNet sites. BearNet has been and is currently being used to enable students and communities to connect almost anywhere in the world with interactive video capabilities. Current BearNet sites include:

- El Reno, OK - Redlands Community College
- Lebanon, MO - Nelson Education Center

- Miami, OK - Northeastern Oklahoma A&M College
- Monett, MO - Monett High School
- Mountain Grove, MO - Missouri State University, Mountain Grove
- Neosho, MO - Crowder College campus
- Nevada, MO - Nevada Telecenter
- West Plains, MO - Missouri State University, West Plains
- Webb City-To be Announced

Professional Development

The Institute provides numerous professional development programs which are tailored to meet the needs of specific groups, associations, and organizations. Working closely with various University academic departments, professional development opportunities are provided for business and industry, health care organizations, professionals in social service agencies, law enforcement, and mental health services. The Institute is authorized to award Continuing Education Units (CEUs) for satisfactory completion of non-academic credit offerings and courses. An overview of the programs and services offered by the Institute is provided below.

Continuing Education

Service professionals can take advantage of a variety of test preparation and national certification programs (omit) of continuing education opportunities. The Institute is an "approved provider" for a number of state and national accrediting bodies and professional organizations, as indicated below.

- American Psychological Association
- Kansas State Board of Nursing
- Missouri Board of Nursing Home Administrators
- National Certification Council for Activity Professionals
- National Board of Certified Counselors
- Missouri Peace Officer Standards and Training (POST)

Certificate Programs

- Victim Advocate Certificate
- Modular Education Program for Activity Professionals, MEPAP 2nd Edition

GOLD and GO LEAD

GOLD Greater Ozarks Leadership Development (GOLD) is a regional leadership development program designed for public, private, nonprofit, and civic community leaders in Southwest Missouri. Each GOLD class meets nine times, once a month, October – June of the year. GOLD provides regional community leaders with the opportunity to expand their networks of professional contacts, explore neighboring communities, and build skills and knowledge as community leaders.

GO LEAD offers professional development for those who work for and with nonprofit organizations in Southwest Missouri, providing practical, quality information about nonprofit management, governance and leadership. GO LEAD also offers extensive networking opportunities. GO LEAD meets once a month, for nine months, from fall through spring.

Workshops

A variety of workshops, presented in cooperation with academic departments, is offered throughout the year. This University-community involvement provides enhanced opportunities for learning in such areas as public administration, nursing, mental health, engineering, communications, criminology, social work, and counseling.

Emergency Response and Management

Working under a major grant from the U.S. Department of Education, the Institute is developing an all-hazards emergency response plan for the University. By fostering partnerships and participating in training with local and state emergency services providers, the Institute is enhancing the capability of the University and the community to prepare for, prevent, mitigate, respond to, and recover from man-made as well as natural disasters.

Conferences and Seminars

A wide range of services are available to groups and organizations wanting to hold a conference or seminar. Services include help with program marketing and publicity, budgeting and financial management, computerized registration services, facilities and food service, certificates of completion, etc. The Center is an approved provider of several state and national accrediting bodies and professional organizations which allow conference and seminar participants to earn professional licensure and Continuing Education Units.

International Student Services

International Student Services, 301 S. Jefferson, Suite 101, Morris Center for Continuing Education, (417) 836-6618, provides assistance and support to international students. Services offered include recruitment, admission (graduate, non-degree, and English Language Institute), orientation programs, special activity programming, and assistance with immigration matters.

University Libraries

The Missouri State University library system is comprised of the Duane G. Meyer Library, the Music Library, the Horace and "Pete" Haseltine Library (Greenwood), and the Paul G. Evans Library of Fruit Science (Mountain Grove). These four libraries have collections of over three million items including more than 900,000 accessioned volumes; subscriptions to over 3,500 periodicals, newspapers and other serials; and extensive back files of journals and newspapers, many in microformat. Over 27,000 journals are available on-line with full-text. Total microform holdings amount to over one million items. More than 929,000 state, federal, and United Nations documents are held as a result of Meyer Library being a designated depository library for each of those areas.

Meyer Library is the only UN depository library in the state of Missouri. A large collection of audio CDs is fully cataloged and available in the Music Library. Special Collections and Archives house a number of special groups of materials: the William J. Jones collections of Rimbaud and Butor French Literature; the Ozarks Labor Union Archives that document regional labor history; the Ozarkiana Collections covering life and culture in the Ozarks, and the University Archives which have been enhanced by several grants for organizing and processing these materials. The Curriculum Resource Center features a children's literature collection, a textbook collection, curriculum guides, and special learning materials.

The statewide MOBIUS consortium, with a membership of 60 academic libraries, is simplifying access to regional holdings. The MOBIUS database of over 21 million items can be used by faculty, students and staff to borrow items with a 3-day delivery time from anywhere in the state.

Most of the bibliographic data for SWAN, the Libraries' online catalog, is created as materials are cataloged using the Online Computer Library Center, Inc. (OCLC), a database with more than 147 million bibliographic records. OCLC is also utilized for interlibrary loan and reference, with links to over 71,000 libraries in 112 countries. Electronic document delivery is commonly used for both borrowing and lending materials from and to other libraries.

Electronic access is provided to reference resources, course reserve materials and licensed commercial citation and full-text databases through the Libraries' homepage (<http://library.missouristate.edu/>). Over 170 electronic databases are available to the Missouri State University community. In addition to citations from thousands of journals, newspapers, and books, these databases contain articles from over 27,000 full-text journals and newspapers. Access is available off-campus for current MSU students, faculty, and staff. The MSU Libraries also maintain a collection of Subject Guides which include lists of authoritative Web-based resources.

During the fall and spring semester, Meyer Library is open 100 hours a week. Librarians and/or support staff are available all hours of operation to assist patrons in person by phone and by e-mail. The new and renovated space for Meyer Library includes 10 large Group Study Rooms, 11 small ones, and 8 Research Carrels which are assigned to graduate students and faculty on a semester basis. There are four classrooms, a coffee shop and lounge, computer lab, media production facilities and a wide variety of study spaces available. There is wireless access throughout Meyer Library. In the summer of 2009, the Bear CLAW (Center for Learning and Writing) was incorporated in Meyer Library. This move brings together Tutoring Services, the Writing Center (which can be useful in preparing papers for publication or thesis writing), and Library Services which all provide an enhanced learning environment for students at all levels. A central feature of the Library and of the campus is the Jane A. Meyer Carillon with its complement of 48 bronze bells.

Plaster Student Union

The Plaster Student Union builds community on the Missouri State University campus and provides opportunities for student growth and development. Many students see the Union as a place for food and refreshment, meeting friends, hanging out between classes, watching TV, and surfing the Internet.

The Student Union has numerous comfortable lounges, large and small conference rooms, a ballroom, an arcade and bowling center, a bank, hair salon, post office, copy center, a ticket box office, theater, convenience store, technology store, and a food court. It provides many educational, recreational, and co-curricular activities for the campus community. Rooms and equipment can be reserved by contacting the Conference Services Office in the Union at 836-5653.

Departments housed in the Student Union include: the Dean of Students Office, Judicial Affairs, SOAR (Student Orientation Advisement and Registration), Disability Services, SOFAC (Student Organization Funding Allocation Council), Plaster Student Union Administrative Offices, Campus Recreation, Student Activities, Zip Card Office, Multi-cultural Resource Center, Citizenship and Service Learning Center, and Missouri State Dining Services.

Normal operating hours are Monday through Friday, 7:00 a.m. - 11:00 p.m. Saturday and Sunday hours are 11:00 a.m. - 11:00 p.m. Operating hours vary among retail operations and are limited during holiday and summer breaks.

Bookstore

The University owned and operated bookstore is a self-service bookstore where students can purchase textbooks as well as all course related material; reference books; trade books; and academically priced hardware, software and peripherals. Services include a computerized textbook system to provide any enrolled student with a list of the required textbooks for his/her classes, a textbook reservation program, on-line textbook orders, and textbook payback. The bookstore also carries art, drafting, science and other classroom supplies in addition to health-related items, a variety of official Missouri State University (as well as remaining SMSU items) clothing, and a full service Clinique counter. Cash, checks, ZipCard, American Express, Discover, and MasterCard are accepted as well as charges to the Deferred Payment Plan. An automated teller machine of a local bank located at the front entrance to the bookstore provides 24-hour service.

BearHouse Tech Center. The Bear House Tech Center, an affiliate of the University Bookstore located on the second floor of the Plaster Student Union, provides computer hardware, peripherals and supplies, gaming systems and accessories, electronics, and a wide selection of current PC and console video games, CDs and DVD's. Bear House also offers the latest in wireless technology. Stop by for all the latest specials. Cash, checks, ZipCard, American Express, Discover, and MasterCard are accepted as well as charges to the Deferred Payment Plan Account.

Convenience Stores. Stores are affiliates of the University Bookstore and are staffed by students. Cash, checks, ZipCard, American Express, Discover, and MasterCard are accepted as well as charges to the Deferred Payment Plan. BearNecessities, located in Plaster Student Union and ETC, located in Hammons House, provide snacks, school supplies, and sundry items.

Health Services

Taylor Health and Wellness Center

Morris Hall; 417-836-4000
<http://health.missouristate.edu/>

Students enrolled at the university are provided the following health services, Monday through Friday except during university holidays: primary clinic for diagnosis and treatment of illnesses and injuries, women's health care, nursing treatment (including allergy injections, travel medicine and immunizations), a full-service pharmacy with both prescribed and over-the-counter medications, diagnostic laboratory testing, radiological procedures and interpretations, and wellness programming which emphasizes positive life-style choices. Consultation services also are provided in orthopedics, internal medicine, gynecology,

dietetics, diabetic education, headache care, radiology and psychiatric care. Health services are provided by a staff of physicians, nurses, pharmacists, technicians and support staff.

Included in the university required fees is a health fee. Students receive unlimited prepaid basic office visits each semester when seeing a clinic physician. Charges are incurred for extended office visits, consulting physician office visits, laboratory tests, x-rays, pharmacy and certain other procedures. There also is a charge for seeing a consulting physician. Services may be paid by cash, credit card, debit card, or charged to the student's university account.

A student group health and accident insurance plan is available to all registered undergraduates taking six or more hours of credit and to graduate or professional students enrolled in a graduate or professional degree program, taking at least one graduate level course, in good academic standing and making appropriate progress toward graduation. Students should assess their family health coverage to determine if this policy will benefit them.

Student Health Insurance

A student group health and accident insurance plan is available to all graduate students or professional students enrolled in a graduate or professional degree program, taking at least one graduate-level course on campus, in good standing and making appropriate progress toward graduation. This supplementary insurance helps cover part of the costs of hospitalization, surgical treatment, nursing service, ambulance, anesthetist, and other types of medical care. Students are advised to evaluate their health coverage program(s) before starting school to determine if this comprehensive plan would benefit them. Dependent coverage is also available.

F-1 or J-1 status students are automatically charged for student health insurance at the time of registration for classes. These charges are not paid by the stipend or fee-waiver if the student is a graduate assistant. Please note that if you are a student under an F-1 or J-1 status, no other health insurance may be substituted for the University endorsed student health insurance plan. Eligible dependents of International students may enroll in the plan by submitting their enrollment card directly to the insurance company.

Medical History

A self-completed medical history is required of all students. The health form is sent to new students after they are admitted. Copies may also be obtained at the Taylor Health and Wellness Center or on our web site at <http://health.missouristate.edu/history.htm>. A completed form must be on file at the Center before the student is eligible for medical care.

A pre-entrance tuberculin skin test is strongly recommended for all students and should be performed by the student's family physician or some other licensed physician or county health department. The report of the results may be placed on the self-completed medical history by the persons performing the test. International students from certain countries designated high risk by the World Health Organization must have a pre-entrance tuberculin skin test and participate in an annual follow-up screening. The list of countries changes frequently. Contact Taylor Health and Wellness Center for a current list of countries.

Wellness Program

Health Education and Wellness Department

Taylor Health Center; 417-836-4045

To help the campus community reach its optimum level of health, the Center offers many health education and wellness opportunities. These include immunizations, CPR and First Aid training, nutrition and weight management, stress management, sexual health information, alcohol and other drug awareness and prevention programs, Student Health Advisory Committee (SHAC), as well as many other health and wellness information resources. SHAC is a student organization that acts as a liaison between Taylor Health and Wellness Center and the students of Missouri State University. This committee also helps to ensure that students continue to receive excellent health and wellness care. SHAC assists in the delivery of information about Taylor Health and Wellness Center's varied services, promotes healthy lifestyles, and participates in health promotion activities. For more information, contact the Wellness Office at (417) 836-4045.

Student Academic Support Services

Career Center

The Career Center provides career information, individual career planning assistance, experience through internships, job shadowing, and assistance with creating job-search materials and conducting job searches. Staff members help students identify, understand, and explore topics related to career development.

Using assessments such as the Self-Directed Search, Meyers-Briggs type indicators, and FOCUS, career counselors help individuals learn more about themselves; identify their skills, values, and interests; and explore majors and career options. Researching working conditions, employment outlook, salary surveys, and education or training requirements can help individuals make important academic and career decisions. Staff members can show students how to locate resources to research occupations and employers.

Internships or part-time positions in their academic areas enable students to gain valuable work experience in their career, learn the skills required in their professions, receive academic credit, and possibly earn a salary. Types of internships include parallel, where students work part-time while attending classes full-time; alternating, where students work full-time one semester, then take classes full-time the next semester; and summer, which involves either full-time or part-time work.

The Career Center offers professional advice on preparing résumés, writing letters, researching employers, preparing portfolios, conducting a successful job search, and preparing for graduate school. To learn and practice effective interview techniques, students may schedule a mock interview with a Career Center staff member or do a "virtual" interview on the Web with InterviewStream. Students who are planning to attend graduate or professional school may receive preparation assistance, such as aid in preparing their statements of purpose (SOPs).

Students can receive employer contact through on-campus interviews, career fairs, and job postings from employers. Students may browse online job listings at no charge with JobTracks. For more information on services, or to schedule an appointment, contact the Career Center, Carrington Hall, Room 309 or Glass Hall, room 103, (417) 836-5636 or visit the web site at <http://careercenter.missouristate.edu>.

Counseling and Testing Center

The primary goal of the Counseling and Testing Center is to promote personal development and psychological well-being. Services are provided for individuals with personal-social concerns. Experienced mental health clinicians and qualified graduate students assist clients in resolving conflicts which may interfere with their progress in the University. For more information, call (417) 836-5116 or visit <http://counselingandtesting.missouristate.edu>.

The Counseling and Testing Center adheres to the American Counseling Association (ACA), the American Psychological Association (APA), and the National Association of Social Workers (NASW) professional codes of ethics in providing all services. Such services are strictly confidential, in accordance with state and federal laws. No information, including whether an individual has received counseling, will be released without the informed written consent of the client except in certain emergency situations.

Assessment: An initial screening is provided immediately after an individual completes an information form. The purpose of this first meeting is to explore the client's concerns and to make decisions about the types of resources that may be most helpful. For an initial interview, students may come to the Counseling and Testing Center in Carrington Hall, Room 311 between 8:00 a.m. and 4:00 p.m., Monday through Friday.

Individual/Couple: Individuals or couples may work with a clinician in order to identify, understand, and resolve personal and relationship difficulties.

Group: At times, issues are most effectively dealt with in a supportive environment where interaction with others occurs. Groups are structured to promote personal growth and skill development by focusing on particular concerns such as adjustment to university life; balancing work, family, and academics; and establishing and maintaining meaningful relationships.

Emergency: Crisis intervention is provided to deal with situations which require immediate attention.

Outreach: Special programs and workshops designed to define and/or prevent problems and improve the quality of the University experience are presented on a regular basis as well as by request. These offerings provide information, techniques, and strategies relevant to specific topics of interest such as stress management and communication skills.

Consultation and Referral: The Counseling and Testing Center's staff is willing to share its expertise with University administration, faculty, staff, and students. If assistance from other departments, professionals, or agencies is indicated, the staff will facilitate such contacts.

Testing: Interest tests and personality inventories are used to clarify personal strengths and concerns. In addition, more than 30 testing programs are available including the American College Testing Program (ACT), Miller Analogy Test (MAT), General Education Development (GED), the PRAXIS, College Basic Subject Examination (CBASE) the Scholastic Aptitude Test (SAT), and the Law School Admission Test (LSAT).

Office of Sponsored Research and Programs

The Office of Sponsored Research and Programs (SRP) supports faculty, staff, and students working with a faculty mentor, that are seeking external support for research, educational, and service programs. Services include identification of potential funding sources; assistance in developing proposals and project budgets; training for faculty, staff, and students interested in developing competitive proposals; and assistance in implementation and administration of funded programs. Missouri State University personnel and students can access electronic databases of funding opportunities via the SRP web site at <http://srp.missouristate.edu/>.

For additional information on funding sources and all services, visit the Office of Sponsored Research and Programs, Carrington Hall, Room 407 at (417) 836-5972 or e-mail SponsoredResearch@missouristate.edu.

Office of Research Compliance

The Office of Research Compliance is responsible for coordinating the following University Committees: Institutional Animal Care and Use Committee (IACUC), the Institutional Biosafety Committee (IBC), and the Institutional Review Board (IRB) for the Protection of Human Subjects. In compliance with federal and University policies, University employees and students must complete on-line training programs and gain project approval, before undertaking projects in any of the areas covered by these committees. These training programs can be accessed through the ORC web site at <http://orc.missouristate.edu/>.

For additional information on compliance issues, visit the ORC, Carrington Hall, Room 451, call at (417) 836-4132, or e-mail researchcompliance@missouristate.edu.

Office of Environmental Management

Environmental protection is an important goal for the University in conducting its educational mission that involves a multitude of teaching, research, and operational projects. The Office of Environmental Management has oversight responsibility for management of environmental hazards, including the use and transportation of hazardous materials and disposal of hazardous wastes. This office works with all academic and administrative units to be in compliance with federal, state, and local environmental laws and applicable regulations. It also is a goal of the unit to promote environmentally friendly practices such as waste reduction, recycling, and measures that enhance water and air quality. Contact 417-836-8334 if you have questions or concerns about these issues.

Faculty Center for Teaching and Learning

The Faculty Center for Teaching and Learning promotes enhanced teaching effectiveness and improves student learning by providing opportunities and support for the Missouri State instructional community. The Center provides workshops, development opportunities, instructional technology laboratories, orientation and training, and funding opportunities. For more information, visit <http://www.missouristate.edu/fctl/>.

Communication Sciences and Disorders Speech-Language and Hearing Clinic

All students attending Missouri State University may request services to address concerns related to hearing and communication. Some of the services offered include hearing screening/evaluations, hearing protection, hearing aid fittings and repair, speech-language screening/ evaluation, speech-language therapy and early intervention for children who are deaf or hard-of-hearing.

Services are delivered by graduate students in the Communication Sciences and Disorders Department and are supervised by licensed/certified audiologists and speech-language pathologists and teachers of deaf and hard-of-hearing. Fees are determined based on type of service requested; a sliding fee scale is available. No referral is necessary.

Speech-language therapy may benefit individuals with developmental and/or acquired disorders such as language disorders/delays, articulation disorders, stuttering, voice disorders, swallowing disorders, as well as complications resulting from stroke, head injury, cerebral palsy, cleft palate, or autism. Treatment for addressing accent reduction and other non-disorder speech-language concerns is available on a limited basis. Hearing aid consultation and fittings as well as aural rehabilitation and auditory training are available by appointment.

For more information, or to request service, please visit Professional Building, Room 120, call (417) 836-5275 or visit the web site at <http://www.missouristate.edu/csd/clinic>.

Safe Walk

The Safety and Transportation Department provides an on-campus walking service seven days a week during the hours of darkness. The use of the Bear Line Shuttle is encouraged. An office will be radio-dispatched to the caller's location. No more than two students will be escorted from the same point of origin to the same campus property destination. Depending on the availability of an officer, safe walks may be delayed at times. For complete information about the Safe Walk Service, contact the Safety and Transportation Department at 836-5509 or visit the web site at <http://www.missouristate.edu/safetran/51062.htm>.

University Child Care Center

The University Child Care Center is a parent-cooperative preschool and child care center originally established to serve student parents. The child care center functions as an independent not-for-profit organization with its own financial structure. The center provides developmentally appropriate care for preschool children when Missouri State University is in session. No evening care is provided. The center is professionally staffed with the support of students taking courses in child development, education, speech pathology, psychology, and recreation. The center provides a safe, wholesome environment for children while the parent is busy with his/her academic pursuits. For information regarding specific hours, fees, and policies for the University Child Care Center, located at 500 South Avenue, call (417) 866-0980 to make an appointment.

Campus Volunteer Center

The Campus Volunteer Center, housed in the Office of Student Engagement, is the designated office which coordinates university volunteer services. The CVC provides a clearinghouse of volunteer opportunities in Springfield and surrounding areas. For more information, visit the office in Plaster Student Union, room 101, or call (417) 836-4386, or visit the web site at <http://www.missouristate.edu/volunteer>.

University Living

The Department of Residence Life and Services offers a wide variety of housing accommodations for all students. Residence halls are available in traditional room-style, suite-style, and apartment-style. Average cost per year for room-style is \$6,274 per person (including a 19-meal-per-week plan); suite-style costs average \$6,624 per person (including a 19-meal-per-week plan). Missouri State University has four apartment-style options, one for traditional students averaging \$4,086 per person (no meal plan), and three for married/graduate/non-traditional students for \$550-\$732 per month for a furnished apartment.

Several special interest living environments are available to students. Quiet lifestyle, honor student living, international experience, public affairs emphasis, and upper-class student living environments are available.

For more information, please call (417) 836-5536, (800) 284-7535, or TTY (417) 836-5503, or write Department of Residence Life and Services, 901 S. National, Springfield, MO 65897. You may also email questions to residencelife@missouristate.edu or visit the web site at <http://reslife.missouristate.edu>.

Alumni Association

The principal organization through which students continue their affiliation with the institution once they leave campus is the Missouri State University Alumni Association. One of the primary goals of the Alumni Association is to maintain current records of all Missouri State University alumni. At present, the alumni population of record includes more than 86,000 graduates and former students. The Alumni Association communicates with alumni on a regular basis through publication of the *Missouri State Magazine*. Each issue provides a wide variety of articles about people and programs on the Missouri State University campus, as well as updates about fellow alumni. The *Missouri State Magazine* is mailed three times annually to all alumni with a current address in the Office of Alumni Relations.

Throughout the year, the Alumni Association makes available an assortment of programs and activities to help alumni stay in touch with the University, including chapter meetings, Homecoming, class and special reunions, promotional events, the Flying Bears travel program, the collegiate license plate program, a monthly electronic newsletter, and a special MasterCard. Additionally, the Student Alumni Association (R.E.A.L. Bears) allows current students an opportunity to become aware of the programs of the Alumni Association and to participate with alumni in a variety of activities.

The Missouri State University Alumni Association is a non-dues-paying organization, and all alumni are viewed as members. However, all graduates and former students are encouraged to support their alma mater by making a contribution to the Annual Fund. The Alumni Association offices are located in the Kenneth E. Meyer Alumni Center, 300 South Jefferson, (417) 836-5654. Visit the website at <http://alumni.missouristate.edu>.

Graduate Faculty

The first date listed is the year the faculty member was appointed to the Missouri State Graduate Faculty.

Jamaine Abidogun, (2006) Director of Secondary Education and Associate Professor of History. B.A., University of Missouri-Columbia (1989); B.S. Ed., University of Missouri-Columbia (1989); M.S.Ed., University of Missouri-Columbia (1992); Ph.D., University of Kansas-Lawrence (2000).

Carey H. Adams, (1993) Dean of the College of Arts and Letters and Professor of Communication. B.A., William Jewel College (1986); M.A., Baylor University (1987); Ph.D., University of Kansas (1992).

Debra Agee, (2008) Instructor of Fashion and Interior Design. B.S.Ed., Missouri State University (1977); M.S.Ed., Central Missouri State University (1990).

William J. Agnew, (2003) Associate Professor of Counseling, Leadership and Special Education. B.A., Coe College (1964); M.S., University of Nebraska-Omaha (1970); Ed.D., Saint Louis University (1981).

Paul M. Ajuwon, (2007) Associate Professor of Counseling, Leadership and Special Education. B.S., Vanderbilt University (1979); M.S., Vanderbilt University (1980); Ph.D., Calgary University (1993).

Clydette Alsop, (2002) Associate Professor of Agriculture. B.S., Oklahoma State University (1996); M.S., Oklahoma State University (1998); Ph.D., Oklahoma State University (2001).

Thomas S. Altena, (2004) Associate Professor of Health, Physical Education and Recreation. B.A., Dordt College (1996); M.A., University of South Dakota (1998); Ed.D., Oklahoma State University (2001).

Angela Leslie Anderson, (2007) Associate Professor of Counseling, Leadership and Special Education. B.S., Oklahoma State University (1994); M.S., Oklahoma State University (1997); Ph.D., Oklahoma State University (2001).

Jason D. Anderson, (2009) Clinical Adjunct Faculty of Counseling, Leadership and Special Education. B.S.Ed., Missouri State University (1994); M.Ed., Northern Arizona University (1997); Ed.S., Missouri State University (2000); Ed.D., University of Missouri (2006).

Wayne L. Anderson, (1991) Professor of Finance and General Business. B.A., University of California (1977); M.B.A., Drury College (1988); J.D., California Western School of Law (1980).

Wendy B. Anderson, (2001) Adjunct Faculty, Biology. B.S., Baylor University (1990); M.S., Baylor University (1993); Ph.D., Vanderbilt University (1998).

Roberta J. Aram, (1998) Professor of Childhood Education and Family Studies. B.S., Wheaton College (1975); M.A., University of Northern Colorado (1978); Ph.D., University of Missouri - Columbia (1996).

Don A. Aripoli, (2006) Per Course Instructor for Counseling, Leadership and Special Education. B.A., Cornell College (1967); M.S., Indiana University (1969); Ph.D., University of North Carolina (1977).

Tamara J. Arthaud, (2002) Acting Department Head and Associate Professor of Counseling, Leadership and Special Education. B.S.Ed., University of Missouri - Columbia (1980); M.Ed., University of Missouri - Columbia (1983); Ph.D., University of Nebraska (1998).

Paul A. Ashcroft, (2008) Assistant Professor of Accounting. B.S., University of Southern Mississippi (1984); M.B.A., University of South Alabama (1992); Ph.D., Texas A&M University (1999).

Brian C. Aston, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Missouri State University (1998); M.S., Missouri State University (2001).

Jan M. Atwell, (2009) Instructor of Nursing. B.S., Fort Lewis College (1983); B.S.N., Southwest Baptist University (1999); M.S.N., Missouri State University (2005).

Richele L. Babbitt, (2010). B.S.W., Pittsburg State University (1994); M.S.W., Missouri State University (2007).

Holly A. Baggett, (2000) Associate Professor of History. B.A., Tulane University (1980); M.A., University of Delaware (1984); Ph.D., University of Delaware (1992).

Klaas Bakker, (1990) Professor of Communication Sciences and Disorders. Drs., University of Utrecht (1979); Ph.D., Southern Illinois University (1987).

Linda Barboa, (2009) Visiting Professor of Communication Sciences and Disorders. B.S., Western Illinois University (1971); M.S., Western Illinois University (1972); Ph.D., Texas A&M (1980).

Michael J. Barker, (2008) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., Utah State University (1998); M.D., University of Washington School of Medicine.

Ruth Barnes (2006) Associate Professor of Theatre and Dance. B.A., SUNY, Binghamton (1968); M.F.A., University of California, Riverside (2004).

M. Christopher Barnhart, (1991) Professor of Biology. B.S., Iowa State University (1976); M.A., University of Kansas (1978); Ph.D., University of California-Los Angeles (1984).

Tonya B. Barrier, (1991) Professor of Computer Information Systems. B.S., University of Tennessee-Martin (1981); M.B.A., Memphis State University (1983); Ph.D., University of Texas-Arlington (1990).

Brent A. Bartgis, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. D.O. Oklahoma State University (1996).

Isabelle Bauman, (1997) Associate Professor of Communication. B.A., University of Puget Sound (1983); M.A., University of Wisconsin - Madison (1988); Ph.D., University of Wisconsin - Madison (1991).

Denise Baumann, (2007) Per Course Instructor of Counseling, Leadership and Special Education and Associate Director of Residence, Life and Services. B.S., Minnesota State University (1988); M.Ed., James Madison University (1991); Ed.D., University of Missouri, Columbia (2006).

James S. Baumlin, (1989) Professor of English. B.A., Georgetown (1977); Ph.D., Brown University (1983).

Mary F. Baumlin, (1989) Professor of English. B.A., Texas Christian University (1976); M.A., Southern Methodist University (1981); Ph.D., Texas Christian University (1985).

Leslie Baynes, (2006) Associate Professor of Religious Studies. B.A., University of Dayton (1986); M.A., University of Dayton (1995); Ph.D., University of Notre Dame (2005).

Larry R. Beckett, (2008) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.S. Missouri Southern State University (2002); M.S., Missouri State University (2005).

Daniel W. Beckman, (1991) Professor of Biology. B.A., University of North Alabama (1979); M.S., University of South Carolina (1983); Ph.D., Louisiana State University (1989).

Elisabeth C. Bell, (2008) Per Course Faculty of Communication Sciences and Disorders. B.S., Missouri State University (1984); M.A., Missouri State University (1988).

Julia Watts Belser, (2009) Assistant Professor of Religious Studies. B.A., Cornell University (1999); M.Div., Starr King Graduate Theological Union (2003); M.A., Academy for Jewish Religion (2007); Ph.D., University of California, Berkeley Graduate Theological Union (2008).

Richard G. Belshoff, (1990) Professor of Mathematics. B.A., Vanderbilt University (1977); M.A., University of Louisville (1980); Ph.D., University of Kentucky (1989).

Timothy A. Bender, (1983) Professor of Psychology. B.S., Iowa State University (1978); M.S., Iowa State University (1980); Ph.D., Iowa State University (1982).

Susan Berg, (2007) Assistant Professor of Nursing. B.S.N., University of Missouri, Columbia (1998); M.S.N., Missouri State University (2002).

Stephen C. Berkwitz, (2002) Professor of Religious Studies. B.A., University of Vermont (1991); M.A., University of California, Santa Barbara (1994); Ph.D., University of California, Santa Barbara (1999).

Ilan I Berman, (2005) Adjunct Faculty, Defense and Strategic Studies. B.A., Brandeis University (1997); M.A., American University (2000); J.D., Washington College of Law (2000).

Charlene A. Berquist, (1991) Professor of Communication. B.A., Western Washington University (1977); M.A., University of Montana (1980); Ph.D., University of Minnesota (1991).

Richard N. Biagioni, (1991) Professor of Chemistry. B.S., University of Illinois at Urbana (1974); Ph.D., University of California at Berkeley (1981).

Christina M. Biava, (1992) Professor of English. B.A., University of Illinois (1975); M.A., University of Illinois (1984); Ph.D., University of Illinois (1991).

Mark M. Biggs, (1993) Acting Department Head of Theatre and Dance and Associate Professor of Media, Journalism, and Film. B.A., University of Chicago (1977); M.A., University of Chicago (1985).

Traci Bilyeu-Reinbold, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., University of Osteopathic Medicine and Health Sciences (1993); MPAS, University of Nebraska (2001).

Alice A. (Jill) Black, (2009) Assistant Professor of Geography, Geology and Planning. B.S., Southeast Missouri State University (1966); M.S., Missouri State University (1997); Ph.D., University of Missouri, Columbia (2003).

W. D. Blackmon, (1978) Department Head and Professor of English. B.A., University of Arkansas (1970); M.A., University of Utah (1973); Ph.D., University of Denver (1978).

Brooks Blevins, (2008) Endowed Associate Professor of Ozarks Studies, Department of History. B.A., Lyon College (1992); M.A., Auburn University (1994); Ph.D., Auburn University (1999).

Paul D. Blisard, (1992) Associate Professor of Counseling, Leadership and Special Education. B.S.Ed., Southwest Missouri State University (1975); M.S., Southwest Missouri State University (1978); Ed.D., University of Arkansas (1985).

Bela Bodo, (2008) Associate Professor of History. B.A., University of Debrecen (1988); H.B.A., University of Toronto (1990); M.A., York University (1992); Ph.D., York University (1998).

Flint A. Boettcher, (2010) Adjunct Faculty of Communication Science and Disorders. B.A., Washington University (1981); M.A., Washington University (1984); Ph.D., University of Texas (1989).

Tonya S. Boone, (2001) Per Course Instructor of Social Work. B.S.W., Union College (1991); M.S.W., University of Missouri - Columbia (1994).

Eric Bosch, (1997) Professor of Chemistry. B.S. University of Natal (1976 and 1979); M.S., Weizmann Institute of Science (1985); Ph.D., Weizmann Institute (1989).

John S. Bourhis, (1988) Professor of Communication. B.S., Lewis and Clark College (1978); M.A., University of Arizona (1980); Ph.D., University of Minnesota (1988).

David E. Bowles, (2006) Adjunct Faculty, Biology. B.S., Ball State University (1982); M.S., Texas State University (1984); Ph.D., University of Arkansas, Fayetteville (1989).

Jason L. Box, (2000) Assistant Professor of Communication Sciences and Disorders. B.S., Southwest Missouri State University (1992); M.S., Central Missouri State University (1994).

Carmen Boyd, (2010) Senior Instructor of Biomedical Sciences. B.S., Missouri State University (1978); B.S., Missouri State University (1991); M.S., Missouri State University (1981).

Sheryl D Brahnam, (2003) Associate Professor of Computer Information Systems. M.F.A., The City College of New York of Fine Arts (1991); M.S., The City College of New York School of Engineering (1997); M.Phil, The Graduate Center of the city of New York (2002); Ph.D., The Graduate Center of the City of New York (2002).

Rick L. Brattin, (2010) Adjunct Faculty, Computer Information Systems. B.S., Missouri State University (1986); M.S., Missouri State University (1999).

Monta Breeden, (2001) Per Course Instructor of Social Work. B.S.W., Southwest Missouri State University (1986); M.S.W., University of Missouri - Columbia (1995).

Bryan Breyfogle, (1999) Associate Professor of Chemistry. B.S., Mankato State University (1989); Ph.D., University of Missouri - Rolla (1996).

Sabrina A. Brinson, (2009) Associate Professor of Childhood Education and Family Studies. B.A., University of South Florida (1985); M.A., University of South Florida (1992); Ph.D., University of South Florida (1998).

Lisa Bronson, (2005) Adjunct Faculty, Defense and Strategic Studies. A.B., Cornell University (1979); J.D., Cornell Law School (1982).

David W. Brown, (1991) Professor of Childhood Education and Family Studies. B.S.Ed., Oklahoma State University (1977); M.S.Ed., Northeastern State University (1980); Ed.D., Oklahoma State University (1989).

Michael A. Brown, (2011) Adjunct Faculty, Agriculture. B.S., Oklahoma State University (1972); M.S., Oklahoma State University (1974); Ph.D., Oklahoma State University (1976).

O. Gilbert Brown, (2007) Associate Professor of Counseling, Leadership and Special Education. B.G.S., University of Kansas (1977); M.S., Emporia State University (1984); M.S., Miami University (1986); Ed.D., Indiana University-Bloomington (1992).

Virginia E. Brown, (2001) Per Course Instructor of Social Work. B.A., University of Kansas (1974); M.S.W., University of Kansas (1995).

Richard D. Bruce, (2008) Assistant Professor of Technology and Construction Management. B.A., University of Kansas (1995); M.S., University of Central Missouri (2001); Ph.D., Indiana State University (2008).

Sara J. Brummel, (1999) Associate Professor of Theatre and Dance. B.A., University of Colorado - Denver (1990); M.F.A., University of Arizona (1994).

Erin Buchanan, (2010) Assistant Professor of Psychology. B.S., Texas A&M University (2004); M.A., Texas A&M University (2006); Ph.D., Texas Tech University (2008).

Margaret L. Buckner, (2006) Professor of Sociology and Anthropology. B.A., San Diego State University (1978); M.A., University of Paris X, Nanterre (1984); Ph.D., University of Paris X, Nanterre (1993).

Melissa Burnett, (2009) Professor of Marketing. B.S., Missouri State University (1980); M.B.A., Drury University (1983); Ph.D., Oklahoma State University (1988).

Thomas H. Burnett, (1990) Professor of Health, Physical Education and Recreation. B.S.E., University of Arkansas (1967); M.Ed., University of Arkansas (1969); Ph.D., Texas A and M University (1974).

Larry Burt, (1990) Associate Professor of History. B.S., Morningside College (1972); M.A., University of South Dakota (1974); Ph.D., University of Toledo (1979).

Brian G. Burton, (2010) Assistant Professor of Computer Information Systems. B.S.Ed., Abilene Christian University (1992); M.S.Ed., Missouri State University (1999); Ed.D., University of Missouri, Columbia (2008).

Michael Gene Burton, (2009) Associate Professor of Agriculture. B.A., DePaul University (1991); M.A., The Ohio State University (1994); M.S., The Ohio State University (1994); Ph.D., University of Nebraska, Lincoln (2001).

Barbara A. Bushman, (1996) Professor of Health, Physical Education and Recreation. B.S., Grand Valley State University (1991); Ph.D., The University of Toledo (1995).

Marcia A. Butler, (2010) Assistant Professor of History. B.S., University of Michigan (????); M.Arch, University of Michigan (????); M.A., Cornell University (1998); Ph.D., Cornell University (2007).

David Byers, (2008) Assistant Professor of Sociology and Anthropology. B.S., Purdue University (1988); M.A., University of Wyoming (2001); Ph.D., University of Utah (2006).

David B. Byrd, (1984) Professor of Accounting. B.S., B.A., University of Missouri-Columbia (1968); M.B.A., Southwest Missouri State University (1974); Ph.D., University of Arkansas (1979).

Sandra D. Byrd, (1984) Professor of Accounting. B.S.B.A., University of Missouri-Columbia (1968); M.B.A., University of Arkansas-Fayetteville (1975); Ph.D., University of Arkansas-Fayetteville (1979).

Mary M. Byrne (1996). Assistant Professor of Communication Sciences and Disorders. B.S., Ohio University (1976); M.A., Ohio State University (1977); Ed.M., Teachers College, Columbia University (1987); Ed.D., Teachers College, Columbia University (1994).

Lanette Cadle (2006). Associate Professor of English. B.A., Wichita State University (1998); M.F.A., Bowling Green State University (2001); Ph.D., Bowling Green University (2005).

Marcus Cafagna, (2000) Professor of English. B.A., Michigan State University (1986); M.A., Michigan State University (1989); M.F.A., Vermont College (1998).

Patricia A. Cahoj (2002). Assistant Professor and Assistant Director of Clinical Education of Physical Therapy. B.S., Texas Woman's University (1985); M.S., Southwest Baptist University (1992); DPT, Creighton University (2005).

Brian R. Calfano, (2009) Associate Professor of Political Science. B.A., Rider University (2000); M.A., Regent University (2002); Ph.D., University of North Texas (2007).

Matthew Calihman (2006). Associate Professor of English. B.A., University of Rochester (1993); M.A., Washington University (1995); Ph.D., Washington University (2005).

R. Neal Callahan, (2006) Associate Professor of Technology and Construction Management. B.S., University of Missouri, Rolla (1988); M.S., University of Missouri, Rolla (1992); Ph.D., University of Missouri, Rolla (1999).

Bradley P. Cameron, (2001) Per Course Instructor of Social Work. B.S., University of Oklahoma (1967); M.S.W., University of Oklahoma (1969); J.D., Oklahoma City University (1977); M.S., Pittsburg State University (1983).

James S Cameron, (1996) Associate Professor of Music. B.M., University of Tulsa (1981); M.M., New Mexico State University (1984); D.M.A., University of Oklahoma (1995).

J. Deanne Camp, (1997) Professor of Reading, Foundations and Technology. B.S.Ed., Southwest Missouri State University (1973); M.S.Ed, Southwest Missouri State University (1976); Ed.D., University of Missouri - Columbia (1990).

Roberto Canales, (2002) Associate Professor of Physician Assistant Studies. B.S., University of Texas Medical Branch (1989); University of Texas Medical Branch School of Biomedical Sciences (1998).

Steve C. Capps, (2006) Assistant Professor of Psychology. B.A., University of Texas (1988); M.A., Southern Illinois University (1991); Ph.D., Ball State University (1995).

Edwin Carawan, (1999) Professor of Modern and Classical Languages. B.A., University of North Carolina (1974); M.A., University of North Carolina (1978); Ph.D., University of North Carolina (1980).

Heather J. Carmack, (2008) Assistant Professor of Communication. B.A., Truman State University (2003); M.A., Ohio University (2004); Ph.D., Ohio University (2008).

Russell N. Carney, (1996) Professor of Psychology. B.S.Ed., Central Missouri State University (1972); M.A., University of Missouri - Kansas City (1976); M.Ed., University of Missouri - Columbia (1980); Ph.D., University of Missouri - Columbia (1984).

Lisa Casey, (2003) Professor of Music. B.M., Kansas State University (1993); M.M., University of Idaho (1994); D.M.A., University of Missouri - Kansas City (2000).

Michael Casey, (2003) Professor of Music. B.A., Arkansas Tech University (1979); M.M.Ed, North Texas State University (1982).

John C. Catau, (1978) Associate Provost and Professor of Geography, Geology, and Planning. B.S., Frostburg State College (1967); M.A., Bowling Green State University (1969); Ph.D., Michigan State University (1973).

Anthony A. Cauchi, (2008) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Angelo State University (1999); M.D., Texas Tech University Health Science Center (2003).

Joanna J. Cemore, (2006) Associate Professor of Childhood Education and Family Studies. B.S., Florida State University (1994); M.S., Florida State University (1996); M.S., Iowa State University (2001); Ph.D., Iowa State University (2005).

C. Edward Chang, (1994) Professor of Finance and General Business. B.S., National Taiwan University (1979); M.B.A National Chengchi University (1981); M.A. The University of Texas at Dallas (1985); Ph.D. University of Illinois at Champaign-Urbana (1989).

Ching-Wen Chang, (2008) Assistant Professor of Reading, Foundations and Technology. B.A., Providence University (1986); M.S.Ed., State University of New York (1998); Ph.D., Indiana State University (2006).

Christopher D. Chase, (2008) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., College of the Ozarks (1991); M.D., University of Missouri, Columbia (1997).

Joel D. Chaston, (1989) Distinguished Professor of English. B.A., University of Utah (1978); M.A., University of Utah (1980); Ph.D., University of Utah (1988).

Yungchen Cheng, (1984) Professor of Mathematics. B.S., National Taiwan University (1973); M.S., Tamkang University (1978); Ph.D., Rutgers University (1984).

Mark Chertoff, (2010) Adjunct Faculty, Communication Sciences and Disorders. B.A., University of New York, Buffalo (1981); M.A., University of New York, Buffalo (1984); Ph.D., University of Wisconsin (1990).

Jeremy A. Chesman, (2004) Associate Professor of Music. B.M., University of Michigan (2000); M.M., University of Michigan (2001).

Jerry M. Chin, (1994) Department Head and Professor of Computer Information Systems. B.S., Mississippi State University (1971); M.A., Mississippi State University (1974); M.A. Delta State University (1983); Ph.D., Memphis State University (1989).

Shun-Lin Chou, (1997) Associate Professor of Music. B.A., Wheaton College (1988); M.M., University of Michigan (1992); D.M.A., Eastman School of Music (1996).

John F. Chuchiak IV, (2003) Professor of History. B.A., Virginia Polytechnic and State University (1992); M.A., Tulane University (1994); Ph.D., Tulane University (2000).

Cigdem Cidam, (2010) Assistant Professor of Political Science. B.A., Bogazici University, Turkey (2002); Ph.D., University of Minnesota (2009).

David M. Claborn, (2008) Assistant Professor of Public Health. B.S., Texas Tech University (1983); M.S., Texas Tech University (1985); Ph.D. Uniformed Services University of Health Science (2001).

Alan Clark, M.D., (2001) Medical Director of Physician Assistant Studies. B.S., Georgia State University (1971); M.D., Medical College of Georgia (1974).

Ronald A. Clark, (2010) Assistant Professor of Marketing. B.B.A., Northwood University (1998); M.B.A., Auburn University (2002); Ph.D., Florida State University (2006).

Tracy Cleveland, (2010) Assistant Professor of Physician Assistant Studies. B.S., Northern State University (2000); M.S., Missouri State University (2002).

Andrew R. Cline, (2009) Associate Professor of Media, Journalism and Film. B.A., University of Delaware (1980); M.A., University of Missouri, Kansas City (1998); Ph.D., University of Missouri, Kansas City (2002).

Diana L. Collings, (2001) Per Course Instructor of Social Work. B.S., Tulsa University (1972); M.S.W., University of Oklahoma (1995).

Peter F. Collins, (1993) Professor of Music. B.M., Peabody Conservatory (1982); M.M., Peabody Conservatory (1984); D.M.A., The University of Michigan (1992).

Julia C. Combs, (2010) Department Head and Professor of Music. B.Mus., University of Memphis (1972); M.M., University of Memphis (1974); D.M.A., University of North Texas (1985).

George E. Connor, (1993) Department Head and Professor of Political Science. B.S., University of Houston (1985); Ph.D. University of Houston (1989).

Angela R. Conover, (2010) Per Course Faculty, Social Work. B.S., Missouri State University (1996); M.S.W., Missouri State University (2004).

Jeanne L. Cook, (1999) Assistant Professor and Director of Clinical Education of Physical Therapy. B.S., Southwest Baptist University (1980); M.S.P.T., Texas Woman's University (1986); Ph.D., University of Nebraska, Lincoln (2010).

Marc Cooper, (1980) Professor of History. B.A., University of Minnesota (1973); M.A., University of Minnesota (1976); Ph.D., University of Minnesota (1979).

Jeffrey H.D. Cornelius-White, (2007) Professor of Counseling, Leadership and Special Education. B.M., Roosevelt University (1990); M.A., Argosy University-Chicago (1997); Psy.D., Argosy University-Chicago (2000).

Ronald L. Coulter, (1983) Interim Department Head and Professor of Marketing. B.S.Ed., Eastern Illinois University (1970); M.S.Ed., Eastern Illinois University (1971); M.B.A., University of Arkansas-Fayetteville (1980); Ph.D., University of Arkansas-Fayetteville (1985).

Daniel Crafts, (1994) Associate Professor of Hospitality and Restaurant Management. B.S., Oklahoma State University (1977); M.S., Oklahoma State University (1986); Ed.D., Oklahoma State University (1989).

Michael M. Craig, (1976) Professor of Biomedical Sciences. B.A., Gettysburg College (1970); M.S., University of Michigan (1971); Ph.D., University of Michigan (1977).

Susan J. Crain, (2003) Associate Professor of Finance and General Business. B.B.A., Fort Hays State University (1990); Ph.D., University of Oklahoma (1997).

Deborah Cron, (1999) Clinical Associate Professor of Communication Sciences and Disorders. B.S., Southwest Missouri State University (1975); M.S.Ed., University of Georgia (1981).

Jack D. (JD) Crouch II, (1990) Adjunct Faculty of Defense and Strategic Studies. B.A., University of Southern California (1980); M.A., University of Southern California (1981); Ph.S., University of Southern California (1983).

Samuel A. Crow, II, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., Washburn University (1973); M.A., Chapman College (1975); D.O., University of Health Sciences-College of Osteopathic Medicine (1985).

Dean A. Cuebas, (1992) Associate Professor of Chemistry. B.A., SUNY College at Purchase (1980); Ph.D., City University of New York (1987).

Denise D. Cunningham, (2006) Associate Professor of Childhood Education and Family Studies. B.S.Ed., Northwest Missouri State University (1980); M.S.Ed., Webster University (1999); Ph.D., University of Missouri, St. Louis (2005).

Fred L. Czerwonka, (2011) Adjunct Faculty, Counseling, Leadership and Special Education. B.S., Freed Hardeman University (1993); M.S., Freed Hardeman University (1995); Ed.S., St. Louis University (2005); Ed.D., St. Louis University (2005).

David M. Dalahay, (2004) Adjunct Faculty, Biomedical Sciences. B.S., University of Oklahoma (1996); M.D., University of Oklahoma (2000).

Ardeshir J. Dalal, (2009) Department Head and Professor of Economics. B.A., St. Stephen's College (1969); M.A., Delhi School of Economics (1971); M.A., University of Iowa (1976); Ph.D., University of Iowa (1977).

Mario Daoust, (2005) Assistant Professor of Geography, Geology and Planning. B.S., Universite fe Sherbrooke (1980); M.S., McGill University (1982); Ph.D., McGill

University (1992).

Bhaskar Datta, (2009) Assistant Professor of Chemistry. B.Sc., St. Stephens College - Delhi (1997); M.Sc., Indian Institute of Technology (1999); Carnegie Mellon University (2004).

Ronald Dattero, (2003) Professor of Computer Information Systems. B.A., Wayne State University (1978); M.S., University of California, Berkeley (1979); Ph.D., Purdue University (1982).

Telory Davies, (2009) Assistant Professor of Theatre and Dance. B.A., Swarthmore College (1993); M.A., New York University (1996); Ph.D., Stanford University (2003).

John C. Davis, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., Hendrix College (1992); M.D., University of Arkansas (1998).

Michele Day, (2009) Assistant Professor of Social Work. B.S., Missouri State University (1984); M.S.W., Washington University (1986); Ph.D., University of Missouri, Columbia (2008).

William Paul Deal, (2006) Associate Professor of Psychology. B.A., University of Tulsa (1990); M.A., University of Mississippi (1995); Ph.D., University of Mississippi (1998).

Peppino A. DeBiaso, Adjunct Faculty, Defense and Strategic Studies. B.A., California State University (1979); M.A., Claremont Graduate School (1980); M.A., University of Southern California (1982); Ph.D., University of Southern California (1987).

Robert Kevin DeLong, (2008) Assistant Professor of Biomedical Sciences. B.S., State University of New York, Buffalo (1985); M.S., University of Rochester (1988); Ph.D., Johns Hopkins University (1994).

Jeffrey S. Del Vecchio, (2001) Adjunct Faculty, Physician Assistant Studies. B.S., Southwest Missouri State University (1994); B.S., St. Louis University (1997); M.P.A.S., University of Nebraska (2000).

D. Keith Denton, (1993) Professor of Management. B.S., Murray State University (1971); M.P.A., Memphis State University (1974); Ph.D., Southern Illinois University (1982).

Paris A DePaepe, (1996) Professor of Counseling, Leadership and Special Education. B.S., Illinois State University (1978); M.S., Illinois State University (1985); Ph.D., University of Minnesota (1994).

Heidi K. Depue, (2000) Per Course Instructor of Counseling, Leadership and Special Education. B.A., University of Munster, Germany (1971); M.A., University of Munster, Germany (1973); Ph.D., State University of New York at Buffalo (1981).

William R. Detten, (2002) Medical Director of Physician Assistant Studies. B.A., Drury College (1983); D.O., College of Osteopathic Medicine (1990).

Thomas S. Dicke, (1993) Acting Department Head and Professor of History. B.S.Ed., Bowling Green State University (1979); M.A., Ohio State University (1983); Ph.D., Ohio State University (1988).

Thomas V. Dickson, (1989) Professor of Media, Journalism, and Film. B.A., Arkansas State University (1968); M.A., Tulane University (1971); Ed.D., University of New Orleans (1976); Ed.D., Oklahoma State University (1984).

Randy K. Dillon, (1994) Professor of Communication. B.A. College of the Ozarks (1984); M.S., University of Southwestern Louisiana (1985); Ph.D., University of Florida (1994).

Amanda J. Dinsmore, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., University of Oklahoma (1996); M.D., University of Oklahoma (2000)

Nancy M. Dion, (2001) Instructor of Physician Assistant Studies. B.S., George Washington University (1990); M.S., Finch University (1998).

Neil DiSarno, (1993) Department Head and Professor of Communication Sciences and Disorders. B.S., State University of New York at Buffalo (1975); M.S., Florida State University (1976); Ph.D., Florida State University (1990).

Steven T. Dodge, (2005) Department Head and Clinical Associate Professor of Physician Assistant Studies. B.A., Washington University (1971); B.S., University of Nevada, Reno (1973); M.D., Southern Illinois University (1975).

Susan C. Dollar, (2001) Director and Professor of Social Work. B.H.S., University of Missouri - Columbia (1981); M.S.W., University of Missouri - Columbia (1990); Ph.D., Tulane University (1998).

Earl F. Doman, (2006) Vice President for Student Affairs and Per Course Instructor for Counseling, Leadership and Special Education. B.S., Emporia State University (1968); M.S., Kansas State University (1973); Ph.D., Kansas State University (1976).

Jose M. Dominguez, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., University of Missouri - Kansas City (1988); M.D., University of Missouri - Kansas City (1989).

Lifeng Dong, (2008) Associate Professor of Physics, Astronomy and Material Science. B.S., Qingdao Institute of Chemical Technology (1993); M.S., Qingdao Institute of Chemical Technology (1996); M.S., Portland State University (2002); Ph.D., Portland State University (2005).

William J. Donohoe, Jr., (2009) Associate Professor of Management. B.S., California Polytechnic State University (1983); J.D., Washington University (1990); Ph.D., University of Missouri, Columbia (2000).

Judy Doran, (2007) Per Course Faculty for Counseling, Leadership and Special Education. B.S., Drury University (1972); M.S., Missouri State University (1996).

Marci Dowdy, (2009) Instructor of Counseling, Leadership and Special Education. B.A., Missouri Valley College (1975); M.S., Missouri State University (1977); Ed.D., Nova Southeastern (2000).

John H. Downing, (2004) Associate Professor of Health, Physical Education and Recreation. B.S., Springfield College (1970); M.S., Springfield College (1974); Ph.D., University of Oregon (1985).

Elizabeth Dudash, (2007) Assistant Professor of Communication. B.A., John Carroll University (1997); M.A., Miami University of Ohio (1999); Ph.D., University of Missouri, Columbia (ABD).

Robert Scott Duff, (2008) Adjunct Clinical Faculty. B.S., Ripon College (1989); M.D., Medical College of Wisconsin (1993).

Dalen M. Duitsman, (1996) Director, Ozarks Public Health Institute and Professor of Public Health. B.A., William Paterson College (1978); M.S., Indiana University (1979); H.S.D., Indiana University (1990).

Paul L. Durham, (2001) Professor of Biology. B.S., St. Ambrose University (1984); M.S., University of Iowa (1989); Ph.D., University of Iowa (1994).

Samuel C. Dyer, (1997) Associate Professor of Communication. B.S. Central Missouri State University (1985); M.A., Eastern New Mexico State University (1986); Ph.D., University of Tennessee (1991).

Ambur Economu, (2003) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Univ. of Utah (1995); M.D., Harvard Med. School (1998).

William B. Edgar, (2009) Associate Professor of Library Science. B.S., University of North Carolina (1990); M.S., University of North Carolina (1994); Ph.D., University of Alabama (2000).

Dennis Edwards, (2010) Per Course Faculty, Counseling, Leadership and Special Education. B.S.W., Southern Illinois University (1975); M.S.W., University of Illinois (1979); M.S., University of Illinois (1980); Ph.D., University of Illinois (2000).

Frank A. Einhellig, (1992) Interim Provost and Professor of Biology. A.A., Graceland College (1957); B.S., Kansas State University (1960); B.S., University of Kansas (1961); M.N.S., University of Oklahoma (1964); Ph.D., University of Oklahoma (1969).

Keith A. Ekstam, (1998) Professor of Art and Design. B.F.A., Mankato State University (1982); M.F.A., University of Michigan (1987).

Mark C. Ellickson, (1986) Professor of Political Science. B.S., University of Central Arkansas (1982); Ph.D., Southern Illinois University-Carbondale (1986).

W. Anson Elliott, (1978) Department Head and Professor of Agriculture and Director of the Fruit Science Experiment Station. B.S., University of Missouri-Columbia (1965); M.S., University of Missouri-Columbia (1968); Ph.D., University of Missouri-Columbia (1972).

Michael E. Ellis, (1988) Professor of English. B.S., East Tennessee State University (1980); M.A., East Tennessee State University (1984); Ph.D., University of Kentucky (1988).

Paul Ehesman, (2008) Adjunct Faculty of Counseling, Leadership and Special Education. B.A., University of Santa Clara (1973); M.A., University of Arkansas (1981).

Melani Day Engel, (2005) Per Course Faculty, School of Social Work. B.A., Drury University (1999); M.S.W., Missouri State University (2002).

Karen Engler, (1999) Clinical Associate Professor of Communication Sciences and Disorders. B.S., Southwest Missouri State University (1979); M.A., Southwest Missouri State University (1990).

Mark T. Esper, (2006) Adjunct Faculty of Defense and Strategic Studies. B.S., U.S. Military Academy, West Point (1986); M.A., Harvard University (1995); Ph.D. George Washington University (expected 2007).

Kevin R. Evans, (2004) Associate Professor of Geography, Geology and Planning. B.S., Southwest Missouri State University (1986); M.S., University of Kansas (1989); Ph.D., University of Kansas (1997).

Sidney R. Ewer, (1990) Professor of Accounting. B.S.B.A., University of Southern Mississippi (1968); M.B.A., Mississippi College (1985); Ph.D., University of Mississippi (1989).

Brian T. Faddis, (2010) Adjunct Faculty, Communication Sciences and Disorders. B.S., University of California, Davis (1982); Ph.D., University of California, Davis (1994).

Melissa Duncan Fallone, (2009) Assistant Professor of Psychology. B.S., Missouri State University (1989); M.S., University of Memphis (1995); Ph.D., University of Memphis (2003).

Matthew Fanetti, (2003) Associate Professor of Psychology. B.A., University of Missouri - Columbia (1990); M.A., University of Nevada (1997); Ph.D., University of Nevada (1998).

Kelli Farmer, (2009) Visiting Instructor, School of Social Work. B.S., Missouri State University (1986); M.S.W., University of Missouri, Columbia (1995).

Robin E. Farris, (2008) Adjunct Clinical Faculty, Director, Center City Counseling Clinic. B.A., College of the Ozarks (1981); B.S., Missouri State University (2002); M.S., Missouri State University (2005).

Elizabeth Federman, (2009) Visiting Assistant Professor of Public Health. B.A., Swarthmore College (1988); Sc.D., Johns Hopkins School of Public Health (1996).

Monika Feeney, (2009) Clinical Director, St. John's School of Nurse Anesthesia, Adjunct Clinical Faculty, Biomedical Sciences. B.S.N., Excelsior College (2001); M.S., Missouri State University (2004).

John Ferraro, (2010) Adjunct Faculty, Communication Sciences and Disorders. B.S., Southern Colorado State University (1968); M.S., University of Denver (1970); Ph.D., University of Denver (1972).

Kim S. Finch, (2010) Assistant Professor of Counseling, Leadership and Special Education. B.S.Ed., Missouri State University (1979); M.S., Missouri State University (1979); Ed.S., Missouri State University (1987); Ed.D., University of Missouri, Columbia (1991).

Martha L. Finch, (2001) Associate Professor of Religious Studies. B.A., Syracuse University (1988); M.A., University of California - Santa Barbara (1993); Ph.D., University of California - Santa Barbara (2000).

Donald L. Fischer, (1992) Professor of Psychology. B.S., Southern University (1972); M.A., Ohio State University (1975); Ph.D., Ohio State University (1980).

Bradley J. Fisher, (1996) Professor of Psychology. B.S., Grand Valley State College (1981); M.A., Michigan State University (1983); Ph.D., Michigan State University (1988).

Kathleen D. Fisher, (2009) Interim Program Director, St. John's School of Nurse Anesthesia and Adjunct Clinical Faculty, Biomedical Sciences. B.S.N., Missouri State University (1991); M.S., Missouri State University (2003).

Jodi Flynn, (2010) Assistant Professor of Physician Assistant Studies. B.S., Drury University (2000); M.S., Missouri State University (2002).

Billie J.A. Follensbee, (2004) Professor of Art and Design. B.S., Castleton State College (1986); B.A., Castleton State College (1987); M.A., University of Maryland (1994); Ph.D., University of Maryland (2000).

Christian S. Forrer, (2008) Adjunct Clinical Faculty, Physician Assistant Studies. B.S. Kansas State University (1990); M.D., University of Kansas (1998).

Judith Fowler, (2001) Professor of Art and Design. B.F.A., Southwest Missouri State University (1966); M.F.A., University of Utah (1968); B.S.Ed, Missouri Southern State College (1987).

Clifford A. Franklin, (2008) Assistant Professor of Communication Sciences and Disorders. B.S., Auburn University at Montgomery (1992); M.C.D., Auburn University at Auburn (1996); Ph.D., University of Tennessee (2004).

Jennifer L. Franklin, (2008) Clinical Assistant Professor of Communication Sciences and Disorders. B.A., Radford University (1994); M.S., East Tennessee State University (1996); Au.D., University of Florida (2007).

Keri Franklin, (2008) Associate Professor of English. B.S., Southwest Baptist University (1997); M.A., Missouri State University (1999).

Thomas C. Franklin, (1999) Associate Professor of Communication Sciences and Disorders. B.A., Auburn University at Montgomery (1982); M.C.D., Auburn University (1984); Ph.D., Florida State University (1993).

Joseph D. Frieze, (2010) Adjunct Clinical Faculty, Psychology. B.S., University of Missouri, Rolla (1995); M.S., Missouri State University (1998).

Evan E. Fusco, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., University of Arkansas (1989); M.D., University of Arkansas for Medical Services (1993).

Gloria J. Galanes, (1986) Professor of Communication. A.B., University of Michigan (1968); M.A., Bowling Green State University (1974); Ph.D., Ohio State University (1985).

Cathy Galland, (2011) Adjunct Faculty, Counseling, Leadership and Special Education. B.A., Simpson College (1988); M.Ed., Central Methodist University (2001); Ed.D., University of Missouri, Columbia (2008).

Terrel Gallaway, (2004) Associate Professor of Economics. B.A., New Mexico State University (1989); M.A., Colorado State University (1993); Ph.D., Colorado State University (2001).

Vinay K. Garg, (2005) Associate Professor of Management. B.Eng., University of Jodhpur, India (1980); M.B.A., University of Lucknow, India (1982); Ph.D., University of Texas, Arlington (2000).

Brett E. Garland, (2007) Associate Professor of Criminology and Criminal Justice. B.S., Indiana State University (1997); M.A., Indiana State University (2001); Ph.D., University of Nebraska (2007).

Diana Garland, (2006) Per Course faculty for Counseling, Leadership and Special Education. B.S., Southwest Missouri State University (1988); M.B.A., Southwest Missouri State University (1990); Ed.D., University of Missouri-Columbia (2002).

Richard C. Garrad, (2001) Professor of Biomedical Sciences. F.I.M.L.S., University of Westminster (1982); M.S., Miami University (1989); Ph.D., Miami University (1993).

Linda Garrison-Kane, (1996) Professor of Counseling, Leadership and Special Education. B.S.E., University of Arkansas (1983); M.Ed., University of Arkansas (1986); Ph.D., University of Kansas (1996).

Kirk Garten, (2010) Adjunct Faculty, Computer Information Systems. B.S., University of Central Missouri (1985); M.B.A., University of Missouri, St. Louis (2006).

Patrick R. Gartin, (2007) Associate Professor of Criminology and Criminal Justice. B.A., University of Iowa (1982); M.A., University of Iowa (1984); Ph.D., University of Maryland (1992).

Lyn F. Gattis, (2008) Associate Professor of English. B.A., University of Arkansas (1973); M.A., University of Oklahoma (1995); Ph.D., Oklahoma State University (2006).

Richard J. Gebken, II, (2007) Associate Professor of Technology and Construction Management. B.S., Virginia Tech (1999); M.S., Virginia Tech (2001); Ph.D. The University of Texas at Austin (2006).

Walden Clay Gemmill, (2004) Adjunct Professor of Social Work. B.A., Oklahoma State University (1998); M.P.H., St. Louis University (2000); M.S.W., St. Louis University (2000).

Suzanne M. George, (1992) Professor of Childhood Education and Family Studies. B.S., University of Delaware (1975); M.Ed., University of Delaware (1978); Ph.D., Temple University (1988).

Nikolay Gerasimchuk, (2001) Associate Professor of Chemistry. M.S., Kiev State University (1981); Ph.D., Kiev State University (1985); Ph.D., University of Kansas (1996).

John Getchell, (2009) Adjunct Clinical Faculty, School of Social Work. B.A., Missouri Southern State University (1993); M.S.W., Missouri State University (2005).

Ssan Gettys, (2008) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.S. Missouri State University (1979); M.S., Missouri State University (1985); Ed.S., Missouri State University (1994); Ed.D., University of Missouri, Columbia (2007).

Rachel Gholson, (2004) Associate Professor of English. B.A., University of Missouri - Columbia (1988); M.A., University of Southwestern Louisiana (1991); Ph.D., Memorial University of Newfoundland (2002).

Kartik C. Ghosh, (2000) Professor of Physics, Astronomy and Material Science. B.S., Calcutta University (1987); M.S., Calcutta University (1989); Ph.D., University of Mumbai (1996).

Sharon Giboney, (2008) Adjunct Clinical Faculty, Physician Assistant Studies. B.S.N., Drury University (1984); M.S.N., Drexel University (2006).

Ryan E. Giedd, (1996) Distinguished Professor of Physics and Astronomy. B.A. State University of New York at New Paltz (1981); M.S. University of Delaware (1983); Ph.D., University of Delaware (1986).

Stephen G. Gilbreth, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S.E., Missouri Southern State University (1988); M.S., Pittsburg State University (2002); Ed.S., Pittsburg State University (2005); Ed.D., Saint Louis University (2010).

Mark D. Given, (1999) Associate Professor of Religious Studies. B.A., Alderson-Broadbudd College (1983); M.Div., Southeastern Baptist Theological Seminary (1989); Ph.D., University of North Carolina - Chapel Hill (1998).

Janet S. Glenn, (2002) Per Course Instructor of Social Work. B.S., Pittsburg State University (1981); M.S.W., University of Oklahoma (1998).

Donna S. Gloe, (2010) Assistant Professor of Nursing. B.S.N., Southwest Baptist University (1991); M.S.N., Missouri State University (1999); M.Ed., Lincoln University (1997); Ed.D., Nova Southeastern University (1996).

David R. Goodwin, (2001) Associate Professor of Reading, Foundations and Technology. B.S., University of Illinois, Champaign-Urbana (1970); M.S., University of Illinois, Champaign-Urbana (1974); Ph.D., University of Illinois, Champaign-Urbana (1999).

Denise F. Gordon, (2005) Per-Course Instructor of Social Work. B.S., Drury University (1995); M.S.W., University of Iowa (1997).

Christine H. Gosch, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., South Dakota State University (1989); M.D., University of Nebraska (1993).

Douglas R Gouzie, (2005) Associate Professor of Geography, Geology and Planning. B.S., University of Kentucky (1986); Ph.D., University of Kentucky (1986).

Michele M. Granger, (1999) Professor of Fashion and Interior Design. B.S., Central Missouri State University (1975); M.S., University of Missouri- Columbia (1990); Ed.D., Nova Southeastern University (1998).

Carolyn Graves, (2010) Clinical Instructor of Nursing. B.S.N., University of Arkansas, Fayetteville (1994); M.S.N., University of Missouri, Columbia (2009).

Colin S. Gray, (1993) Adjunct Faculty, Defense and Strategic Studies. B.A., King's School, Rochester (1965); Ph.D., Lincoln College, Oxford University (1970).

Kristine Grbac, (1999) Laboratory Supervisor of Communication Sciences and Disorders. B.S., Southwest Missouri State University (1986); M.A., University of Kansas (1989).

Brian D. Greene, (1994) Associate Professor of Biology. B.S., State University of New York (1985); M.S., Southwest Missouri State University (1988); Ph.D., Texas A&M, (1993).

Janice S. Greene, (1993) Professor of Biology. B.S.Ed., Southwest Missouri State University (1983); M.S., Southwest Missouri State University (1987); Ph.D., Texas A&M University (1992).

Olen L. Greer, (1979) Professor of Accounting. B.S., Southwest Missouri State University (1973); M.B.A., University of Colorado (1974); D.B.A., University of Colorado (1986).

GeorgAnn M. Greissingner, (2010) Adjunct Faculty, Nursing. B.S.N., University of Alaska (1980); M.S.N., University of Alaska (1983).

Bernard A. Griesemer, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., Saint Louis University (1971); M.D., Saint Louis University School of Medicine (1975).

N. Gaye Griffin-Snyder, (2008) Adjunct Per-Course Faculty of Counseling, Leadership and Special Education. B.S., Missouri State University (1972); M.S., Missouri State University (1976); Ph.D., University of Missouri - Kansas City (1994).

S. Michael Groomer, (2008) Professor of Accounting. B.S., University of Evansville (1966); M.A., University of Missouri, Columbia (1967); Ph.D., University of Missouri, Columbia (1975).

William J. Gross, (2001) Per Course Faculty of Social Work. B.S., Oklahoma State University (1988); M.S.W., University of Oklahoma (1994).

Fred H. Groves, (2003) Professor of Reading, Foundations and Technology. B.A., University of South Florida (1971); M.A., University of South Florida (1978); M.Ed., University of South Florida (1983); Ph.D., University of Colorado (1990).

Penni Groves, (2010) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.A., Baylor University (1985); J.D., Baylor University (1989).

Kanghui Guo, (1990) Professor of Mathematics. M.S., Shandong Normal University (1982); Ph.D., McGill University (1989).

Melida Gutierrez, (2001) Professor of Geography, Geology and Physics. B.S., Monterrey Tech (1975); M.S., University of Karlsruhe (1979); Ph.D., University of Texas - El Paso (1992).

David W. Gutzke, (1985) Professor of History. B.S., University of Wisconsin-Milwaukee (1972); M.A., University of Wisconsin-Milwaukee (1974); Ph.D., University of Toronto (1982).

William Benjamin Hackenwerth, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S., Missouri State University (1996); M.A., Lindenwood University (2003); Ed.D., St. Louis University (2009).

James M. Hackney, (2008) Assistant Professor of Physical Therapy. B.S., Marquette University (1987); M.H.S., University of Indianapolis (1991); Ph.D., University of Minnesota (2007).

Dana L. Haggard, (2010) Assistant Professor of Management. B.A., University of Arkansas (1993); M.S., University of Akron (2000); Ph.D., University of Missouri, Columbia (2006).

K. Stephen Haggard, (2008) Assistant Professor of Finance and General Business. B.S.M.E., University of Arkansas (1994); M.B.A., Kent State University (2001); Ph.D., University of Missouri, Columbia (2006).

Cynthia K. Hail, (1997) Professor of Childhood Education and Family Studies. B.A. University of Northern Iowa (1973); M.S., Southwest Missouri State University (1994); Ph.D., University of Arkansas - Fayetteville (1996).

John M. Hail, (1991) Professor of Childhood Education and Family Studies. B.S., Ohio University (1970); M.A., Ohio University (1974); Ph.D., University of Kansas-Lawrence (1988).

Donald W. Hamby, (2008) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.S.Ed, Missouri Southern State University (1973); M.S.Ed, Missouri State University (1987); Ed.S., Missouri State University (1988); Ed.D., University of Mississippi (1991).

Randall Hamm, (2003) Professor of Music. B.M., North Texas State University (1989); M.M., North Texas State University (1988).

G. Alexander Hamwi, (2010) Assistant Professor of Marketing. B.S., University of Southern Mississippi (2001); M.B.A., University of Alabama (2003); Ph.D., Georgia State University (2009).

Mary C. Harges, (1998) Professor of Modern and Classical Languages. B.A., Stephens College (1972); M.A., Drake University (1981); Ph.D., University of Oregon (1993).

Christopher C. Harmon, (2001) Adjunct Faculty of Defense and Strategic Studies. B.A., Seattle University (1977); M.A., Claremont Graduate School (1984); Ph.D., Claremont Graduate School (1984).

John B. Harms, (1985) Professor of Sociology and Anthropology. B.A., University of Kansas (1974); M.A., University of Kansas (1980); M.Ph., University of Kansas (1984); Ph.D., University of Kansas (1985).

Melissa D. Harp, (2001) Per Course Instructor of Social Work. B.S., Missouri Southern State College (1991); M.S.W., University of Kansas (1998).

Phillip D. Harsha, (1990) Interim Dean, College of Business Administration and Professor of School of Accountancy. B.S., Eastern Montana State University (1969); M.P.A., Georgia State University (1979); Ph.D., Georgia State University (1983).

Darryl R. Haslam, (2007) Assistant Professor of Social Work. B.S., Brigham Young University (1993); M.S.W., Brigham Young University (1995); Ph.D., Texas Tech University (2006).

Aida Y. Hass, (2007) Assistant Professor of Criminology and Criminal Justice. B.A., George Washington University (1991); M.Phil., George Washington University (1994); Ph.D., George Washington University (1995).

John E. Havel, (1989) Professor of Biology. B.A., Drake University (1973); M.A., Drake University (1980); Ph.D., University of Wisconsin-Madison (1984).

Sharon Hayden, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S., University of Wisconsin, Madison (1978); M.A., Southeast Missouri State University (1995); Ph.D., Southern Illinois University (2004).

David R. Hays, (2000) Professor of Music. B.M., Indiana University (1990); M.M. Northwestern University (1996); D.M., Northwestern University (2000).

Kurt G. Heinlein, (2006) Associate Professor of Theatre and Dance. B.A., St. Mary's College (1992); M.F.A., University of Cincinnati (1995); Ph.D., Louisiana State University (2006).

Lester E. Heitger, (2008) Professor of Accountancy. B.S., The Ohio State University (1966); M.B.A., University of Denver (1968); Ph.D., Michigan State University (1972).

Daniel Hellman, (2006) Associate Professor of Music. B.M.E., Northwestern State University of Louisiana (1990); M.M.E., University of Southern Mississippi (1993); Ph.D., University of Southern Mississippi (2000).

Caroline A. Helton, (2007) Assistant Professor of Nursing. B.S.N., Central Missouri State University; M.S., Pittsburg State University (1976); M.N., University of Kansas (1984).

Kelli E. Henson, (2001) Per Course Instructor of Social Work. B.S., Southwest Missouri State University (1986); M.S.W., University of Missouri - Columbia (1995).

M. Reza Herati, (1991) Professor of Chemistry. B.S., University of Teachers' Training (Tehran, Iran); Ph.D., University of Surrey, England (1977).

Louise M. Herman, (2009) Assistant Professor of Theatre and Dance. B.A., University of Kansas (1973); M.A., University of Kansas (1975); M.F.A., University of Kansas (1996).

Charles M. Hermans, (2001) Associate Professor of Marketing. B.B.A., New Mexico State University (1993); M.B.A., New Mexico State University (1997); Ph.D., New Mexico State University (2001).

Christopher J. Herr, (2005) Associate Professor of Theatre. B.A., Marquette University (1988); M.A., University of Toledo (1991); Ph.D., University of Toronto (1998).

Justin L. Herrell, (2009) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.S.Ed., Missouri State University (1992); M.S.Ed., Missouri State University (2000); Ed.S., Missouri State University (2003); Ed.D., University of Missouri (2008).

Rachael L. Herrington, (2010) Adjunct Faculty of Psychology. B.S., Oklahoma State University (2002); M.S., Texas A&M University (2004); Ph.D., Texas A&M University (2008).

Tona Hetzler, (2008) Director and Associate Professor of Sports Medicine and Athletic Training. B.S., University of Tulsa (1997); M.S., Oklahoma State University (1999); Ed.D., Oklahoma State University (2002).

Jill Heyboer, (2000) Professor of Music. B.A., Luther College (1988); M.M., Arizona State University (1990); D.M.A., Michigan State University (1997).

John S. Heywood, (1988) Professor of Biology. B.A., Rice University (1974); Ph.D., University of Texas at Austin (1980).

Dennis V. Hickey, (1995) Professor of Political Science. B.S., University of Texas - Austin (1975); M.A., Southwest Texas State University (1978); Ph.D., University of Texas - Austin (1988).

Michael A. Hignite, (1995) Professor of Computer Information Systems. B.S., Oklahoma State University (1976); M.S., Oklahoma State University (1979); Ph.D., University of Missouri - Columbia (1990).

Doyle B. Hill, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Ohio State University; D.O., Chicago College Osteopathic Medicine.

Tara L. Holland-Oetting, (2004) Clinical Assistant Professor of Communication Sciences and Disorders. B.S., Southwest Missouri State University (1994); M.S., Southwest Missouri State University (1996).

Harry L. Hom, Jr., (1972) Emeritus Professor of Psychology. B.S., Lewis and Clark College (1965); M.A., University of Montana (1969); Ph.D., University of Montana (1971).

Hye-Jung Hong, (2005) Assistant Professor of Music. B.M., Peabody Conservatory (1993); M.M., Peabody Conservatory (1995); D.M.A., Peabody Conservatory (2004).

Jane Hoogestraat, (1989) Professor of English. B.A., Baylor University (1980); M.A., University of Chicago (1982); Ph.D., University of Chicago (1989).

Kathryn L. Hope, (1995) Department Head and Professor of Nursing. B.S.N., Washington University of Topeka (1984); M.A., University of Iowa (1987); Ph.D., University of Kansas (1995).

Thomas A. Hopkins, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.H.S., Wichita State University (1982); M.D., University of Oklahoma College of Medicine (1991).

David L. Hough, (1991) Professor of Reading, Foundations and Technology. B.S.Ed., Southwest Missouri State University (1976); M.S.Ed., Southwest Missouri State University (1980); Specialist in Education, Educational Administration, Southwest Missouri State University (1988); Ph.D., University of California (1991).

Shouchuan Hu, (1987) Professor of Mathematics. B.S., Shandong Normal University, China (1979); M.S., Shandong Normal University, China (1982); Ph.D., University of Texas at Arlington (1987).

Roger E. Huckfeldt, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., University of Wyoming (1981); M.D., Creighton University (1987).

Danae L. Hudson, (2004) Associate Professor of Psychology. B.A., Simon Fraser University (1997); M.A., Louisiana State University (2001); Ph.D., Louisiana State University (2003).

Michael B. Hudson, (2008) Assistant Professor of Sports Medicine and Athletic Training. B.S. University of Wisconsin - LaCrosse (1993); M.S., University of Arizona (1995); Ph.D., University of Missouri - Columbia.

Joseph J. Hughes, (1998) Professor of Modern and Classical Languages. B.A., University of Iowa (1982); Ph.D., University of Iowa (1987).

Joseph F. Hulgus, (2000) Associate Professor of Counseling, Leadership and Special Education. B.S., Indiana State University (1980); M.A., Texas Woman's University (1985); Ph.D., Texas Woman's University (1989).

Anne Marie B. Hunter, (2010) Assistant Professor of Biomedical Sciences. B.S., College of St. Elizabeth (1968); M.S., University of Kansas (1980); Ph.D., University of Nebraska, Lincoln (2009).

Beth Hurst, (1997) Professor of Teacher Education. B.S.Ed., Southwest Missouri State University (1986); M.S., Southwest Missouri State University (1992); Ph.D., University of Arkansas - Fayetteville (1995).

James B. Hutter, (1993) Associate Professor of Agriculture. B.S.Ed., Southwest Missouri State University (1984); M.Ed., University of Missouri, Columbia (1987); Ph.D., University of Minnesota (1991).

Shyang Hwang, (1996) Professor of Physics and Astronomy. B.S. National Central University (1981); Ph.D., National Central University (1988).

Steve F. Illum, (1990) Professor of Health, Physical Education and Recreation. B.S., Brigham Young University (1970); M.R.Ed., Brigham Young University (1972); Ph.D., Texas A&M University (1979).

Dimitri Ioannides, (1993) Professor of Geography, Geology and Planning. B.S. Nottingham (1985); M.A. Nottingham (1987); Ph.D. Rutgers (1994).

Tamera S. Jahnke, (1986) Dean of Natural and Applied Sciences and Professor of Chemistry. B.S., University of Iowa (1981); Ph.D., University of Iowa (1986).

Mary Ann Jennings, (1996) Professor of Social Work. B.A., Washburn University (1975); M.S.W., University of Texas - Arlington (1982); Ph.D., University of Kansas (1994).

Judith A. John, (1992) Professor of English. B.S.E., Missouri Western State College (1986); M.A., Kansas State University (1989); Ph.D., Kansas State University (1992). Texas A&M University (1989);

Dan Johnson, (2010) Adjunct Faculty, Nursing. B.S.N., Missouri State University (1995); M.S.N., Missouri State University (1999).

Dana J. Johnson, (2005) Adjunct Faculty, Defense and Strategic Studies. A.B., University of Redlands (1974); M.A., American University (1979); Ph.D., University of Southern California (1987).

David E. Johnson, (2009) Assistant Professor of Political Science. B.S., Juniata College (1983); M.P.A., Carnegie Mellon University (2004); University of Pittsburgh (2005).

Richard A. Johnson, (2000) Professor of Computer Information Systems. B.S.Ed., Southwest Missouri State University (1974); M.S.Ed., Southwest Missouri State University (1974); M.B.A., Southwest Missouri State University (1989); M.Eng., North Carolina State University (1993).

Stephen A. Johnson, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S., Missouri State University (1972); M.S., Missouri State University (1976).

Ahrean Johnston, (2010) Assistant Professor of Marketing. B.S.B.A., University of Arkansas (1998); M.T.L.M., University of Arkansas (2005); Ph.D., University of Arkansas (2009).

Jason R. Jolley, (2010) Acting Department Head and Associate Professor of Modern and Classical Languages. B.A., Brigham Young University (1995); M.A., Brigham Young University (1997); Ph.D., Penn State University (2003).

Angelina Holly Jones, (2008) Assistant Research Professor, Center for Archaeological Research, Department of Sociology, Anthropology and Criminology. B.A., University of Texas (1994); M.A., University of Texas (1995); Ph.D., University of Missouri, Columbia (1999).

Janice Jones, (2010) Adjunct Faculty, Nursing. B.S.N., Missouri State University (1993); M.S.N., University of Missouri, Columbia (1997).

Martin P. Jones, (2009) Assistant Professor of Technology and Construction Management. B.S., University of Maryland (1981); M.S.E., Johns Hopkins University (1984); Ph.D., Johns Hopkins University (1987).

Robert G. Jones, (1993) Professor of Psychology. B.A., Saint Olaf College (1977); M.A., Ohio State University (1992); Ph.D., Ohio State University (1992).

Steven P. Jones, (1997) Professor of Reading, Foundations and Technology. B.A., University of Denver (1977); M.A., University of Colorado (1985); Ph.D., University of Chicago (1994).

Timothy L. Jones, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., Drury College (1993); D.O., University of Health Sciences, College of Osteopathic Medicine (1998).

Janet Jordan, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., University of Kansas (1976); B.S., University of Kansas (1983); M.D., University of Kansas (1987).

Robert G. Joseph, (2005) Professor of Defense and Strategic Studies. B.A., St. Louis University (1972); M.A., University of Chicago (1973); Ph.D., Columbia University (1976).

Stacy Parker Joyce, (2009) Assistant Professor of Theatre and Dance. B.S., Illinois State University (1996); M.F.A., Columbia University (2005).

Rajinder Jutla, (1997) Professor of Geography, Geology and Planning. B.A., Chandigarh College of Architecture (1975); M.S., University of Guelph (1983); Ph.D., Virginia Polytechnic Institute and State University (1995).

James B. Kaatz, (1998) Associate Professor of Political Science. B.A., Northern Illinois University (1988); M.P.A., Northern Illinois University (1990); Ph.D., Northern Illinois University (1996).

Wafaa Kaf, (2003) Associate Professor of Communication Sciences and Disorders. B.Med. Assiut University, Egypt (1987); M.S., Assiut University, Egypt (1992); Ph.D., University of Pittsburgh (2003).

Pawan K. Kahol, (2006) Dean, Graduate College and Professor of Physics, Astronomy and Material Science. B.S., Panjab University, India (1973); M.S., Panjab University, India (1974); Ph.D., Panhab University (1979).

Donn L. Kaiser, (1992) Associate Professor of Psychology. B.A., Kansas State University (1966); M.A., Wichita State University (1971); Ph.D., Kansas State University (1978).

Thomas D. Kane, (1996) Professor of Psychology. B.A., Temple University (1987); Ph.D., George Mason University (1996).

Martin L. Kaps, (1990) Professor of Fruit Science. B.S., Ohio University (1974); M.S., Ohio State University (1976); Ph.D., Ohio State University (1985).

Marianthe Karanikas, (1992) Associate Professor of English. B.A., Smith College (1978); M.A., Brandeis University (1981); Ph.D., University of Illinois (1992).

Kerry M. Kartchner, (2008) Adjunct Faculty, Defense and Strategic Studies. B.A., Brigham Young University (1981); M.A., University of Southern California (1983); Ph.D., University of Southern California (1987).

Corinne M. Karuppan, (1996) Professor of Management. B.A. Universite' de Lille III (1983); M.B.A. Creighton University (1986); Ph.D., University of Nebraska - Lincoln (1990).

Rajeev Kaula, (1994) Professor of Computer Information Systems. B.A., Banaras Hindu University (1978); M.A. Banaras Hindu University (1980); M.A. Roosevelt University (1983); Ph.D. State University of New York (1990).

Nancy K. Keith, (1984) Professor of Marketing. B.S., University of Arkansas (1973); M.B.A., University of Arkansas (1974); Ph.D., Purdue University (1978).

Anthony C. Keller, (2006) Associate Professor of Accounting. B.A., University of New Mexico (1983); M.S., University of Utah (1988); Ph.D., Texas A&M University (2000).

Carl E. Keller, (2008) Associate Professor of Accounting. B.S., The Ohio State University (1980); MAcc, Miami University of Ohio (1989); Ph.D., University of Tennessee (1997).

Paula A. Kemp, (1978) Distinguished Professor of Mathematics. B.S., Arkansas State University (1968); M.S., Kansas State University (1970); Ph.D., Kansas State University (1974).

Malinda K Kendrick, (2010) Adjunct Faculty, Nursing. B.S.N., Murray State University (1999); M.S.N., Missouri State University (2002).

Maria Kenneally, (2010) Assistant Professor of Nursing. B.S.N., Northern Illinois University (1996); M.S.N., Concordia University (2003); D.N.P., Minnesota State University, Moorhead (2010).

John L. Kent, Jr., (1998) Professor of Marketing. B.S., Henderson State University (1986); M.B.A., University of Dallas (1994); Ph.D., University of Tennessee (1997).

Sami Khoshyomn, (2006) Adjunct Professor of Biology. M.D., University of Vienna, Austria (1994).

J. Kurt Killion, (1990) Professor of Mathematics. B.S.Ed., Southwest Missouri State University (1978); M.S.Ed., Southwest Missouri State University (1974); Ed.D., University of Georgia (1989).

Shelby J. Kilmer, (1986) Professor of Mathematics. B.A., Tabor College (1972); M.S., Kansas State University (1983); Ph.D., Kansas State University (1986).

Kyoungtae Kim, (2006) Associate Professor of Biology. B.A., Kyungpook National University (1988); M.A., Kyungpook National University (1993); Ph.D., Florida State University (2001).

Janis L. King, (1988) Professor of Communication and Mass Media. B.S.Ed., Southwest Missouri State University (1970). M.A., University of Arkansas (1972). Ph.D., University of Iowa (1987).

Timothy D. Knapp, (1998) Professor of Sociology and Anthropology. B.A., Missouri Southern State College (1978); M.S., Pittsburg State University (1981); Ph.D., The University of Kansas (1991).

Kevin T. Kopp, (2009) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.S., Evangel University (1998); M.S.Ed., Missouri State University (2001); Ed.S., Missouri State University (2004); Ed.D., University of Missouri (2007).

Bogdan Kostic, (2010) Instructor of Psychology. B.A., Knox College (2004); M.S., Colorado State University (2007); Ph.D., Colorado State University (2010).

Laszlo G. Kovacs, (1997) Professor of Biology. B.S., University of Agricultural Sciences, Hungary (1986); Ph.D., University of Missouri - Columbia (1992).

Katrina M. Kovarik-Stevens, (2010) B.S.N., Missouri State University (1986); M.S.N., University of Missouri, Kansas City (1996).

Jennifer L. Krawec, (2010) B.S.Ed., University of Miami (2004); M.S.Ed., University of Miami (2008); Ph.D., University of Miami (2010).

Ashley Kubik, (2010) Adjunct Faculty, Nursing. B.S.N., Missouri State University (1996); M.S.N., University of Missouri, Kansas City (1998).

Mary Beth Kurz, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Indiana State University (1990); M.D., Eastern Virginia Graduate School of Medicine (1994).

Gregory J. Kutter, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., University of Colorado (1995); M.D., New York Medical College (2000).

Lanya Lamouria, (2010) Assistant Professor of English. B.A., University of California, Berkeley (1992); M.A., Washington University (1994); Ph.D., Washington University (2005).

James C. Lampe, (2006) Professor of Accountancy. B.S.B.S., University of Denver (1965); M.B.A., University of Denver (1966); Ph.D., University of Michigan (1970).

Richard E. La Near, (2000) Adjunct Professor of Finance and General Business. B.S., Pittsburg State University (1968); M.B.A., Memphis State University (1974); Ph.D., University of Mississippi (1978).

Thomas Lane, (2010) B.S. Illinois State University (1991); M.S.Ed., Illinois State University (1995); Ed.D., University of Missouri, Columbia (2010).

Jaime R. Lanois, (2008) Clinical Assistant Professor of Communication Sciences and Disorders. B.S., Missouri State University (1999); M.S., Missouri State University (2002); AuD., Pennsylvania School of Optometry and Audiology (2006).

Polly Laurie, (1999) Clinic Director of Communication Sciences and Disorders. B.A., University of Denver (1970); M.A., Southwest Missouri State University (1989).

Stanley A. Leasure, (2006) Associate Professor of Finance and General Business. B.S.B.A., University of Arkansas (1976); J.D., University of Tulsa College of Law (1980).

Brenda Jo Ledgerwood, (2009) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.A., Quachita Baptist University (1974); M.S.E., University of Missouri, Columbia (1987); M.S.E., Arkansas State University (1998).

D. Michael Leibert, (2010) Assistant Professor of Management. B.S., University of Nebraska, Lincoln (1969); M.B.A., University of Nebraska, Lincoln (1975); M.S., Central Michigan University (1990); D.H.A., Medical University of South Carolina (2007).

Ted A. Lennard, (2002) Adjunct Clinical Faculty of Physical Therapy. B.S., Louisiana Tech University (1983); M.D., Louisiana State University School of Medicine (1987).

Chantal Levesque-Bristol, (2003) Professor of Psychology. B.A., University of Ottawa (1995); Ph.D., University of Ottawa (2000).

Andrew W. Lewis, (1977) Professor of History. B.A., Dartmouth College (1966); M.A., University of Chicago (1969); Ph.D., Harvard University (1973).

Stephanie M. Lewis, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Pfeiffer University (1994); M.D., Ross University School of Medicine (1999).

Thomas C. Lewis, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Friends University (1997); M.D., Kansas University School of Medicine (2001).

Cynthia Green Libby, (1995) Professor of Music. B.M.A., University of Michigan (1976); M.M., University of Michigan (1978); D.M.A., University of Michigan (1983).

Elli Lieberman, (2008) Per Course Instructor of Defense and Strategic Studies. B.A., University of Maryland (1978); M.A., University of Chicago (1987); Ph.D., University of Chicago (1993).

Day Ligon, (2009) Assistant Professor of Biology. B.S., Lewis and Clark College (1997); M.S., Oklahoma State University (2001); Ph.D., Oklahoma State University (2007).

Robert W. Little, (1999) Associate Professor of Theatre and Dance. B.F.A., Ohio University (1975); M.F.A., Brandeis University (1979).

Hui Liu, (2006) Associate Professor of Computer Science. B.S., Central South University, China (1998); M.S., Central South University, China (2001); Ph.D., Georgia State University (2005).

John E. Llewellyn, (1995) Department Head and Professor of Religious Studies. B.A., Duke University (1978); M.A., University of Chicago (1981); Ph.D., University of Chicago (1990).

Beverly A. Long, (2007) Per Course Faculty for Social Work. B.S., Kansas State University of Emporia (1970); M.S.W., Saint Louis University (1980).

John James Lorette, Jr, (2002) Adjunct Clinical Faculty, Nursing. B.A., University of Minnesota (1978); M.A., St. Mary's College (1980); Psy.D., Florida Institute of Technology (1986).

Neal H. Lopinot, (2007) Research Associate Professor and Director, Center for Archaeological Research. B.A., Southern Illinois University (1974); M.A., Southern Illinois University (1977); Ph.D., Southern Illinois University (1984).

Rehana Sultana Lovely, (2008) Assistant Professor of Biomedical Sciences. B.S., Dhaka University (2008); M.S., Dhaka University (1992); Ph.D., Yamaguchi University (1997).

Jun Luo, (2006) Associate Professor of Geography, Geology and Planning. B.S., Nanjing University (1996); M.S., Nanjing University (2001); Ph.D., University of Wisconsin-Milwaukee (2006).

David J. Lutz, (1992) Professor of Psychology. B.A., University of Kansas (1975); M.A., University of Kansas (1978); Ph.D., University of Kansas (1980).

Richard Maas, (2002) Adjunct Clinical Faculty of Physical Therapy. B.S.P.T., University of Minnesota (1987).

Cynthia J. MacGregor, (2002) Professor of Counseling, Leadership and Special Education. B.S., Central Missouri State University (1983); M.S., Central Missouri State University (1985); Ph.D., University of Missouri - Columbia (2000).

Etta M. Madden, (1995) Professor of English. B.A., Harding University (1984); M.A., University of Virginia (1986); Ph.D., University of New Hampshire (1995).

Brian L. Mahaffey, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Southwest Missouri State University (1988); M.P.H. (1998), M.D. (1993), University of Missouri - Columbia.

Kandiah Manivannan, (2000) Professor of Physics, Astronomy and Material Science. B.S., University of Peradeniya (1977); M.A., State University of New York (1980); Ph.D., State University of New York (1986).

Mary Beth Mann, (2006) Associate Professor of Childhood Education and Family Studies. B.S., University of Arkansas (1974); M.S., University of Missouri, Columbia (1975); Ph.D., University of Missouri, Columbia (1985).

Alana Mantie-Kozlowski, (2010) Assistant Professor of Communication Sciences and Disorders. B.S., University of Manitoba (1992); M.S., Lamar University (1995); Ph.D., University of Louisiana, Lafayette (2008).

Carol J. Maples, (2009) Associate Professor of Theater and Dance. B.S.Ed., Missouri State University (1980); M.S.Ed., Missouri State University (1993); Ed.D., University of Missouri, Columbia (2008).

Geanie W. Margavio, (1994) Associate Professor of Accounting. B.B.A., Loyola University (1978); Ph.D., University of Alabama (1990).

Thomas M. Margavio, Professor of Computer Information Systems. B.S., University of New Orleans (1981); M.Ed., University of New Orleans (1984); M.S., University of Alabama (1987); Ph.D., University of Alabama (1990).

Sue Marshall, (2010) Adjunct Clinical Professor, Counseling, Leadership and Special Education. B.A., Southern Nazarene University (1993); M.S., Missouri State University (2005).

Judith E. Martin, (2010) Associate Professor of Modern and Classical Languages. B.A., Indiana University (1987); M.A., Washington University (1992); Ph.D., Washington University (1999).

Gerald Masterson, (1992) Professor of Health, Physical Education, and Recreation. B.A., Ouachita Baptist University (1978); M.S.E., Baylor University (1979); Ph.D., University of Mississippi (1991).

Julie J. Masterson, (1992) Professor of Communication Sciences and Disorders. B.A., Ouachita Baptist University (1977); M.S., Baylor University (1979); Ph.D., Memphis State University (1985).

George Mathew, (1986) Professor of Mathematics. B.S., University of Kerala (1969); M.S., University of Kerala (1971); Ph.D., University of Georgia (1986).

S. Alicia Mathis, (1993) Department Head and Professor of Biology. B.S., University of Southern Mississippi (1982); M.S., University of Southern Mississippi (1986); Ph.D., University of Southern Louisiana (1989).

Victor H. Matthews, (1989) Dean, College of Humanities and Public Affairs and Professor of Religious Studies. B.A., Southwest Missouri State University (1972); M.A., Brandeis University (1973); Ph.D., Brandeis University (1977).

Diane M. May, (1997) Assistant Professor of Geography, Geology and Planning. B.A., Valparaiso University (1971) M.S., Southern Illinois University (1974).

Robert A. Mayanovic, (1996) Professor of Physics, Astronomy and Material Science. B.S. Southwest Missouri State University (1979); M.S. Purdue University (1987); Ph.D., Purdue University (1987).

Nancy McBride, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.A., Park University (1990); M.Ed., University of Nevada, Reno (2000); Ed.S., University of Nevada, Reno (2003); Ph.D., University of Nevada, Reno (2005).

Sarah G. McCallister, (2001) Department Head and Professor of Health, Physical Education and Recreation. B.S., Missouri Southern State College (1979); M.E., Drury University (1986); Ed.D., University of Arkansas (1989).

Bernard J. McCarthy, (2006) Professor of Criminology and Criminal Justice, Director of Community and Social Issues Institute. B.A., Plymouth State College (1971); M.Ed., Plymouth State College (1974); M.A., State University of New York, Albany (1974); Ph.D., Florida State University (1981).

Joan C. McClennen (1996). Professor of the School of Social Work. B.S., Penn State (1969); M.S.W., Florida State (1980); Ph.D., University of Southern Florida (1990).

Stephen L. McIntyre, (2003) Associate Professor of History. B.A., University of Missouri - Columbia (1987); M.A., University of Missouri - Columbia (1989); Ph.D., University of Missouri - Columbia (1995).

Stacey McKenzie, (2007) Per course Instructor of Counseling, Leadership and Special Education. B.S., Indiana University (1996); M.A., Texas Tech University (1998).

Ted McMurry. (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Eastern New Mexico University (1975); M.D., University of New Mexico (1979).

Shannon McMurtrey. (2010) Senior Instructor of Computer Information Systems. B.S., Missouri State University (1991); M.B.A., Missouri State University (1997); Ph.D., Nova Southeastern University (2010).

Fred G. McQueary, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., University of Evansville (1974); M.A., Southwest Missouri State University (1975); M.D., University of Missouri - Columbia (1980).

William C. Meadows, (2007) Professor of Sociology and Anthropology. B.A., Indiana University (1989); M.A., University of Oklahoma (1991); Ph.D., University of Oklahoma (1995).

David B. Meinert. (1994) Associate Dean of the College of Business Administration and Professor of Computer Information Systems. B.S., Northern Michigan University (1982); M.B.A. Northern Michigan University (1984); Ph.D. University of Mississippi (1990).

Gary A.J. Meints, (2004) Associate Professor of Chemistry. B.A., Macalester College (1992); Ph.D., University of Washington (2000).

James A. Meyer, (2008) Associate Professor of Childhood Education and Family Studies. B.A. and B.S., Centenary College (1976); M.A., University of Missouri- Kansas City (1981); M.S., Louisiana Tech University (1986); Ph.D., University of Missouri - Columbia (1995).

Judith L. Meyer, (1997) Associate Professor of Geography, Geology and Planning. B.A., Cornell University (1979); M.S., University of Wisconsin - Madison (1985); Ph.D., University of Wisconsin - Madison (1994).

Xin Miao, (2006) Associate Professor of Geography, Geology and Planning. B.E., Tsinghua University (1997); M.S., Chinese Academy of Sciences (2000); M.A., University of California, Berkley (2005); Ph.D., University of California, Berkley (2005).

Kevin L. Mickus, (1989) Professor of Geography, Geology, and Planning. B.S., University of Washington (1982); M.S., University of Texas-Dallas (1985); Ph.D., University of Texas-El Paso (1989).

Arden T. Miller, (1985) Professor of Psychology. B.S., University of Pittsburgh (1976); M.S., Purdue University (1979); Ph.D., Purdue University (1982).

Carol J. Miller, (1991) Distinguished Professor of Finance and General Business. B.S., Northwest Missouri State University (1979); B.A., University of Missouri-Columbia (1975); MBA, University of Missouri-Columbia (1984); J.D., University of Missouri-Columbia (1978).

F. Thornton Miller, (1993) Professor of History. B.A., Rhodes College (1974); M.A., University of Alabama (1980); Ph.D., University of Alabama (1986).

Worth Robert Miller, (1987) Professor of History. B.A., University of Texas at Austin (1971); M.A., Trinity University (1977); Ph.D., University of Oklahoma (1984).

D. Wayne Mitchell, (1992) Associate Professor of Psychology. B.A., Arkansas Tech University (1974); M.A., University of Missouri-Kansas City (1977); Ph.D., University of Kansas-Lawrence (1990).

David M. Mitchell, (2006) Associate Professor of Economics. B.S., Truman State University (1994); M.A., Central Missouri State University (1996); Ph.D., Oklahoma State University (2001).

Mahua Barari Mitra, (1999) Professor of Economics. M.A., Clemson University (1986); Ph.D., Iowa State University (1992).

Saibal Mitra, (2008) Professor of Physics, Astronomy and Material Science. B.S., University of Calcutta (1983); M.S., Clemson University (1986); Ph.D., Iowa State University (1991).

Michelle Morgan, (2010) Assistant Professor of History. B.A., Carleton College (1996); M.A., University of Wisconsin-Madison (2000); Ph.D., University of Wisconsin-Madison (2007).

Eric Morris, (2005) Assistant Professor of Communication. B.S., Southwest Missouri State University (1990); M.A., Kansas State University (1993); Ph.D., University of Kansas (2004).

Lloyd W. Morrison, (2006) Adjunct Faculty of Biology. B.S., Baylor University (1987); Ph.D., University of California, Davis (1995).

Gerald H. Moseman, (2003) Associate Professor of Counseling, Leadership and Special Education. B.A., Morningside College (1964); M.S., Iowa State University (1970); Ed.S., Iowa State University (1983); Ed.D., University of Wyoming (1987).

Linda Trinh Moser, (2005) Associate Professor of English. B.A., California State University (1989); M.A., University of California, Davis (1992); Ph.D., University of California, Davis (1997).

Duane R. Moses, (1995) Associate Professor of Computer Information Systems. B.S., Oklahoma State University (1982); M.S., Oklahoma State University (1983); Ph.D., University of Missouri, Columbia (1990).

Elisa G. Motley, (2001) Per Course Instructor of Social Work. B.A., Missouri Southern State College (1973); M.S.W., University of Oklahoma (1981).

Amy F. Muchnick, (1995) Professor of Music. B.M., Hartt School of Music (1985); M.M., Memphis State (1988); D.M.A., University of Maryland (1993).

J. Randolph Mullins, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., University of Oklahoma (1983); M.D., University of Oklahoma (1987).

Michael A. Murray, (1990) Professor of Music. B.M., University of Missouri-St. Louis (1976); M.M., University of Arizona (1978); D.M.A., University of Arizona (1984).

Michael F. Murray, (1997) Professor of Music. B.M. Catholic University of America (1986). M.M., University of Cincinnati (1989); D.M.A., University of Cincinnati (1992).

Eric Nelson, (2006) Associate Professor of History. B.A., George Washington University (1992); Ph.D., University of Oxford (1999).

Walt A. Nelson, (1995) Associate Professor of Finance and General Business. B.A., Southwest Missouri State University (1984); Ph.D., Georgia State University (1992).

Richard Neumann, (2008) Senior Instructor of English. B.A., Southern Illinois University (1977); M.F.A., Wichita State University (1983); Ph.D., Florida State University (1997).

Mary C. Newman, (2003) Associate Professor of Psychology. B.A., University of Arizona (1986); M.A., University of Arizona (1992); Ph.D., University of Arizona (1995).

Mark D. Newport. (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., Baylor University (1971); M.D., University of Missouri, Columbia (1977).

Sean C. Newton, (2001) Associate Professor of Physical Therapy. B.S., Eastern Illinois University (1982); M.S., Southern Illinois University (1984); Ph.D., Southern Illinois University (1989); M.S.P.T., University of Mobile (2000).

Sarah Nixon, (1999) Associate Professor of Reading, Foundations and Technology. B.A., University of Dallas (1987); M.S.Ed., Southwest Missouri State University (1991); Ph.D., Kent State University (1998).

Stephanie Norander, (2008) Assistant Professor of Communication. B.S., Ohio University (1999); M.S., Stockholm School of Economics (2004); Ph.D., Ohio University (2008).

Michael S. North, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. M.D., University of Arkansas for Medical Sciences (1994).

Medlina Novik, (2008) Assistant Professor of Health, Physical Education and Recreation. B.S., Fort Hays State University (2000); M.S., Fort Hays State University (2001); Ph.D., University of Maryland (2008).

Allison O'Dell, (2007) Per Course Faculty for Social Work. B.S., Missouri Southern State University (1995); M.S.W., Missouri State University (2002).

David T. Oatman, (1990) Professor of Health, Physical Education and Recreation. B.S.E., Southwest Missouri State University (1971); M.S., Montana State University (1976); Ed.D., Montana State University (1989).

Debra H. Oden, (1992) Professor of Accounting. B.B.A., Texas Christian University (1975); J.D., St. Mary's University (1978); L.L.M., University of Missouri-Kansas City (1981).

Akinniran Oladehin, (2006) Department Head and Professor of Physical Therapy. B.S., University of Ibadan (1975); M.S., Long Island University (1979); Ph.D., New York University (1983).

Angela S. Oloman, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Winona State University (1981); D.O., University of Health Sciences (1986).

Reed N. Olsen, (1995) Professor of Economics. B.A., Brigham Young University (1982); M.S., University of Illinois (1986); Ph.D., University of Illinois (1989).

Stevan K. Olson, (1987) Professor of Accounting. B.S., University of South Dakota (1969); M.B.A., University of Wisconsin (1972); Ph.D., University of Wisconsin (1974).

Gabriel Ondetti, (2009) Associate Professor of Political Science. B.A., University of Pennsylvania (1989); M.A., Georgetown University (1995); Ph.D., University of North Carolina (2002).

Benjamin M. Onyango, (2009) Assistant Professor of Agriculture. B.A., University of Nairobi (1984); M.A., Manchester University (1988); Ph.D., University of Connecticut (1999).

Patricia D. Orchard, (2009) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.S.Ed, Missouri State University (1986); M.S., Missouri State University

(1995); Ed.D. University of Missouri, Columbia (2007).

Jill Oswalt, (2001) Clinical Associate Professor, Speech-Language Hearing Clinic. B.S., Southwest Missouri State University (1975); M.A., Northeast Missouri State University (1979).

Joel W. Paddock, (1993) Professor of Political Science. B.A., University of Kansas (1980); M.A., University of Kansas (1982); Ph.D., University of Kansas (1988).

Indira Palacios-Valladares, (2010) Instructor of Political Science. B.A., University of Chile (1996); M.A., University of North Carolina (2002); Ph.D., University of North Carolina (2006).

Mary Jane Pardue, (2009) Associate Professor of Media, Journalism and Film. B.S., University of Tennessee (1974); M.A., Middle Tennessee State University (1980); D.A., Middle Tennessee State University (1988).

R. Stephen Parker, (1981) Professor of Marketing. B.S., Southwest Missouri State University (1974); M.B.A., Southwest Missouri State University (1975); D.B.A., Louisiana Tech (1984).

James Parsons, (1995) Professor of Music. B.M., Florida State University (1978); Ph.D., University of North Texas (1992).

Paula Patterson, (2009) Assistant Professor of Music. B.S.Ed., Missouri State University (1977); M.M., University of Texas (1981); Ed.D., University of Missouri, Columbia (2006).

Robert S. Patterson, (1978) Professor of Physics and Astronomy. B.A., University of Iowa (1969); M.S., University of Iowa (1975); Ph.D., University of Iowa (1978).

Robert T. Pavlowsky, (2000) Professor of Geography, Geology and Planning and Director, Ozarks Environmental and Water Resources Institute. B.S., Cook College (Rutgers University) (1981); M.S., Rutgers University (1989); Ph.D., University of Wisconsin - Madison (1995).

Mark Paxton (1997) Professor of Media, Journalism, and Film. B.A. Marshall University (1978); Ph.D., University of Tennessee - Knoxville (1995).

Keith B. Payne, (1990) Department Head and Adjunct Faculty, Defense and Strategic Studies. A.B., University of California at Berkeley (1976); M.A. (1977), Ph.D. (1980), University of Southern California.

Richard Todd Payne, (2011) Associate Professor of Music. B.M., University of Memphis (1990); M.M., University of Illinois, Champaign (1993); D.M.A., University of Illinois, Champaign (2001).

Cathy Pearman, (2007) Interim Acting Department Head and Associate Professor of Reading, Foundations and Technology. B.S.E., Southeast Missouri State University (1993); M.S.Ed., Texas A&M University (1999); Ph.D., University of Arkansas, Fayetteville (2003).

Sarah Perkins, (1997) Professor of Art and Design. B.A., San Diego State University (1979); M.F.A., Southern Illinois University (1992).

Kristi Perryman, (2007) Associate Professor of Counseling, Leadership and Special Education. B.S., Missouri State University (1993); M.S., Missouri State University (1997); Ph.D., University of Arkansas (2002).

Grant S. Peters, (1999) Professor of Music. B.M.E., University of Nebraska (1986); M.M., University of North Texas (1991); D.M.A., University of North Texas (1998).

Dane K. Peterson, (1985) Professor of Marketing. B.S., Southwest Missouri State University (1977); M.A., Southern Illinois University (1979); Ph.D., Southern Illinois University (1982).

James Philpot, (2006) Associate Professor of Finance and General Business. B.A., University of Arkansas (1986); M.B.A., Arkansas State University (1987); Ph.D., University of Arkansas (1994).

Diana Piccolo, (2009) Assistant Professor of Childhood Education and Family Studies. B.S., Texas A&M University (1989); M.S., Texas A&M University (1989); Ph.D., Texas A&M University (1989).

Beth A. Pierce, (2004) Lecturer of Social Work. B.S.W., Southwest Missouri State University (1987); M.S.W., University of Missouri, Columbia (1989).

Matthew C. Pierson, (2010) Assistant Professor of Geography, Geology and Planning. B.S., University of Kansas (2006); M.S., University of Kansas (2008); Ph.D., University of Kansas (2010).

William G. Piston, (1989) Professor of History. B.A., Vanderbilt University (1975); M.A., Vanderbilt University (1977); Ph.D., University of South Carolina, Columbia (1982).

Lynda S. Plymate, (1993) Professor of Mathematics. B.S., Utah State University (1969); M.S., Seattle University (1974); Ph.D., University of Missouri, Columbia (1993).

Thomas G. Plymate, (1986) Department Head and Professor of Geography, Geology, and Planning. B.S., Indiana University (1976); M.A., Indiana University (1978); Ph.D., University of Minnesota (1986).

Angela K. Powers, (2010) Adjunct Faculty, Nursing. B.S.N., Southwest Baptist University (2000); M.S.N., Missouri State University (2002).

Belva W. Prather, (1993) Professor of Music and Associate Director of Bands. B.A., Arkansas Polytechnic University (1967); M.M., Northwestern University (1970); Ed.D., University of Arkansas (1993).

John S. Prescott, (1990) Professor of Music. B.M., Kansas University (1981); M.M., Florida State University (1983); D.M.A., Kansas University (1986).

Lisa A. Proctor, (1999) Professor of Communication Sciences and Disorders. B.S., Purdue University (1983); M.A., Memphis State University (1985); Ph.D., University of Nebraska-Lincoln (1998).

Marvin Prosono, (1990) Professor of Sociology and Anthropology. B.A., Stanford University (1967); Ph.D., University of California at San Francisco (1990).

Jane A. Pruitt, (1990) Adjunct Faculty of Agriculture. B.S., Texas A & M University (1982); M.S., Texas A & M University (1985); Ph.D., Texas A & M University (1988).

Maciej Pszczolkowski, (2010), Assistant Professor of Agriculture. B.S.B.A., Air Forces High School, Warsaw, Poland (1981); M.S., University of Warsaw, Poland (1987); Ph.D., University of Warsaw, Poland (1995).

Kathy Pulley, (1994) Professor of Religious Studies. B.S., Southwest Missouri State University (1974); M.A., Abilene Christian University (1980); Ph.D., Boston University (1989).

Mark Putnam, (1999) Associate Professor of Theatre and Dance. B.A., Texas Lutheran College (1976); M.F.A., University of California - Davis (1992).

Kevin Pybas, (2004) Associate Professor of Political Science. B.S., Oklahoma State University (1983); M.S., Oklahoma State University (1987); J.D., The University of Tulsa (1991); M.A., University of Georgia (1995); Ph.D., University of Georgia (2000).

Jane F. Pyle, (2004) Per Course Instructor of Childhood Education and Family Studies. B.S., Bob Jones University (1979); M.Ed., Saint Mary's College (1984); Ed.D., University of La Verne (1998).

Yuhua Qiao, (2010) Professor of Political Science. B.A., Henan Educational College (1985); M.A., Huanghe University (1987); M.P.A., Missouri State University (1992); Ph.D., Florida Atlantic University (1998).

Xiaomin Qiu, (2008) Assistant Professor of Geography, Geology and Planning. B.S., Yantai Normal University (1998); M.Ed., East China Normal University (2001); Ph.D., Texas State University (2006).

Wenping Qiu, (2001) Professor of Fruit Science. B.S., Henan Teacher's University (1985); M.S., Wuhan Institute of Virology (1988); Ph.D., North Carolina State University (1997).

Robert C. Quebbeman, (1990) Professor of Music. B.S., Northern Illinois University (1970); M.M., Northern Illinois University (1971); D.M.A., The University of Michigan (1976).

Gay A. Ragan, (2001) Professor of Mathematics. B.S., Southwest Missouri State University (1989); M.S.Ed., Southwest Missouri State University (1993); Ph.D., University of Missouri - Columbia (2000).

Kent P. Ragan, (2001) Department Head and Professor of Finance and General Business. B.S., Southwest Missouri State University (1986); M.B.A., Southwest Missouri State University (1993); Ph.D., University of Missouri - Columbia (2000).

Jack H. Ray, (2008) Term Research Instructor, Center for Archaeological Research, Department of Sociology, Anthropology and Criminology. B.A., Western Kentucky University (1978); M.A., University of Missouri, Columbia (1981).

Jorge Rebaza, (2005) Associate Professor of Mathematics. B.S., Universidad Nacional de Trujillo (1991); M.S., Universitaet Kaiserslautern (1994); Ph.D., Georgia Institute of Technology (2002).

Emmett R. Redd, (1990) Professor of Physics, Astronomy and Material Science. B.S., University of Missouri-Rolla (1977); M.S., University of Missouri-Rolla (1979); Ph.D. University of Missouri-Rolla (1986).

Michael Reed, (2007) Associate Professor of Physics, Astronomy and Material Science. B.S., University of Washington (1995); Ph.D., Iowa State University (2001).

Les Reid, (1987) Professor of Mathematics. B.A., University of Chicago (1977); M.S., University of Chicago (1977); Ph.D., Duke University (1983).

J. Daren Reidle, (2011) Adjunct Faculty, Biology. B.S., Emporia State University (1995); M.S., Oklahoma State University (2001); Ph.D., Texas A&M (2010).

Kevin H. Reinhard, (2008) Adjunct Clinical Faculty, Physician Assistant Studies. B.S. Northeastern State University (1998); M.D., University of Oklahoma College of Medicine (2002).

Austra Reinis, (2005) Associate Professor of Religious Studies. B.S., University of California, Berkeley (1980); M.A., University of Stockholm (1984); M.Div., Pacific Lutheran Theological Seminary (1990); Ph.D., Princeton Theological Seminary (2002).

Peter Richardson, (1979) Professor of Management. B.S., Northwest Missouri State University (1969); M.A., University of Tulsa (1971); Ph.D., University of Houston (1979).

Mark M. Richter, (1997) Professor of Chemistry. B.A. Gustavus Adolphus College (1989); Ph.D., Washington State University (1993).

Rhonda R. Ridinger, (1990) Professor of Health, Physical Education and Recreation. B.S., Slippery Rock University (1970); M.Ed., University of Arkansas (1971); Ph.D., Ohio State University (1975).

Peggy R. Riggs, (2009) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.S., University of Memphis (1981); M.S.Ed., University of Memphis (1987); Ed.S., Missouri State University (1991); Ed.D., University of Missouri (2000).

Megan E. Riley, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., University of Tulsa (1992); D.O., University of Health Sciences College of Osteopathic Medicine (1989).

Arbindra Rimal, (2001) Professor of Agriculture. Ph.D., University of Florida (1998).

James S. Robbins, (2008) Per Course Instructor of Defense and Strategic Studies. B.A., University of Cincinnati (1984); M.A., University of Cincinnati (1986); M.A.L.D., The Fletcher School (1988); Ph.D., The Fletcher School (1991).

Lynn W. Robbins, (1985) Professor of Biology. B.S., Long Beach State University (1967); M.A., Fort Hays State University (1978); Ph.D., Texas Tech University (1983).

Gale Roberts, (2010) Adjunct Faculty, Nursing. B.S.N., Drury University (1987); M.S.N., University of Missouri, Kansas City (1997).

Barbara Susan Robinson, (1998) Associate Professor of Physical Therapy. B.M., University of Michigan (1977); M.M., University of Michigan (1982); D.P.T., Creighton University (1997).

Mark W. Rogers, (2007) Associate Professor of Mathematics. B.S., Austin Peay State University (1995); M.S., Western Kentucky University (1997); Ph.D., Purdue University (2004).

Elizabeth J. Rolfe, (2001) Per Course Instructor of Social Work. B.A., California State University - Northridge (1988); M.S.W., University of Southern California (1990).

Paul A. Rollinson, (1989) Professor of Geography, Geology, and Planning. B.A., University of Lancaster, England (1981); M.A., University of Illinois-Urbana (1983); Ph.D., University of Illinois-Urbana (1988).

David Romano, (2010) Associate Professor of Political Science. B.A., McGill University (1991); M.A., McGill University (1993); Ph.D., University of Toronto (2002).

John P. Rose, (2011) Adjunct Faculty, Defense and Strategic Studies. B.S., University of Dayton (1968); M.A., University of Southern California (1974); Ph.D., University of Southern California (1978).

Ann D. Rost, (2004) Associate Professor of Psychology. B.S., Southwest Missouri State University (1993); M.S., North Dakota State University (1995); Ph.D., University of Kansas (2001).

Charles W. Rovey II, (1991) Professor of Geography, Geology, and Planning. B.A., Augustana College (1980); M.S., University of Wisconsin-Milwaukee (1983); Ph.D., University of Wisconsin-Milwaukee (1990).

Sally A. Rowe, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S., Missouri State University (1969); M.S., Missouri State University (1990).

Gareth A. Rowell, (2006) Adjunct Faculty of Biology. B.S., Kansas State University (1982); M.A., University of Kansas (1985); Ph.D., University of Kansas (1989).

Elizabeth J. Rozell, (2000) Professor of Management. B.S., Southwest Missouri State University (1984); M.B.A., Southwest Missouri State University (1988); Ph.D., University of Mississippi (1992).

Mark E. Rushefsky, (1985) Professor of Political Science. B.A., Queens College (1967); M.A., Queens College (1974); Ph.D., State University of New York-Binghamton (1977).

Kerry B. Sachetta, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S.Ed., Pittsburg State University (1984); M.S.Ed., Pittsburg State University (1990); Ed.S., Pittsburg State University (1997); Ed.D., St. Louis University (2001).

Pamela R. Sailors, (2003) Department Head and Professor of Philosophy. B.A., Wesleyan College (1990); Ph.D., University of Georgia (1996).

Patti Ross Salinas, (2010) Associate Professor of Criminology and Criminal Justice. B.S., Missouri State University (1977); J.D., University of Missouri, Columbia (1980); Ph.D., Sam Houston State University (2005).

Vickie L. Sanchez, (2009) Associate Professor of Public Health. B.S., California State University (1986); M.A., Wright State University (1989); M.P.H., Eastern Kentucky University (2007); Ed.D., University of Central Florida (1997).

Jamil Saquer, (2003) Associate Professor of Computer Science. B.S., Birzeit University, Israel (1993); M.S., The American University (1995); Ph.D., University of Nebraska - Lincoln (2000).

John W. Satzinger, (1996) Professor of Computer Information Systems. B.A., University of California - Santa Barbara (1977); M.B.A., California State Polytechnic University (1985); M.S., The Claremont Graduate School (1988); Ph.D., The Claremont Graduate School (1991).

Georgianna L. Saunders, (2001) Associate Professor of Biology. B.S., Baylor University (1985); M.S., Texas A&M University (1992); Ph.D., University of Oklahoma - Norman (1998).

Debra Savinske, (2007). Clinical Assistant Professor of Nursing. B.S.N., Northern Illinois University (1974); M.N., University of South Carolina (1984).

Allen D. Schaefer, (1996) Professor of Marketing. B.S., Kansas State University (1980); M.B.A., Kansas State University (1981); Ph.D., Oklahoma State University (1992).

Alan Schick, (2009) Department Head and Professor of Chemistry. B.S., University of California (1980); Ph.D., University of California (1984).

John A. Schmalzbauer, (2005) Associate Professor of Religious Studies. B.A., Wheaton College (1990); M.A., Princeton University (1992); Ph.D., Princeton University (1997).

George Schmelzle, (2006) Professor of Accountancy. B.S., Southern Illinois University (1982); M.S., University of Missouri, Columbia (1985); Ph.D., University of Mississippi (1992).

John J. Schmid, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., University of Arkansas (1994); M.D., University of Arkansas Medical School (1998).

Steven F. Schmidt, (2010) Adjunct Faculty, Computer Information Systems. B.S., Missouri State University (1982); M.B.A., Fontbonne University (1990); M.S., Missouri State University (2001).

Dennis L. Schmitt, (1991) Professor of Agriculture. B.S., University of Missouri-Columbia (1969); M.S., University of Missouri-Columbia (1975); D.V.M., University of Missouri-Columbia (1978); Ph.D., University of Missouri-Columbia (1986).

James A. Schultz, (2008) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., Western Michigan University (1990); D.O., Michigan State University (2001).

James R. Scott, (1992) Assistant Professor, Finance and General Business. B.B.A., North Texas State University (1977); M.B.A., North Texas State University (1981); Ph.D., University of Georgia (1991).

Patrick Scott, (1994) Professor of Political Science. B.A., Augusta College (1982); M.P.A., University of Georgia (1985); Ph.D., Syracuse University (1994).

Wesley A. Scroggins, (2005) Associate Professor of Management. B.A., Southwest Baptist University (1987); M.Div., Midwestern Baptist Theological Seminary (1990); M.S., Southwest Missouri State University (1997); Ph.D., New Mexico State University (2003).

Charlotte A. Seckman, (2008) Assistant Professor of Nursing. B.S.N., University of Kentucky (1982); M.S.N., University of Pittsburg (1992); Ph.D., University of Maryland (2008).

Steve Seal, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S.Ed., Missouri State University (1970); M.S., Missouri State University (1977); Ed.S., Missouri State University (1981).

Sharmistha Self, (2007) Associate Professor of Economics. B.A., Jadavpur University - India (1984); B.Ed., Annamalai University - India (1994); M.A., Jadavpur University - India (1986); Ph.D., Southern Illinois University (2002).

Randall S. Sexton, (1999) Professor of Computer Information Systems. B.S., Southwest Missouri State University (1985); Ph.D., University of Mississippi (1996).

Kishor Shah, (1990) Professor of Mathematics. B.S., Bombay University (1980); M.S., Bombay University (1982); Ph.D., Purdue University (1988).

Eric C. Sheffield (2006) Associate Professor of Reading, Foundations and Technology. B.A., Illinois College (1985); M.Ed., University of Florida (1989); Ph.D., University of Florida (2003).

Clayton C. Sherman, (1987) Professor of Mathematics. B.A., Rice University (1968); M.A., Brandeis University (1969); Ph.D., Rice University (1976).

Aundrayah Shermer, (2008) Adjunct Faculty of Counseling, Leadership and Special Education. B.A., Lindenwood College (1993); MEd., Northern Illinois University (1997).

Charles W. Sheppard, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Cornell University (1967); M.D., University of Missouri - Columbia School of Medicine (1971).

Yili Shi, (1999) Professor of English. B.A., Xian Foreign Languages University (1982); M.A., Bowling Green University (1991); Ph.D., Ball State University (1998).

Carol F. Shoptaugh, (1992) Professor of Psychology. B.A., Harris Teachers College (1976); M.A., University of Missouri-St. Louis (1979); Ph.D., University of Missouri-St. Louis (1986).

Andrei Y. Shoumikhin, (2008) Visiting Professor, Defense and Strategic Studies. M.S., United States and Canada Studies Institute (1979); Ph.D., United States and Canada Studies Institute (1992).

Christina Simmers (2006) Associate Professor of Marketing. B.S., University of New Orleans (1990); M.B.A., Nicholls State University (1993); Ph.D., Louisiana State University (2006).

Susan Sims-Giddens, (1999) Associate Professor of Nursing. B.S.N., West Texas State University (1975); M.S.N., University of Texas (1984); M.Ed., Northern Arizona University (1995).

Dianne K. Slattery, (2010) Associate Professor of Technology and Construction Management. B.S., Southern Illinois University (1980); M.S., Southern Illinois University (1987); Ph.D., Saint Louis University (2008).

Charles L. Smith, (2005) Lecturer, School of Social Work. B.A., Austin College (1973); M.S.W., University of South Florida (1985).

Joshua Smith, (2008) Assistant Professor of Biomedical Sciences. B.S., University of Wisconsin, River Falls (1998); Ph.D., University of Minnesota (2002).

Lloyd Smith, (2003) Department Head and Professor of Computer Science. B.M., University of North Texas (1977); M.S., University of North Texas (1979); Ph.D., University of North Texas (1888).

Luther Smith, (2010) Per Course Faculty, Social Work. B.S., College of the Ozarks (2001); M.S.W., University of Missouri, Kansas City (2003).

Elizabeth A. Sobel, (2007) Assistant Professor of Sociology and Anthropology. B.A., Yale University (1989); M.A., University of Michigan (1995); Ph.D., University of Michigan (2004).

Jacob R. Sowers, (2010) Assistant Professor of Geography, Geology and Planning. B.A., University of Central Oklahoma (2001); M.A., Arizona State University (2003); Ph.D., Kansas State University (2010).

Barry D. Spoon, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. D.O., University of Health Sciences (1976).

Vera B. Stanojevic, (1986) Professor of Mathematics. B.S., University of Missouri-Rolla (1978); Ph.D., University of Belgrade (1984).

Robert W. Steele, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., University of North Carolina (1989); M.D., Vanderbilt University School of Medicine (1993).

Daryl T. Steen, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. M.D., American University of the Caribbean (1998).

John G. Steiert, (1990) Professor of Biology. B.S., University of Iowa, Ph.D., University of Minnesota (1987).

J. Christopher Stein, (2003) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Southwest Missouri State University (1984); M.D., Ph.D., St. Louis University School of Medicine (1994).

Erich Steinle, (2001) Associate Professor of Chemistry. B.S., University of Kansas (1994); Ph.D., University of Michigan (1999).

David Stephens, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S.Ed., Missouri Southern State University (1984); M.S., Pittsburg State University (1989); Ed.D., University of Missouri, Columbia (2007).

Mary Lou Stevens, (2000) Adjunct Clinical Coordinator and Instructor of Physicians Assistant Studies. B.S., Castleton State College (1990); M.S., College of Medicine, Baylor University (1994).

Allison Storochuk, (2003) Associate Professor of Music. B.M., University of Alberta (1994); M.M., Arizona State University (1996); D.M.A., Arizona State University (2002).

Lisa S. Street, (2007) Clinical Faculty for Social Work. B.S.W., University of Missouri, Columbia (1996); M.S.W., University of Missouri, Columbia (1997).

Jean Stringam, (2003) Professor of English. B.A., Brigham Young University (1968); M.A., Brigham Young University (1971); B.Ed., University of Calgary (1993); Ph.D., University of Alberta (1998).

Michael Stout, (2008) Assistant Professor of Sociology and Anthropology. B.A., Temple University (2000); M.A., Pennsylvania State University (2003); Ph.D., Pennsylvania State University (2007).

Michael A. Stowe, (2008) Senior Instructor of English. B.A., Missouri State University (1995); M.A., Missouri State University (1998).

John T. Strong, (1997) Associate Professor of Religious Studies. B.A. Oral Roberts University (1980); M.Div., Asbury Theological Seminary (1983); M.A., Asbury Theological Seminary (1987); Ph.D., Union Theological Seminary (1993).

Shawn Strong, (2001) Department Head and Professor of Technology and Construction Management. B.S., Wayne State University (1996); M.B.A., Wayne State University (1997); Ph.D., Iowa State University (1999).

Shujun Su, (1993) Professor of Chemistry. B.S., Ningxia University (1965); M.S., Beijing Normal University (1981); Ph.D., University of New Hampshire (1988).

Wei-Han Su, (2003) Professor of Music. B.A., Cambridge University (1994); M.A., Royal College of Music (1996); D.M.A., Peabody Conservatory of Music (2001).

Yingcai Su, (1995) Professor of Mathematics. B.S., Institute of Chengdu Geology, China (1982); M.S., Institute of Computing Technology China (1985); Ph.D., University of North Carolina at Chapel Hill (1991).

Xingping Sun, (1990) Interim Associate Dean, College of Natural and Applied Science and Professor of Mathematics. B.S., Henan Normal University (1982); M.S., Northwestern University (1984); Ph.D., University of Texas (1990).

Kristene S. Sutliff, (1979) Professor of English. B.A., Southwest Missouri State University (1972); M.A., Arkansas State University (1974); Ph.D., Oklahoma State University (1985).

Rebecca Swearingen, (1994) Associate Professor of Reading, Foundations and Technology. B.S., Oklahoma State University (1980); M.S., Oklahoma State University (1986); Ed.D., Oklahoma State University (1988).

Joan Test, (2010) Associate Professor of Childhood Education and Family Studies. B.A., Tufts University (1978); Ed.M., Harvard University (1982); Ed.D., Harvard University (1988).

Steven L. Thomas, (1992) Professor of Management. B.S., Southwest Missouri State University (1974); M.B.A., Drury College (1981); Ph.D., University of Kansas (1988).

Chris Thompson, (2010) Associate Professor of Music. B.M.E., Kansas State University (1988); M.M., Loyola University (1991); D.M.A., University of Kansas (1998).

Julie R. Thompson, (2011) Adjunct Faculty, Counseling, Leadership and Special Education. B.S., Arkansas State University (1989); M.S., Arkansas State University (1996); Ed.D., University of Missouri, Columbia (2010).

Wade S. Thompson, (1994) Department Head of Art and Design and Professor of Art and Design. B.A., Macalester College (1968); M.F.A., M.A., Bowling Green University (1972).

Benjamin F. Timson, (1990) Professor of Biomedical Sciences. B.S., Eastern Illinois University (1974); M.S., Eastern Illinois University (1976); Ph.D., Washington State University (1980).

Thomas E. Tomasi, (1986) Associate Dean of the Graduate College and Professor of Biology. B.S., University of Rhode Island (1976); M.S., University of Rhode Island (1978); Ph.D., University of Utah (1984).

Anthony P. Toste, (1991) Professor of Chemistry. B.S., Santa Clara University (1970); Ph.D., University of California-Berkeley (1976).

David J. Trachtenberg, (2011) Adjunct Faculty, Defense and Strategic Studies. B.A., University of Southern California (1978); M.S., Georgetown University (1980).

Pamela B. Trewatha, (1990) Professor of Agriculture. B.S., Purdue University (1978); M.S., Kansas State University (1982); Ph.D., Kansas State University (1987).

Jennifer Turner, (2008) Adjunct Faculty, Counseling, Leadership and Special Education. B.S., University of Missouri (1960); M.A., University of Missouri (1989); M.A.,

Western Michigan University (2003).

Jon Turner, (2010) Adjunct Faculty, Counseling, Leadership and Special Education. B.S.Ed., Missouri Southern State University (1988); M.S.Ed., Missouri State University (1997); Ed.D., University of Missouri, Columbia (2006).

John R. Turner, (2008) Senior Instructor of English. B.S.E., Missouri Southern State University (1984); M.A., Pittsburg State University (1986).

Mary C. Turner, (2009) Adjunct Faculty of Social Work. B.S., Manhattan Christian College (1998); M.S.W., Newman University (2003).

Martin S. Tyson, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Fairleigh Dickinson University (1990); D.O., University of Medicine and Dentistry of New Jersey (1994).

Rose Utley, (1998) Professor of Nursing. B.S.N., University of Minnesota (1981); M.S., University of Minnesota (1985); Ph.D., Wayne State University (1997).

Michelle VanCleave, (2006) Adjunct Faculty, Defense and Strategic Studies. B.A., University of Southern California (1975); M.A., University of Southern California (1977); J.D., University of Southern California (1979).

Marcie L. Venter, (2011) Adjunct Faculty, Defense and Strategic Studies. B.A., University of Pittsburgh (1995); M.A., University of Kentucky (2001); Ph.D., University of Kentucky (2008).

Lora Vess, (2008) Assistant Professor of Sociology and Anthropology. B.A., Virginia Tech (1994); M.A., Northern Arizona University (1999); Ph.D., University of Oregon (2007).

Michelle E. Visio, (2003) Associate Professor of Psychology. B.S., Southwest Missouri State University (1992); M.S., Southwest Missouri State University (1994); Ph.D., Southern Illinois University - Carbondale (1999).

Kenneth R. Vollmar, (2005) Department Head, Computer Science, Acting Department Head, Mathematics, and Professor of Computer Science. B.A., Monmouth College (1984); B.S., Case Western Reserve University (1984); M.S., Southern Methodist University (1990); Ph.D., Southern Methodist University (1997).

D. Alexander Wait, (1999) Professor of Biology. B.S., State University of New York - Geneseo (1989); M.S., State University of New York - Syracuse (1992); Ph.D., Syracuse University (1997).

Bethany J. Walker, (2008) Associate Professor of History. B.A., Bryn Mawr College (1989); M.A., University of Arizona (1992); Ph.D., University of Toronto (1998).

Elizabeth L. Walker, (2004) Assistant Professor of Agriculture. B.S., Angelo State University (1994); M.S., New Mexico State University (1997); Ph.D., University of Missouri, Columbia (2001).

Suzanne E. Walker-Pacheco, (2007) Professor of Sociology and Anthropology. B.A., San Diego State University (1984); M.Phil., Hunter College (1988); Ph.D., City University of New York (1993).

Randall R. Wallace, (2004) Associate Professor of Reading, Foundations and Technology. B.S., University of Oregon (1973); M.Ed., University of Oregon (1978); M.Ed., Central Washington University (1998); Ph.D., University of Oregon (1984).

Scott W. Wallentine, (1999) Associate Professor of Physical Therapy. B.S., Brigham Young University (1993); D.P.T., Creighton University (1997).

Adam Wanekaya, (2010) Assistant Professor of Chemistry. B.S., University of Nairobi (1990); M.S., University of Nairobi (1994); Ph.D., State University of New York, Binghamton (2004).

Yang Wang, (2003) Professor of Computer Science. B.S., Chengdu University of Science and Technology (1982); M.S., Sichuan University (1985); M.S., University of Maine (1993); Ph.D., University of Nebraska (1997).

Ye Wang, (2008) Assistant Professor of Communication Sciences and Disorders. B.A., China University of Politics and Law (1999); M.A., Ohio State University (2000); Ph.D., Ohio State University (2005).

Robert L. Watson, (2003) Professor of Counseling, Leadership and Special Education. B.S., College of Great Falls (1971); M.S., Northern Montana College (1975); Ed.S., University of Wyoming (1988); Ed.D., University of Wyoming (1991).

Brian Weaver, (2007) Assistant Professor of Biology. B.S., Pennsylvania State University (1993); Ph.D., Stony Brook University of New York (1999).

Cynthia Weaver, (2009) Adjunct Faculty of Social Work. B.S.W., Missouri State University (1988); M.S.W., University of Kansas (1992).

Margaret E. Weaver, (1998) Professor of English. B.A., Southwest Texas State University (1985); M.A., University of Texas at Arlington (1988); Ph.D., University of Texas at Arlington (1997).

Gary W. Webb, (2002) Professor of Agriculture. B.S.A., University of Georgia (1976); M.S., Texas A&M (1980); Ph.D., Texas A&M (1983).

Guy B. Webb, (1980) Professor of Music. B.S., Columbia University (1954); M.M., Columbia University (1959); D.M.A., University of Illinois (1972).

Patricia Webb, (2007). Clinical Assistant Professor of Nursing. B.S.N., William Jewell College (1978); M.S.N., University of Missouri, Kansas City (1998).

William A. Wedenoja, (2006) Acting Department Head and Professor, Sociology and Anthropology. B.A., University of Oregon (1970); M.A., University of California, San Diego (1971); Ph.D., University of California, San Diego (1978).

Edward G. Weigers, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., St. Mary's University (1985); D.O., Kirksville College of Osteopathic Medicine (1989).

Bruce J. West, (1994) Professor of Art and Design. B.A., Pennsylvania State University (1975); M.F.A., Pennsylvania State University (1978).

Brooke L. Whisenhunt, (2003) Associate Professor of Psychology. B.A., University of Arkansas - Fayetteville (1997); M.A., Louisiana State University (2000); Ph.D., Louisiana State University (2002).

Robert J. Whitaker, (1974) Professor of Physics and Astronomy. B.S., Creighton University (1958); M.S., St. Louis University (1961); Ph.D., University of Oklahoma (1972).

A. Renee White, (2005) Lecturer of Social Work. B.S.W., Pittsburg State University (1983); M.S.W., University of Arkansas - Little Rock (1994).

Letitia White, (2009) Associate Professor of Communication Sciences and Disorders. B.A., University of Maine (1996); M.S., South Connecticut State University (2001); Ph.D., East Carolina University (2005).

Teresa White, (2009) Adjunct Clinical Faculty, Counseling, Leadership and Special Education. B.S.Ed., Missouri State University (1974); M.S.Ed., Missouri State University (1976); Ed.S., Missouri State University (1992); Ed.D., University of Missouri, Columbia (2000).

Timothy R. White, (2009) Associate Professor of Media, Journalism and Film. B.A., Oakland University (1983); M.A., University of Wisconsin, Madison (1985); Ph.D., University of Wisconsin, Madison (1990).

Kathleen D. Whorton, (2004) Clinical Coordinator of Southwest Missouri School of Anesthesia (Biomedical Sciences). B.S.N., Southwest Missouri State University (1991); M.S. Southwest Missouri State University (2002).

Cameron Wickham, (1991) Professor of Mathematics. B.A., University of Wyoming (1984); M.A., University of Utah (1987); Ph.D., University of Utah (1991).

Karl L. Wilker, (1991) Associate Professor of Fruit Science. B.S., Ohio State University (1979); M.S., Ohio State University (1981); Ph.D., Ohio State University (1986).

Alice T. Williams, (2006) Adjunct Clinical Faculty, Physician Assistant Studies. B.A., University of Chicago (1992); M.D., University of California (1997).

John R. Williams, (1994) Director and Associate Professor of Accounting. B.S. School of the Ozarks (1978); M.B.A., University of Central Arkansas (1986); Ph.D., University of Mississippi (1992).

Elizabeth M. Williamson, (2009) Assistant Professor of Physical Therapy. B.S., University of Texas at San Antonio (1981); M.A., Texas A&M (1993); Ph.D., Texas Tech University (2006).

Steve Willis, (2001) Associate Professor of Art and Design. B.F.A., Florida Atlantic University (1974); M.A.T., Florida Atlantic University (1987); Ph.D., Florida State University (1999).

Daniel J. Wilson, (1999) Professor of Health, Physical Education and Recreation. B.S., Saginaw Valley State College (1986); M.A., Michigan State University (1989); Ph.D., Michigan State University (1993).

Donna Christine Wilson, (2010) Adjunct Faculty, Nursing. B.S.N., Southwest Baptist University (2000); M.S.N., Missouri State University (2002).

Cynthia Winstead, (2001) Professor of Theatre and Dance. B.F.A., Western Kentucky University (1983); M.F.A., University of Virginia (1986).

Barry L. Wisdom, (1992) Department Head and Professor of Management. B.A., University of Arkansas (1975); M.Ed., University of Arkansas (1977); Ph.D., University of Arkansas (1981).

Colette M. Witkowski, (2000) Department Head and Professor of Biomedical Sciences. B.S., Sam Houston State University (1983); Ph.D., University of Arizona (1994).

H. Douglas Witte, (2007) Assistant Professor of Finance and General Business. B.B.A., University of Mississippi (1990); M.S., University of Illinois (1992); Ph.D., University of Arizona (1999).

Kelly S. Wood, (1995) Department Head and Associate Professor of Communication. B.A., University of Dayton (1988); M.A., University of Dayton (1990); Ph.D., Ohio State University (1995).

Rebecca Woodard, (2004) Professor of Health, Physical Education and Recreation. B.S.E., Truman State University (1990); M.A., University of Iowa (1992); Ph.D., Indiana University (1996).

Shannon R. Wooden, (2010) Associate Professor of English. B.A., Missouri State University (1993); M.A., Missouri State University (1995); Ph.D., University of North Carolina (2001).

Andy J. Wright, (2002) Adjunct Clinical Faculty, Physician Assistant Studies. B.S., Abilene Christian University (1975); M.D., Louisiana State University (1979).

Matthew Wright, (2010) Assistant Professor of Mathematics. B.A., Truman State University (2002); B.S.B.A., Truman State University (2002); Ph.D., University of Missouri (2008).

Carly A. Yadon, (2010) Assistant Professor of Psychology. B.S., University of Oklahoma (2005); M.S., Colorado State University (2007); Ph.D., Colorado State University (2010).

Vonda Yarberr, (2010) Professor of Art and Design. B.F.A., Kansas City Art Institute (1987); M.F.A., Rutgers University (1989).

Adena Young (2008) Assistant Professor of Psychology. B.A., Southwestern University (2003); M.S., Texas A&M University (2006); Ph.D., Texas A&M University (2008).

A. Steven Younger, (2008) Research Professor, Center for Applied Science and Engineering, Department of Physics, Astronomy and Material Science. B.S., Missouri State University (1979); M.S., University of Utah (1983); Ph.D., University of Utah (1996).

Y. Jenny Zhang, (2010) Assistant Professor of Finance and General Business. B.S., Peking University (1995); M.S., Kansas State University (1999); M.B.A., University of Kansas (2002); Ph.D., University of Kansas (2007).

Songfeng Zheng, (2010) Assistant Professor of Mathematics. B.S., Xi'an Jiaotong University (2000); M.S., Xi'an Jiaotong University (2003); M.S., University of California, Los Angeles (2005); Ph.D., University of California, Los Angeles (2008).

Scott D. Zimmerman, (2005) Associate Professor of Biomedical Sciences. B.S., University of Wisconsin (1989); M.S., University of Wyoming (1991); Ph.D., University of Wyoming (1997).

EMERITUS GRADUATE FACULTY

Yohannan T. Abraham, (1969) Emeritus Professor of Management. B.A., Wartburg College (1967); M.B.A., Drury College (1968); Ph.D., University of Oklahoma (1976).

David B. Adams, (1966) Emeritus Professor of History. B.A., Southwest Missouri State University (1959); Ph.D., University of Kansas (1971).

Meredith L. Adams, (1972) Emeritus Professor of History. B.A., University of North Carolina (1959); Ph.D., University of Texas (1971).

A. Duane Addleman, (1985) Emeritus Professor of Health, Physical Education and Recreation. B.S., University of Missouri (1959); M.S., University of Missouri (1960); Ph.D., Oregon State University (1964).

L. Dale Allee, (1965) Emeritus Professor of Reading, Foundations and Technology. B.S.Ed., Southwest Missouri State University (1960); M.Ed., University of Missouri (1964); Ph.D., George Peabody College for Teachers (1971).

Ravinda G. Amonker, (1968) Emeritus Professor of Sociology and Anthropology. B.S., University of Bombay (1962); M.Ed., Texas Christian University (1966); M.A., Texas Christian University (1968); Ph.D., St. Louis University (1973).

Herbert J. Arkebauer, (1978) Emeritus Professor of Communication Sciences and Disorders. B.S., Concordia College (1951); M.A., Columbia University (1953); Ph.D., University of Iowa (1964).

Lonnie J. Barker, Jr., (1972) Emeritus Professor of Counseling, Leadership and Special Education. A.B., Morehead State University (1954); M.A., Morehead State University (1960); Ph.D., Miami University (1972).

Wayne C. Bartee, (1967) Emeritus Professor of History. B.A., Southwest Missouri State University (1958); M.A., Columbia University (1959); Ph.D., Columbia University (1966).

Imon D. Bartley, (1966) Emeritus Professor of Counseling, Leadership and Special Education. B.S. Southwest Missouri State University (1966); M.Ed., University of Missouri (1944); Ed.D., University of Missouri (1957).

Robert D. Beckett, (1963) Emeritus Professor of English. B.A., University of Michigan (1957); M.A., University of Michigan (1961); Ph.D., University of Colorado (1967).

Edna Bell, (1988) Emeritus Professor of Fashion and Interior Design. B.S., Northwest Missouri State University (1966); M.S., Kansas State University (1972); Ph.D., Iowa State University (1980).

Jerry D. Berlin, (1988) Emeritus Professor of Biology. B.S., Iowa State University (1960); M.A., University of Missouri (1961); Ph.D., University of Missouri (1960).

Chris T. Bersted, (1970) Emeritus Professor of Psychology. A.B., Knox College (1966); M.A., Texas Christian University (1969); Ph.D., Texas Christian University (1971).

Earl E. Bilyeu, (1955) Emeritus Professor of Mathematics. B.S.Ed., Southwest Missouri State University (1948); A.M., University of Northern Colorado (1949).

Phyllis Bixler, (1992) Emeritus Professor of English. B.A., Bluffton College (1961); M.A., University of Kansas (1967); Ph.D., University of Kansas (1977).

Vencil J. Bixler, (1963) Emeritus Professor of Finance and General Business. B.S.Ed., Southwest Missouri State University (1959); M.Ed., University of Missouri (1960); Ph.D., University of Missouri (1970); C.L.U., The American College (1983).

Byrne D. Blackwood, (1959) Emeritus Professor of Theatre and Dance. B.S.Ed., Emporia State College (1952); M.A., University of Arkansas (1955); Ph.D., University of Kansas (1966).

Ronald R. Bottin, (1991) Emeritus Professor of Accounting. B.A., Buena Vista College (1964); MBA, University of South Dakota (1965); Ph.D., University of Missouri-Columbia (1974).

John S. Bowdidge, (1975) Emeritus Professor of Finance and General Business. B.A., University of Georgia (1951); B.A., Drury College (1973); M.A., Northwestern University (1955); M.B.A., Drury College (1975); Ph.D., University of Missouri-Kansas City (1967).

Robert H. Bradley, (1963) Emeritus Professor of Theatre and Dance. B.A., Austin Peay State University (1957); M.S., University of Illinois (1959); Ph.D., University of Illinois (1964).

O. Leon Bradshaw, (1969) Emeritus Professor of Counseling, Leadership and Special Education. B.S.Ed., Kansas State College (1961); M.S., University of Wisconsin (1964); Ed.D., Oklahoma State University (1968).

Gary L. Brock, (1994) Emeritus Professor of Sociology and Anthropology. B.A. Harding College (1965); M.A. Harding Graduate School (1968); M.A. Syracuse University (1977); Ph.D. Saint Louis University (1983).

Stefan J. Broidy, (1975) Emeritus Professor of Reading, Foundations and Technology. B.S. and B.A., Ohio State University (1969); M.A., Ohio State University (1973); Ph.D., Ohio State University (1977).

J. Ted Brown, (1968) Emeritus Professor of Computer Information Systems. B.S., Southwest Missouri State University (1967); M.S., Central Missouri State University (1968); Ed.D., University of Arkansas (1973).

Katherine M. Brown, (1964) Emeritus Professor of Theatre and Dance. B.S.Ed., Louisiana State University (1941); M.S., University of Utah (1955); M.F.A., University of Oregon (1971).

Kenneth W. Brown, (1994) Emeritus Professor of Accounting. B.B.A., Wichita State University (1966); MBA Drury College (1985); Ph.D., University of Arkansas (1992).

N. June Brown, (1997) Emeritus Professor of Reading, Foundations and Technology. B.S.Ed., Central Missouri State University (1968); M.S., University of Arkansas (1972); Ed.D., University of Arkansas (1983).

Thomas S. Brown, (1980) Emeritus Professor of Marketing. A.B., Drury College (1964); M.B.A., Drury College (1981); Ph.D., Texas Christian University (1970).

John Wordy Buckner, (1970) Emeritus Professor of Reading, Foundations and Technology. B.M.E., Quachita Baptist University (1962); M.M.E., North Texas State University (1968); Ed.D., North Texas State University (1970).

Radie G. Bunn, (1987) Emeritus Professor of School of Accountancy. B.S., American International College (1966); M.B.A., San Diego State University (1972); J.D., William Mitchell College of Law (1977); M.S. Tax, University of Hartford (1984).

Ruth V. Burgess, (1976) Emeritus Professor of Counseling, Leadership and Special Education. B.S.Ed., Texas Tech University (1960); M.A., University of Missouri (1968); Ph.D., University of Missouri (1979).

Stanley M. Burgess, (1976) Emeritus Professor of Religious Studies. A.B., University of Michigan (1958); A.M., University of Michigan (1959); Ph.D., University of Missouri - Columbia (1971).

Michael D. Burns, (1987) Emeritus Professor of English. B.A., University of Arkansas (1976); M.A., University of Arkansas (1979); M.F.A., University of Arkansas (1981).

Sylvia T. Buse, (1987) Emeritus Professor of Psychology. B.A., University of California-Berkeley (1948); M.S., University of California-Berkeley (1959); Ph.D., Oklahoma State University (1983).

Dominic J. Capeci, Jr., (1972) Emeritus Distinguished Professor of History. B.A., University of New Mexico (1962); M.A., University of New Mexico (1964); Ph.D., University of California (1970).

Michael K. Carlie, (1999) Emeritus Professor of Criminology and Criminal Justice. B.A., University of Missouri - Columbia (1966); M.A., University of Missouri - Columbia (1967); Ph.D., Washington University (1970).

Mona J. Casady, (1976) Emeritus Professor of Management. B.A.Ed., Wayne State College (1965); M.S., University of Wisconsin-Superior (1966); Ph.D., University of Minnesota (1973).

David A. Castillon, (1973) Emeritus Professor of Geography, Geology, and Planning. University of Missouri (1962); M.S., Northwestern University (1965); Ph.D., Michigan State University (1972).

Margaret Virginia Cerullo, (1991) Emeritus Professor of Accounting. B.A., Belhaven College (1967); M.S. Louisiana State University (1969); Ph.D., Louisiana State University (1990).

Michael J. Cerullo, (1988) Emeritus Professor of Accounting. B.S., Northeastern University (1963); M.S., Louisiana State University (1966); Ph.D., Louisiana State University (1971).

Kurt E. Chaloupecky, (1973) Emeritus Professor of Accounting. B.S., St. Louis University (1964); M.A., University of Missouri-Columbia (1969); Ph.D., University of Missouri-Columbia (1977).

Harold L. Chappell, (1969) Emeritus Professor of Counseling, Leadership and Special Education. B.S., University of Wisconsin-Platteville (1959); A.M., University of Northern

Colorado (1962); Ed.D., University of Northern Colorado (1966).

William H. Cheek, (1973) Emeritus Professor of Geography, Geology, and Planning. B.A.Ed., Arizona State University (1965); M.A., Arizona State University (1966); Ph.D., Michigan State University (1976).

Clark J. Closser, (1978) Emeritus Professor of English. B.A., University of Arkansas (1967); M.A., University of Arkansas (1969); Ph.D., University of Arkansas (1981).

Paul J. Companik, (1992) Emeritus Professor of Psychology. B.A., Indiana University (1960); M.S., University of Wisconsin - Milwaukee (1972); Ph.D., University of Wisconsin - Milwaukee (1977).

William T. Corcoran, (1982) Emeritus Professor of Geography, Geology, and Planning. B.A., Michigan State University (1972); M.S., University of Madison-Wisconsin (1975); Ph.D., Michigan State University (1981).

Mary K. Coulter, (1983) Emeritus Professor of Management. B.S.Ed., Northwest Missouri State University (1973); M.B.A., Drury College (1976); Ph.D., University of Arkansas (1984).

Carter M. Cramer, (1975) Emeritus Professor of English. B.A., Emporia State University (1961); M.A., Emporia State University (1966); Ph.D., University of Illinois (1972).

Genevieve R. Cramer, (1975) Emeritus Professor of Reading, Foundations and Technology. B.A., Emporia State University (1960); M.S., Emporia State University (1966); Ph.D., University of Minnesota (1979).

Dwaine Crigger, (1996) Emeritus Professor of Art and Design. B.S., Northwest Missouri State University (1969); M.F.A., Nebraska University (1972).

Nancy L. Curry, (1990) Emeritus Professor of Health, Physical Education and Recreation. B.S., Emporia Kansas State University (1962); M.S.Ed., Emporia Kansas State University (1964); Ph.D., University of Southern California (1975).

James O. Davis, (1972) Emeritus Professor of Psychology. B.S., Oklahoma State University (1965); M.S., Oklahoma State University (1968); Ph.D., Oklahoma State University (1972).

Loren L. Denney, (1968) Emeritus Professor of Biology. B.S.Ed., Southwest Missouri State University (1957); M.Ed., University of Missouri - Columbia (1963); Ph.D., University of Missouri - Columbia (1968).

Lamoine DeVries (1994), Emeritus Professor of Religious Studies. B.A., Howard Payne University (1964); M.Div., Southern Baptist Seminary (1968); Th.M., Southern Baptist University (1970); Ph.D., Southern Baptist University (1975).

Arlen E. Diamond, (1978) Emeritus Professor of Media, Journalism and Film. B.A., Kansas State University (1965); M.A., University of South Dakota (1967); Ph.D., University of Iowa (1983).

David J. Dixon, (1978) Emeritus Professor of Psychology. B.A., Wayne State University (1972); M.A., Wayne State University (1975); Ph.D., Wayne State University (1979).

Jane E. Doelling, (1993) Emeritus Professor of Counseling, Leadership and Special Education. B.S., Southwest Missouri State University (1976); M.Ed., University of Missouri, Columbia (1983); Ed.D., University of Missouri, Columbia (1986).

E. Reed Doke, (1976) Emeritus Professor of Computer Information Systems. B.S., Drury College (1969); C.D.P., (1969); M.B.A., Drury College (1974); Ph.D., University of Arkansas (1980).

James R. Downing, (1969) Emeritus Professor of Mathematics. B.S., Southwest Missouri State University (1957); A.M., University of Illinois (1960).

Lawrence C. Drake, (1966) Emeritus Professor of Technology and Construction Management. B.S., Kansas State College (1957); M.S., Kansas State College (1959); Ed.D., University of Missouri (1966).

Allen J. Edwards, (1973) Emeritus Professor of Psychology. A.B., Birmingham-Southern College (1950); M.A., University of Alabama (1955); Ph.D., State University of Iowa (1958).

Paul D. Enochs, (1966) Emeritus Professor of Counseling, Leadership and Special Education. B.S.Ed., University of Missouri-Columbia (1961); M.Ed., University of Missouri-Columbia (1962); Ph.D., University of Missouri-Columbia (1964).

Robert L. Ernst, (1966) Emeritus Professor of Chemistry. B.S., New Mexico Institute of Mining and Technology (1962); Ph.D., University of Kansas (1972).

Fred F. Esser, (1974) Emeritus Professor of Counseling, Leadership and Special Education. B.S., University of Nebraska (1958); M.S., University of Nebraska (1963); Ph.D., University of Nebraska (1969).

Stanley C. Fagerlin, (1978) Emeritus Professor of Geography, Geology, and Planning. B.S., University of Wisconsin-Madison (1969); M.S., University of Wisconsin-Madison (1971); Ph.D., University of Missouri-Columbia (1980).

Elizabeth M. Fahey, (1999) Emeritus Professor of Nursing. B.S.N., St. Louis University (1974); M.S.N., University of Missouri Kansas City (1979).

Harold B. Falls, Jr. (1994) Emeritus Professor of Biomedical Sciences, A.B. Morehead State University (1960); M.P.E. Purdue University (1961); Ph.D. Purdue University (1964).

Patricia Feltes, (1992) Emeritus Professor of Management. B.S., Mt. Mercy College (1978); M.A., University of Iowa (1981); Ph.D., University of Nebraska (1988).

Christopher C. Field, (1974) Emeritus Professor of Biomedical Sciences. B.S., Emory University (1965); Ph.D., University of North Carolina (1969).

Robert Flanders, (1968) Emeritus Professor of History. B.A., University of Wisconsin; M.A., University of Wisconsin; Ph.D., University of Wisconsin.

Melvin V. Foster, (1966) Emeritus Professor of Computer Science. B.S., Southern State (1956); M.S., University of Arkansas (1962); Ph.D., Oklahoma State University (1973).

Rodney S. Frew, (1994) Emeritus Professor of Art and Design B.S.Ed., University of Arkansas (1959); M.F.A., University of Arkansas (1962).

Ben D. Fuqua, (1991) Emeritus Professor of Agriculture. B.S.A., Murray State University (1965); M.S., University of Arkansas (1967); Ph.D., University of Arkansas (1972).

Haldon D. Funk, (1972) Emeritus Professor of Childhood Education and Family Studies. B.S.Ed., Illinois State University (1953); M.S.Ed., Illinois State University (1957); Ed.D., Indiana University (1968).

Russell L. Gerlach, (1969) Emeritus Professor of Geography, Geology, and Planning. B.A., University of Nebraska (1967); M.A., University of Nebraska (1968); Ph.D., University of Nebraska (1973).

Shahin Gerami, (1983) Emeritus Professor of Sociology and Anthropology. LL.B., University of Tehran (1971); M.A., University of Oklahoma (1978); Ph.D., University of Oklahoma (1983).

James N. Giglio, (1968) Emeritus Distinguished Professor of History. B.A., Kent State University (1961); M.A., Kent State University (1964); Ph.D., Ohio State University

(1968).

Frank S. Gillespie, (1964) Emeritus Professor of Mathematics. B.A., University of Missouri-Columbia (1963); A.M., University of Missouri-Columbia (1964).

Albert R. Gordon, (1969) Emeritus Professor of Biomedical Sciences. A.B., Case Western Reserve University (1961); M.A., Case Western Reserve University (1967); Ph.D., Case Western Reserve University (1968).

Joanne M. Gordon, (1999) Emeritus Professor of Biomedical Sciences. B.S.N., Case Western Reserve University (1964); M.A., Southwest Missouri State University (1972); M.S.N., University of Missouri - Kansas City (1980); Ph.D., University of Missouri - Columbia (1995).

Wyman K. Grindstaff, (1965) Emeritus Professor of Chemistry. B.S., East Central State College (1959); M.S., University of Oklahoma (1965); Ph.D., University of Oklahoma (1966).

William E. Hammond, (1965) Emeritus Professor of History. B.A., Central Missouri State University (1957); M.A., University of Missouri - Columbia (1958); Ph.D., University of Missouri - Columbia (1962).

Wynne J. Harrell, (1975) Emeritus Professor of Music. B.M.Ed., Wichita State University (1956); M.M.E., Wichita State University (1959); D.M.A., University of Missouri, Kansas City (1967).

Charles Hedrick, (1995) Emeritus Professor of Religious Studies. B.A., Mississippi College (1958); B.D., Golden State Baptist Seminary (1962); M.A., University of Southern California (1968); Ph.D., Claremont Graduate School of Religion (1977).

Shirley J. Hendricks, (1966) Emeritus Professor of Counseling, Leadership and Special Education. B.Ed., Pestalozzi-Froebel Teachers College (1959); M.Ed., University of Missouri (1965); Ed.D., North Texas State University (1971).

Darold L. Henson, (1995) Emeritus Professor of English. B.S., Illinois State University (1964); M.S., Illinois State University (1969); D.A., Illinois State University (1982).

John Hoftyzer, (2000) Emeritus Professor of Economics. B.A., City College of New York (1964); M.S., Indiana University (1966); Ph.D., Indiana University (1974).

Donald R. Holliday, (1966) Emeritus Professor of English. A.B., Drury College (1964); M.A., University of Arkansas (1966); Ph.D., University of Minnesota (1974).

Kenneth C. Holloway, (1992) Emeritus Professor of Counseling, Leadership and Special Education. B.A., Southwest Missouri State University (1968); M.S.Ed., Northwest Missouri State University (1973); Ed.S., Southwest Missouri State University (1982); Ed.D., University of Missouri - Columbia (1992).

Harry L. Hom, Jr., (1972) Emeritus Professor of Psychology. B.S., Lewis and Clark College (1965); M.A., University of Montana (1969); Ph.D., University of Montana (1971).

J. Kenneth Horn, (1972) Emeritus Professor of Management. B.S., East Texas State University (1951); M.S., East Texas State University (1952); Ed.D., University of Oklahoma (1965).

Shirley M. Huffman, (1974) Emeritus Professor of Mathematics. B.S., Southwest Missouri State University (1964); M.S., Southwest Missouri State University (1970); Ph.D., University of Missouri-Rolla (1978).

Franklin L. Hyde, (1968) Emeritus Professor of Psychology. B.S., Southwest Missouri State University (1958); M.Ed., University of Missouri - Columbia (1964); Ph.D., University of Missouri - Columbia (1967).

Thomas H. Inman, (1984) Emeritus Professor of Management. B.S., Peabody College of Vanderbilt (1963); M.A., Peabody College of Vanderbilt (1965); Ed.D., Northern Illinois University (1969).

Roar L. Irgens, (1968) Emeritus Professor of Biology. B.S., University of Illinois (1957); Ph.D., University of Illinois (1963).

Lyndon N. Irwin, (1972) Emeritus Professor of Agriculture. B.S., Southwest Missouri State University (1970); M.S. University of Kentucky (1972); Ph.D., University of Kentucky (1977).

Herbert W. Jackson, (1981) Emeritus Professor of Communication and Mass Media. B.A., Southwest Missouri State University (1971); A.M., University of Illinois-Urbana (1974); Ph.D., University of Illinois-Urbana (1978).

Harry R. James, (1990) Emeritus Professor of Agriculture. B.S., University of Nebraska-Lincoln (1964); M.S., University of Nebraska-Lincoln (1971); Ph.D., Iowa State University (1981).

Steven L. Jensen, (1972) Emeritus Professor of Biology. B.S., University of Utah (1964); M.S., University of Utah (1966); Ph.D., University of Utah (1972).

Elias Johnson, (1977) Emeritus Professor of Geography, Geology, and Planning. B.S., Northern Illinois University (1962); M.S., Northern Illinois University (1966); Ph.D., University of Oklahoma (1977).

James T. Jones, (1985) Emeritus Professor of English. B.A., Eastern Illinois University (1971); M.A., Eastern Illinois University (1973); Ph.D., Southern Illinois University (1980).

C. Don Keck, (1979) Emeritus Professor of Counseling, Leadership and Special Education. B.S., Central Missouri State University (1960); M.Ed., University of Missouri-Columbia (1966); Ed.S., Central Missouri State University (1968); Ed.D., Oklahoma State University (1971).

Russell M. Keeling, (1968) Emeritus Professor of Communication. B.S., Southwest Missouri State University (1958); M.A., Baylor University (1959); Ph.D., University of Missouri-Columbia (1968).

Beat R. Kernen, (1984) Emeritus Professor of Political Science. B.A., University of Bern, Switzerland (1974); M.A., University of Kansas (1977); Ph.D., University of Kansas (1986).

Chung S. Kim, (1987) Emeritus Professor of Computer Information Systems. B.A., Ewha Women's University, Seoul, Korea (1966); M.A., Yonsei University, Seoul, Korea (1968); M.B.A., University of Missouri-Saint Louis (1981); Ph.D., Texas Tech University (1987).

Kee S. Kim, (1991) Emeritus Professor of Finance and General Business. B.A., Yonsei University, Seoul, Korea (1966); M.A., Yonsei University (1969); M.B.A., University of Washington-Seattle (1973); Ph.D., University of Texas-Austin (1978).

John D. Kubicek, (1967) Emeritus Professor of Mathematics. B.A., St. John's University (1965); M.S., St. Louis University (1967); Ph.D., University of Missouri-Rolla (1975).

Vincent E. Kurtz, (1965) Emeritus Professor of Geography, Geology, and Planning. B.A., University of Minnesota (1946); M.S., University of Minnesota (1949); Ph.D., University of Oklahoma (1960).

Donald D. Landon, (1991) Emeritus Professor of Sociology and Anthropology. B.A., University of Kansas City (1962); M.A., University of Missouri-Kansas City (1966); Ph.M., University of Kansas (1975). Ph.D., University of Kansas (1977).

David B. Lehmann, (1966) Emeritus Professor of Mathematics. B.S.Ed., University of Kansas (1957); M.A., University of Kansas (1959); Ed.D., Oklahoma State University (1972).

Melodye G. Lehnerer (1998) Emeritus Professor of Criminology and Criminal Justice. B.S., University of Wisconsin - Green Bay (1978); M.A., Arizona State University (1982); Ph.D., York University (1992).

Elissa M. Lewis, (1980) Emeritus Professor of Psychology. B.S., Bethany College, West Virginia (1974); M.A., University of Illinois at Chicago (1980); Ph.D., University of Illinois at Chicago.

John K. Litvan, (1980) Emeritus Professor of Finance and General Business. B.S.Ed., University of Missouri-Columbia (1968); M.B.A., University of Missouri (1971); Ph.D., University of Arkansas (1981).

Ivon H. Lowsley, Jr., (1983) Emeritus Professor of Computer Science. B.S., U.S. Naval Academy (1960); M.E., University of Oklahoma (1966); Ph.D., John Hopkins University (1973).

Karl W. Luckert, (1979) Emeritus Professor of Religious Studies. B.A., University of Kansas (1963); M.A., University of Chicago (1967); Ph.D., University of Chicago (1969).

Robert H. Luke, (1984) Emeritus Professor of Marketing. B.A., Pepperdine College (1964); B.S., Pepperdine University (1964); M.B.A., University of Missouri-Columbia (1970); Ph.D., University of Missouri-Columbia (1974).

Robert O. Lunn, (1999) Emeritus Professor of Management. A.B., Williams College (1969); M.H.A., Duke University (1973); Ph.D., University of North Carolina (1981).

J. Jeff Maloney, (1980) Emeritus Professor of Psychology. B.S.Ed., Southeast Missouri State University (1969); M.A.Ed., Southeast Missouri State University (1972); Ph.D., University of Mississippi (1977).

Erwin J. Mantei, (1965) Emeritus Professor of Geography, Geology, and Planning. B.S., St. Joseph's College (1960); M.S., University of Missouri-Rolla (1962); Ph.D., University of Missouri-Rolla (1965).

E. Rebecca Matthews, (1972) Emeritus Professor of Mathematics. B.S.Ed. and A.B., Southwest Missouri State University (1940); M.S.T., University of Missouri (1968).

Frederick R. Maxwell, Jr., (1971) Emeritus Professor of Psychology. B.A., Texas Technological College (1967); M.A., Southern Illinois University (1969); Ph.D., Southern Illinois University (1971).

Virgil W. McCall, (1968) Emeritus Professor of Psychology. B.S.Ed., University of Missouri (1963); M.S.Ed., University of Missouri (1965); Ed.D., University of Missouri (1966).

Rhythm McCarthy, (1999) Emeritus Professor of Theatre and Dance. B.F.A., Jacksonville University (1980); M.S.Ed., Missouri State University (1988); Ph.D., University of Missouri, Kansas City (1996).

Debra S. McDowell, (1997) Emeritus Professor of Fashion and Interior Design. B.S., Iowa State University (1973); M.S., Iowa State University (1976); Ed.D., Nova Southeastern University (1997).

John S. McElhanev, (1972) Emeritus Professor of Theatre and Dance. B.S., Northwestern University (1950); M.A., Northwestern University (1951); Ph.D., Stanford University (1972).

Duane G. Meyer, (1955) President Emeritus and Professor Emeritus of History. B.A., University of Dubuque (1950); M.A., University of Iowa (1952); Ph.D., University of Iowa (1956).

Harold W. Meyers, Jr., (1983) Emeritus Professor of Communication Sciences and Disorders. B.A., Albion College (1965); M.S., University of Oklahoma (1970); Ph.D., Wayne State University (1976).

J. Ramsey Michaels, (1989) Emeritus Professor of Religious Studies. B.A., Princeton University (1952); B.D., Grace Theological Seminary (1955); Th.M., Westminster Theological Seminary (1956); Th.D., Harvard University (1962).

James F. Miller, (1974) Emeritus Professor of Geography, Geology and Planning. A.B., Augustana College (1965); M.A., University of Wisconsin (1968); Ph.D., University of Wisconsin (1971).

Perry F. Miller, (1990) Emeritus Professor of Health, Physical Education and Recreation. B.A., Baker University (1958); M.S., University of Utah (1962); Ed.D., University of Northern Colorado (1970).

Thomas D. Moeglin, (1978) Emeritus Professor of Geography, Geology, and Planning. B.S., Indiana University, N.W. (1971); M.S., University of Nebraska (1975); Ph.D., University of Nebraska (1978).

Don L. Moll, (1977) Emeritus Professor of Biology. B.S., Illinois State University (1971); M.S., Western Illinois University (1973); Ph.D., Illinois State University (1977).

Mollie R. Molnar, (1973) Emeritus Professor of Music. B.M.E., Arkansas State College (1953); M.S., Baylor University (1957); D.M.A. University of Texas, Austin (1975).

James F. Moore, (1992) Emeritus Research Professor of Agriculture. B.S., Western Kentucky University (1965); M.S., Clemson University (1968); Ph.D., University of Arizona (1976).

Harley E. Mortensen, (1967) Emeritus Professor of Biomedical Sciences. B.S., Regis College (1954); Ph.D., Kansas State University (1962).

Robert L. Musgrave, (1970) Emeritus Professor of Counseling, Leadership and Special Education. B.A. Ottawa University (1950); M.S., Emporia State University (1956); Ed.D., Oklahoma State University (1971).

Richard L. Myers, (1972) Emeritus Professor of Biology. B.S., Delta State College (1961); M.S., Memphis State University (1966); Ph.D., University of Oklahoma (1972).

Jon R. Nance, (1986) Emeritus Professor of Accounting. B.S., University of Missouri-Rolla (1960); M.S., University of Illinois (1961); Ph.D., University of Illinois (1966); Ph.D., University of Georgia (1981).

Ronald W. Netsell, (1993) Emeritus Professor of Communication, Sciences and Disorders. B.A., Linfield College (1960); M.S., University of Iowa (1965); Ph.D., University of Iowa (1969).

John F. Newport, (1969) Emeritus Professor of Childhood Education and Family Studies. B.S., Western Kentucky University (1960); M.A., Western Kentucky University (1961); Ed.D., University of Miami (1965).

Michael T. Nietzel, (2006) Emeritus Professor of Psychology. B.A., Wheaton College (1969); M.A., University of Illinois (1972); Ph.D., University of Illinois (1973).

Richard L. Nichols, (1974) Emeritus Professor of Accounting. B.S.Ed., Southwest Missouri State University (1953); M.S., U.S. Navy Postgraduate School (1962); Ph.D., University of Arkansas-Fayetteville (1979).

James F. O'Brien, (1969) Emeritus Professor of Chemistry. B.S., Villanova University (1964); Ph.D., University of Minnesota (1968).

Arnola C. Ownby, (1985) Emeritus Professor of Management. B.S., Oklahoma State University (1959); M.S., Oklahoma State University (1960); Ed.D., Oklahoma State University (1966).

J.N. Smith, (1990) Emeritus Professor of Agriculture. B.S., University of Missouri (1952); M.S., University of Missouri (1954); Ph.D., University of Missouri (1964).

Mark Trevor Smith, (1983) Emeritus Professor of English. A.B., Yale University (1968); M.A., University of Miami (1978); Ph.D., State University of New York-Stony Brook (1982).

Ralph R. Smith, (1984) Emeritus Professor of Communication and Mass Media. B.A., University of California-Los Angeles (1965); M.A., Columbia University (1968); Ph.D., University of Southern California (1973).

Barbara A. Sperling, (1975) Emeritus Professor of Childhood Education and Family Studies. B.S.Ed., Bowling Green State University (1956); M.Ed., Bowling Green State University (1961); Ed.D., Ball State University (1970).

Holt V. Spicer, (1993) Emeritus Professor of Communication and Mass Media. B.A., University of Redlands (1952); M.A., University of Redlands (1957); Ph.D., University of Oklahoma (1964).

Donal J. Stanton, (1966) Emeritus Professor of Communication. B.S.Ed., Southwest Missouri State University (1963); M.A., University of Arkansas (1967); Ph.D., Ohio State University (1972).

David W. Stockburger, (1974) Emeritus Professor of Psychology. A.B., Ohio State University (1969); M.A., The Ohio State University (1971); Ph.D., The Ohio State University (1975).

Allan D. Stone, (1972) Emeritus Professor of Economics. B.A., Beloit College (1961); M.A., University of Oklahoma (1964); Ph.D., University of Oklahoma (1973).

Richard L. Stovall, (1977) Emeritus Professor of Communication. B.A., Southwest Missouri State University (1966); M.A., C.W. Post College of Long Island University (1969); Ph.D., Ohio State University (1975).

Hugh L. Strawn, (1982) Emeritus Professor of Counseling, Leadership and Special Education. B.S.Ed., Northern Illinois University (1972); M.S.Ed., Northern Illinois University (1974); Ph.D., University of Wisconsin (1981).

Woodrow Sun, (1969) Emeritus Professor of Mathematics. B.S., Cheng Kung University (1961); M.S., University of Oklahoma (1966); M.A., University of Oklahoma (1967); Ph.D., University of Oklahoma (1973).

William Sutherlin, (1976) Emeritus Professor of Mathematics. B.S.M.E., University of Missouri - Rolla (1958); B.S.Ed., University of Missouri - Columbia (1962); M.Ed., University of Missouri - Columbia (1964); M.S., University of Oregon (1967); Ph.D., University of Oregon (1976).

George S. Swales, Jr., (1982) Emeritus Professor of Finance and General Business. B.S., George Mason University (1975); M.B.A., George Mason University (1979); Ph.D., University of Arkansas (1984).

Jean C. Swanson, (1989) Emeritus Professor of Computer Information Systems. B.A.E., Wayne State (1968); M.S.E., Wayne State (1969); Ph.D., Arizona State University (1985).

Houston Taylor, (1967) Emeritus Professor of Technology and Construction Management. B.A., College of the Ozarks (1956); M.Ed., University of Arkansas (1957); Ed.D., University of Arkansas (1968).

Myron L. Taylor, (1973) Emeritus Professor of English. B.S.L., Ozark Bible College (1958); M.S., Fort Hays State College (1961); Ph.D., Ball State University (1972).

Vernon J. Thielmann, (1975) Emeritus Professor of Chemistry. B.S., Northern State College (1963); M.A., University of South Dakota (1968); Ph.D., Baylor University (1974).

Peggy L. Thomas, (1990) Emeritus Professor of Health, Physical Education and Recreation. B.S., Southwest Missouri State University (1955); M.S., Missouri University (1962); Ed.D., University of Utah (1968).

Clifton C. Thompson, (1974) Emeritus Professor of Chemistry. B.S., Middle Tennessee State University (1961); Ph.D., University of Mississippi (1964).

Loanna M. Thompson, (1998) Emeritus Professor of Fashion and Interior Design. B.S.Ed., Southwest Missouri State University (1957); M.Ed., University of Missouri - Columbia (1961); University of Missouri - Columbia (1993).

Roger N. Tipling, (1976) Emeritus Professor of Childhood Education and Family Studies. B.S., Kansas State University (1966); M.S., Kansas State University (1968); Ed.D., University of Oklahoma (1973).

Paul M. Toom, (1986) Emeritus Professor of Chemistry. B.A., Central College (1964); Ph.D., Colorado State University (1969).

Elizabeth E. Topping, (1979) Emeritus Professor of Economics. B.A., University of British Columbia (1967); M.A., University of Missouri-Columbia (1974); Ph.D., University of Missouri-Columbia (1985).

Howard G. Townsend, Jr., (1990) Emeritus Professor of Fruit Science. B.S., Cornell University (1960); M.S., Virginia Polytechnic Institute (1963); Ph.D., Pennsylvania State University (1970).

Alex D. Trombetta, (1990) Emeritus Professor of Health, Physical Education and Recreation. B.S., Indiana University (1962); M.S., Indiana University (1963); H.S.D., Indiana University (1981).

Barbara S. Turpin, (1991) Emeritus Professor of Psychology. B.A., Central Washington University (1973); M.S., Central Washington University (1975); Ph.D., University of North Carolina-Greensboro (1989).

William R. Van Cleave, (1988) Emeritus Professor of Defense and Strategic Studies. B.A., California State University (1962); M.A., Claremont Graduate School (1965); Ph.D., Claremont Graduate School (1967).

Joyce J. Waldron, (1988) Emeritus Professor of Fashion and Interior Design. B.S., Oklahoma State University (1954); M.S., Oklahoma State University (1961); Ed.D., Oklahoma State University (1975).

E. Dale Wasson, (1969) Emeritus Professor of Economics. B.A., Southern Illinois University (1963); M.A., Southern Illinois University (1966); Ph.D., Oklahoma State University (1980).

Lynn E. Wasson, (1992) Emeritus Professor of Management. B.S., Southern Illinois University (1965); M.S., Oklahoma State University (1969); Ed.D., Oklahoma State University (1984).

Scott B. Wegner, (1990) Emeritus Professor of Counseling, Leadership and Special Education. B.A., University of Northern Iowa (1973); M.A., University of Northern Iowa (1981); Ed.D., University of Wyoming (1987).

James M. Wilbur, Jr., (1963) Emeritus Professor of Chemistry. B.S. Muhlenberg College (1951); Ph.D., University of Pennsylvania (1959).

Martha F. Wilkerson, (1973) Emeritus Professor of Sociology and Anthropology. B.A., Mary Hardin-Baylor College (1966); M.A., Texas Tech University (1968); Ph.D., Oklahoma State University (1973).

Robert F. Wilkinson, Jr., (1964) Emeritus Professor of Biology. A.B., University of Missouri-Columbia (1962); Ph.D., University of Missouri-Columbia (1965).

Tillman D. Williams, (1991) Emeritus Professor of Health, Physical Education, and Recreation and assistant coach, intercollegiate athletics. B.S.Ed., Southwest Missouri State University (1971); M.S., Indiana University (1972); Ph.D., Indiana University (1983).

Gary E. Wilson, (1968) Emeritus Professor of Counseling, Leadership and Special Education. B.S., Southwest Missouri State University (1967); M.B.A., University of Arkansas (1968); Ph.D., University of Missouri - Columbia (1979).

Joe L. Wise, (1964) Emeritus Professor of Mathematics. B.S. Southwest Missouri State University (1947); M.Ed., University of Missouri - Columbia (1954).

George W. Wolf, (1971) Emeritus Professor of Physics and Astronomy. B.A., University of Pennsylvania (1965); M.S., University of Pennsylvania (1967); Ph.D., University of Pennsylvania (1970).

Thomas L. Wyrick, (1978) Emeritus Professor of Economics. B.S., Southwest Missouri State University (1973); M.S., Oklahoma State University (1974); Ph.D., Virginia Polytechnic Institute (1979).

Lloyd R. Young, (1971) Emeritus Professor of Sociology and Anthropology. B.S., Iowa State University (1952); Ph.D., Iowa State University (1957).

Xiang Ming Yu, (1991) Emeritus Professor of Mathematics. Ph.D., Hangzhou University (China - 1966).

Juris Zarins, (1978) Emeritus Professor of Sociology and Anthropology. B.A., University of Nebraska (1967); Ph.D., University of Chicago (1976).

Liang-Cheng Zhang, (1991) Emeritus Professor of Mathematics. B.S., Peking University - Beijing China; M.S., Peking University - Beijing China (1982); Ph.D., University of Illinois (1990).

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