

SECTION 6: GRADUATE COURSES

DEPARTMENT OF BUSINESS, E-COMMERCE & AGRICULTURE

ACCOUNTING (ACCT) COURSES

5113 Intermediate Accounting II

The study of the treatment of liabilities, owner's equity and the analysis of financial statements. In addition, the student will complete five short research projects. These projects will come from the cases in the textbook and will be worth a total of 100 points in addition to the regular 600 points. The instructor will assign the cases on an individual basis. *Pre: ACCT 3103.*

5133 Accounting Information Systems

This class is an in-depth study of the various accounting systems with emphasis in intra- and inner-system data flow. Concentration on both manual and automated systems is exhibited in this class. To receive graduate credit for the course, the student must complete an additional research assignment. *Pre: ACCT 3113*

5143 Advanced Income Tax Accounting

This class is about the theory of partnership and corporation taxation. Examination of partnership and corporation tax returns. Examination of other issues, including estate taxation and gift-tax, will be reviewed. The graduate student will select a related course topic and search CCH or RIA and related tax sites, such as www.irs.gov, to complete the papers. Each paper needs to be 3-5 pages in length and will be worth 25 points. *Pre: ACCT 3133.*

5173 Auditing

This course includes: auditing procedures, classification of audits, methods of verification of financial statements, practical applications, maintenance and improvement of internal controls. Graduate students will be given additional assignments. *Pre: ACCT 3113 with a grade of C or better.*

5183 Advanced Auditing

This course includes: auditing procedures, classification of audits, methods of verification of financial statements and application of basic auditing principles in a small company audit situation. Graduate students will be given additional assignments. *Pre: ACCT 4173.*

5603 Advanced Accounting II

This course includes: consolidates financial statements, accounting for foreign currency transactions, translation of foreign currency financial statements and segments, interim reports, and reporting for the SEC. Students are required to prepare a report on a recent business combination that occurred in the USA or abroad. *Pre: 5113 with a grade of C or better.*

AGRICULTURE (AGRI) COURSES

5153 Agricultural Economics of Development

This course provides the students with the basic theory and application of community economics. Emphasis will be on assisting a community with economic development efforts, analysis of providing community services, and business development, assessment and retail trends analysis in rural communities. Graduate students will perform individual research projects.

E-COMMERCE (ECOM) COURSES

5013 Advanced Website Design and Development

This course is based on the current design trends and guides. Topics include: information architecture, philosophy, purpose, design strategies, software design tools. Graduate students will perform individual research projects on a variety of topics as well as complete a real-world project that integrates the concepts of the course. *Pre: ECOM 2003, 2013.*

5023 Advanced Internet Programming I

This course is designed to introduce database integration and server-side programming. Students will build an entire database website using high level programming tools. Graduate students will perform individual research projects on a variety of topics as well as complete a real-world project that integrates the concepts of the course.

5043 Advanced Internet Programming II

The course presents advanced concepts for programming databases for e-commerce including analysis, design, and development of database systems. *Pre: ECOM 3213, 3023 or concurrent enrollment.*

5063 Advanced Database Driven Websites

This course is designed to provide a focus on developing an introductory relational database, studying the three tiers of a website (client, middle, and server) and programming of a relational database shopping cart website. Graduate students will perform individual research projects on a variety of topics as well as complete a real-world project that integrates the concepts of the course. *Pre: Introduction to E-Commerce, Web Programming II.*

5073 Advanced Telecommunications

This course is designed to provide the student with an understanding of the technical and managerial aspects of telecommunications. Topics include an introduction to telecommunications, various techniques of telecommunications, and the convergence of entertainment, telephone and computer industries. This course will include an in-depth graduate case analysis project. *Pre: ECOM 2003.*

5083 Advanced E-Marketing

This course presents in-depth concepts of marketing with specific attention to the electronic commerce setting. The course will cover customer support and quality of service in the online setting, methods of personalization, developing new products in the web context, how to build traffic and brand recognition, and planning for e-commerce marketing. Graduate students will perform individual research projects on a variety of topics as well as complete a real-world project that integrates the concepts of the course.

5093 Advanced E-Law

This course covers laws of civil, criminal, tort, and contracts concerning e-commerce. Graduate students will perform individual research projects.

5103 Advanced XML Programming

This course covers the following XML programming concepts from an advanced perspective: creating a valid XML document, working with namespaces and schemas, working with CSS, working with XSLT, creating a computational style sheet, creating element groups, and working with the Document Object Model. A detailed graduate research project is required. Pre: ECOM 3213 or CMSC 2103.

5303 Advanced E-Commerce Capstone

This is a capstone course in which the student will have an opportunity to integrate concepts learned and philosophies developed in other e-commerce courses with real-world experiences. The emphasis will be on a small business practicum, a business internship/intraship or an entrepreneurship to allow students practical applications of e-commerce. This course will include a graduate portfolio.

5323 Advanced European Studies in E-Commerce

This course presents concepts applied to electronic commerce in the global market. The course will emphasize advanced e-marketing concepts. The course will consist of faculty lecture and field experience. Executives from leading international firms will meet with students to discuss their strategies for success in world markets. On-site visits and plant tours enhance the learning experience. Graduate students will perform individual research projects.

5343 Advanced PHP Programming

This course will give students an opportunity to learn many practical web programming concepts and techniques. Students will leave the course with a professional quality project that will make an excellent addition to their portfolio. PHP is a programming language designed specifically for building dynamic database-driven websites. In addition to PHP programming, this course will cover how to use the MySQL database server, basic SQL programming and the fundamentals of database design. Students will complete one in-depth web programming project, which will be separated into simplified sub-projects throughout the semester. This course is counted as an elective and is not a requirement for E-Commerce majors or minors. Graduate students will perform individual research projects. This course is intended for students who already have some programming experience, at least Web programming II or Computer Programming I. Students are expected to be comfortable with HTML and basic programming concepts.

5353 Advanced Disaster Planning Management

This course is an advanced study of current management models of planning for disaster response in the government and private sectors. Graduate students will research causes for disaster and appropriate responses by management to the proposed threat and safety of tangible and intangible assets by completing a detailed graduate research project.

5363 Advanced Professional Ethics

This course covers advanced current issues in commercial ethics, requirements of officers and directors of public companies, and professional license requirements, including requirements for accountants. A detailed graduate research project is required. Pre: ACCT.

ECONOMICS (ECON) COURSES**5003 Money and Banking**

Fundamental theories of money, banking and financial markets: the role of money in the macro economy, financial instruments, interest rates, securities markets, derivatives and foreign exchange market. Graduate students will perform individual research projects on a variety of topics, as well as complete a real-world project that integrates the concepts of the course. Pre: ECON 2113.

5133 Labor Economics

This course presents a theoretical analysis of labor resources, examination of aspects of quantity, quality, allocation and utilization of labor resources, wage theories, unemployment and manpower policy. Graduate students will perform individual research projects on a variety of topics, as well as complete a real-world project that integrated the concepts of the course.

5353 Intermediate Price Theory

This class presents the theory of consumer behavior, production theory, cost theory, theory of the firm, market structure models, pricing of products and resources and resource allocation. Graduate students will perform individual research projects in a variety of topics, as well as complete a real-world project that integrates the concepts of the course.

5363 Income and Employment

This class presents the theories of national income determination, consumption, investment, money, interest rates and economic growth. Emphasis will be on Classical, Keynesian and post-Keynesian aggregate economic analysis. Graduate students will perform individual research projects.

GENERAL BUSINESS COURSE (GBUS)**5603 Business Law II**

Business crimes, law of torts, contracts, agency, and sales. Graduate students will perform individual research projects.

INTERNATIONAL BUSINESS COURSES (INTB)**5113 International Marketing**

This course covers issues related to development and implementation of global marketing strategies and provides topics that include the effect of cultural, social, political and legal forces, analyzing marketing opportunities, developing, implementing and controlling global marketing strategies and managing the global distribution channels. Graduate students will perform individual research projects. Pre: MRKT 3043 and INTB 3513.

5343 Cross-Cultural Management

This course addresses the complexities and challenges associated with international management by emphasizing both organizational behavior and human resources management in terms of cross-cultural implications and applications. The course covers issues related to managing people in the international workplace and interacting effectively in an international environment. A detailed graduate research project is required. Pre: MGMT 3063 and INTB 3513.

MANAGEMENT COURSES (MGMT)

5213 Small Business Management

This class offers an examination of the environment and management of the small enterprise. This course includes: financing, organizing, risk management, marketing programs and policies, and legal and governmental relationships for the small business. Graduate students will perform individual research projects. *Pre: MGMT 3063 or permission of the instructor.*

5303 Advanced European Studies in Management

This course presents concepts of management in a global market with specific attention to advanced business management in the European market. The course will consist of faculty lecture and field experience in the European market. Executives from leading international firms will meet with students to discuss their strategies for success in world markets. On-site visits and plant tours enhance the learning experience. *Pre: MGMT 3063.*

5333 Human Resource Management

This class is a study of modern methods of selection, testing and solving various human resource problems. This course is designed to give students a knowledge and understanding of how to manage human resources effectively. Graduate students will perform individual research projects. *Pre: MGMT 3063 or permission of the instructor.*

5343 Cross-Cultural Management

This course addresses the complexities and challenges associated with international management by emphasizing both organizational behavior and human resources management in terms of cross-cultural implications and applications. The course covers issues related to managing people in the international workplace and interacting effectively in an international environment. A detailed graduate research project is required. *Pre: MGMT 3063 and INTB 3513.*

5353 Production/Operations Management

A study of the principles and practices related to production and operations in both manufacturing and service firms. This course includes: project decisions, process and project planning, work measurement, facility location, facility layout, scheduling and inventory control. Graduate students will perform individual research projects. *Pre: MATH 1513 and MGMT 3063.*

5433 Organizational Behavior

This class is a study of the behavioral science that pertains to the study of an organization's behavior. This course includes: organizational structure, management practices, communication problems, job design, motivation, groups and organizational change. It also has a strong emphasis on management applications. Graduate students will perform individual research projects. *Pre: MGMT 3063.*

5603 Business Policy

This is a capstone course in which the student will have an opportunity to integrate concepts learned and philosophies developed in other business courses with real-world experiences. The emphasis will be on a small business practicum, a business internship/intraship or an entrepreneurship to allow students practical application of business. This course will include a graduate portfolio.

MANAGEMENT INFORMATION SYSTEMS COURSES (MIS)

5413 Management Information Systems

This course studies decision support systems that are available to managers. The course also studies the design and operation of computer information systems, databases, software and management information theory. The course places strong emphasis on the computer as a tool for MIS. This course serves to provide students with competencies in content from advanced business simulations involving word processing, electronic spreadsheets, multimedia presentations, Web page design and database management. Graduate students will perform individual research projects.

5423 Information Systems Management

An integration of previous coursework into the ability to see needs of an organization from the viewpoint of all levels of management. Project-oriented course emphasizes multi-disciplinary problem solving, communication and management. Graduate students will perform individual research projects. *Pre: MIS 4413*

MARKETING COURSES (MRKT)

5033 Principles of Advertising

This class is a study of the various media of advertising in connection with the distribution of goods and services. Graduate students will perform individual research projects. *Pre: MRKT 3043.*

5043 Salesmanship

This course is designed to cover the basic foundations for understanding the concepts and practices of selling. It deals with the principles of selling merchandise, methods of approaching prospects and demonstrating goods, use of appeals, etc. It is designed to introduce students to such topics of sales management as estimating sales potential and forecasting sales, manning territories, selecting, training, motivating, supervising and compensating the sales force. This course will help students learn how to prepare their own sales presentations with a view to achieve the company's sales goals. Graduate students will perform individual research projects. *Pre: MRKT 3043.*

5103 Marketing Management

Marketing Management is the art and science of choosing target markets and getting, keeping and growing customers through creating, delivering and communicating superior customer value. Marketing management seeks to meet organizational objectives by effectively satisfying customers in a dynamic environment. This course provides students with the opportunity to apply the key concepts to practical business situations. Graduate students will perform individual research projects. *Pre: MRKT 3043.*

5313 Advanced European Studies in Marketing

This course presents concepts of international marketing with specific attention to advanced marketing principles in the European business environment. The course will consist of faculty lecture and field experience in the European market. Executives from leading international firms will meet with students to discuss their strategies for success in world markets. On-site visits and plant tours enhance the learning experience. *Pre: MRKT 3033.*

DEPARTMENT OF COMMUNICATION

MASS COMMUNICATION COURSES (MCOM)

5033 Principles of Advertising

A study of various media of advertising in connection with the distribution of goods/services and research methods utilized by advertisers.

5102 Desktop Publishing

Practical study of computer software used in the production of print publications. Emphasis is also placed on the legal and ethical considerations of desktop publication. Students will produce a broad range of projects.

5103 News Editing

Students will participate in the practice of editing copy, writing headlines and making up the pages of the newspaper. Concepts and theories of the editorial process will be analyzed. Students will seek out and critique scholarly journal articles concerning news editing issues. *Pre: MCOM 2113 and 6 hours of English.*

5123 Advanced Public Relations

A continuation of the study of specific public relations problems and opportunities; creation of instruments for public relations purposes; use of professional journals and other appropriate resources to research and further understanding of public relations. *Pre: MCOM 3463.*

5202 Broadcast Announcing

SLA practical course designed to provide experience in all types of radio and television announcing. Preparation, performance and evaluation of announcing tasks will be emphasized. Application of practical knowledge in projects utilized in a professional setting required.

5212 Mass Communications Law and Ethics

A study of legal principles that affect the mass media and the ethical considerations of media practitioners. Ethical philosophies will be analyzed. Concepts and theories of media law will be analyzed. Students will seek out and critique scholarly journal articles concerning media law and ethics issues.

5213 Oral Communications for the Business Professional

A study of the specific communication principles and methods for application in business and professional settings. Students will seek out professional journals to analyze and critique articles to further understanding of oral business communication. Emphasis will be placed on management styles, communication techniques, and organizational communication.

5222 Feature Writing

Planning, researching, and writing articles in feature story formats. Additionally students will be required to critique published feature stories and submit articles to publications based on current industry standards. *Pre: MCOM 2113 and six hours of English.*

5242 Editorial Writing

The reading of contemporary essays, books, etc., and the writing of editorial and critical articles. Concepts and theories of editorial writing will be analyzed. Students will seek out and critique scholarly journal articles concerning editorial writing. *Pre: MCOM 2113 and six hours of English.*

5302 Broadcast Promotions/Sales

This class will survey the sales and promotion functions within the broadcast industries. Promotion and sales management, techniques, planning, and ethical standards will be emphasized. Outline of an individual promotional campaign and research of past successful promotional campaigns in the broadcast industry required.

5312 Media Buying and Selling

Basic audience research, ratings and programming strategies used in mass media will be analyzed in this class. Submission and discussion of weekly journal articles dealing with media buying and selling in the broadcast industry required.

5402 Advanced Radio Production

This course is a continuation of MCOM 3402. The class will emphasize the techniques of digital radio production. Operation of all studio and field equipment and serving in all capacities involved in the production of programs for training and for airing over the university's radio broadcast facilities will also be required. Production of one special audio project during the semester in addition to other course assignments required. *Pre: MCOM 3502 or permission of instructor.*

5422 Advanced Television Production

Continuation of MCOM 3502. Techniques of television production. Operation of all studio and field equipment as well as serving in all capacities involved in the production of programs for training and for airing over the university's cable television facilities. Production of programs capable of airing in a professional market required. *Pre: MCOM 3502 or permission of instructor.*

5823 Broadcast Writing

Writing of continuity for radio and television, including news, sports, documentaries, interview, commercial copy, and other types of scripts. Students will write for both the university's radio station and the local cable television. Additionally students will be required to research and assess contemporary broadcast issues. *Pre: MCOM 2113 and six hours of English.*

SPEECH COURSES (SCOM)

5013 Oral Interpretation

SLA study of the principles and techniques involved in the oral interpretation of prose, poetry, and dramatic literature. Presentation of interpretation material and research concerning oral interpretation in addition to other course assignments required.

5113 Advanced Speech Communication

A study of communication elements with practical application in oral presentations. Emphasis will be placed on audience analysis, extemporaneous speaking, and persuasive speaking. Research topics will focus on areas related to speech communication.

5213 Oral Communications for Business Professionals

A study of the specific communication principles and methods for application in business and professional settings. Students will seek out professional journals to analyze and critique articles to further understanding of oral business communication. Emphasis will be placed on management styles, communication techniques, and organizational communication.

5603 Language and Speech Development

A study of the developmental processes in the acquisition of speech and language, factors which influence this development, methods of measuring speech and language skills, and theoretical models of communication development. Use of professional journals to expand knowledge of course content.

5613 Small Group Communication

A study of small group dynamics designed to develop leadership and to facilitate decision-making in various group settings. Use of professional journals to research topics of small group communication and further understanding of course content.

5733 Communication Disorders

A survey of speech, language, and hearing disorders; their identification and treatment; and the roles of various professionals in the total habilitation/rehabilitation process. Use of case studies to apply course information. Use of professional journals to expand knowledge of communication disorders.

THEATRE COURSES (TCOM)**5423 Principles of Directing**

Study of script analysis and the principles, methods, and techniques of directing. Student directs class assignments. Additional directing assignments required.

5862 Children's Theatre

SL Laboratory experience in children's theatre. Directing and assisting in production of children's plays. Research concerning creative dramatics and children's theatre required.

DEPARTMENT OF ENGLISH & FOREIGN LANGUAGE**ENGLISH COURSES (ENGL)****5013 Shakespeare I**

Advanced examination of the life and times of Shakespeare; the Shakespearean theatre; origin and development of the drama; study of nine of Shakespeare's plays.

5113 Shakespeare II

Advanced examination of the life and times of Shakespeare; the Shakespearean theatre; origin and development of the Shakespeare's Comedies and Romances; study of nine of Shakespeare's plays.

5162 Literary Criticism

An advanced study of the theories and approaches used in the evaluation of literature.

5173 English Usage

Intensive investigation into English grammar and diction.

5183 History of the English Language

Advanced study of the development of Modern English from Old English, showing its change from a highly inflected language to a language of few inflections.

5203 Contemporary Poetry

Advanced study of poetry in the present day.

5213 Contemporary Prose

An advanced survey of present-day prose production with an emphasis on non-fiction works treating current ethnic and/or socio-political issues.

5263 Modern British Novel

An advanced investigation into the development of the modern British novel, including Conrad, Golding, Lawrence, Orwell, Greene, Waugh, Huxley, Joyce, Woolf, Forster and Maugham.

5273 Recent American Novel

An advanced investigation into the development of the modern novel in America from 1900 to the present, with an emphasis on major novelists of the period.

5433 Nineteenth Century American Novel

Advanced examination of the development of the novel in the United States during the nineteenth century.

5443 Introduction to Structural Linguistics

An advanced study of the structure of language through syntax, morphology, phonetics and phonology with application to structural and transformational grammars.

5463 American Literature

Intensive critical examination of specific selected American authors, including Melville, Hawthorne, Poe, Hemingway, Steinbeck, Faulkner, and others.

5503 Mythology

An advanced comparative study of world mythology with emphasis given to Western cultures and traditions such as Egyptian, Greek, Roman, Norse and Celtic mythology, the historical development of mythology, and fundamental archetypal themes and motifs.

5523 Advanced Composition

Intensive study of composition focusing on the principles of logic and rhetoric and their application to the analysis and production of written argumentative discourse; includes discussion of rhetorical strategies (Toulmin Paradigm, enthymeme) and heuristics (such as tagmemics, the Pentad, cubing and questioning) in the production of persuasive, informative and interpretive written discourse.

5603 English Novel

Advanced study of the development of the English novel, including DeFoe, Richardson, Fielding, Smollet, Sterne, the Gothic Romance, Goldsmith, Burney, Austen, Scott, Dickens, Thackeray, the Brontes, Eliot, and Hardy.

5613 Creative Writing

Advanced examination of the genres of creative writing (particularly short fiction and poetry) with an emphasis on structure, characterization, and narrative voice and opportunity for student writing in these areas.

DEPARTMENT OF HEALTH & SPORTS SCIENCE**PHYSICAL EDUCATION AND RECREATION COURSES (PE&R)****5502 Legal Liabilities in Sports and Recreation**

Designed for the potential physical educator to become knowledgeable in legal terminology and the basic principles that govern the legal ramifications of his/her responsibilities.

5603 Kinesiology/Motor Learning

A scientific study of the mechanical and anatomical fundamentals of human motion. Pre: BIOL 3184.

5693 Physiology of Exercise

The physiological changes and associated phenomena which occur within the body as a result of exercise.

DEPARTMENT OF MUSIC**MUSIC COURSES (MUSI)****5013 Music Literature**

A survey of the music literature in the area of the student's interest. Graduate level research and study are required.

5103 Survey Course in School Music Problems

Discussion and special attention to problems which arise in the teaching of music in grades one through twelve. Special emphasis will be given to contemporary, procedures, and materials.

5122 Advanced Instrumentation**5202 Advanced Theory**

Approved subtitles will include serial technique, the avant garde, Schoenberg and his school, canon and fugue. May be repeated with emphasis on additional study subjects.

5233 Music for Elementary Teachers

A study and practical application of solutions to problems involved in music education grades 1-6, with emphasis on the acquisition of skills necessary for successful teaching at any grade level. Pre: MUSI 4442 or equivalent.

5242 Advanced Analysis

Analysis of advanced techniques of form and composition with emphasis on contemporary music. Pre: MUSI 4013.

5252 Advanced Music Composition

A study of contemporary music composition techniques, including traditional techniques as well as synthesized sound and MIDI.

5262 The Enjoyment of Music

A survey of the contemporary musical scene, including radio, television, theater, and concert hall. Outstanding personalities, organizations and centers of musical activity will be studied. This course is designed primarily as general education for graduate students.

5302 Music Composition I**5312 Music Composition II****5322 Advanced Instrumental Conducting**

A survey and analysis of materials and literature for conducting instrumental ensembles. Pre: MUSI 3112.

5332 Advanced Choral Conducting

A survey and analysis of materials and literature for conducting choral ensembles. Pre: MUSI 3202.

5343 Choral Materials

A study of material and techniques used in the organization, training, and conducting of choral ensembles in the secondary school.

5402 Musical Styles

A study and analysis of stylistic features of music of the various periods of music history.

5412 Music of the Renaissance Era

A survey of the polyphonic music of the 16th century and the development of the styles and forms of representative composers.

5422 Music of the Baroque Era

A survey of the music from 1600 to 1750 and of the development of the styles and forms of representative composers.

5432 Music of the Classic Era

A survey of the music of the Rococo period to 1827 and of the development of the styles and forms of representative composers.

5442 Music of the Romantic Era

A survey of the music of the nineteenth century, including the development of the art song, opera, piano forms and other instrumental music.

5452 Music of the 20th Century

A survey of the late nineteenth century music styles breaking away from the traditional tonal system to the new compositional techniques of twentieth century music. This course includes representative music literature from Debussy to the present.

5503 Teaching Music Literature and Theory

A study of the techniques, procedures, and materials for teaching music literature and theory, including an analysis of contemporary texts.

5513 Music Supervision and Administration in the Public Schools

Preparation for the position of music supervisor. This course deals with all aspects of music supervision and administration, including budgets, schedules, faculty evaluation, instruction and curriculum improvement, and public relations.

5523 Music Research Techniques

A survey of bibliographical material, library resources, and research techniques necessary for graduate music study. Prerequisite before writing thesis.

5530 Graduate Recital

Satisfactory completion of public recital in major performing discipline. Required of all music majors. Pre: Graduate standing, successful pre-recital hearing, and permission of applied instructor.

5543 Tests and Measurements in Music

A survey of the various types of tests available for evaluation of musical achievement.

5553 Teaching Orff and Kodaly in Public Schools

A study of the techniques, materials, and procedures of the Orff and Kodaly methods for teaching music in the public schools.

5602 Marching Band Techniques**5611 Accompanying**

Development of piano skills in accompanying solos and ensembles. Emphasis is placed on sight-reading, technical skills, and the ability to follow a conductor or soloist. A laboratory session will include accompanying vocal and/or instrumental solos and ensembles within the department. Permission of the instructor required. May be repeated for elective credit.

Private Instruction

Private instruction in voice and instruments at the graduate level. Pre: permission of instructor.

5600 Voice**5610 Piano****5620 Organ****5630 Oboe****5640 Cello****5650 Trumpet****5710 Saxophone****5720 Clarinet****5730 Bassoon****5740 Percussion****5750 Viola****5760 Bass Viol****5810 Baritone****5820 Cornet****5830 Flute****5840 Trombone****5850 Violin****5860 French Horn****5890 Tuba****DEPARTMENT OF PSYCHOLOGY****PSYCHOLOGY COURSES (PSYC)****5013 Ethics**

An introduction and overview to current standards of ethical practice for professional counselors. Ethics in counseling practice and effective methods for addressing ethical dilemmas and issues in the counseling setting will be covered. Legal requirements that affect ethical dilemmas will also be addressed.

5023 Advanced Substance Abuse Counseling

Identification, evaluation and description of the theories of counseling as they relate to substance abuse counseling. The 12-step method is also introduced as a self-help treatment modality. Methods and procedures of the counseling process, an introduction to the dynamics of the counselor-counselee relationship, techniques related to substance abuse counseling, and the use of assessment tools in substance abuse counseling are also presented.

5113 Advanced Abnormal Psychology I

A study of mental disorders and deviations from the normal; psychoses, neuroses and mental deficiency; the major types of malfunction; extent, causes, symptoms, treatment and prevention.

5123 Individual Intelligence Testing (Wechsler/Stanford-Binet)

Intensive practice in the administration and interpretation, including test writeups, of the Wechsler intelligence scale and the Stanford-Binet intelligence scale with supporting rationale. Thirty practice tests required. *Pre: PSYC 5163.*

5132 Advanced Educational Psychology

Principles of learning and personality development; measurement of, and teaching conditions conducive to learning achievement.

5133 Assessment I: Achievement and Cognitive Assessment

Identification, evaluation and administration of individual and group tests used for measuring achievement and cognitive abilities in counseling and/or teaching situations. Psychometric properties of testing are also covered.

5143 Child/Adolescent Growth and Development

Child and adolescent development and growth and their relationship to teaching and guidance techniques as well as methods of studying children and adolescents are the major focus for the course. Major developmental stages and their cognitive, behavioral, and social characteristics are emphasized.

5153 Adult Development and Aging

Study of the developmental, psychological and sociological forces which shape the behavior of adults from late adolescence through old age.

- 5163 Educational and Career Testing**
Identification, evaluation, and administration of various group standardized tests used for guidance and teaching purposes.
- 5173 Assessment II: Personality Assessment**
Identification, evaluation and administration of the methods and techniques utilized to assess human behavior, focusing on measures of personality. Measurements, statistics, tests and research methodology are related to analysis of human behavior. *Pre: PSYC 5133.*
- 5213 Advanced Abnormal Psychology II**
A study of human behavior as it relates to maturation, self-concept, personality traits, psychological needs, and pathological conditions. *Pre: PSYC 4113.*
- 5223 Behavior Modification**
The principles of behavior modification are examined and a series of techniques demonstrated so that the student can make proper application. *Pre: PSYC 4153 or concurrent enrollment.*
- 5232 Experimental Psychology**
An applied study of the procedures and applications of the experimental method of research in psychology.
- 5253 Intervention Strategies for Counselors**
This is a course designed to help school counselors prepare for crisis situations. Knowledge of the expected kinds of emergencies that can arise as well as strategies for dealing with crisis situations.
- 5273 Addictions Studies - General**
An intensive introduction to the study of addiction, including an historical component as drugs and alcohol have impacted our social system. Theories of addictions from a counseling viewpoint will be examined to include the changing process of treatment based on the views of society. Past and current treatment modalities for persons with addictions will be examined on a non-judgemental basis with discussions of culture. The impact of addictions will be examined from a variety of sources, including the medical model.
- 5283 Addiction Studies - Advanced**
An intensive course in the application of knowledge of academics, theories and skills to the actual practice of counseling in addictions. In this course, students are introduced to the different facilities, boards, knowledge and practical based seminars. Students are encouraged to develop marketing strategies for their practice as well as to develop a supportive network from which to see the advice of other professionals.
- 5323 Methods of Assessment**
Study is made of the methods and techniques utilized to assess human behavior. Measurements, statistics, tests and research methodology are related to the analysis of human behavior. *Pre: PSYC 5163 and 5213.*
- 5500 Practicum (MCP)**
Supervised experience pertaining to individual graduate programs. *Pre: PSYC 5803, 5822, 5893.*
- 5512 Advanced Adolescent Guidance**
The goal of this course is to enhance the communication skills and change strategies to help the adolescents with their unique problems. A theoretical understanding of adolescents' behavior is included. The influence of parents and the art of parenting is examined.
- 5603 Biopsychology**
The relationship between the behavior of organisms and physiological processes mediating the behavior. Basic neurophysiology and the physio-psychological bases of sensation, arousal motivation, memory and learning.
- 5612 Advanced Child Guidance**
The goal of this course is to enhance the communication skills and change strategies to help children with their unique problems. A theoretical understanding of children's behavior is included. The influence of parents and the art of parenting is examined.
- 5623 Advanced Personality**
An intensive introduction to the study of current personality theories; analysis of the organized dynamic behavior of the individual.
- 5633 Advanced Statistics**
An introduction to hypothesis testing in preparation for experimental research. Parametric and non-parametric procedures are learned.
- 5803 Counseling Strategies and Techniques**
Methods and procedures descriptive of the counseling process with emphasis on the dynamics of the counselor-counselee relationship, interviewing techniques and use of test results in counseling. *Pre: PSYC 5872.*
- 5812 Group Counseling**
Group counseling processes are examined from various theoretical approaches. A critical examination is made from the practitioner's concerns, and the selection of an appropriate group method. *Pre: PSYC 5872 or concurrent enrollment.*
- 5822 Multicultural Counseling**
An introduction to the philosophies and principles necessary for counseling individuals from diverse social, ethnic, and cultural backgrounds. A major focus will be on barriers to effective cross-cultural counseling and ways to overcome those barriers. Characteristics of different sociocultural and ethnic groups that could affect the counseling process will be included.
- 5832 Career Education**
A comprehensive study of the world of work; of the many kinds and sources of occupational and educational information and how this information may be located, evaluated, and utilized as part of a comprehensive guidance program. *Pre: PSYC 5163 or concurrent enrollment.*
- 5853 Guidance of Exceptional Children**
Group and individual procedures are demonstrated and practiced. An emphasis is given to techniques employed in counseling, test interpretation, and parent conferences. Multicultural problems are also examined. *Pre: EDUC 2402 or 4112 and PSYC 5123 or 5163; or permission of instructor.*

5872 Individual Counseling

Theories of counseling and their utilization in practice; the nature of problems of greatest concern to clients; and the use of various tools and techniques of counseling which may be utilized by counselors.

5893 Supervised Experience in Counseling

The development of skill in the application of theories and techniques of counseling including the utilization of interviewing procedures, appraisal instruments, educational and occupational information, and related activities and materials. *Pre: PSYC 5803 and 5872.*

DEPARTMENT OF SOCIAL SCIENCES**HISTORY COURSES (HIST)****5013 World History Since 1945**

An examination of world developments from the end of World War II to the present. The course focuses on the establishment and decline of a bi-polar world and the corresponding adaptations of various nations and regions.

5023 The Middle Ages: 500-1500

A study of Europe from the fall of Rome to the High Renaissance and the dawn of the Early Modern Era, emphasizing the formation of western society during the Dark Ages and the great achievements of the High Middle Ages.

5113 U.S. Diplomatic History

An examination of the U.S. emergence as a world power, emphasizing its empire development, involvement in two world wars, leadership in the cold war, and current relations with major countries.

5123 Oklahoma History and Government

A survey of the state's history and government from pre-history to the present, with emphasis upon developments affecting native Americans and the evolution of modern Oklahoma.

5133 Ancient Greece

Detailed study of the social, political and intellectual life of the Greeks; influences of Greek philosophy and culture upon modern civilization.

5143 Rome

Origin and expansion of Rome, its political and cultural life, including rise of Christianity, technical achievements, government and law, and the enduring influence of Rome on the civilization of western Europe.

5203 The American West

An examination of the westward movement in the U.S., the significance of the frontier in the nation's history and the role of the region in building the nation.

5213 American Colonial Period

Study of American history from discovery to 1783, with an emphasis on the political, cultural and economic experiences that produced the United States.

5223 The United States: 1783-1840

An historical analysis of the founding of the U.S. and the subsequent development of constitutional government, the contributions of major leaders and the emergence of new political and sectional tensions.

5233 The United States: 1841-1877

An examination of U.S. history from the end of the Jacksonian era through Reconstruction. The course focuses on reform movements and westward expansion in the 1840s and 1850s, the Civil War and Reconstruction policies.

5293 Europe: 1815-1945

The course provides a comparative analysis of the political, cultural, social and economic transformations as they developed in Europe, starting with an assessment of napoleon's historical legacy and ending at the conclusion of World War II.

5313 The United States: 1933 to Present

An examination of U.S. history from the New Deal to the present. The course focuses on the expanding role of government in the economy, domestic life and world affairs, the Civil Rights movement, Watergate scandal and broad changes in American society.

5323 England to 1688

Political, economic, constitutional and cultural development of the British Isles from the earliest times to the Glorious Revolution.

5333 England Since 1688

Political, economic, constitutional and cultural development of the British Isles from the Glorious Revolution to the present.

5413 Renaissance and Reformation

A survey of economic, political, social, religious and cultural developments in Western Europe from 1270 to 1650.

5433 Historiography and Historical Research

An examination of historical methods and standards for research and writing, culminating in the writing of a historical paper. Recommended for history majors.

5523 Russian History to 1917

An examination of the gradual and often tragic development of the Russian state, ending with the 1917 revolution that overthrew the tsarist regime.

5603 History of Economics in the United States

Historical perspectives on the growth of economic sectors of agriculture, industry, commerce and finance. Analysis of the interaction of the economic and government sectors in America.

5613 History of North American Indians

An examination of the various American Indian tribes, emphasizing their cultural characteristics, resistance to domination, contributions to American society and their place in the contemporary U.S.

5623 The United States: 1877-1932

An examination of U.S. history from the Gilded Age through the Great Depression. Emphasis is on the scope and

consequences of economic and population growth, Progressive Era reforms, increasing involvement in world affairs, social upheaval of the 1920s and the economic collapse that ended that decade.

5633 History of Modern Russia

The course examines the creation of the Soviet state. It also assesses the impact of the various dictators who ruled the nation from 1917 until 1991. Post-communist Russia is also studied by looking at the strategies of the Russian government as it endeavors to establish and maintain political and economic stability.

5693 Colonial Latin America

A study of Central and South America and the Caribbean under European domination from 1492 to 1825. Emphasizes political, economic and social aspects of colonial life and the various movements that led to independence.

5703 Modern Latin America

An examination of the emergence of Mexico and the nations of Central and South America from European domination. Emphasizes their political, economic and social relations with the U.S. and their place in the modern world.

5723 African American History

An examination of the Black experience in the U.S. since 1619, emphasizing slavery, emancipation, patterns of segregation and discrimination, the Civil Rights movement, Black contributions to American society and current conditions.

GEOGRAPHY COURSE (GEOG)

5163 Political Geography

Fundamentals of political geography; survey of geo-politics; study of the world's critical areas.

POLITICAL SCIENCE COURSES (POLS)

5253 Federal, State and Local Relations

The study of government in the state and its subdivisions; includes municipal governments and municipal problems, administration and problems of organization, control, personnel and finance in these areas. Will be taught from the reference point of the Federal Government and its policies and control.

SOCIOLOGY COURSE (SOC)

5303 Social Psychology

This course related the various social psychological theories to human development and social interaction within the social context. The relationship between the individual, groups and society are reviewed and evaluated and culturally significant normative behaviors are reviewed.

DIVISION OF EDUCATION

EDUCATION COURSES (EDUC)

5010 Graduate Study Seminar

An introduction to graduate study, including policies and procedures of the Graduate Studies programs. The seminar will introduce Master of Education students to the "LiveText edu solutions" web-based assessment system. *Pre: None. Required during the semester of the tenth hour of graduate study, this course serves as a prerequisite to further enrollment in the graduate program.*

5012 Early Childhood Family and Community Relations

This course prepares the early childhood professionals to establish and maintain positive, collaborative relationships with families, demonstrate sensitivity to differences in family structures and social and cultural backgrounds, apply family systems theory, link families with a range of family-oriented services and communicate effectively with other professionals concerned with children and with agencies in the larger community to support children's development, learning and well-being. This course includes ten (1) hours of observation of young children.

5013 Introduction to Educational Research

A systematic analysis of educational problems, techniques of educational research, and interpretation of data and the reporting of results. Requirements include the writing of one significant paper in one's area of specialization. A required core course for the M.Ed. degree.

5023 Portfolio Development

All National Board assessments consist of two major parts, the portfolio entries and the assessment center exercises. Candidates are asked to put together the portfolio according to specifications developed by the National Board. The portfolio consists of several different entries, each of which asks for direct evidence of some aspect of the teacher's work and an analytical reflective commentary on that evidence. Teachers are required to describe, analyze, explain and reflect on their practice. In addition to completing the classroom-based entries, candidates document their work outside the classroom with families and the larger community and with colleagues and the larger profession. A good portfolio reflects the standards and provides evidence of a teacher's level of accomplishment. This course is designed to orient students who are candidates for National Board Certification with the specifications of the portfolio and the NBPTS standards. **SEE "COURSE RESTRICTIONS," Section 4, page 13.**

5033 National Board Examination Preparation

All National Board assessments consist of two major parts, the portfolio entries and the assessment center exercises. The assessment center component of the process consists of assessment exercises that are focused on a candidate's content knowledge. Candidates are responsible for content and pedagogical knowledge across the full age-range of a selected certificate area (and specialty area, if applicable). This course is designed to prepare students who are candidates for National Board Certification in the appropriate content and pedagogical knowledge for their area of specialty. **SEE "COURSE RESTRICTIONS," Section 4, page 13.**

5093 Curriculum and Instruction for Special Learners

Students will investigate the instructional needs and curricula essential to the education of the exceptional learner. Attention will also be directed toward instructional materials, objectives, and strategies appropriate for multicultural instructional settings.

5103 Curriculum in Schools

Each student will develop a detailed description of objectives, courses and course content in his/her respective specialty areas which meet federal and state policies. Students will utilize a systems approach identifying objectives, developing processes to achieve objectives, evaluating achievement of objectives and developing and implementing remedial strategies, techniques and approaches.

5122 Behavior Intervention

An analysis of behavior management through exploration of the concerns for school discipline, by examining human behavior, needs, motives, and controls. The study of several models of classroom control will demonstrate techniques to forestall, confront, and correct student misbehavior. Includes classroom field experience of ten hours.

5123 Individual Intelligence Testing (Woodcock-Johnson)

Intensive practice in the administration and interpretation, including test write-ups, of the Woodcock-Johnson Intelligence Scale. The Slosson, Peabody, and other measures of intelligence will be examined.

5203 Educational Practices

A study of the major philosophies of education which have influenced education from historical times; a study of the development of public education; sociological problems of contemporary times and the implications of the foregoing on curriculum development. Recommended practices for developing curriculum to meet current rules, regulations, laws and policies. A required core course for the M. Ed. degree.

5212 Psychology of Teaching

Teaching strategies are examined as they relate to the process of learning and the characteristics of the learner. Individual differences due to cultural or ethnic background, handicaps, special talents, and cognitive style are given special consideration. A required core course for the M.Ed. degree.

5222 Advanced Teaching Methods

Accomplished teachers are able to set high and appropriate goals for student learning, to connect worthwhile learning experiences to those goals, and to articulate the connections between the goals and the experiences. Furthermore, accomplished teachers can analyze classroom interactions, student work products, and their own actions and plans in order to reflect on their practice and continually renew and reconstruct their goals and strategies. This course uses the standards established by the National Board for Professional Teaching Standard as a basis for enhancing the knowledge and skills of experienced teachers to ensure that they become accomplished teachers.

5223 Methods and Techniques of Individualizing Instruction

Strategies, techniques, and methods of structuring curriculum and instruction to accommodate learner needs. Students will develop skill in organizing programs for Individualized Educational Programs for all students.

5243 Remediation of Mathematical Disabilities

Identification of specific learning disabilities in school mathematics. Procedures for remediation. Completion of a case study.

5263 Historical and Theoretical Perspectives of Special Education

This course will provide graduate students an opportunity to examine the basic concepts of individual diversity as well as the historical development of special education. The issue of disability will be studied within the various contexts in which the individual learner develops. The social systems perspective will include a review of the variations in beliefs, traditions, and values across cultures and emphasize the subtle factors effecting the relationship involving child, family, school, and community in recognition of the development of the whole child, the changes which maltreatment, neglect, and abuse impose upon children and families will be an issue of study. Another focus of study will include the theoretical and philosophical basis which provide the underpinnings for current practices in special education. Current trends regarding student and parent rights, due process and legal issues, and issues in definition and identification procedures will also be investigated through a case studies approach.

5273 Language Literacy and Culture

This course will explore the social-cultural perspectives related to the role of language as it relates to literate behaviors, cognition and action in learning contexts. Aspects of language use within various learning contexts and its relationship to literate processes will be explored. Emphasis will be upon the role of academic, technical and everyday discourse in understanding the interrelationships among teaching, learning, knowledge and culture.

5283 Literacy Assessment

This course is designed with both the TESOL educator and the Reading Specialist in mind. It deals primarily with assessment and remediation of reading difficulties. Specific current reading assessments will be administered, scored, and educational goals will be written for specific instructional needs. Tests for students who are English Language Learners will be included.

5313 Children's Literature

This course focuses on the importance of children's literature in the curriculum through an extensive reading and evaluation of literary genres, authors, illustrators, critiques, awards and literary elements appropriate for PK-grade 8 children. Application of literacy instruction and available resources to engage and motivate students.

5333 Thesis Writing

A research report. Problem, outline, and report will be directed by the student's graduate advisory committee.

5352 Behavior Intervention Strategies

Applied study of classroom behavior management. Study of the ethics and the consequences of the use of different approaches of behavior management will be examined. Multicultural concerns as well as need of exceptional children will be included.

5373 Curriculum Development for Students with Mild/Moderate Disabilities

Graduate students will acquire the conceptual and technical tools to enable them to modify curriculum and instruction for learners with mild/moderate disabilities. There will be an emphasis on instructional and remedial methods, techniques, and curriculum materials. The emphases will be the development of motor, cognitive, academic, social, language, effective, career, and functional life skills for individuals with mild/moderate disabilities, including mild/moderate learning disabilities, mild/moderate emotional/behavioral disorders, and mild/moderate mental retardation. The course will also cover life skill instruction relevant to independent, community, and personal living and employment. Ethnic and cultural perspectives in-

fluencing the relationship among families, schools, and communities as related to effective instruction for individuals with exceptional learning needs will be emphasized.

5383 Leadership in Special Education

The course is designed to assist the graduate student in acquiring an understanding of the roles and responsibilities of the learning specialist. Students will investigate the professional relationship of the learning specialist to other professionals. Students will explore the relationship of professionals in special education to persons at all levels (PK-12) with mild/moderate disabilities and their families. The course will emphasize leadership, professionalism, and ethical considerations regarding responsibilities in the areas of relationships, conferencing, record keeping, confidentiality, teaming, and advocacy. Areas of study will also include the CEC Code of Ethics and Standards for Professional Practice.

5392 Clinical Procedures for Teaching Students with Severe/Profound Disabilities

Graduate students will learn the process for making decisions with general educators, learners, and their parents regarding the teaching of academics so that academic skills will contribute meaningfully to the learner's life. The course will examine age appropriate and functional skills instruction based on the adaptive skills of students with mental retardation/developmental disabilities. Students will utilize research-supported instructional strategies and practices, including the functional embedded skills approach, community-based instruction, task analysis, multi-sensory, and concrete/manipulative techniques. The course will emphasize culturally responsive functional life skills relevant to independence in the community, personal living, and employment, including accessing public transportation, cooking, shopping, laundry, functional reading, and sexuality. Students will explore the use of integrated community and adult service agencies.

5403 Advanced Course in Developmental Reading - Primary Level

Analysis of sequential growth in reading from the preschool level through the early elementary years. Examination of the reading process and instructional procedures.

5413 Advanced Course in Developmental Reading - Secondary Level

Examination of the developmental reading curriculum at intermediate, middle school, and secondary levels, including evaluation of teaching methods and materials.

5433 Diagnostic and Correction Techniques in Reading

Diagnosis of reading disabilities and remedial measures. Includes methods and materials for the establishing of appropriate reading levels, flexible grouping in the classroom and the evaluation and teaching of essential skills.

5443 Clinical Procedures for Teaching Students with Mild/Moderate Disabilities

This course is a comprehensive study of pedagogical techniques. Students will investigate the inter-relatedness of the characteristics of persons who have learning problems and their academic success or failure. Students will develop an understanding of the processing skills and cognitive abilities necessary for acquisition and retention of information. Students will explore diverse theoretical approaches regarding the remediation of perceptual, cognitive, language, and processing skills through the use of various instructional methods, strategies, and materials. Students will explore an array of instructional materials and appropriate uses for learners at all levels. The course creates opportunities for students to explore the relationship between assessment data, IEP objectives, and instructional planning which subsequently formulate an effective individualized program of study. There is a requirement to research the literature regarding current trends and issues in education.

5453 Clinical Procedures in Reading

Knowledge of inhibiting psychological, intellectual, emotional, social, cultural, and educational factors which may contribute to reading failure. Knowledge of and proficiency in the use of clinical instruments of diagnosis. Methods of making thorough case studies. *Pre: EDUC 5403 or permission of instructor.*

5500 Practicum. (1-12)

Supervised experience pertaining to individual graduate programs obtained at appropriate grade levels.

5503 Curricular and Supervisory Problems in Reading

Designed to aid reading specialists in interrelating the various aspects of the reading program. Also recommended for administrators and curriculum specialists who wish an overall view of the reading program. Explores the scope and sequence of the reading curriculum; innovative methods and materials; important reading research; role(s) of the reading specialist. Also considers how to evaluate or develop reading programs and how to interpret the reading program to others. Permission of instructor required.

5504 Early Childhood Curriculum Development and Implementation

This course prepares early childhood professionals to plan and implement developmentally appropriate curriculum and instructional practices based on knowledge of individual children, the community and the curriculum goals and contexts. This course includes ten (1) hours of observation and programming with young children.

5513 Nature and Needs of the Gifted

Study of characteristics, needs, and means of identifying gifted and talented individuals, consideration of problems of personal, educational, and social development.

5514 Early Childhood Development and Learning

This course prepares early childhood professional to use knowledge of how children develop and learn to provide opportunities that support the physical, social, emotional, language, cognitive, and aesthetic development of all young children, from birth through age eight. This course includes ten (10) hours of observation of young children.

5523 Educational Procedures for the Gifted

Strategies for the education of gifted individuals, pre-kindergarten through grade twelve. Methods of assessment, program planning to meet individual needs, techniques for developing higher cognitive skills (including techniques for inquiry, simulation, and problem solving). Exploration of various programs and administrative arrangements currently in use in schools as well as other related issues.

5532 Practicum in Remediation of Learning Problems I

Supervised experience in diagnosis and remediation of learning problems. Includes individual and/or small group tutoring and the preparation of case reports. May be taken for Reading credit. *Pre: EDUC 5453 or permission of instructor.*

5542 Practicum in Remediation of Learning Problems II

Continuation of 5532.

5553 Methods and Materials in the Education of the Gifted

Consideration of the most appropriate instructional strategies and materials to be utilized with the gifted, placing emphasis

on the designing of materials and development of appropriate curricular units. Techniques are used for individualizing instruction.

5583 Assessment and Diagnosis

This course is designed to provide students with a practical and concrete understanding of the assessment process. Students will investigate the specific strengths, weaknesses, and procedures required to implement and interpret both informal and formal assessment instruments. The selection criteria for assessment tools and diagnostic instruments will be examined. Issues regarding the impact of cultural diversity and ethnic bias upon the assessment process will be investigated. Students will consider the relationship between assessment, placement, and instructional decisions regarding the individual needs of special learners. Ethical concerns relating to assessment and the legal provisions and regulations of the assessment process will be studied. Students will be required to research current topics involving assessment issues.

5602 Early Childhood Assessment

This course will cover developmentally appropriate methods of assessment of the young child. It will offer the future ECE teacher different methods of conducting naturalistic assessment and research. Students will complete twenty (20) formal and informal child, group or program assessments during ten (10) hours of observation.

5623 Leadership

This course will examine the role of the superintendent, the nature and importance of leadership, the traits, motives and characteristics of leaders, the different styles of leadership (charismatic, transformational, etc.), and the behavior of effective leadership.

5633 School Business Management

This course will look at the activities of a superintendent/business administrator in the day-to-day activities as they concern school finance. Information will be presented as a "nuts and bolts" approach and will include items such as the yearly estimate of needs, the formation of a budget, working with the auditors, and state certification requirements.

5643 School Legal Issues

This is the second law class for those interested in pursuing a standard superintendent certification. The class will review issues related to employee contracts and/or negotiations, school bond issues, state and federal requirements, and Supreme Court decisions that have affected education.

5703 School Personnel and Administration

Examination of the functions of school personnel are considered. Emphasis is also placed on recruitment, selection and placement. Problems and techniques involved in the administration of public educational institutions.

5753 Principles of Public School Administration

Oklahoma School law; State Board of Education requirements; principles of public school finance; philosophy of administration; school organization; school policy development; school board relations; public relations; selection of teachers; utilization of school plant; school records and accounts; transportation; school census.

5763 Public School Finance

Sources of school finance, control of expenditure, general principles of financial administration.

5772 School and Public Relations

A detailed and comprehensive presentation of the methods and media for building and sustaining good public relations for public educational institutions. Also, the examination and development of effective communication techniques with emphasis directed towards teachers, students and parents.

5782 Supervision of Teaching

Examination and development of skill in the use of effective practices in supervision, group processes, personnel administration and evaluation of teachers.

5783 Implementing State and Federal Requirements

A study of the history of the federal and state governments' role in education; a study of current school laws, rules and regulations and policies that affect the school; a study of educational trends that will be affected by pending or anticipated laws, rules, regulations, and policies.

5792 School Plant Design and Operation

A study of plant design and operation of school facilities. Coverage of the major steps necessary in the planning, selling, construction and maintenance stages of a school facility program.

5812 Introduction to Guidance and Counseling

Understanding the philosophy, principles, and practices which are basic to a sound guidance program at the elementary and secondary school level, and an understanding of the supportive roles of teachers, administrators, and other personnel.

5822 Multicultural Education

An introduction to the development of required leadership philosophies and principles necessary in establishing multicultural education. The course will cover institutional and individual practices; a review of instruments for the evaluation of behaviors; strategies for involvement in programs with public school systems.

5852 Developmental Guidance for School Counselors

The total guidance program desired for an elementary school is presented. The different services (testing, career education, counseling, etc.) are discussed and an individual plan is developed along with methods of implementation.

5903 Higher Education Philosophy and Practice

The focus of this course is the philosophy and practice of the colleges in America. It addresses higher education's historical roots and development, programs and services, finances and sources of support, governance, and current issues affecting its role and mission, and how adult learning theory is reflected in these issues.

5913 The Learning College

The course examines teaching and learning strategies as they relate to adult learners in higher education. The focus of the course addresses the creation of pedagogy for college courses that attend to the learning styles and characteristics of a diverse adult population. The course reviews popular pedagogical concepts and contemporary theories in teaching at the college level.

5923 Adult Cognitive Styles and Individual Differences

This course provides an overview of the different micro-cultures to which we belong. Students will become aware of cultural

differences and inequalities in the nation and in the world. The course will address issues of race, ethnicity, gender, class, language, religion, ability, and age, all areas that allow some groups to have greater societal benefits than others. The primary goal of this course is to help affirm cultural differences while realizing that individuals across cultures have many similarities.

5933 Classroom Research and Institutional Effectiveness

A systematic analysis of classroom and institutional problems, including the techniques of collection, interpretation of data, and the reporting of results. This course is designed to acquaint the student with the methods and techniques associated with classroom research, as well as the various types of research currently in use.

5943 Leadership in Adult Education Venues

The focus of this course is the concept of providing leadership in learning environments. The course defines leadership and studies the traits and styles of leadership, the various approaches to leadership, and current issues in leadership. All these areas are studied in the context of higher education.

5953 Institutional Management

The course examines the various aspects of managing institutions in general and higher education institutions in particular. The emphasis is on the structure and organization of institutions and their various components, including academics, human resources, student services, finances, planning, and institutional research.

ADDITIONAL COURSE OFFERINGS ~ ALL DEPARTMENTS

5170* Individual Study (1-4 hours)

Directed intensive study on selected problems or special subject, based on approved outline or plan; conference, oral and written reports. Pre: 16 hours in chosen academic area. Offered by all departments.

5180* Seminar (1-4 hours)

Directed intensive study on selected problem or special topic. Pre: Permission of Department. Offered by all departments.

5190 Readings (1-3 hours)**

Directed reading and discussion of selected current topics in appropriate academic area. Pre: Permission of chosen department. Offered by all departments.

5300* Short Course (Name of Short Course) 1-3 hours

A course which is continuous in study for a limited duration. The intensive study presents special subjects and/or topics. Offered by all departments.

5333 Thesis (prefix to course number will depend on title of thesis)**

A research report. Problem, outline, and report will be directed by the graduate advisory committee.

** Courses using these numbers must be approved by the Graduate Committee prior to the semester they appear in the schedule.*

*** Courses using these numbers must be approved by a student's graduate advisory committee in order to be eligible for a graduate plan of study.*