

SECTION XII

ADULT DEGREE COMPLETION PROGRAM

Bachelor of Science in Organizational Leadership

The Oklahoma State Regents for Higher Education (OSRHE) have developed a statewide initiative to develop an Adult Baccalaureate Completion Degree which would be available across the state to help adult students earn their baccalaureate degree. Northeastern State University was chosen as the “lead” institution to develop and implement this program throughout Oklahoma. Nine Oklahoma regional institutions have chosen to participate in this state-wide initiative. The ten institutions are: Cameron University, East Central University, Langston University, Northeastern State University, Northwestern Oklahoma State University, Rogers State University, Southeastern Oklahoma State University, Southwestern Oklahoma State University, and University of Central Oklahoma. Each participating institution will offer the program and selected courses available on their campus. Students will apply to one of the participating institutions which will become the “home institution” to that student. As students progress through the degree program, they may take classes from their “home” institution or an institution offering the courses needed for the degree which will be known as the “instructional provider” institution, or from a “host” institution that allows the courses to be taught at their location.

Any student who wishes to enroll in a class must complete an Application for Undergraduate Admission. No application fee is required.

Information regarding the state-wide adult degree completion initiative will be available on the OSRHE website. Individuals interested in applying for admission to Northwestern Oklahoma State University as the home institution, may obtain an Application for Undergraduate Admission by writing, calling, emailing or visiting the Office of Recruitment, Northwestern Oklahoma State University, Alva, OK 73717. Interested students may call the institutional coordinator, Dr. James Bowen at 580-327-8455 for more information about the program. Dr. Tim McElroy, Director of the Adult Degree Completion Program can be contacted at 918-683-0040.

The applicant must submit a complete application and provide supporting documents to the home institution. One copy of official transcripts of all previous course work must be sent directly from the schools attended to the Office of Admissions at the home institution. Test scores and other documentation needed to determine admissibility must also be submitted. A centralized database will be developed for sharing pertinent information among campuses participating in the state-wide degree program.

ADMISSION

Students seeking admission to the ADC program must first be admitted to their home institution. The following are admission requirements for the ADC program which will be consistent across the state. The admission requirements which have been determined by the institutional coordinators and approved by the President’s Council are:

1. Be at least 21 years of age;
2. Have not been enrolled full time for at least one year;

3. Have completed at least 72 hours of college credit;
4. Have a minimum of 2.0 graduation/retention GPA in past college course work;
5. Have completed general education requirements as defined by the home institution admitting the student. A provisional admission status may be used for students who do not yet meet this requirement;
6. Satisfy all institutional requirements for completion of remedial coursework;

Once a student is approved for admission, the applicant will be notified in writing and assigned an advisor or contact person. The student should then complete an individual degree plan with the advisor at the home institution.

GRADUATION REQUIREMENTS

Students completing this degree program will meet the same graduation requirements as those in other baccalaureate degree programs. Graduation requirements will be monitored by the home institution and will include:

1. Minimum of 124 earned credit hours
2. 2.0 grade point average for graduation/retention
3. 60 credit hours at a four-year institution excluding physical education activity courses
4. 40 hours of upper division course work (3000 and 4000 level) excluding physical education activity courses
5. 30 hours of residency at the degree granting (home) institution
6. At least 15 of the final 30 hours or ½ the major from the institution granting the degree
7. English Proficiency as defined by the institution granting the degree
8. Computer Proficiency as defined by the institution granting the degree

DEGREE REQUIREMENTS

General Education	40-45 credit hours
Major/Minor:.....	42 credit hours
Common Core Courses (27-30 credit hours)	
NWOSU-Focused Courses (12-15 credit hours)	
Professional Elective and Free Electives.....	37-42 credit hours*
Total	124 credit hours

*Courses could include prior academic credit on transcript and/or up to 30 hours of extracurricular credit through CLEP, DANTES, military or prior learning assessment (maximum of 15 hours in this category).

Note: Transfer students with an Associate of Arts or Associate of Science degree from an accredited Oklahoma institution are exempt from general education requirements (except one course of American History and one course of American Government are required).

GENERAL EDUCATION

I. COMMUNICATION and HUMANITIES

A. Communication.....9 hours

- 1. English 1113 and English 1213 or 3513
- 2. Speech 1113

B. Humanities5-6 hours

Selected from the following courses:

- General Humanities 2113, 2223
- Great Books 2213
- Intro to Literature 2413
- Introduction to Film 2423
- Art in Life 2432
- Great Films 2523
- Music in Life 2533
- Philosophy in Life 2633
- Ethics in Life 2643
- World Religions 2412
- Literature 2543, 2653, 2773, 2883, 3403, 3413
- Theatre Appreciation HUM 2403 or TCOM 2413

II. SOCIAL and BEHAVIORAL SCIENCE..... 12 hours

- A. American History Survey 1483 **OR** 1493
- B. Political Science 1113
- C. Psychology 1113 **or** Sociology 1113 **or** Economics 2113 **or** 2123
- D. Directed Electives (3 hours)
Selected from the following:
 - Early World Civilization 1213
 - Modern World Civilization 1223
 - Non-Western Civilizations 1233
 - History (Upper Level) 3000/4000

III. MATH and NATURAL SCIENCE..... 14 hours

- Choose **ONE** course from **EACH** of the following areas:
- 1. Mathematics, but not Math 1313 or Math 2233
 - 2. *Biological Science- any class in biology
 - 3. *Physical Science – any class in chemistry, physics, or physical science
*At least one of the biological or physical science classes must include a lab.
 - 4. Web Programming I 2013

TOTAL HOURS40-41 hours

NWOSU – FOCUSED COURSES.....12-15 hours

ECOM	4013	E-Marketing
ECOM	4033	E-Law
ECOM	4353	Disaster Planning Management
GBUS	3903	Business Law I
INTB	3513	International Business
MGMT	3063	Principles of Management
MGMT	3433	Organizational Behavior
MGMT	4213	Small Business Management
MGMT	4333	Human Resource Management
MGMT	4343	Cross-Cultural Management
MRKT	3043	Principles of Marketing
MRKT	4043	Salesmanship
MRKT	4103	Marketing Management
MRKT	4113	International Marketing
MIS	4413	Management Information Systems
MIS	4423	Information Systems Management

Note: All of the above courses are offered online. See each discipline in Section X for course descriptions.

ELECTIVES

Students must complete sufficient elective credit hours to meet the 124 hours required for graduation. Electives could include prior academic credit on the transcript, up to 30 hours of extra institutional credit through CLEP, Military, or prior learning assessment (maximum of 15 hours in this category) or additional courses taken along with the major/minor. It is anticipated that most students will come in with 32-40 credit hours of electives that will apply toward the degree.

ORGANIZATIONAL LEADERSHIP COURSES (ORGL)

3113 Foundations of Organizational Leadership and Personal Development

This course is an introduction to the Organizational Leadership Bachelor of Science Program. Essential components will include: overview of program expectations; principles of adult learning; resources for success including library, campus, online resources and mentoring relationships; personal wellness/stress and time management techniques; study and test-taking skills; and basic computer skills for working in an online environment.

+3223 Professional Communication

A study of communication in the workplace within a framework of organizational ethics. Essential components and course content include: listening verbal and nonverbal communication, written expression, and professional presentation methods.

+3333 Data Analysis and Interpretation

The course will enable a student to develop an understanding of the application and interpretation of basic data analysis. Essential components and course content will include basic data analysis from a user perspective. Hands-on exercises will enable students to utilize software such as Excel to solve problems and to interpret results.

+3443 Survey of Fiscal Management

A managerial overview of fiscal management within organizations. Essential components and coursework content will include: understanding the components and articulation of financial statements, knowledge and application of financial ratios leading to an understanding of organizational performance across time and in comparison to industry standards, utilization of financial information in the acquisition of capital and budgeting decisions, and a rudimentary understanding of cash flows.

+4113 Ethics and Organizations

This course is designed to examine the dynamics of workplace and personal ethics through the study of basic philosophical theories. Essential components and course content will include: leadership in the context of self-governance, responsibility, adherence to principles, integrity and constancy of purpose. Current case studies will be used to apply ethical theories.

- 4223 The Individual, the Organization, and Society**
An examination of contemporary issues that affect organizations. Essential topics include environmental stewardship, social responsibility of the organization, effects and implications of globalization, the status of individual freedom within the organization, diversity, and the ramifications of technological change. This seminar course will be organized around student discussion and topical papers.
- 4333 Leading and Managing**
A study of theories that influence leadership with application to a variety of work situations. Essential components and course content will include: basic leadership and behavior styles, negotiation, critical thinking, change, conflict resolution, ethics and social responsibility, and diversity in the workplace. Assessment of personal leadership abilities and personality traits will be included.
- 4443 Markets and Stakeholders**
This course introduces the student to the concept of markets and stakeholders. Essential components and course content will include: an overview of competitive markets, buyer behavior, development of new markets and products, marketing communication, distribution channels, pricing and marketing mix strategies. It will include a discussion of external environmental factors and stakeholder analysis. Students will be able to evaluate market needs, select target markets and develop an appropriate market mix.
- 4553 Capstone**
The course provides the student the opportunity to integrate concepts and theories covered in the core along with their area of focus through the development of a student portfolio which includes core and focus class artifacts, a career section, a capstone research project and a capstone case analysis section. The written research project will include an oral presentation along with the written work. This course must be taken in the final core enrollment period.
- 4993 Internship in Organizational Leadership (3 hour optional credit)**
Practical experiences in the workplace incorporating the skills learned in the program.