

MIDWESTERN STATE UNIVERSITY

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GRADUATE BULLETIN

2000 - 2002

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Application Request Form

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Photographs: Janus Buss and Corcoran Communications

**ACADEMIC CALENDAR
2000-2001**

Fall Semester 2000

Deadline for Application for Admission	August 7
Faculty Meetings.....	August 21
Student Advising.....	August 21-23
Registration.....	August 24-25
Classes begin.....	August 26
Change of Schedule or Late Registration	August 29-30
Labor Day - No classes	September 4
Deadline for December graduates to file for graduation	October 9
Deadline for May graduates to file for graduation	October 23
Thanksgiving Holidays begin 9:30 p.m.	November 22
Classes resume	November 27
Last day of classes	December 8
Final examinations	December 9-15
Commencement	December 16

INSERT CALENDAR - AUGUST, SEPTEMBER, OCTOBER, NOVEMBER AND DECEMBER

Spring Semester 2001

Deadline for Application for Admission	December 15, 2000
Student Advising	January 9-10
Registration.....	January 11-12
Classes begin.....	January 13
Martin Luther King's Birthday observed - No classes.....	January 15
Change of Schedule or Late Registration	January 17-18
Deadline for May graduates not enrolled for fall semester to file for graduation	February 26
Spring Break begins 5:00 p.m..... (March 19-23)	March 17
Classes resume	March 26
Easter Break begins 9:30 p.m. (Easter - April 15)	April 11
Classes resume	April 16
Last day of classes	May 4
Final examinations.....	May 5-11
Commencement	May 12

INSERT CALENDAR - JANUARY, FEBRUARY, MARCH, APRIL AND MAY

Summer Session 2001

First Term (May 29 - July 3)

Deadline for Application for Admission	May 15
Registration*	May 24-25
Memorial Day Holiday	May 28
Classes begin 7:50 a.m.....	May 29
Examinations.....	July 3
Holiday.....	July 4

Second Term (July 6 - August 10)

Deadline for Application for Admission	June 15
Registration*	July 5
Classes begin 7:50 a.m.....	July 6
Last day August graduates can file application for graduation	July 9
Examinations.....	August 10

*There is no late registration or change in schedule during the summer.

INSERT CALENDAR - JUNE, JULY AND AUGUST

TRIMESTER CALENDAR*

2000-2001

Fall 2000 Trimester

Deadline for Application for Admission	August 7
Registration (Main Campus).....	August 24-25
Classes begin.....	August 28
Change of Schedule or Late Registration	August 29-30
Labor Day (No Classes).....	September 4
Last day to drop with a "W"	October 6
Deadline for December graduates to file for graduation	October 9
Deadline for May graduates to file for graduation	October 23
Last day of classes	November 9

Winter 2000 Trimester

Deadline for Application for Admission	October 26
Registration	November 10
Late Registration.....	November 13
Classes begin.....	November 13
Thanksgiving Holidays begin 9:30 p.m.	November 22
Classes resume	November 27
Christmas Holidays begin.....	December 15
Commencement	December 16
Classes resume	January 8
Last day to drop with a "W"	January 12
Martin Luther King's Birthday observed - No classes.....	January 15
Last day of classes	February 15

Spring 2001 Trimester

Deadline for Application for Admission	February 1
Registration	February 16
Late Registration.....	February 19
Classes begin.....	February 19
Deadline for May graduates not enrolled for fall semester to file for graduation	February 26
Spring Break begins.....	March 17
Classes resume	March 26
Last day to drop with a "W"	April 6
Easter Break begins 9:30 p.m.	April 11
Classes resume	April 16
Last day of classes	May 10
Commencement	May 12

ACADEMIC CALENDAR

2001-2002

Fall Semester 2001

Deadline for Application for Admission	August 7
Faculty Meetings.....	August 20
Student Advising.....	August 20-22
Registration.....	August 23-24
Classes begin.....	August 25
Change of Schedule or Late Registration	August 28-29
Labor Day - No classes	September 3
Deadline for December graduates to file for graduation	October 1
Deadline for May graduates to file for graduation	October 15
Thanksgiving Holidays begin 9:30 p.m.	November 21
Classes resume	November 26
Last day of classes	December 7
Final examinations.....	December 8-14
Commencement	December 15

INSERT CALENDAR - AUGUST, SEPTEMBER, OCTOBER, NOVEMBER AND DECEMBER

Spring Semester 2002

Deadline for Application for Admission	December 15, 2001
Student Advising.....	January 8-9
Registration.....	January 10-11
Classes begin.....	January 12
Change of Schedule or Late Registration	January 15-16
Martin Luther King's Birthday observed - No classes.....	January 21
Deadline for May graduates not enrolled for fall semester to file for graduation	February 25
Spring Break begins 5:00 p.m..... (March 18-22)	March 16
Classes resume	March 25
Easter Holidays begin 9:30 p.m. (Easter - March 31)	March 27
Classes resume	April 1
Last day of classes	May 3
Final examinations.....	May 4-10
Commencement	May 11

INSERT CALENDAR - JANUARY, FEBRUARY, MARCH, APRIL AND MAY

Summer Session 2002

First Term (May 27 - July 2)

Deadline for Application for Admission	May 15
Registration*	May 23-24
Classes begin 7:50 a.m.....	May 27
Examinations.....	July 2

Second Term (July 3 - August 9)

Deadline for Application for Admission	June 15
Registration*	July 2
Classes begin 7:50 a.m.....	July 3
Holiday - No classes	July 4
Last day August graduates can file application for graduation	July 8
Examinations.....	August 9

*There is no late registration or change in schedule during the summer.

INSERT CALENDAR - JUNE, JULY AND AUGUST

TRIMESTER CALENDAR*

2001-2002

Fall 2001 Trimester

Deadline for Application for Admission	August 7
Registration (Main Campus).....	August 23-24
Classes begin.....	August 27
Change of Schedule or Late Registration	August 28-29
Labor Day - No classes	September 3
Deadline for December graduates to file for graduation	October 1
Last day to drop with a "W"	October 5
Deadline for May graduates to file for graduation	October 15
Last day of classes	November 8

Winter 2001 Trimester

Deadline for Application for Admission	October 25
Registration	November 9
Late Registration.....	November 12
Classes begin.....	November 12
Thanksgiving Holidays begin 9:30 p.m.	November 21
Classes resume	November 26
Christmas Holidays begin.....	December 14
Commencement	December 15
Classes resume	January 7
Last day to drop with a "W"	January 11
Martin Luther King's Birthday observed - No classes.....	January 21
Last day of classes	February 14

Spring 2002 Trimester

Deadline for Application for Admission	January 31
Registration	February 15
Late Registration.....	February 18
Classes begin.....	February 18
Deadline for May graduates not enrolled for fall semester to file for graduation	February 25
Spring Break begins.....	March 16
Classes resume	March 25
Easter Break begins 9:30 p.m.	March 27
Classes resume	April 1
Last day to drop with a "W"	April 5
Last day of classes	May 9
Commencement	May 11

* These dates are subject to change. Please refer to the current class schedule.

BOARD OF REGENTS

The Board of Regents is the legal entity of the University. Each member is appointed by the Governor to serve a term of six years or to serve the remainder of an unexpired term.

MEMBERSHIP

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Mac W. Cannedy, Jr., Vice Chairman.....	Wichita Falls
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Elizabeth Gifford	Amarillo
Arnold W. Oliver	Wichita Falls
Carolyn Park	Eules
Chaunce O. Thompson, Jr.	Breckenridge
Eddie Watson	Coldspring

(PICTURE)

UNIVERSITY ADMINISTRATION

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Deborah L. Barrow, M.A.	Executive Assistant to President
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Robert E. Clark, Ph.D.	Associate Vice President for Academic Affairs
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Alvin G. Hooten, M.S.E.	Vice President for Business Affairs
Pete Bennett, B.S.E.	Director of Purchasing
Gail Ferguson, B.B.A., C.P.A.	Controller
Mark Lanier, M.A.	Director of Physical Plant
Carolyn Lewis	Payroll Supervisor
Valarie Maxwell, M.B.A.	Director of Budget and Management
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Kathy Pennartz, B.B.A.	Director of Student Financial Aid
Flint Skaggs	Environmental Safety Coordinator
Howard Farrell, Ed.D.	Vice President for Student and Administrative Services
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Debra Higginbotham, M.S.	Director of Counseling Center
Peggy Holt, B.S.Ed., R.N.	Director of Vinson Health Center
Keith Lamb, M.B.A.	Director of Housing and Residence Life
Jane Leishner, M.Ed.	Dean of Students
Cindy Loveless, B.S.E.	Campus Postal Supervisor
Perry Martin	Director of ARAMARK Dining Services
Debbie Neely, M.S.	Director of Student Development
G. Dail Neely, M.S.	Director of Clark Student Center
Leslee Ponder, B.A.	Director of Student Activities
Thomas Whyalen, M.A.	Director of Career and Testing Services
Gerald Williams, B.A.A.S.	Director of Printing and Supply

**ACADEMIC AND
UNIVERSITY
INFORMATION**

Degrees Offered
Admission to Graduate Studies
Mission
University History

ACADEMIC INFORMATION

GRADUATE DEGREES OFFERED

The following master's degrees are offered at Midwestern State University:

Master of Arts

Majors offered in counseling, English, history, human resource development, political science, psychology, and training and development

Master of Business Administration

Majors offered in business administration and health services administration

Master of Education

Majors offered in curriculum and instruction, educational leadership, reading education, school counseling, and special education

Master of Public Administration

Major offered in public administration

Master of Science

Majors offered in biology and computer science

Master of Science in Kinesiology

Major offered in kinesiology

Master of Science in Nursing

Majors offered in family nurse practitioner, health services administration, and nurse educator

Master of Science in Radiologic Science

Majors offered in radiologic administration and radiologic education

Graduate minors are available in biology, computer science, early childhood education, educational foundations, English, English as a second language, gifted and talented, history, information processing technology, kinesiology, mathematics, political science, reading education, and special education. A graduate certificate in health services administration is offered by the College of Health Sciences.

GRADUATE FACULTY REQUIREMENTS

All regular full-time faculty who teach graduate courses are members of the graduate faculty. Only graduate faculty members can chair a graduate committee, although each graduate program reserves the right to determine additional qualifications for graduate committee chairs.

GENERAL ACADEMIC INFORMATION

AUTHORIZATION

Graduate study at Midwestern State University was authorized by the Board of Regents on January 18, 1952.

ADMINISTRATION

The Graduate Council is composed of all program chairs or coordinators responsible for specific graduate programs. It is chaired by the Associate Vice President for Academic Affairs. The Council approves all proposals for graduate program changes, graduate course additions and deletions, and alterations in graduate program requirements. Additionally, the Council approves graduate admission standards and policies related to graduate assistants and graduate teaching assistants.

At the discretion of the Chair, some Graduate Council recommendations are forwarded to the Academic Council for final action. As with all committees, the Graduate Council is advisory to the President of the University.

ADMISSION TO GRADUATE STUDIES

A student holding a bachelor's degree from a regionally accredited institution will be classified as:

Graduate: A student pursuing a master's degree.

1. **Unconditional admission** - The student has satisfied all admission requirements of the University and of the proposed graduate major. See the section on admission to the degree program and the major area.
2. **Conditional admission** - Students may be admitted in this category if they have not taken the GRE/GMAT/MAT, if leveling work is required, or if the index fails to meet the standards for unconditional admission. See major program for admission criteria. Students who have not yet taken the GRE/GMAT/MAT must take it prior to admission or during the first term of enrollment.

Post-Baccalaureate: Students who are taking courses for professional improvement, teacher certification, or personal satisfaction and who are not pursuing a master's degree. Applicants who do not meet graduate requirements may enroll under the post-baccalaureate status.

Students who take some graduate-level hours under this classification may petition for transfer of a maximum of nine semester hours to degree status. (MBA students may petition for transfer of a maximum of six hours.) The chair of the student's graduate committee must approve acceptance and/or applicability of the hours.

Applicants for either classification must complete the following steps:

1. **Application for Graduate Admission:** File the application for admission in the Office of the Registrar and Admissions by the deadline. Students not meeting application deadlines must register at late registration and pay a \$25.00 late fee.
2. **Official Transcripts:** An official transcript must be received from each institution attended. Students who register before the transcripts have arrived will be given a temporary permit which is valid for three weeks in the long semester or trimester and two weeks in the summer sessions. Students who register in this manner assume all responsibility for course prerequisites and eligibility.
3. **Health Data Report:** Each student, regardless of course load or classification, entering Midwestern State University for the first time, is required to provide the University with a self-declared health data report.

ADMISSION TO THE DEGREE PROGRAM

The following conditions prescribed by the Graduate Council must be met before unconditional admission to graduate study is granted.

1. **Bachelor's Degree:** A bachelor's degree from a college or university approved by a regional accrediting agency. Degrees earned in non-traditional degree programs require special approval of the graduate program coordinator.
2. **Undergraduate Backgrounds and Additional Requirements:** An appropriate academic undergraduate background. See major program requirements.
3. **Academic Standards for Admissions:** Eligibility will be based upon the student's undergraduate grade point average and performance on the GRE, GMAT, or MAT. The programs in Education, Health Sciences, and Political Science will accept the Miller Analogies Test under certain conditions. The student must have a 3.0 gpa during the last 60 undergraduate hours (excluding community college work) and must make a score of 46 on the MAT to be admitted. There is no conditional admission category allowed by using the

MAT. The test may be taken two times. If the minimum is not met, the student must take the GRE. See major.

Students for whom official test scores cannot be obtained from an approved official source will be required to retake the test.

4. An applicant who has earned a master's or higher degree from a regionally accredited institution of higher education may be accepted on the basis of such degree. Determination of conditions, if any, will be made by the graduate program coordinator.

INTERNATIONAL STUDENTS

Unconditional Admission - International applicants to Midwestern State University must meet entrance requirements as outlined for all students and the items listed below to be considered for unconditional admission.

Conditional Admission - International applicants meeting all University admission requirements, with the exception of TOEFL scores, may be admitted conditionally with concurrent enrollment in the Intensive English Language Institute. To be considered for conditional admission, graduate applicants must score 527-547 on the paper-based TOEFL exam and 197-210 on the computer-based TOEFL exam. Conditionally accepted students may enroll in a maximum of nine hours AND two to three required Institute courses contingent upon approval of the IELI Director and the Assistant to the Registrar. Successful completion of Institute courses may change the student's university status to unconditional admission.

In addition to the entrance requirements, international applicants must submit the following:

1. An application for admission by the following deadlines:

Fall	-	April 1
Spring	-	August 1
Summer	-	January 1

Students who do not meet these deadlines will be assessed a late application fee of (U.S.) \$25.00.

2. An evaluation fee of (U.S.) \$50.00. The fee will be refunded only if the student enrolls.
3. Official academic transcripts for all preparatory schools, colleges, and universities attended. These documents, along with official translation if in a language other than English, must be sent directly from the institution to the Office of the Registrar and Admissions. (To be acceptable, the transcripts must reflect above average scholastic capabilities.)
4. Official Test of English as a Foreign Language (TOEFL) scores. Graduate applicants must score at least 550 on the paper-based exam and 213 on the computer-based exam to meet the requirement. TOEFL may not be required if English is the native language. A local English proficiency examination may be administered to determine if enrollment is necessary in ENGL 1113 and 1123 Rhetoric and Composition (foreign student sections). The graduate coordinator will be notified of the test results by the Office of the Registrar and Admissions.
5. An official bank financial statement accompanied by either a letter of sponsorship, an I-134 form, or an MSU Affidavit of Support that shows the availability of financial funding adequate to meet the tuition, living, book, insurance, and incidental expenses of the first academic year. Barring unforeseen circumstances, the availability of funds from the same, or equally reliable source, must be assured for the duration of the program of study.

6. A chest x-ray report documenting negative findings, or proof of negative findings, or proof of a negative T.B. skin test within 90 days of registration. Positive T.B. skin test results must have documentation of a chest clinic clearance. Proof of health insurance, including repatriation and medical evacuation benefits, must also be provided prior to each registration.

NATO personnel stationed in Texas OR their dependents must meet the requirements shown in items 3 and 6. Local English proficiency examinations are required for admissibility in lieu of the TOEFL and will be scheduled upon request. Applicants are required to schedule an appointment with the Assistant to the Registrar to determine eligibility.

The Office of Housing and Residence Life will forward information to all applicants who indicate on the Application for Admission that they plan to live in university housing.

GENERAL REQUIREMENTS FOR THE MASTER'S DEGREE

MASTER'S DEGREE PLAN

The master's degree plan is issued to the student by the graduate coordinator. It is the result of an examination of the student's academic background in the proposed major and minor fields by the graduate coordinator. It outlines any requirements yet to be met before unconditional admission to graduate study is granted, and it gives the recommended program of study.

The master's degree plan is to be retained for reference until the degree is completed. A copy is filed in the Office of the Registrar and Admissions.

PROGRAM REQUIREMENTS

All applicants for the master's degree must enroll in one of two programs of study:

1. Thesis Program. The thesis program requires a minimum of twenty-four semester hours of approved course work and a six-hour thesis.
2. Non-Thesis Program. The non-thesis program requires a minimum of thirty-six semester hours of approved course work and a substantial research paper or papers in the student's major field showing ability to do acceptable research and to report it clearly and concisely in proper form.

To determine whether a thesis or non-thesis program is to be followed, the student should examine the specific requirements listed in the program section.

Distribution of Courses. Candidates for a master's degree must distribute the courses between the major and minor fields in the manner prescribed in the specific requirements for each degree as listed for each program in this bulletin. Most of the degrees do not require a minor field.

Prerequisite for Major and Minor Programs. Before beginning a major program, a student must present a minimum of eighteen semester hours of approved undergraduate courses of which twelve must be advanced. Before beginning a minor program, a student must present a minimum of fifteen semester hours of approved undergraduate courses, of which six must be advanced. Admission to a graduate minor will require approval of both the major and the minor coordinator.

Insufficient hours in either major or minor may be absolved by doing leveling work. Courses taken as leveling work do not count toward the graduate degree.

GRADUATE CREDIT FOR 3000-4000 LEVEL COURSES

All graduate programs must have a minimum of 24 hours of graduate work at the 5000 level or above. The 3000 and 4000 level courses which can be taken for graduate credit are listed in the appropriate section of the catalog. No 1000 or 2000 level courses may be taken for graduate credit.

A student registering in undergraduate 3000 or 4000 courses for graduate credit must complete additional requirements above those of undergraduate students in the same courses. Extra reference reading, assignments of an investigative or research type, and research papers are examples of additional requirements. Graduate credit will be awarded only when the Petition for Graduate Credit for 3000-4000 Level Courses is approved by the graduate coordinator and filed in the Office of the Registrar and Admissions at the time of registration.

A course taken for undergraduate credit cannot be counted as graduate credit regardless of the status of the student at the time the course was taken.

PROBLEM COURSES

A student on a thirty-hour program may apply six semester hours of problem courses toward the degree. A student on a thirty-six hour program may apply nine semester hours of problem courses toward the degree. Students in the Master of Business Administration program will be limited to six hours of problem courses.

GRADUATE ADVISORY COMMITTEE

1. **Appointment of the Committee:** After all leveling work and other conditions have been satisfied, and nine graduate hours toward the degree have been completed with a B average or better, the graduate student should request the appointment of a Graduate Advisory Committee through the graduate coordinator of the student's major.

The Graduate Advisory Committee assists in planning the remainder of the student's program including enrollment, revision of degree plan, admission to candidacy, thesis title, thesis approval, type of research problem, and the final oral or written comprehensive examination.

2. **Successors to the Original Committee:** When a member of a Graduate Advisory Committee terminates employment with the University, the college dean shall immediately appoint a successor.
3. **Substitutions on the Committee:** If a member of a Graduate Advisory Committee is absent during the time when approval, disapproval, or advice is needed by the student to meet officially scheduled deadlines (such as during the three weeks after the reading copy of the thesis has been submitted, during the time of the officially scheduled comprehensive examination, or at the time of thesis approval), the graduate coordinator shall appoint a substitute.
4. **Thesis Regulations for Committee:** After the student submits a reading copy of the thesis, at least six weeks prior to expected graduation date, the committee shall return it with any editorial comments within three weeks. No member shall hold the thesis longer than one week.

Note: Until the student receives notice of the appointment of a Graduate Advisory Committee, the graduate coordinator will be considered the adviser.

ADMISSION TO CANDIDACY

Admission to candidacy will be granted when the Graduate Advisory Committee has recommended the applicant for admission and the recommendation has been approved. The student will be notified of this action.

FOREIGN LANGUAGE REQUIREMENT

Master of Arts: A candidate for the degree of Master of Arts must give evidence of having completed four semesters or the equivalent of one foreign language. With the approval of the college dean, twelve hours from college level mathematical sciences may be substituted for the foreign language requirement. These courses must be approved by the college dean.

The foreign language requirement may be absolved by successfully completing a reading knowledge examination. Additionally, a student who has a degree from a foreign university and who has studied in that language will meet the foreign language requirement. It is not necessary that twelve hours of a foreign language appear on the transcript. However, the graduate committee must certify in writing to the Associate Vice President for Academic Affairs that the student is bilingual.

The following programs require a foreign language: Master of Arts with majors in English, history, political science, and psychology.

THESIS OR RESEARCH PAPER REQUIREMENT

1. **Form for Thesis and Research Papers:** The faculty of each program shall choose the style manual for the field. See program area for recommended manual. In addition, the following requirements must be met:
 - a. Three copies must be submitted.
 - b. At least 20 lb. weight, 25% rag content bond paper must be used.
 - c. A letter quality printer with standard type-face must be used.
2. **Thesis:** Students following a thesis program must complete the steps listed below:
 - a. **Graduate Advisory Committee:** The student should keep in close contact with the Graduate Advisory Committee during the preparation of the thesis.
 - b. **Title and Approval Pages:** The title pages and approval pages of all theses must be uniform. Examples of each form are available in the program offices.
 - c. **Abstract:** A typewritten abstract in standard form of not more than two pages must be prepared. The abstract pages are not numbered and should be inserted at the back of the thesis or behind the bibliography of the thesis.
 - d. **Thesis Enrollment:** A student's original enrollment is in Thesis 6983; the second enrollment is in Thesis 6993; all subsequent enrollments are in 6993. Enrollment is required each long term and one summer term each year until the thesis is successfully completed or a leave of absence of one semester is granted by the college dean.
 - e. **Thesis Deadlines:** The student must present a reading copy of the thesis to the Graduate Advisory Committee not later than six weeks prior to the date of expected graduation.

Three copies of the final thesis must be submitted to the Office of Academic Affairs, with the signed approval of the Graduate Advisory Committee, not later than two weeks prior to the end of the semester or summer term (last day of finals) in which all work for the degree is completed. A copy of the approval page will be sent to the Office of the Registrar and Admissions to verify completion of this requirement.

The student must pay the binding fee for the three copies at the Business Office and must present a receipt when the final copies for binding are submitted to the Office of Academic Affairs. The student should also submit a

current mailing address for receipt of the bound copy of the thesis. The other two copies of the thesis will be distributed to the college office and Moffett Library.

3. **Research Paper:** Students following a non-thesis program must present a research paper or papers and complete the steps listed below:
 - a. **Title and Approval Pages:** The title pages and approval pages of all research papers must be uniform. Examples of each form are available in the program offices.
 - b. **Research Paper Deadline:** The research paper must have the signed approval of the chair of the Graduate Advisory Committee and signed approval of the instructor of the course in which the paper was written or of another committee member before it is submitted to the college dean for final approval. The research paper must be submitted to the Dean's Office at least three weeks before the end of the semester. A copy of the approval page will be sent to the Office of the Registrar and Admissions to verify completion of this requirement.

COMPREHENSIVE EXAMINATION

All candidates for the master's degree are required to successfully complete an oral or written comprehensive examination. See program area for specific requirements. Upon request by the student, the graduate coordinator clears the student to take the final comprehensive examination.

Date for Examination. At least six weeks before graduation the student should set a date with the Graduate Advisory Committee for the comprehensive examination.

The examination must be completed at least three weeks before graduation. If a thesis is presented, the examination will be given after approval of the thesis has been granted by the Graduate Advisory Committee.

Report on the Examination. The chair of the Graduate Advisory Committee will file in the Office of the Registrar and Admissions a report on the comprehensive examination, signed by the members of the Graduate Advisory Committee. The report will also contain a recommendation for or against approval of the candidate for graduation.

If unsuccessful in the examination, the candidate may not apply to the graduate coordinator for re-examination until the semester following the initial examination. Before the petition is granted, evidence of additional preparation must be presented.

APPLICATION FOR GRADUATION

Prior to the last semester, trimester, or summer term (see Academic Calendar) before graduation, the student must file an Application for Graduation and pay the graduation fee at the Office of the Registrar and Admissions.

The cap, gown, and hood must be ordered through the campus bookstore.

COMMENCEMENT ATTENDANCE

Midwestern State University conducts commencement exercises in December and May. Candidates who complete their work during the summer terms may participate in the December ceremony. Candidates who complete their degree in the fall semester or trimester are required to attend the December commencement unless approved by the University President for graduation in absentia. Candidates who complete their work at the end of the winter trimester, spring semester, or trimester must attend the May commencement unless approved by the President for graduation in absentia. All conferred degrees will be posted to the student's permanent record as of the last day of finals for second summer term or as of the date of the graduation ceremony for December and May.

APPLICABILITY OF CATALOG REGULATIONS

The student is bound only by the requirements of the catalog in force at the time the degree plan is given final approval. The student may choose to fulfill the requirements of a subsequent catalog. In either case, all courses taken for graduate credit and to be counted toward the degree must have been completed within the time limit stated for the degree.

Midwestern State University reserves the right to make changes in course offerings, academic policies, academic calendar, tuition, fees, other charges, rules, and regulations as required by the Academic Council, Board of Regents, Texas Higher Education Coordinating Board, state and national testing agencies, and Texas Legislature. The provisions of this catalog are not to be regarded as a contract between the University and its students or applicants.

TIME LIMIT FOR COMPLETION OF A GRADUATE PROGRAM

All requirements for a master's degree must be completed within a period of six years from the time of first enrollment in a graduate course. Students enrolling for their first graduate course in Fall, 2000, must complete the degree by August, 2006. Students enrolling for their first graduate course in Spring, 2001, must complete the degree by December 2006. A proportionately longer period of time is granted for programs requiring more than thirty-six graduate hours. Courses completed more than six years prior to graduation date may be repeated or replaced unless the student evidences competency as determined by the graduate coordinator. Students affected by this policy should contact the coordinator of their respective program to initiate an extension to the time limit.

RESPONSIBILITY OF THE STUDENT

The graduate student accepts full responsibility for knowing and fulfilling all of the general and specific regulations and requirements for admission to graduate standing and for completing the chosen program of study. For that reason, it is imperative that the incoming student be familiar with all of the graduate regulations contained in this bulletin and complete them on schedule and in the manner required.

RESIDENCE REQUIREMENT

All candidates for the master's degree must complete the following residence requirement

Program	Residence Requirement
30 hour program	24
36 hour program	30
42 hour program	36
45 hour program	39
47 hour program	41
50 hour program	44

TRANSFER OF CREDIT

There is no automatic transfer of credit earned at another institution; but in general, a maximum of six semester hours of approved residence graduate work completed at another regionally accredited graduate school may be accepted for credit. The graduate student must secure the approval of the graduate coordinator at Midwestern State University prior to registration for the course at another institution.

Correspondence courses are not accepted for graduate credit.

SECOND MASTER'S DEGREE

A graduate student who has previously completed a master's degree may apply not more than six semester hours of applicable credit toward a second master's degree provided that it meets the time limit for a graduate program. The graduate credit applied to the second master's degree must be approved by the appropriate graduate coordinator.

COURSE LOAD

1. **Full-time Graduate Student:** Sixteen semester hours is the maximum course load for a graduate student in a fall or spring semester; twelve semester hours is the maximum load for a trimester; six semester hours of course work is the maximum course load for a summer term.

Fall, Spring, and Trimester

9 hours	full-time*
6 hours	3/4 time
3 hours	1/2 time

*6 hours plus graduate assistant or graduate teaching assistantship status = full-time

Summer Sessions

6 hours	full-time
3 hours	1/2 time

2. **Teaching Assistants, Administrative Assistants, and Research Assistants** are limited to a maximum enrollment of nine semester hours per semester.
3. **Fully-employed Graduate Student:** Three semester hours of course work per semester are the recommended course load for a fully-employed student.

COURSE NUMBERS

Graduate courses are designated by 5000 and 6000 level numbers. Some 3000 and 4000 level courses can be taken for graduate credit with college approval.

The last digit of a course number indicates the semester hour value of the course.

A number in parenthesis immediately following a course title indicates a former catalog number for the same course.

The three numbers in the right margin of each course title indicate (1) the credit value of the course in semester hours, (2) the number of lecture hours each week, and (3) the number of laboratory hours each week. For example, 4(3-2) indicates a four-semester hour course which meets for three hours lecture and two hours laboratory each week for one semester.

COURSE CHANGES, DROPS AND WITHDRAWALS

Change of Schedule. A student's schedule may be changed on the days designated (see Academic Calendar), subject to the approval of the student's adviser.

The procedure is as follows:

1. The student obtains a drop/add request form from the major college to add a course, drop a course, or to add and drop.
2. After the appropriate signatures have been obtained, the student may use the telephone or web to make a change. Please refer to the class schedule for available dates. After classes start, the form must be taken to the Office of the Registrar and Admissions for processing.

Dropping a Course. After late registration, drop forms may be obtained in the Office of the Registrar and Admissions. After obtaining the signatures of the course instructor, adviser, and Financial Aid Office the completed form is submitted to the Office of the Registrar and Admissions. A student may drop a course during the first ten weeks of a long semester, first six weeks of a trimester, or through the eighteenth class day of a summer term with a grade of W (see Academic Calendar in schedule of classes). After the above deadlines, a grade of F will be recorded for any class drop.

Official Drop Date. No drop is official until the form is surrendered to the Office of the Registrar and Admissions. The date of submission to the Office of the Registrar and Admissions is the official drop date for grade determination (W, WF, F). An F will result if a student ceases to attend class without completely processing a course drop or withdrawal from the University.

Instructor Drop. An instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct. The instructor must give the student a verbal or written warning prior to being dropped from the class. An instructor's drop of a student takes precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the tenth week of a semester, through the sixth week of a trimester, or the eighteenth day of a summer term. After these periods the grade will be an F. The date the instructor drop form is received in the Office of the Registrar and Admissions is the official drop date.

Withdrawals. Any student who desires to withdraw from the University will report to the Office of the Dean of Students. Following an exit interview, the student will be issued a copy of the withdrawal form and the Dean of Students will process the paperwork with the necessary University offices.

Enforced Withdrawal from the University. A student who fails to comply with the stated regulations concerning temporary admission may be required to withdraw after University review. This action will be posted to the permanent record and a statement retained in the academic file.

GRADING SYSTEM

1. **Letter Grades:** Grades of A, B, C, D, F, I, W, WF, WX, and X are recorded for graduate courses. Students will receive credit for grades of A, B, and C only. A degree-seeking graduate student who has less than a 3.0 semester grade point average for two consecutive semesters will be dismissed. Additionally, each graduate program has the option of dismissing a student at any time due to failure to maintain a B average or failure to meet other standards established by the individual graduate programs. Students must have a B average in the major and minor fields for graduation.

Grade Reports: Grades are mailed from the Office of the Registrar and Admissions directly to all students as soon as possible after the close of each semester, trimester, and summer term.

2. **X Grade:** X is the grade used to indicate that a thesis is in progress but not complete. When the thesis is complete, a letter grade is reported.
3. **Removal of an I Grade:** Graduate students enrolled in 5000 and 6000 level courses have a ninety-day

limitation from the beginning of the next long semester or trimester for removing an incomplete grade. Graduate students enrolled in 3000 and 4000 level courses have the same limitation as undergraduates on removal of an I. It must be removed thirty days after the beginning of the next long semester or trimester.

4. **Post-Baccalaureate Standards:** The post-baccalaureate student must maintain fourth year academic standards. The academic performance of part-time students will be evaluated when the student has accumulated at least twelve semester hours. A student whose MSU cumulative grade point average is below 2.0 will be placed on scholastic probation. A student on scholastic probation who fails to raise the MSU cumulative g.p.a. to 2.0 will be on continued probation if the semester average is 2.0. If neither the semester nor cumulative g.p.a. is 2.0 the following semester, the student will be placed on academic suspension.

ASSISTANTSHIPS

Qualified graduate students with acceptable scores on the GRE/GMAT/MAT are eligible for consideration as teaching assistants, administrative assistants, and research assistants. Assistantships are usually available in those fields in which graduate study is offered.

Graduate Teaching Assistants may serve as instructors of record in either developmental courses, freshman level courses, or laboratories. Unless assigned to developmental courses or kinesiology activity courses, the instructor of record will have been admitted to graduate study without restriction and will have completed a minimum of eighteen graduate credit hours in the subject matter field. Graduate Teaching Assistants will typically be employed for up to six semester hours load credit per semester.

Graduate Administrative Assistants will typically have assignments such as laboratory assistance, attending and/or helping prepare lectures, grading papers, keeping class records, and conducting discussion groups.

Graduate Research Assistants will typically assist faculty with research projects.

Lecturers are graduate students who have completed eighteen hours of graduate credit in the subject matter field, have exceptional qualifications such as prior substantial teaching experience (at high school or community college level) and/or have advanced degrees related closely to the field of study. Lecturers may teach up to nine hours of load credit.

GRADUATE WORK TAKEN AS AN UNDERGRADUATE STUDENT

A senior who lacks twelve semester hours or less to graduate and who has been approved for graduation may enroll for a course or courses carrying graduate credit providing request is made at least two weeks prior to the date of registration in the courses.

The request must be approved by the college dean of the student's major field of study, the dean of the college in which the course is to be taken, and the Registrar.

CHANGE OF ADDRESS

Any change of a student's address must be reported immediately to the Office of the Registrar and Admissions, the Business Office, and Financial Aid Office.

UNIVERSITY INFORMATION

MISSION

Midwestern State University offers a diverse opportunity for quality higher education to the people of Texas and

the general southwest region as well as international students. Dedicated to the principles of academic excellence and productive scholarship, the University offers an educational program which provides the foundation for specialized studies as well as the basis for a lifetime of personal growth.

The University provides a range of educational programs in the traditional arts and sciences to prepare students for meaningful career choices. Pre-professional programs are available in dentistry, engineering, law, medicine, veterinary medicine, pharmacy, and physical therapy. Professional training is provided in accounting, business administration, computer science, criminal justice, elementary and secondary education, health sciences, psychology, social work, and environmental and manufacturing technology.

In the interest of diversity, Midwestern State University recruits and enrolls traditional and nontraditional and international students. It provides a comprehensive student retention program including academic advisement, study skills assistance, tutoring, personal guidance and mentoring, and financial assistance. The quality of student life is enhanced through activities designed to improve student intellectual, multicultural, and recreational opportunities.

Ultimately, Midwestern State University is committed to the ideal of educational excellence. The measure of its success may be found in its graduates who possess the skills to live and serve in a global society. While the university serves intellectual and cultural needs by preparing students to contribute to a world community, it is also a resource for the future economic development of Texas and the Texoma region. The University therefore holds the primary objective that it should produce graduates who are informed, curious, constructive, and creative, who know how to think critically, to evaluate issues, and to distinguish truth from error, and who possess an appreciation of the cultural and aesthetic values of life.

UNIVERSITY HISTORY

Midwestern State University is located on a 179 acre tract in the southwestern part of Wichita Falls, Wichita County, Texas, the center of a rich agricultural, oil, and industrial region. Greater Wichita Falls has a population of over 101,000.

Midwestern State University is a public coeducational institution. It originated in 1922 as Wichita Falls Junior College, the second municipal junior college in Texas. Standard junior college work was approved by the State Department of Education. Later a local tax unit was established--the Wichita Falls Junior College District.

In 1937, in honor of a gift to the institution by Mr. and Mrs. John G. Hardin, Wichita Falls Junior College was renamed Hardin Junior College. When the senior college division was established in 1946, the name of the institution became Hardin College. In January, 1950, the name was changed to Midwestern University. By action of the 56th Legislature of the State of Texas, Midwestern University became a part of the Texas Colleges and Universities System on September 1, 1961, and the junior college division was dissolved. The institution became Midwestern State University in 1975.

In 1950, the University was accredited by the Southern Association of Colleges and Schools and the Graduate School was established in January, 1952. Full accreditation was reaffirmed June 19, 1992 by the Southern Association.

UNIVERSITY ACCREDITATION AND MEMBERSHIP

Midwestern State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone number 404-679-4501) to award associate, baccalaureate, and master's degrees.

ACCREDITATION Association of Collegiate Business Schools and Programs

National League of Nursing
State Board for Educator Certification

MEMBERSHIP

Alliance for Higher Education
American Assembly of Collegiate Schools of Business
American Association of Colleges of Nursing
American Association of Colleges for Teacher Education
American Association of State Colleges and Universities
American Council on Education
Association of Collegiate Business Schools and Programs
Association of Governing Boards
Association of Schools of Allied Health Professionals
Association of Teacher Educators
Association of Texas Colleges and Universities
Association of Texas Graduate Schools
Association of University Programs in Health Administration
College Board
Council of Graduate Schools in the U.S.
National Organization of Nurse Practitioner Faculties
Southern Association of Graduate Schools
Texas Association of Colleges for Teacher Education
Texas Centers for Educational Partnerships
Texas Consortium for Educational Telecommunications
Texas International Education Consortium

MOFFETT LIBRARY

Moffett Library, named in honor of the late State Senator George Moffett, is housed in a three story building completed in 1964. A major addition and renovation were completed in 1986. The library houses a Media Library, viewing rooms, and group study rooms. The Special Collections Room displays the Nolan A. Moore III Heritage of Print collection. In addition to the general study space, faculty/graduate student carrels are available. Open stacks give users free access to books.

The library is a member of OCLC through its regional network, AMIGOS. The TexShare Library Card provides faculty and student check-out privilege at libraries of state-supported institutions. LOIS, the online public access catalog, is a part of the NOTIS Library Management System, which automates the major library components. LANA, the library's local area network, lets users search journal and newspaper indexes, government information, and the Internet, as well as providing some full-text materials.

Library holdings include over 700,000 volume equivalents, including periodicals, microforms and government publications, as well as a variety of non-print materials. Since 1964, Moffett Library has been a partial U.S. government depository, as well as a depository for state publications.

AUXILIARY PROGRAMS

The Bureau of Business and Government Research is an integral part of Midwestern State University. The principal purposes of the Bureau are:

1. to provide assistance in research conducted by the faculty and students in the University;
2. to conduct and encourage research related to the local community; and

3. to promote public understanding of contemporary economic, business, and government issues.

The Bureau of Business and Government Research at Midwestern State University is a member of the nationwide Association for University Business and Economic Research. The Bureau is directed by Dr. John E. Martinez.

The Mamie Raborn Center for Economic Education was established in 1982 to increase the economic understanding of the public school students and teachers, the university community, and the citizens of the North Texas area. In cooperation with the Texas Council on Economic Education and the Joint Council on Economic Education the Center provides: (1) teacher training programs, (2) economic education materials, and (3) economic education services to the community. The scope of the Center was broadened in 1993 to encompass international business, international trade, and international entrepreneurship. The Center serves to facilitate the development and coordination of appropriate programs for the dynamic global economy and to improve international access to Midwestern State University education resources in business administration.

The MSU Small Business Development Center provides assistance to small businesses. Clients include those already in business and those who want to start a new enterprise. The Center provides business and technical advice in one-on-one counseling. Special seminars and workshops are developed and presented as needed. Assistance in international trade, government contracting, and technology transfer is also offered. In the process of working with clients, a data base is being assembled that reflects the economic activity of our geographic area. This data will be useful in better understanding our small business sector. The Center is under the administration of Ms. Jeannie Hilbers.

The West Center for Teaching Excellence sponsors a variety of programs to enhance the quality of teaching. Please refer to the Education program section for additional information.

The Intensive English Language Institute (IELI) offers an intensive course of English language instruction to non-native speakers of English who wish to increase their English language proficiency for personal, academic, or professional reasons. The IELI's academic program is divided into Advanced Beginner, Intermediate, and Advanced levels. Each level's curriculum includes classes in grammar, oral skills, composition, and reading. The IELI's courses are available to full-time F-1/J-1 visa students and members of the Wichita Falls community who wish to enhance their English language skills. Graduate and undergraduate Midwestern State University students who wish to improve their English language skills may enroll in English language courses through the English Program (ENGL 1003-F1, ENGL 1013-F1, ENGL 1023-F1, and ENGL 1033-F1).

The purpose of the IELI curriculum is to provide quality instruction in English, academic skills, and American culture to individuals from a wide range of backgrounds and language experience. Courses are primarily content-based and help prepare students for university studies, life in the United States, and/or work in the American business community.

CULTURAL OPPORTUNITIES

Cultural and artistic opportunities are offered by Midwestern State University including art exhibits, recitals, theatre productions, workshops, conferences, films, and concerts.

Current release movies, both foreign and domestic, lectures, musical performances, and comedy are regularly presented through the sponsorship of the University Programming Board.

The Artist-Lecture Program offers outstanding speakers of national and international acclaim, drama

productions, artists, and musicians. Musical presentations provide a wide range of forms including jazz, rock, folk, and classical.

The Lamar D. Fain College of Fine Arts offers an assortment of programs. These include art exhibits, performances and concerts by the band, choir, and orchestra; faculty and student recitals, both instrumental and vocal; musicals, operas, theatre productions, and summer workshops.

EX-STUDENTS ASSOCIATION

Any person who has attended Midwestern State or any of its predecessor schools, or wishes to be a friend to the University, is eligible to be an active member of the MSU Ex-Students Association.

The Ex-Students Association, established in 1926, seeks to stimulate the interest and participation of alumni in the progress of the University and to promote a feeling of loyalty and fellowship between the institution, faculty, students, alumni, and the community. Membership information is available in the Alumni Relations Office.

ANTI-DISCRIMINATION STATEMENT

Midwestern State University is an equal opportunity/affirmative action institution and complies with all federal and Texas laws, regulations, and executive orders regarding affirmative action requirements in all programs and policies. Midwestern does not discriminate against any individual because of race, creed, color, sex, national origin, or disability.

STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT

Graduation rates of undergraduates, including athletes, are available in the Office of the Director of Institutional Research and Planning. The campus crime statistics can be reviewed at the University Police Office.

**GENERAL
INFORMATION**

Fees and Financial Information

Scholarships

Financial Aid

Veterans Affairs

Determination of Residency

Student Services

FEES AND FINANCIAL INFORMATION
PAYMENT OF FEES
PAYMENT IS DUE AT THE TIME OF REGISTRATION.

One of the following payment options may be selected:

1. Pay the balance in full at registration. The University accepts MasterCard, Visa, and Discover in payment of any or all fees.
2. Installment Plan - Can be used for tuition, fees, room, and board. An installment plan is available during fall semester, spring semester, and trimesters and provides for three (3) payments. The first payment is due at registration and is one-half of total fees, the second payment is due prior to the sixth week of class and is one-quarter of the total fees, and the third payment is due prior to the eleventh week of class and is the final one-quarter. A non-refundable fee of \$22.50 is assessed for this payment option. The installment plan is not available for summer terms.
3. Emergency Tuition and Fee Loan - Must be approved by the Financial Aid Office. The maximum amount for an emergency loan cannot exceed 50% of the total required tuition and fees. In addition to the 1% service charge, a \$22.50 loan origination fee will be added to the loan.

Once a payment plan option has been selected, no changes can be made to the payment plan and charges for the plan are non-refundable.

LATE FEES

A late fee of \$30.00 will be charged if an installment or tuition and fee loan payment is made after the due date.

Note: Midwestern State University reserves the right to change fees in keeping with actions of the Texas State Legislature or the University Board of Regents.

ESTIMATE OF COST PER SEMESTER

Resident graduate students taking 9 semester credit hours

Registration Fees 2000/2001	\$ 886.00
*Course Fees (estimated)	100.00
Vehicle Registration (second decal \$5)	<u>12.00</u>
 Total Estimated Tuition & Fees	 998.00
Books (estimated)	450.00
 **Room and Board (14 meals per week plan)	 <u>1,938.00</u>
(10 meals per week plan \$1,910.00)	
(19 meals per week plan \$2,012.00)	
	<u>\$3,386.00</u>
 Thesis Only - 3 hours (Tuition)	 50.00
***Required Fees	211.00
Course Fees (estimated)	<u>9.00</u>
	<u>\$270.00</u>

Students enrolling in a graduate course will be charged an additional \$10.00 per semester credit hour above the

statutory minimum rate (\$40.00) for tuition.

- * Course fees are a per semester hour charge based on each class. See "Other Fees" for complete list by course.
- ** Room and board is subject to change yearly and rates are not available until February prior to the next Fall semester. Rates listed for room and board are based on Fall 1999 prices for Pierce or Killingsworth Hall. Rates may vary for different residence halls. Contact the Housing and Residence Life Office for information concerning housing.
- ***Does not include vehicle registration

GRADUATE STUDENT-THESIS ONLY. The tuition charge for thesis is \$50.00 per semester plus required fees. Please notify the Office of the Registrar and Admissions if you are taking thesis only so that your registration will be calculated at thesis rates.

**REGISTRATION FEES
(INCLUDES TUITION AND MANDATORY FEES)
REGULAR SESSIONS AND TRIMESTERS**

Per Semester

Semester Credit Hours	Texas Resident 2000-01	Non-Resident 2000-01
12	1,156.00	3,736.00
11	1,070.00	3,435.00
10	978.00	3,128.00
9	886.00	2,821.00
8	794.00	2,514.00
7	702.00	2,207.00
6	610.00	1,900.00
5	518.00	1,593.00
4	426.00	1,286.00
3	334.00	979.00
2	282.00	672.00
1	230.00	365.00

Full tuition and fees will be charged for each regular session and trimester for which the student is enrolled.

**SUMMER SESSION
Per Summer Term**

Summer Credit Hours	Texas Resident 2000-01	Non-Resident 2000-01
10	894.50	3,044.50
9	815.50	2,750.50
8	736.50	2,456.50
7	657.50	2,162.50
6	575.50	1,865.50

5	484.50	1,559.50
4	393.50	1,253.50
3	302.50	947.50
2	211.50	641.50
1	130.50	335.50

Includes \$10.00 per semester credit hour above the statutory minimum rate (\$40.00) for tuition for graduate level courses.

All tuition and fees quoted are based on 2000 figures. These fees are subject to change by the Texas State Legislature and/or the MSU Board of Regents. Students attending courses taught at off-campus sites only will not pay the Student Union/Center Fee or the Medical Service Fee. All other fees are required. Registering under the proper residency classification is the responsibility of the student. If there is any question about the classification, it is the student's obligation to contact the Office of the Registrar and Admissions prior to registration.

ALL CHARGES ARE SUBJECT TO CORRECTION IF NECESSARY FOLLOWING AUDIT.

OTHER FEES

General:

Installment Fee, 3 payment plan	\$22.50
Late Fine	30.00
Auditing Fee (per course)	25.00
Library Fee.....	2.00
Computer Use Fee (per semester hour)	5.00
Publication Fee	5.00
International Student Advisory Fee	50.00
International Education Fee	1.00

***Course fee (per course per semester hour)**

ACCT 5.00	CMPS 6.00	FREN 5.00	MCOM 9.00	PSYC 3.00
AMGT 3.00	COUN 5.00	GEOG 3.00	MENT 7.00	PUAD 3.00
AMUS 70.00*	CRJU 3.00	GEOL 10.00	MGMT 5.00	RADS 9.00
ART 9.00	DNHY 9.00	GERM 5.00	MKTG 5.00	RESP 9.00
BAAS 3.00	ECON 5.00	HIST 3.00	MUSC 9.00	SOCL 3.00
BCIS 5.00	EDUC 5.00	HSAD 3.00	MWSU 3.00	SOWK 3.00
BIBL 3.00	ENDR 7.00	HUMN 3.00	NURS 9.00	SPAN 5.00
BIOL 10.00	ENGL 3.00	JOUR 3.00	PHIL 3.00	SPCH 3.00
BUAD 5.00	ENSC 10.00	KNES 8.00	PHYS 10.00	STAT 3.00
CHEM 10.00	FINC 5.00	MATH 7.00	POLS 3.00	THEA 9.00

* per course

Students taking distance learning classes are charged a fee of \$25.00 per credit hour in addition to the course fee.

Late Application Fee.....	25.00
Late Registration Fee	25.00
Removal of Incomplete Course Grade.....	1.00

Return Check Charge.....	15.00
Transcript (each).....	3.00

Note: No transcripts will be released for students having a financial/academic hold at the University.

Vehicle Registration

8 or more semester hours	12.00
7 or fewer semester hours	8.00
Duplicate or second decal	5.00

Degree Fees:

Graduation Fee.....	20.00
Thesis Binding (per copy).....	15.00

Testing Fee:

*GRE (Graduate Record Examination)	99.00
*MAT (Miller Analogies Test).....	40.00

*Packets for testing can be picked up at the Career and Testing Services Office. Fees are subject to change by testing agency.

INFORMATION AND DESCRIPTION OF FEES

Tuition. (Sec. 54.051 Tex. Ed. Code). Tuition for resident students, except as otherwise hereinafter provided is \$40.00 per semester credit hour, but the total of such charge shall be not less than \$120.00 per semester and not less than \$60.00 per 6-week summer term.

Tuition for non-resident students, except as otherwise hereinafter provided, is \$255 per semester credit hour.

Thesis Only: \$50.00 plus required fees.

Local Tuition (formerly called General Use Fee). (Sec. 55.16 Tex. Ed. Code). The Board of Regents of Midwestern State University is authorized to charge and collect from students and others for the occupancy, service, use, and/or availability of all or any of its property, buildings, structures, activities, operations, or other facilities, in such amounts and in such manner as may be determined by the Board; provided, however, that all local tuition shall be fixed and collected in proportion to the number of semester credit hours for which a student registers, and shall not exceed \$24.00 per semester hour.

Student Service Fee. (Sec. 54.503 Tex. Ed. Code). The Board of Regents of Midwestern State University is authorized to charge and collect fees from students to cover the cost of student services which the Board deems necessary or desirable in carrying out the educational functions of Midwestern State University as determined by the Board of Regents. The fees charged and collected will be \$12.00 per semester credit hour with a maximum charge of \$150.00 for any one semester or summer session.

The term student services means and includes such services as recreational activities, intramural, medical services, intercollegiate athletics, artist-lecture series, cultural entertainment series, musical activities, debating and oratorical activities, student publications, student government, and any other student activities and services specifically authorized and approved by the Board of Regents.

Student Center Fee. (Sec. 54.518 Tex. Ed. Code). The Board of Regents of Midwestern State University is hereby authorized to levy a regular, fixed student fee not to exceed \$15.00 per student for each semester of the long session and not to exceed \$7.50 per student for all or part of each term of the summer session for the purpose of

operating, maintaining, improving, equipping, and financing the university center and acquiring or constructing additions to the center.

Student Union Fee. (Sec. 54.515 Tex. Ed. Code). The Board of Regents may charge each student registered at Midwestern State University a student union fee not to exceed \$20 for each regular semester and not to exceed \$10 for each term of the summer session for the sole purpose of financing, constructing, operating, maintaining, and improving a student union building.

The Student Center Fee and Student Union Fee have been combined into a **Student Union/Center Fee** for a charge of \$35 per semester or \$17.50 for each term of the summer session.

Medical Service Fee. (Sec. 54.5082 Tex. Ed. Code) The Board of Regents of Midwestern State University is authorized to charge a Medical Services Fee not to exceed \$15.00 for each semester of the regular term and not to exceed \$7.50 for each term of each summer session. The Medical Services Fee is to be used only to provide an on-campus physician and medical services to students.

Incidental Fees. (Sec. 54.504 Tex. Ed. Code). The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governances by students and prospective students and may make rules for collection of the fees and for the distribution of the funds.

1. **Graduation Fee.** A fee of \$20.00 must be paid at the time applicant files for graduation. No refunds will be made after the final date for application for graduation or for student graduating in absentia. Caps and gowns may be purchased at the University Bookstore during the three week period prior to graduation.
2. **Library Usage Fee.** A fee of \$2.00 per student for each regular term and \$1.00 per student for each summer term will be collected to cover operating costs of the library that are not currently being met by state appropriations or other local income.
3. **Publication Fee.** A fee of \$5.00 per student for each regular term and \$2.50 per student for each summer term will be collected to cover the expenses involved in the publishing and distribution of class schedules, catalogs, and other published materials.
4. **Computer Usage Fee.** A fee of \$5.00 per semester credit hour will be charged and collected from students to cover the costs of operating, maintaining, and upgrading computer labs available for student use on campus as well as other expenses which the Board of Regents deems necessary or desirable in carrying out the computing functions of Midwestern State University.
5. **International Education Fee.** A fee of \$1.00 per student for each semester will be collected to assist students participating in international student exchange or study programs.

Student Property Deposit. (Sec. 54.502 Tex. Ed. Code). The Board of Regents of Midwestern State University is authorized to charge and collect fees from students to insure the institution against losses, damages, and breakage in libraries and laboratories. The deposit charged and collected will be \$10.00 at the time of enrollment. The deposit shall be returned on the withdrawal or graduation of a student, less any loss, damage, or breakage caused by the student. The deposit will be refunded only with a written request from the student.

Automobile Registration. (Sec. 51.202 Tex. Ed. Code). All students, faculty members, and employees of the University who park or operate a motor vehicle on university property must register such vehicle and obtain and display as directed, a registration decal. This decal is not a parking permit and does not guarantee available parking space, but simply allows legal operation of a motor vehicle on university property.

Parking space for campus visitors and university guests is located behind and west of Hardin Administration Building.

Reservation and Room Deposit. The housing reservation deposit fee serves as an application fee to reserve a room. Once a student occupies a room, the housing reservation/room deposit is indemnity for the University against housing damages. Within 30 days after the close of the semester and upon written request to the Office of Housing, the room deposit may be refunded by the Business Office. Students wishing to leave their deposits to reserve a room for a later date must notify the Office of Housing.

Room and Board Charges and Refunds. Room and board fees for the fall and spring semesters may be paid in full at the beginning of each semester (at registration) or through a selected payment plan. Refunds are based upon the date of departure as verified by the Office of Housing and only if a Housing Departure Notice has been approved and proper check-out procedures have been followed.

Room rent for the summer terms must be paid in full at the beginning of each term (registration).

IF AVAILABLE, a student may request and be assigned to a private room. The additional fee for a private room, one-half of the current semester room rate, must be paid in full at the time of assignment even if the student selects an optional plan for payment of room and board fees. The additional charge for a private room will be prorated if the student is assigned to a private room after a semester has begun.

If a student is approved by the Director of Housing to move out of University Housing and he/she officially checks out of his/her room, a refund of room and board charges will be based upon the date of clearance from Housing. Board refunds are based upon a weekly prorated schedule. Room refunds follow the Registration Fee refund schedule below.

A student has a choice of three meal plans: (1) Ten meals per week (minimum required); (2) fourteen meals per week; or (3) nineteen meals per week. The student selects the plan at the time the application is made to live in University Housing. **A change in meal plan selection can be made at the Housing Office during the second week of the semester.**

For additional information concerning housing requirements, facilities, reservations, deposits, and the current fee schedule, contact the Office of Housing, 3410 Taft Boulevard, Wichita Falls, TX 76308-2099 or at (940) 397-4217.

REGISTRATION FEE REFUNDS

Withdrawal Refunds. A student officially withdrawing from the University is eligible for refund of tuition and fees according to the following schedule:

Regular Semester

- | | |
|---|------|
| 1. Prior to first class day* | 100% |
| 2. During the first 5 class days..... | 80% |
| 3. During the second 5 class days | 70% |
| 4. During the third 5 class days..... | 50% |
| 5. During the fourth 5 class days | 25% |
| 6. After the fourth 5 class days | None |

Summer Term

- | | |
|---|------|
| 1. Prior to first class day* | 100% |
| 2. During the first, second, or third class day | 80% |

- 3. During the fourth, fifth, or sixth class day 50%
- 4. Seventh day of class and thereafter..... None

Trimester

- 1. Prior to the first class day* 100%
- 2. During the first 5 class days..... 80%
- 3. During the second 5 class days 70%
- 4. During the third 5 class days..... 50%
- 5. During the fourth 5 class days 25%
- 6. After the fourth 5 class days None

* Prior to the first official class day.

Withdrawal refunds will be mailed to the address left with the Business Office within four weeks from the date of withdrawal.

Students enrolled in programs that are not campus-based do not pay the Student Union/Center fee or the Medical Service fee. However, if any classes are taken at the main campus in conjunction with classes taken off campus, the Student Union/Center fee and the Medical Service fee are charged.

Dropped Course Refunds. A student dropping a course within the first 12 class days of a regular semester, the first 8 class days of a trimester, or the first 4 class days of a summer term is eligible for a refund of applicable tuition and fees for the course dropped, provided the student remains enrolled at the University for that semester or term. If the first class day of the course or courses being dropped is later than the (12th) twelfth class day of the semester, the date for dropping a course or courses and receiving a refund will be extended to the date the class first meets. Audit fees are refunded in correspondence to dropped courses.

Pro Rata Refunds. The “pro rata” refund applies to any student who is attending the University for the first time, receives Title IV financial aid, and withdraws before completing 60% of the enrollment period. For more information, refer to the Financial Aid section of this catalog or contact the Financial Aid Office.

General. Determining date for refunds is based on the date the application for a refund is received by the Business Office. Refunds will not be made for yearbooks, parking permits, or installment fees without notification from the college/office responsible. Detection of errors during fee assessment is the responsibility of the student.

EXEMPTIONS FROM REGISTRATION FEES

Hazlewood Act (Sec. 54.203 Tex. Ed. Code)

A Texas veteran may be exempted from certain required fees if the veteran:

- 1. was a bona fide legal resident of Texas at the time of entry into service and has resided in Texas for a period of not less than twelve (12) months prior to registration;
- 2. served in the United States armed forces or in certain auxiliary services and received an honorable discharge from the armed forces; and
- 3. is not eligible to receive educational benefits under federal legislation in effect at the time of registration with the following provisions:
 - (a) A student in default on federal or state loan may not receive Hazlewood benefit.
 - (b) A student may receive partial Hazlewood benefit for an amount equal to the difference in their federal benefits and the amount they otherwise would have received through Hazlewood.

A maximum of 150 credit hours may be attempted using the Hazlewood benefit.

The Hazlewood Act exempts a qualifying student from tuition, local tuition, student union/center fee, publication fee, library fee, computer usage fee, medical service fee, and course fees. The student is responsible for the property deposit fee, student service fee, parking, and other optional fees. To obtain this exemption, the veteran must:

1. Apply for Federal Student Aid through the MSU Financial Aid Office. This process must be repeated each spring term. Forms for Federal Aid are available by January 31 of each year and should be completed by April 1.
2. Request a letter from the Department of Veterans Affairs stating ineligibility for Veterans Educational Assistance. The student may request this letter by calling 1-800-827-1000.
3. Provide the original or certified copy of discharge papers DD214. Certified copies are available only from a county clerk.
4. Complete a Statement of Qualifications available from MSU Veterans Affairs Office.

All required documents must be furnished to the MSU Veterans Affairs Office one month before registration when applying for this exemption.

The above exemption of certain fees also extends to children of members of the armed forces who were killed in action or died while in service, who are missing in action, or whose death is documented to be directly caused by illness or injury connected with service in the armed forces of the United States. Exemption also applies to orphans of members of the Texas National Guard and the Texas Air National Guard killed since January 1, 1946, while on active duty.

BENEFITS FOR OTHERS

Deaf and Blind Students (Sec. 54.205 Tex. Ed. Code)

Certain deaf and blind persons who are Texas residents are eligible for exemption from payment of all dues, fees, and enrollment charges. Application for this exemption should be made to the Commissioner, Texas Higher Education Coordinating Board.

Children of Prisoners of War or Persons Missing in Action (Sec. 54.209 Tex. Ed. Code)

Dependent children of any person who is a domiciliary of Texas on active duty as a member of the armed forces of the United States, and who at the time of registration is classified by the Department of Defense as a prisoner of war or as missing in action are eligible for exemption of tuition and fees. Application for this exemption should be made in the Business Office well in advance of the student's registration.

TUITION LIMIT

Concurrent Enrollment in Two Public Institutions of Higher Education (Sec. 54.062 Tex. Ed. Code)

When a student registers at more than one public institution of higher education at the same time, the tuition charges shall be determined in the following manner:

- (1) This student shall pay the full tuition charge to the first institution at which he is registered, and in any event he shall pay an amount at least equal to the minimum tuition.
- (2) If the minimum tuition charge at the first institution is the same as or greater than the minimum tuition

charge at the second institution, then no minimum charge is to be assessed by the second institution but rather, only the per hour charge for the courses involved will be assessed by the second institution.

- (3) The student shall first register at the institution with the lower minimum tuition charge and the second institution shall assess only the difference between the total tuition charge at the first institution and those of the second institution, except that in no case shall the student pay the second institution less than the hourly rates for the courses involved.
- (4) If a student is considered to be a Texas resident and therefore qualified to pay Texas resident tuition rates by one institution at which he is registered, that student shall be considered a Texas resident at each of the institutions at which he is concurrently registered for the purposes of determining the proper tuition charges.

Application for this program should be made at the Registrar and Admissions Office well in advance of registration. Normally the fee slip from the first institution will suffice as proof of registration at the institution.

SCHOLARSHIPS

Applicants should contact the College Dean or Director of Developmental Services for information and deadlines regarding scholarships in the student's major field of study.

Scholarship recipients may be held responsible for repayment of all scholarship funds awarded if the student's academic and/or enrollment status changes during the term in which the scholarship is received.

FINANCIAL AID

The Financial Aid Office (FAO) is located in the Hardin Administration Building, South Wing, or may be reached by phone at (940) 397-4214. Correspondence requesting financial aid information should include: anticipated period(s) of enrollment (fall and/or spring semesters, trimesters, or summer terms); student's classification; previously attended educational institutions; marital or dependency status; and expected major and minor fields of study, if known.

Aid applicants must be accepted for admission to the University and submit all required financial aid paperwork to the FAO before any aid commitment can be made. **Summer transient students** are not eligible to receive financial aid.

REFUND AND REPAYMENT POLICY: A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees, and room/board charges that were paid to MSU for the semester. **HOWEVER**, if the student received financial aid (federal/state/institutional grants, loans, and/or scholarships), all or a portion of the refund will be returned to the financial aid programs. As described below, two formulas exist in determining the amount of the refund. Examples of each refund calculation will be made available upon request.

FEDERAL "RETURN OF TITLE IV AID" POLICY: As mandated by the 1998 Reauthorization of the Higher Education Act, the federal refund formula is applicable to any student receiving Title IV aid, which includes the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Perkins Loan, Federal Stafford Loan (Subsidized and/or Unsubsidized), and Federal PLUS Loans (this refund calculation excludes Federal Work-Study). The federal refund formula provides a return of Title IV aid if the student withdraws before completing at least 60% of the semester. The actual refund percentage is equal to the number of calendar days *remaining in the semester* divided by the *total number of calendar days* in the semester. If any refund remains after the required return of the Title IV aid, the refund will then be used to repay other state/institutional grants and/or scholarships, as detailed below in the State Refund Policy. If any financial aid funds are released to the student prior to the

student's withdrawal (via a refund check as a result of a credit balance on the student's account), the student may then be required to repay all or a portion of the financial aid funds that had been previously released to the student. A student not receiving Title IV aid will have his/her refund calculated using only the State Refund Policy, as detailed below.

STATE REFUND POLICY: A student who withdraws from the University will receive a pro-rated refund of tuition, fees, and room/board charges, in accordance with the following schedule:

Summer Term(s)		Fall/Spring Semester(s)	
1. Prior to the 1 st class day	100%	1. Prior to the 1 st class day	100%
2. During the 1 st , 2 nd , or 3 rd class day	80%	2. During the first 5 class days	80%
3. During the 4 th , 5 th or 6 th class day	50%	3. During the second 5 class days	70%
4. After the 6 th class day	0%	4. During the third 5 class days	50%
		5. During the fourth 5 class days	25%
		6. After the fourth 5 class days	0%

(NOTE: Please consult the current schedule of classes for refund percentages for the trimesters and mini-term.)

An example of the Federal and State Refund Policies: If a student withdraws on Thursday of the second week of classes of a 110 calendar-day semester, and the charge for tuition and fees was \$5,000 and was paid as follows: \$1,200 student loan, \$1,100 Pell Grant, \$2,000 State Grant, and \$700 paid by the student. Under the Federal "Return of Title IV Aid" policy, \$1,200 would be paid on the student loan and \$730 would be returned to the Pell Grant. In addition to this, under MSU's State Refund policy, \$1,150 would be returned to the State Grant and \$420 would be returned to the student. In summary, of \$5,000 in institutional charges, \$3,500 would be refunded to the various financial aid programs.

DISTRIBUTION OF FUNDS: If a student is entitled to receive a refund in accordance with the Federal and/or State Refund Policy, as described above, the refund must be applied to the appropriate program in the following order:

1. Federal Unsubsidized Stafford Loan
2. Federal Subsidized Stafford Loan
3. Perkins Loan
4. PLUS Loan
5. Federal Pell Grant
6. Federal Supplemental Educational Opportunity Grant
7. Other Title IV Aid
8. Other State/Institutional Aid

WITHDRAWAL PROCESS: Any student who desires to withdraw from the University must report to the Dean of Students Office in the Clark Student Center. Following an exit interview with the Dean's Office, the student will be issued a copy of the withdrawal form and the Dean's Office will process the paperwork with the necessary University offices (Business Office, Financial Aid Office, and Registrar's Office).

PRIORITY APPLICATION DEADLINES: For maximum consideration of available funds, the application forms should be completed and the results received in the FAO by the following dates:

April 1	-	Summer
June 1	-	Fall and Spring
June 1	-	Fall only

November 1 - Spring only

Applications filed after the above dates will be considered as availability of funds and time permits.

APPLICATION PROCEDURES: For determination of aid eligibility, the Free Application for Federal Student Aid (FAFSA) must be filed YEARLY. The application should be filed at the beginning of each calendar year to allow for processing time (approximately 2-3 weeks). The FAFSA application may also be downloaded via the internet at <http://www.fafsa.ed.gov> and submitted electronically. The student will then be provided additional forms which will be needed to determine financial aid eligibility for available funds. After the application information is confirmed and eligibility determined, the student will receive an award letter which will detail the award(s) the student may be eligible to receive for the upcoming academic year. Contact the FAO for additional details.

SATISFACTORY ACADEMIC PROGRESS: In accordance with federal law, students enrolled in either the teacher certification program after earning a first or second baccalaureate degree, or master's program are eligible to receive financial assistance. Students who are applying for financial aid for the first time at MSU are subject to the same satisfactory progress requirements, as indicated below, including enrollment periods in which financial aid was not received.

TEACHER CERTIFICATION: A student seeking teacher certification after earning a baccalaureate (or beyond) degree, may be eligible to receive financial aid under the Federal Family Educational Loan Program if he/she has been accepted for admission to the University and has provided the FAO with a copy of his/her approved deficiency plan and letter of acceptance from the College of Education. **Financial aid will only be given for the classes indicated on the deficiency plan.** Only students who are enrolled in required credit courses on at least a half-time basis are eligible to receive financial aid. To maintain Satisfactory Progress requirements, a student seeking teacher certification has financial aid eligibility for a maximum of 60 attempted hours, **including hours accepted in transfer and hours for which no financial aid was received.** However, a student who has any eligibility remaining at the beginning of a given enrollment period can be awarded financial aid for the entire enrollment period. These standards, which are monitored at the end of each enrollment period, require a student to maintain a minimum 2.0 semester grade point average (SGPA) and/or a 2.0 cumulative grade point average (CGPA); the combined summer terms are treated as one enrollment period. A student will not be eligible for financial aid unless he/she has earned the minimum number of credit hours as outlined below:

1. A full-time student who attempts 12, 13, 14, or more hours must receive credit for at least 12 hours,
2. A three-quarter time student who attempts 9, 10, or 11 hours must receive credit for at least 9 hours,
3. A half-time student who attempts 6, 7, or 8 hours must receive credit for at least 6 hours,
4. * A less-than-half-time student who attempts 3, 4, or 5 hours must receive credit for at least 3 hours. A student who attempts 1 or 2 hours must receive credit for 1 hour.
5. Summer Enrollment: A student who enrolls for either, or both, summer sessions with a combined enrollment as follows:
 - (a) A full-time student who attempts 6, 7, 8, or more hours per summer session must receive credit for at least 6 hours,
 - (b) A half-time student who attempts 3, 4, or 5 hours per summer session must receive credit for at least 3 hours.
 - (c) * A less-than-half-time student who attempts 1 or 2 hours per summer session must receive credit for

1 hour.

- * Students enrolled less-than-half-time in the teacher certification program are not eligible to receive financial aid. Additionally, trimester enrollment periods will also affect satisfactory progress. Contact the FAO for additional details.

NOTE: Class drops and withdrawals are considered non-completed hours when determining satisfactory progress.

FAILURE TO MEET SATISFACTORY PROGRESS DIRECTLY AFFECTS FINANCIAL AID ELIGIBILITY AND RESULTS IN THE FOLLOWING:

1. When satisfactory progress is not met, the student will be placed on **FINANCIAL AID PROBATION** but will remain eligible for financial aid. To remove Financial Aid Probation status, and in accordance with the criteria outlined above, the student must receive credit for the same enrollment status (full-time, three quarter-time, half-time, or less-than-half-time) that was attempted when satisfactory progress was not met, **THEN**
2. If Financial Aid Probation is not removed as indicated above and the student fails to meet satisfactory progress during a subsequent enrollment period(s), the student will be placed on **FINANCIAL AID FIRST SUSPENSION**, and will not be eligible to receive financial aid. To reinstate his/her aid eligibility, the student must receive credit for a minimum of 12 semester hours within a maximum of two consecutive enrollment periods, in accordance with the criteria outlined above. Credit for these hours must be earned at MSU and at the student's own expense. When the Financial Aid First Suspension status has been cleared, the student will return to **Financial Aid Probation after First Suspension** but remains eligible for financial aid. To remove **Financial Aid Probation after First Suspension** status, the student must complete a full-time enrollment status (at least 12 hours) within a maximum of two consecutive enrollment periods, **THEN**
3. If **Financial Aid Probation After First Suspension** is not removed as indicated above and the student fails to meet satisfactory progress during a subsequent enrollment period(s), the student will be placed on **FINANCIAL AID SECOND SUSPENSION**, and will not be eligible for financial aid. To reinstate his/her aid eligibility, the student must receive credit for a minimum of 18 semester hours within a maximum of three consecutive enrollment periods, in accordance with the criteria outlined above. Credit for these hours must be earned at MSU and at the student's own expense. When the Financial Aid Second Suspension status has been cleared, the student will return to **Financial Aid Probation after Second Suspension** but remains eligible for financial aid. To remove **Financial Aid Probation after Second Suspension** status, the student must complete a full-time enrollment status (at least 12 hours) within a maximum of **two** consecutive enrollment periods, **THEN**
4. If **Financial Aid Probation after Second Suspension** is not removed as indicated above and the student fails to meet satisfactory progress during a subsequent enrollment period(s), the student will be placed on **FINANCIAL AID DISMISSAL** and will no longer be eligible for any financial aid.

An appeal, which must be made in writing and accompanied by supporting documentation, may be made to the Director of Financial Aid if a student feels extraordinary circumstances have affected his/her ability to meet satisfactory progress. If the appeal is denied by the Director of Financial Aid and the student believes the decision of the Director to be inappropriate, the student may request to have the appeal presented before the Financial Aid Advisory Appeals Committee. The student will be permitted to appear before the committee in order to present his/her case. **Contact the FAO for additional details.**

MASTER'S DEGREE: A student who has been admitted into an approved master's program may be eligible to receive limited grant funds and/or loans through the Federal Family Education Loan Program. **Financial aid will only be given for the classes in which the student receives GRADUATE CREDIT.** To maintain Satisfactory Progress requirements, a student seeking a master's degree has financial aid eligibility for a maximum of 54 attempted graduate level hours, **including hours accepted in transfer and hours for which no financial aid was received.** However, a student who has any eligibility remaining at the beginning of a given enrollment period can be awarded financial aid for the entire enrollment period. These standards will be monitored at the end of each enrollment period. A student will not be eligible for financial aid unless he/she has earned the minimum number of credit hours as outlined below:

1. A full-time student who attempts 9, 10, 11, or more hours must receive credit for at least 9 hours,
2. A three-quarter time student who attempts 6, 7, or 8 hours must receive credit for at least 6 hours,
3. A half-time student who attempts 3, 4, or 5 hours must receive credit for at least 3 hours,
4. *A less-than-half-time student who attempts 1 or 2 hours must receive credit for at least 1 hour,
5. Summer Enrollment: A student who enrolls for either, or both, summer sessions with a combined enrollment of:
 - (a) 6 or more hours must receive credit for at least 6 hours.
 - (b) less than 6 hours must receive credit for at least 3 hours.
 - (c) *1 or 2 hours must receive credit for at least 1 hour.

* Students enrolled less-than-half-time in the master's program are not eligible to receive any financial aid. Additionally, trimester enrollment periods will affect satisfactory progress. Contact the FAO for additional details.

NOTE: Class drops and withdrawals are considered non-completed hours when determining Satisfactory Progress.

FAILURE TO MEET SATISFACTORY PROGRESS DIRECTLY AFFECTS FINANCIAL AID ELIGIBILITY. When a student fails to meet satisfactory progress, the student will not be eligible to receive financial aid *until credit has been earned for the same number of hours that were attempted when satisfactory progress was not met.* These hours must be completed at MSU during a **single enrollment period and at the student's own expense.** An appeal, which must be made in writing and accompanied by supporting documentation, may be made to the Director of Financial Aid if a student feels extraordinary circumstances have affected his/her ability to meet satisfactory progress. If the appeal is denied by the Director of Financial Aid and the student believes the decision of the Director to be inappropriate, the student may request to have the appeal presented before the Financial Aid Advisory Appeals Committee. The student will be permitted to appear before the committee if the student so desires in order to present his/her case. **Contact the FAO for additional details.**

GRANTS

(do not require repayment)

Texas Public Educational Grant (TPEG): *Need must be established by filing the FAFSA.* Available to eligible students who have need and meet other eligibility requirements.

Other Federal, State and Institutional Grants: *Need must be established by filing the FAFSA.* Available to students who have need and meet other eligibility requirements.

LOANS

(require repayment)

Federal Subsidized Stafford Loan: *Need must be established by filing the FAFSA* prior to processing the loan's Master Promissory Note (MPN) and subsequent annual "serial" notes. The loan funds are obtained and disbursed through the FAO via Electronic Funds Transfer (EFT) in cooperation with the student's bank or other participating lending institution. Repayment of principal and interest begins after the student ceases to be enrolled on at least a half-time basis and a six-month "grace period" has expired.

Federal Unsubsidized Stafford Loan: *Not need-based but eligibility must be determined by filing the FAFSA* prior to processing the loan's Master Promissory Note (MPN) and subsequent annual "serial" notes. The loan funds are obtained and disbursed through the FAO via Electronic Funds Transfer (EFT) in cooperation with the student's bank or other participating lending institution. Repayment of interest is encouraged as it accrues while the student is enrolled. Repayment of principal begins after the student ceases to be enrolled on at least a half-time basis and a six-month "grace period" has expired.

Federal PLUS Loan: *Not need based but eligibility must be determined by filing the FAFSA* prior to processing the loan's Master Promissory Note (MPN) and subsequent annual "serial" notes. Available to the parent of an enrolled, dependent student. The loan funds are obtained and disbursed through the FAO via Electronic Funds Transfer (EFT) in cooperation with the student's or parent's bank or other participating lending institution. Repayment of interest begins within 60 days from the date the loan funds are disbursed. Principal repayment can be deferred under certain conditions.

Emergency Tuition and Fee Loan (ETFL): *Eligibility must be determined by the Financial Aid Office.* Maximum loan may not exceed 50% of tuition and fees. A \$22.50 loan origination fee and a nominal service charge are added to this loan. Repayment is due as scheduled during the semester, trimester, or summer term(s) in which it is borrowed, or upon official withdrawal from school.

PART-TIME EMPLOYMENT

College Work-Study: *Need must be established by filing the FAFSA.* Federal and state programs offer up to 20 hours per week of on-campus/off-campus employment. Early applicants have the maximum opportunity to receive college work-study funds as part of an overall financial aid package.

Off-Campus/On-Campus Employment: *Not need based.* Interested students should contact the MSU Career and Testing Services Office (940-397-4215) located in the Clark Student Center, for additional information.

OFFICE OF VETERANS AFFAIRS

The purpose of the Office of Veterans Affairs is to assist and advise veterans regarding a program of higher education most suited to their educational and career aspirations.

Information about veterans' educational benefits can be obtained at the Office of Veterans Affairs, Hardin South.

DETERMINATION OF RESIDENCE FOR TUITION PURPOSES

Residence for tuition purpose is determined by state law for state-supported colleges, and as such is subject to change by the Texas Legislature. Additional information may be obtained from the Office of the Registrar and Admissions. The following is furnished to explain the basic rules concerning residence under the present law:

1. The residence status of a student under 18 years of age or who is a dependent is considered to be the same as the parents. If parents are divorced, a minor has the same residence status as the parent with whom he/she is residing. "Dependent" means an individual who is claimed as a dependent for federal income tax purposes by the individual's parent or guardian at the time of registration and for the tax year preceding the year in which the individual registers. The residence of a person other than a parent or a natural or legal guardian, who may furnish funds for payment of tuition, fees, or living expenses shall in no way affect the residence classification of a minor.
2. A student 18 years of age or older who comes from out of state is considered a non-resident for tuition purposes as long as he/she remains in Texas for educational purposes.
3. Residence for tuition purposes is established by domicile residence in the state for 12 months and actions unequivocally indicative of a fixed intention to become a Texas resident.
4. Persons in the U.S. military service and their dependents, who are not Texas residents, are eligible for a non-resident tuition waiver provided they are assigned to a permanent duty station in Texas. Military personnel who have maintained their official Home of Record or legal residence as Texas for at least 12 months prior to registration are considered to be Texas residents. Non-resident military personnel must submit certification of active duty in Texas at each registration to be eligible for waiver of non-resident tuition fees. This section also applies to students who have signed a military contract, with obligation to active duty after graduation, and who are enrolled in an advanced military science (ROTC) program at a Texas institution.
5. An individual who would have been classified as a resident for the first five of the six years immediately preceding registration but who resided in another state for all or part of the year immediately preceding registration shall be classified as a resident student.
6. Residents who move out of state will be classified as nonresidents immediately upon leaving the state, unless their move is temporary (generally less than five years) and residence has not been established elsewhere. Conclusive evidence must be provided by the individuals supporting their present intent to return to the state.
7. An alien is considered to be a non-resident unless he/she is in the United States on an immigrant visa. Students on immigrant visas are classified in reference to resident status the same as United States citizens.
8. A student classified as a non-resident retains that classification until he/she petitions for a reclassification and provides clear and unequivocal proof of residence to the Office of the Registrar and Admissions. Such

classification will be retained as long as the student is considered to be in the State for the purpose of attending school. A non-resident who marries a resident must establish his or her own residency by meeting the standard requirements.

9. Review of residence status and reclassifications are made when a student files necessary documentation with the Office of the Registrar and Admissions. Such documentation must be on file no later than the official enrollment date to be valid for any given semester, trimester, or summer term(s) and subsequent enrollments.

STUDENT SERVICES

The primary purpose of the office of the Vice President for Student and Administrative Services is the planning and administration of a variety of programs, services, and activities for students that are compatible with the philosophy and objectives of the University. Programs are based on the assumptions that teaching-guidance-counseling are one and the same, that individual and group counseling are vital to the realization of positive academic performance, and that student developmental programs and extracurricular activities possess significance and are of value in the total growth and development of students.

STUDENT RIGHTS

Midwestern State University is an academic community in which all persons share responsibility for its growth and continued well being. As members of the University community, students can reasonably expect the following:

A. In all instances of general discipline, the student has the right to due process. Due process, as applied to student-University relationships and the disciplinary process, is equated with fundamental and procedural fairness.

B. Students have the right to freedom from discrimination on the basis of race, sex, age, religion, creed, national origin, disability, or sexual orientation.

C. MSU considers freedom of inquiry and discussion essential to a student's intellectual development. Thus, the University recognizes the right of all students to engage in discussion, to exchange thought and opinion, and to speak, write, or print freely on any subject in accordance with the guarantees of Federal and State laws.

D. The University affirms the right of students as citizens to exercise their freedoms without fear of University interference for such activity.

E. Students have the opportunity to participate in the formulation of policy directly affecting students through membership on appropriate committees as determined by the President of the University, the student government, and other recognized groups within the University.

F. Students shall have ready access to established University policies and procedures.

G. Students, as members of the University community, have the responsibility to participate in any of the disciplinary proceedings and to testify as a witness when reasonably notified. Self-incrimination is not intended or construed.

H. Students are free to engage in peaceful and orderly protest, demonstration, and picketing at times and in areas designated by the University which do not disrupt functions of the University.

I. Students are protected from unreasonable searches and seizures.

HUMAN DIGNITY STATEMENT

Midwestern State University is committed to equitable, civilized, and concerned treatment for all individuals without regard for race, gender, creed, disability, or national origin. As members of the academic community, students enjoy the privileges and share the obligations of the larger community of which the University is a part. Students are entitled to the privileges which accrue to them by virtue of their membership. These privileges carry with them the obligations of responsible citizenship.

FREEDOM OF EXPRESSION - Freedom of discussion, inquiry, and expression is fostered by an environment in which the privileges of citizenship are protected and the obligations of citizenship are understood.

EACH PERSON HAS WORTH AND DIGNITY - It is imperative that students learn to recognize, understand, and celebrate human differences. Universities can, and indeed must, help students become open to the differences that surround them. Differences such as race, religion, age, gender, culture, physical ability, nationality, and lifestyle are learned best in collegiate settings that are rich with diversity, and they must be learned if the ideals of human worth and dignity are to be advanced.

BIGOTRY CANNOT BE TOLERATED - Any expression of hatred or prejudice is inconsistent with the purposes of higher education in a free society. So long as bigotry exists in any form in the larger society, it will be an issue on the college campus. There must be a commitment by the institution to create conditions where bigotry is forthrightly confronted.

RESPONSIBILITY OF STUDENTS - Midwestern State University actively promotes the philosophy that students are responsible for their own lives and learn responsibility when they bear the consequences of their actions and inactions in an environment marked by caring and support.

DEAN OF STUDENTS

The Dean of Students is available for general counseling, information, or assistance with any phase of campus life. The Dean of Students' Office, in support of the overall mission of the University, promotes the following precepts:

- Students are our most valuable resource.
- Higher education has a responsibility to assist in the development of the whole person both in and out of the classroom.

Toward this end, programs are offered to meet the needs of a diverse student body.

The Dean's Office also administers the Code of Student Conduct, coordinates withdrawals from the University, issues policy interpretations upon request, supports leadership opportunities for students, advises the Artist-Lecture Series Committee, provides special assistance for notification of faculty in emergency situations (i.e., death in the family), and serves as the initial contact for student traffic appeals. For additional information, contact the Dean of Students' Office at (940) 397-4291.

CLARK STUDENT CENTER

The Clark Student Center is the “living room” of the campus where students, faculty, staff, and guests can enjoy themselves with many of the comforts of home. It promotes learning by providing programs that broaden the learning experiences and enhance the quality of life of the Midwestern State University community. The Clark Student Center is the community center of the campus -- a lounge, recreation area, leadership laboratory, conference center, classroom, place to dine and shop, and much more.

Facilities in the Clark Student Center include lounges, dining rooms, food court, kitchen, banquet room, bookstore, coffee shop, convenience store, computer lab, recreation center, career and testing center, multi-cultural center, information desk, student organization work center, meeting rooms, and administrative offices.

The following administrative offices are located in the Clark Student Center: Dean of Students, Director of Student Center, Director of Student Activities, Director of Student Development, Career and Testing Services, Student Center Office, Campus Dining Services, Student Government, Wai-Kun, University Programming Board, and Student Organizations.

Most of the facilities and services in the student center are free to students and student organizations. Bulletin board space and display cases are available for use by student organizations. Meeting rooms can be reserved through the student center office where the campus master calendar is maintained. Student, staff, and faculty I.D.'s are processed and distributed through the student center information desk as well as ticket sales for campus activities such as the Honors Recognition Banquet and the Artist-Lecture Series.

COUNSELING

The Counseling Center provides confidential, professional counseling assistance to students for personal, relationship, academic, and vocational concerns. Counselors can assist with stress management, study skills, depression, time management, test anxiety, testing and assessment, referral, and other student needs. Administration of various interest and personality tests is also available. In addition, the Center provides a Resource Room which contains handouts, relaxation tapes, and study aids. Career exploration is also available with *DISCOVER*, a comprehensive computer guidance system.

All counseling services are free to currently enrolled students. A student may request help directly or be referred by staff or faculty. Adequate time will be provided to assist students with their concerns, although the Counseling Center cannot provide long-term individual counseling. Referral assistance is provided when appropriate.

Students may contact the Counseling Center for an appointment in Hardin South, Room 211 or call (940) 397-4618.

SERVICES FOR DISABLED

It is the policy of Midwestern State University that no otherwise qualified disabled person be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in any educational program or activity at the University. The Director of the Counseling Center serves as coordinator of accommodations for students with disabilities and should be contacted concerning initial enrollment, scheduling, and other arrangements. Students are strongly encouraged to contact the Counseling Center as soon as possible before registration to ensure adequate assistance time. The Texas Rehabilitation Commission and the Texas Commission for the Blind work closely with the Counseling Center to provide support services for students who qualify. The ADA Coordinator is the Director of Counseling. The Counseling Center may be contacted at (940) 397-4618, TTY at (940) 397-4515, or in Hardin South, Room 211.

CAREER AND TESTING SERVICES

The Career and Testing Services Office provides a number of programs to assist students, faculty, alumni, and staff with career counseling and information, part-time employment opportunities, and full-time employment. Available services include: web page listing of part-time/full-time job listings, calendar of events, testing schedules, seminars and workshops, career development advising, job fairs, education job fair, interest and personality assessments, on-campus recruiting, mock interviews, career resource library, and referrals.

Additionally, the Career and Testing Services Office administers and/or has information on the following exams: American College Test (ACT), College Level Examination Program (CLEP), correspondence exams, English Usage Exam, Examination for the Certification of Educators in Texas (ExCET), General Education Development Test (GED), Graduate Management Admission Test (GMAT), Graduate Record Exam (GRE), Law School Admission Test (LSAT), Medical College Admission Test (MCAT), Miller Analogies Test (MAT), The Praxis Series Exams, Texas Academic Skills Program Test (TASP), Test of English as a Foreign Language (TOEFL), and university placement exams.

Individuals can access the Career and Testing Services web page at www.mwsu.edu/~career/. Students interested in any phase of career and testing services are invited to contact the Career and Testing Services Office.

STUDENT ACTIVITIES

The primary focus of student activities at Midwestern State University is to provide a well-rounded program of activities--social, recreational, and cultural. In addition, there is an attempt to assist student organizations in developing new and innovative approaches to leadership and activities. A major contributor to the overall programming for students is the University Programming Board. This group of students provides various types of programs through the use of student service fee funds, i.e., films, concerts, dances, forums, and special events. The UPB Office is located in the Clark Student Center and all students are welcome to join and contribute.

STUDENT DEVELOPMENT

The Office of Student Development encompasses the following areas of interest to graduate students.

Leadership Development. Students are offered the opportunity to build leadership skills that can be utilized both throughout their college career and in their lifelong learning. We offer a Leadership MSU course in the fall semester and a Leadership Conference in January, as well as workshops throughout the semester.

Community Service Station. The Service Station offers students a place to explore volunteer opportunities in the community. The Service Station will pair you with a local business or non-profit organization in need of volunteers, for a one-time event, or for continuous support. It is a great opportunity to get to know the area, and help others in need.

Multicultural Programming. Students are given a chance to explore the many diverse backgrounds represented at MSU. The Minority Unity Council provides diverse programming and activities for our student body.

PUBLICATIONS

The *Wichitan* is a weekly newspaper which records the activities and reflects the spirit of the University. The publication seeks to present announcements of the coming events, to report the news of happenings in the different phases of university activity, to furnish students and teachers a democratic medium of expression on university problems, and to afford an opportunity for students of journalism to test their talents.

The *Wai-Kun* is Midwestern State University's yearbook. It is a pictorial record of the college year including extra-curricular as well as academic pursuits. It includes pages and sections for the academic areas, student activities and organizations, and class pictures.

Voices is the campus magazine. It provides a vehicle for the ideas, opinions, and creative efforts of the total University community.

UNIVERSITY HOUSING & RESIDENCE LIFE

University housing is a vital component of the total Midwestern campus community. The housing and residence life program supports the educational mission of the University through programs, activities, professionally trained staff, and well-maintained facilities. University housing strives to provide a residential environment conducive to meeting the academic, social, cultural, and personal/developmental needs of all resident students.

The University currently has four residence halls with a combined capacity for 693 students. The buildings are air-conditioned with rooms designed for double and single occupancy. Special suites for disabled students are available. Each hall is furnished with study lounges, social lounges, laundry facilities, exercise rooms, and vending services. A computer lab offers extended hours of operation.

In addition to the traditional residence halls, the University offers housing for 40 residential students and 14 families in apartments adjacent to the campus.

Graduate students are eligible to live in university housing as space is available.

Students residing in the residence halls are required to purchase a meal plan in the university dining room. Three meal plans are available:

1. Ten meals per week
2. Fourteen meals per week
3. Nineteen meals per week

Students residing in university apartments are not required to purchase a meal plan. However, if they wish, they may purchase any of the above meal plans or they may purchase a commuter meal ticket.

VINSON HEALTH CENTER

Prevention is the primary goal of the Vinson Health Center. The health center staff includes a full-time registered nurse, assisted by a licensed vocational nurse. Physician services are provided by local physicians specializing in family practice. The scope of the health center includes treatment of students' acute illnesses and injuries. The health center utilizes a focus on preventative medicine to enable students to maintain a state of optimal health. The health center serves as a resource for developmental programming in areas of health promotion, health maintenance, and health education. Students may contact the Vinson Health Center by calling 940-397-4231.

Health Data Report

Each student entering Midwestern State University for the first time, regardless of course load or classification, is required to provide the University with a self-declared health data report.

Hours

1. The health center is open from 7:45 a.m. until 4:45 p.m. Monday through Friday in fall and spring semesters.
2. The health center is open 8:00 am. to 1:00 p.m. Monday through Friday in summer sessions.
3. During a current semester, an enrolled student may obtain an after-hours referral for an illness or injury needing immediate care. Students should contact 1) a residence life staff member (for campus residents); 2) university police (for off campus students); 3) intramural official (for intramural injuries only); or 4) athletic trainer (for athletic injuries only).
5. The health center services are available only while classes are in session.

Student Insurance

Midwestern State University offers an optional student insurance plan which is tailor-made to meet the needs of students. This hospitalization policy covers a participant on campus, during vacation, and at home for a full 12-month period. Application forms and information pertaining to this plan are available at the Vinson Health Center. All international students are required to provide proof of this insurance (including repatriation) or equal coverage (including repatriation) to the designated university official.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

Midwestern State University maintains educational records for each student who is or has been officially enrolled.

Areas in which student records are maintained:

- A. Admissions/Academic Records
Office of the Registrar and Admissions
- B. Financial Records
Business Office
- C. Financial Aid Records
Financial Aid Office
- D. Placement Records
Career and Testing Services
- E. Progress Records
Faculty Offices
- F. Disciplinary Records
Dean of Students' Office
- G. Athletics Records
Athletics Office
- H. Occasional Records
University staff person who maintains minutes of faculty or committee meetings or copy of correspondence.

Directory Information. This is information which may be released to the general public without the written consent of the student. A student may request that the Directory Information be withheld from the public by making written request to the Office of the Registrar and Admissions during the first 12 class days of a fall or spring semester, first 8 class days of a trimester, or the first 4 class days of a summer term. This request will apply only to the current enrollment period. The following items have been designated Directory Information:

- A. Name
- B. Date and Place of Birth
- C. Current and Permanent Address (including E-mail address)
- D. Telephone Listing
- E. Major and Minor Fields of Study
- F. Number of Hours Enrolled in Current Semester
- G. Classification
- H. Participation in Officially Recognized Activities and Sports
- I. Weight and Height of Members of Athletic Teams
- J. Dates of Attendance
- K. Degrees and Awards Received

L. All Previous Educational Agencies or Institutions Attended.

M. Photographs

Review of Record. Students who desire to review their record may do so upon written request of the appropriate record custodian. The Review Request Form must identify as precisely as possible the records to be reviewed.

Challenge to Accuracy of Record-keeping. Students who desire to challenge the accuracy of their record should follow the procedure outlined below:

Informal Review. Follow the procedure as outlined for *Review of Record*. The Official will summarize action taken on Review Request form. This should be signed and dated by review official and maintained with student's record. If the Informal Review does not clarify the question of accuracy of record-keeping, the student may request a Formal Review.

Formal Review. The Vice President for Academic Affairs will chair and appoint a committee to hear challenges concerning academic records. The Vice President for Student and Administrative Services will chair and appoint a committee to hear challenges concerning non-academic records. The student shall be afforded a full and fair opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. The student may be assisted by one or more individuals, including an attorney.

The Vice President will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence presented and the reasons for the decision. If the University's decision is that the challenged information is not inaccurate, misleading, or in violation of the student's right of privacy, the student will be notified that he has a right to place in the record a statement commenting on the challenged information and/or a statement setting forth reasons for disagreeing with the decision.

The statement will be maintained as part of the student's education records as long as the contested portion is maintained. If MSU discloses the contested portion of the record, it must also disclose the student's statement. If MSU decides that the information is inaccurate, misleading, or in violation of the student's rights of privacy, it will amend the record and notify the student, in writing, that the record has been amended.

Students have a right to consent to disclosures of personally identifiable information contained in their education records, except to the extent that FERPA authorizes disclosure without consent. The following exceptions permit disclosure without consent:

- a. Disclosure without consent is permitted to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the university has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- b. The Higher Education Amendments of 1998 allow disclosure of the final results of a student disciplinary proceedings involving students found to have committed a disciplinary offense that would constitute a "crime of violence" (or a nonforcible sex offense) under federal law, specifically the name of the student found to have committed the offense, the violation committed, and any sanction imposed.
- c. The 1998 FERPA amendments also allow institutions of higher education to disclose to a parent or legal guardian of a student under the age of 21 years information regarding the student's violation of any federal, state, or local law, or any institutional rule or policy, related to the use or possession of alcohol or a controlled substance.

Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by Midwestern State University to comply with the requirements of FERPA.

GRADUATE PROGRAMS

Biology

Business Administration

Computer Science

Counseling

Education

English

Health Services Administration

History

Kinesiology

Mathematics

Nursing

Political Science

Psychology

Public Administration

Radiologic Sciences

BIOLOGY

**Norman Horner, Dean
College of Science and Mathematics**

**William B. Cook, Chair
Biology Program**

**Magaly Rincón-Zachary
Graduate Coordinator**

Graduate Faculty: Cate, Cook, Grimes, Horner, Rincón-Zachary, Stangl

Emeritus Faculty: Dalquest

The College of Science and Mathematics offers the Master of Science degree with a major in biology. A minor in biology at the graduate level is also offered.

Admission Requirements

Admission to the degree program will be determined by the Biology Admissions Committee upon receipt of a complete Application for Admission to the Graduate Program in Biology at Midwestern State University, available at the Biology Office. The student must also complete an application for admission to the University which is available at the Office of the Registrar and Admissions. Admission will be based, in part, on the following criteria:

1. Undergraduate degree from a regionally accredited college or university.
2. Undergraduate background
 - a. Twenty-four (24) semester hours in biology from an approved institution, including 12 semester hours advanced (junior or senior) level courses.
 - b. One year of physics.
 - c. One and one-half years of chemistry, including one semester of organic chemistry.
3. Unconditional admission
 - a. Admission index score of 1400 or greater, computed by adding the GRE verbal and quantitative combined score to the product of 200 and the GPA on the last 60 hours of undergraduate work (excluding community college work); or an admission index of 1300 or greater and unanimous acceptance by an examining committee, consisting of three persons appointed by the program coordinator.
 - b. Fulfillment of all conditions under item 2 above.
4. Conditional admission
 - a. Admission index score as for unconditional admission, item 3a, above.
 - b. Pending completion of requirements under item 2 above, leveling work is to be completed prior to the appointment of the graduate advisory committee.

Major

30 semester hours of approved courses including Biology 5013, 6983 and 6993; additional courses, excluding 5911, 5912, and 5913, to be specified by graduate advisory committee.

Minor

A minimum of 12 semester hours of approved courses, with the exception that secondary education majors selecting a divided minor may be approved for a nine-hour minor by the college dean.

COURSES IN BIOLOGY (BIOL)

See undergraduate bulletin for 3000 and 4000 level courses.

Prerequisites for all graduate courses in biology are graduate standing and consent of the instructor.

5003. Current Topics in Biology 3(3-0)

This course is designed for public school teachers of biology who are seeking to stay abreast of new developments in biology. Topics will include zoology, botany, genetics, physiology, and microbiology. May be repeated once with consent of the graduate coordinator.

5013. Literature and History of the Biological Sciences 3(3-0)

Methods of data retrieval, biological literature, illustrations, graphs and tables, presentation of results, treatment for publication, editorial practices of biological journals, abstracting techniques, and history of the discipline.

5043. Human Genetics 3(3-0)

Principles of genetics as applied to human beings. Special reference to causation of heritable disorders and to gene flow in populations.

5143. Evolution and Systematics 3(3-0)

Study of organic evolutionary processes, including mutations, genetic drift, patterns and rates of change, and how this knowledge is used to determine systematic relationships of taxa.

5233. Mammalogy 3(2-3)

Structure, history, distribution, and natural history of mammals, with special emphasis on those forms found in Texas.

5242. Biochemistry Laboratory (same as Chemistry 4242) 2(0-4)

Experimental methods in biochemistry, including quantitative and qualitative techniques, enzyme kinetics, and separation methods for biomolecules.

5243. Biochemistry (same as Chemistry 4243) 3(3-0)

The structures and properties of biomolecules, enzyme kinetics and mechanism of action, and metabolic energy-yielding pathways.

5253. Biochemistry (same as Chemistry 4253) 3(3-0)

Prerequisite: BIOL 5243.

Oxidative phosphorylation, intermediary metabolism, membrane transport, hormone action, replication, transcription, and translation of genetic information.

5443. Histology 3(2-2)

Cytology and histology of epithelium, connective tissue, muscular tissue, nerve tissue, and organology.

5463. Plant Anatomy 3(1-4)

Examination of cells and tissues that constitute the plant body.

5553. **Biological Electron Microscopy** 3(1-4)
 Theory and application of procedures for transmission and scanning electron microscopy of biological material, including ultra-thin sectioning, coating and micrography.
5564. **Plant Physiology** 4(3-3)
 Examination of the physiological processes of higher plants; C-3, C-4 and CAM photosynthesis; photorespiration; phytochrome- and chrytochrome-mediated responses; tropisms, hormonal, and environmental control of plant growth.
5633. **Advanced Topics in Molecular Biology** 3(3-0)
 Discussions of current topics of interest in cellular biology. May be repeated once with consent of the graduate coordinator.
5693. **Tropical Rainforest Ecology** 3 semester hours
 An introduction to the neotropical rainforest which includes topics on biodiversity of plants and animals, climate, deforestation and conservation, ecotourism, and other pertinent topics. An organized 10-14 day field trip to a neotropical rainforest is required.
5743. **Araneology** 3(1-4)
 Classification, physiology, ecology, food habits, and distribution of spiders and related forms. Emphasis on local fauna. Field trips required.
- 5911, 5912, 5913. **Special Problems** 1-3 semester hours
 Directed research in specialized areas of biology. A minimum of 45 laboratory hours per semester hour credit.
6003. **Seminar** 3 semester hours
 May be repeated for credit.
- 6983, 6993. **Thesis** 6 semester hours

BUSINESS ADMINISTRATION

**Yoshi Fukasawa, Dean
College of Business Administration**

**Henry Van Geem
Graduate Coordinator**

Graduate Faculty: Bauer, Bultena, Du, Duan, Fritzsich, Fukasawa, Harmel, C. Harris, T. Harris, Harvey, Krienke, Martinez, Matthews, McCullough, Patin, Patterson, Porter, Ramser, Tilker, Van Geem, Walker, Welch, and Williams

Emeriti Faculty: Madera, Rountree

OBJECTIVES

The objective of the master's degree in business administration is to qualify individuals for professional positions of challenge in today's rapidly changing world of business. The master's degree is especially valuable for those who want to move up in their position commensurate with capability. It is also a vital basis for advanced preparation leading to positions of college teaching.

The MBA degree program is accredited by the Association of Collegiate Business Schools and Programs.

THE DEGREE PROGRAM

The courses for the MBA at Midwestern State University are offered in essentially an evening program. But the courses are offered in such a manner that a student may conveniently elect either a full-time or a part-time status. Courses generally range from 5 to 30 students and offer individual attention, flexibility, and informality.

APPROACH

The MBA program is designed to equip the student with a "generalist" business perspective involving:

- (a) the basic understanding of the various disciplines and functions of the broad field of business;
- (b) the conceptual skill and perspective necessary to visualize the place that business and its leaders occupy in society and how business interacts with its total setting;
- (c) the analytical ability needed to tackle the ever-changing problems and situations of modern business.

ADMISSION REQUIREMENTS

Entrance into the MBA program is open to business students as well as students without any previous business courses, provided that each applicant meets the general requirements for admission to graduate studies. (See the Academic and University Information section of the catalog.)

The general requirements for admission to the MBA program are:

- (a) a bachelor's degree in any field from a regionally accredited college or university;
- (b) a minimum score of 400 on the GMAT;
- (c) a total of 1000 points based on the formula: 200 times the GPA (4.0 system) on the last 60 hours of

undergraduate work attempted (excluding community college work), plus the GMAT score.

NOTE: A student who makes less than 400 on the GMAT will NOT be admitted regardless of GPA. A student who does not meet the admission requirements may retake the GMAT and/or take additional 3000-4000 business courses to raise the GPA.

A student whose native language is not English must score at least 550 on the TOEFL paper-based exam and 213 on the computer-based exam.

A student who has not taken the GMAT may enroll in graduate courses, but the student must take the GMAT during the first semester of enrollment. No more than six (6) hours of graduate work can be taken without meeting the admission requirements. Students not successfully completing the GMAT during their first semester of enrollment in graduate courses will be suspended from the MBA program. Students may be re-admitted the semester immediately following the successful completion of the GMAT and meeting the admission index.

The prospective MBA student should counsel with the graduate coordinator in the College of Business Administration before initial registration. This counseling will include conditions of admission and specific course requirements.

DEGREE REQUIREMENTS

The MBA degree may be earned under either a thesis or non-thesis plan. Under the thesis plan, the student must satisfy the common body of knowledge plus 33 semester hours of graduate level courses (which includes a minimum of 6 hours of thesis). Under the non-thesis plan, the student must satisfy the common body of knowledge plus 36 hours of graduate level courses. There is also an MBA option under Health Services Administration; see page for requirements.

COMMON BODY OF KNOWLEDGE COURSES

All candidates for the MBA degree must satisfy the common body of knowledge requirements. These courses are essential in the student's preparation for advanced study in business.

ACCT 2143	Financial Accounting <i>and</i>
ACCT 2243	Managerial Accounting
	or
ACCT 5023	Survey of Accounting Principles
ECON 2333	Macroeconomics <i>and</i>
ECON 2433	Microeconomics
	or
ECON 5023	Economic Concepts
BUAD 3213	Business Statistics I
FINC 3733	Business Finance
MGMT 3013	Organizational Behavior
MKTG 3723	Principles of Marketing

Note:

1. Please see course listings for prerequisites for each course.
2. A student who has satisfactorily completed course(s) at an accredited institution which is/are equivalent to the common body of knowledge course(s) may have those course(s) waived. The equivalency will be determined by the graduate coordinator and the program responsible for the course.

3. The 2000-3000 level common body of knowledge courses are not graduate level courses and may be taken before meeting the admission index. These courses will be included as part of the last 60 hours in computing the student's undergraduate GPA.
4. A student may satisfy the common body of knowledge requirements with College Level Examination Program (CLEP) exams. The student must make a score equivalent to a "B" or higher to receive credit for a course by examination. Credit from DAN TES will not be accepted.
5. The student should complete all or most of the common body of knowledge courses before enrolling in the graduate courses.
6. A student who is not proficient in the microcomputer should take BCIS 2153 Microcomputer Applications.

GRADUATE COURSES

The candidate for the MBA degree may follow either of the plans described below.

PLAN I: THESIS ROUTE (33 hours)

ECON 5113	Managerial Economics or ECON 5143 Macroeconomics
ACCT 5213	Cost Analysis and Control
MGMT 5443	Current Issues in Organizational Behavior
MKTG 5513	Seminar in Marketing
BUAD 5603	Advanced Applied Business Statistics
FINC 5713	Financial Administration
MGMT 6883	Seminar in Business Policy
Six (6) semester hours of approved electives	
BUAD 6983	Thesis
BUAD 6993	Thesis

An oral defense of the Thesis follows the completion of the Thesis project.

PLAN II: NON-THESIS ROUTE (36 hours)

ECON 5113	Managerial Economics or ECON 5143 Macroeconomics
ACCT 5213	Cost Analysis and Control
MGMT 5443	Current Issues in Organizational Behavior
MKTG 5513	Seminar in Marketing
BUAD 5603	Advanced Applied Business Statistics
FINC 5713	Financial Administration
MGMT 6883	Seminar in Business Policy
Fifteen (15) semester hours of approved electives	

The student who chooses the non-thesis option must submit a research paper before graduation. The purpose of the research paper is to show that the student can do research and report the findings. A paper written for a graduate class may be the basis of the research paper if the paper meets the requirements. The research paper should follow the guidelines established by the faculty from the College of Business Administration and must be approved by the student's graduate advisory committee.

The approved research paper must then be submitted to the College Dean for final approval before the final oral examination is held. The research paper must be submitted to the College Office at least three weeks before the end of the semester.

ELECTIVE HOURS

The elective hours must be approved by the graduate coordinator. The electives may be taken in business or other Midwestern State University graduate programs, subject to the following rule. A maximum of six hours of elective graduate work may be approved from the following:

- (1) undergraduate (3000-4000 level) business courses;
- (2) graduate level courses transferred from other universities;
- (3) graduate courses from Midwestern State University graduate programs other than Business Administration;
or
- (4) dual listed courses which have both graduate and undergraduate numbers.

The exception to this rule is the student who takes the Health Services Administration option.

GRADUATE ADVISORY COMMITTEE

A graduate advisory committee should be appointed after the student has completed the common body of knowledge courses and a total of 15 graduate hours toward the degree. The student will ask a graduate faculty member to serve as chair. After obtaining approval, the student will contact the MBA coordinator who will appoint the two other members of the committee. The function of the advisory committee is to recommend course work, supervise the research paper or thesis, and administer the final oral comprehensive examination.

GRADES FOR GRADUATE STUDY

Graduate students are expected to do uniformly high quality work. Only grades of A, B, and C are acceptable in graduate courses. (Only grades of A and B are acceptable for graduate courses transferred from another university.)

The graduate student who is following Plan I, the Thesis option, must have a B average in graduate work to be eligible to enroll in thesis courses. In order to graduate a student must have at least an overall B average (3.0 cumulative grade point average) in courses taken for graduate credit.

When a student has received three grades of C or below in graduate courses attempted, the student will be dismissed from the graduate program and will not be eligible to re-enroll.

REQUIREMENTS FOR THE THESIS/RESEARCH PAPER

The paper should be typed on 25 percent cotton content, thesis bond paper and reproduced on an acceptable good quality bond. A minimum of three copies of the thesis is required and a minimum of one copy of the research paper is required. The student should check with the graduate advisory committee to determine if more copies are needed. The three copies of the thesis or the one copy of the research paper which have been approved and signed by the advisory committee must be submitted to the College Dean at least three weeks before the end of the semester.

JOINT MBA/BBA IN ACCOUNTING

This program is an integrated 150 hour combination of the BBA in accounting and the MBA (non-thesis option) involving 114 hours of undergraduate and 36 hours of graduate course work. Completion of the program results in the awarding of both degrees and fulfills the educational requirements of the Texas State Board of Public Accountancy for certification as a Certified Public Accountant based on the American Institute of Certified Public Accountant's 150 hour program requirements.

Students interested in this program should consult an accounting adviser at the beginning of their junior year regarding special scheduling requirements and must apply for admission to the graduate program in the semester before starting their last 12 hours of undergraduate credit. If accepted for graduate admission, students may enroll in both graduate and undergraduate courses for the remainder of the program.

REQUIREMENTS FOR JOINT MBA/BBA IN ACCOUNTING

Undergraduate Accounting Program (omitting one undergraduate accounting elective) (21 semester hours): ACCT 3023, 3033, 3043, 3073, 3203, and 4043 or 4053. ACCT 4123 must be taken as the other accounting elective.

MBA Program Requirements (Non-Thesis Option): (See program requirements listed above.) The following 12 hours in accounting must be completed as part of the 15 graduate elective hours required in the non-thesis route: ACCT 5033, ACCT 5043 or ACCT 5053, ACCT 5083, and ACCT 5883 or ACCT 5893.

REQUIREMENTS FOR MBA IN HEALTH SERVICES ADMINISTRATION

The mission of the Health Services Administration major is to prepare students for leadership roles in health services administration.

The student will satisfy the admission requirements for the MBA program and must secure approval from the MBA Graduate Coordinator before enrolling in any business class.

The student will complete the requirements for the non-thesis route of the MBA program except for the electives. The electives will be replaced with graduate courses from Health Services Administration. The 21 hours of required courses from Health Services Administration are:

HSAD 5103	Health Services Administration
HSAD 5113	Health Care Finance/Economics
HSAD 5123	Health Care Personnel
HSAD 5133	Health Systems Analysis
HSAD 5143	Health Care Law
HSAD 5153	Managed Health Care
HSAD	Three elective hours selected from HSAD 5203, 5213, 5233, 5243, 5253, or 5263. A 90 clock-hour internship is required.

(Course descriptions for HSAD courses can be found in the Health Services Administration section of this bulletin.)

The degree requirements for the MBA in Health Services Administration include 42 hours above the common body of knowledge courses.

COURSES IN ACCOUNTING (ACCT)

- 5023. Survey of Accounting Principles** 3(3-0)
Introduction to fundamental concepts underlying accounting information and basic procedures involved in the accumulating, interpreting, and reporting of such information. Students with credit for both ACCT 2143 and 2243 may not count this course toward minimum credit hour requirements.
- 5033. Survey of Accounting Theory** 3(3-0)
Prerequisite: ACCT 3013 or consent of the instructor.
A brief review of the origin and development of accounting thought; emphasis is placed on descriptive theory.
- 5043. External Auditing** 3(3-0)
Prerequisite: 3 semester hours of auditing.
Advanced topics in auditing, theory, and practice. Includes internal controls and auditing procedures for automated accounting systems. (May not be taken by students with credit for ACCT 4043.)
- 5053. Internal Auditing** 3(3-0)
Prerequisite: ACCT 2243 or 5023.
Topics in auditing, theory, and practice. Includes internal controls, auditing procedures for automated accounting systems, and operations. (May not be taken by students with credit for ACCT 4053.)
- 5083. Federal Income Tax II** 3(3-0)
Prerequisite: ACCT 3073.
Survey of federal income tax laws applicable to corporations, partnerships and S-corporations, and fiduciary relationships. (May not be taken by students with credit for ACCT 4083.)
- 5213. Cost Analysis and Control** 3(3-0)
Prerequisites: ACCT 2143 and 2243 or equivalent.
Management control systems, profit performance, standard and direct costing, investment control, and long-range planning.
- 5883. Graduate Problems in Accounting** 3(3-0)
Prerequisite: Consent of instructor prior to registration.
Graduate research in a specific area selected by the student in conjunction with a graduate member of the graduate accounting faculty. This course is open only to students of high scholastic standing.
- 5893. Graduate Internship in Accounting** 3(3-0)
Prerequisite: Consent of the instructor.
Field experience in accounting with local or regional firms. Provides significant accounting work experience involving training and supervision by an employer. A written report and employer evaluation are required. May be repeated for up to six hours of credit. Total hours granted for ACCT 4893, MGMT 4893, and ACCT 5893 may not exceed six hours of credit.

COURSES IN BUSINESS ADMINISTRATION (BUAD)

- 5313. Legal Environment of Business** 3(3-0)
Prerequisite: BUAD 3233 or equivalent.
Court systems, jurisdiction, business dispute resolution, negotiation, business ethics, and selected contemporary legal problems.
- 5603. Advanced Applied Business Statistics** 3(3-0)
Prerequisite: BUAD 3213 or equivalent.

Computerized statistical analysis. Inferential statistics, estimation, and testing hypotheses with emphasis on ANOVA, multiple regression, and nonparametric statistics.

5613. Research Methods 3(3-0)

Sources of secondary data, review professional journal articles, construction and implementation of questionnaires, sampling, and techniques of writing of professional papers.

5743. Management and Control of Quality 3(3-0)

Prerequisites: BUAD 3213 and MGMT 3453.

An introduction to quality management systems in both the manufacturing and service sectors. Topics include the economies of quality, impact on management systems, and the use of statistics to control and improve business operations.

5813. Conceptual Foundations of Business 3(3-0)

A critical evaluation of the American business system; its logic, development, and problems, focusing on the changing social framework as it affects property, the market, the corporation, unions, and other institutions in a pluralistic society, giving insights into the various rights and responsibilities of businessmen.

5873. Seminar in Business 3(3-0)

Prerequisites: Completion of common body of knowledge courses and consent of instructor.

Seminar discussions and projects dealing with topics in business administration. May be repeated for credit when topics vary.

6893. Research in Business Topics 3 semester hours

6983, 6993. Thesis 6 semester hours

COURSES IN ECONOMICS (ECON)

5023. Economic Concepts 3(3-0)

Economic principles pertaining to the functioning of the overall economy and to the behavior of economic units such as households, businesses, and governments. Topics in macroeconomics include unemployment, inflation, growth, and monetary and fiscal policy. The microeconomic portion covers supply and demand, the pricing system under different market structures, income distribution, international trade, and others.

5103. Economic Education Workshop--Public Sector Topics 3(3-0)

Designed primarily for public school teachers who have had little or no prior training in economics to help them improve their understanding and ability to teach economic concepts in the classroom. Special emphasis will be placed on the topics of inflation, unemployment, the national debt, and how government policies affect our lives. May be taken for graduate credit by students in the West College of Education.

5113. Managerial Economics 3(3-0)

Prerequisites: ECON 2333 and 2433 or equivalent.

Formulation of economic theories of supply, demand, and market equilibrium with emphasis on teaching students how to apply microeconomic theory in managing a business firm. A computer is used in portions of this course.

5133. International Trade and Monetary Problems 3(3-0)

Prerequisites: ECON 2333 and 2433 or equivalent.

Study of, and empirical evidence related to, the trade patterns, payments, adjustment mechanisms, common markets, trade controls, multinational corporations, and recent international monetary developments.

5143. Macroeconomics 3(3-0)
Prerequisites: ECON 2333 and 2433 or equivalent.
Investigation of major theories used to explain the determination and behavior of employment, output, prices, and growth. Various potential policies are identified and evaluated with respect to particular macroeconomic problems.

5633. Contemporary Economic Issues 3(3-0)
Prerequisites: ECON 2333 and 2433 or equivalent.
Content will vary at different offerings. Topics will be selected as needed to keep students abreast of contemporary economic issues. Course may be repeated for credit with college approval when topics vary.

COURSES IN FINANCE (FINC)

5303. Current Issues in Finance 3(3-0)
Prerequisites: Completion of common body of knowledge courses and consent of instructor.
Seminar discussions and projects dealing with current topics in finance. May be repeated for credit when topics vary.

5713. Financial Administration 3(3-0)
Prerequisites: BUAD 3213 and FINC 3733 or equivalent.
Theoretical and procedural consideration in the administration of the finance function in the business firm planning, fund raising, and controlling of firm's finances. Specific emphasis is given to capital budgeting and cost of capital.

5733. Investments 3(3-0)
Prerequisite: FINC 3733 or equivalent.
Various investment markets with special emphasis on corporate and government securities; the effect of investment control by the federal government evaluated from the viewpoint of the public and the investor.

5833. Security Analysis and Portfolio Management 3(3-0)
Prerequisite: FINC 3733 or equivalent.
The course provides a study of the theory of portfolio management and includes an examination of investment alternatives, security valuation, investment timing, diversification, and risk reduction.

COURSES IN MANAGEMENT (MGMT)

5413. Contemporary Perspectives in Human Resource Management 3(3-0)
Prerequisite: MGMT 3013 or equivalent.
An analysis of current issues in the broad field of human resources and the organizational response. Issues include fair employment and compensation practices, human utilization and motivation, individual rights, collective bargaining, personnel-related laws, decisions, guidelines, and executive orders.

5423. Seminar in Industrial Management 3(3-0)
Prerequisite: MGMT 3453 or equivalent.
A critical analysis of, and research into emerging industrial management theories and tools, with emphasis on their economic, social, and physical implications.

5443. Current Issues in Organizational Behavior 3(3-0)
Prerequisite: MGMT 3013 or equivalent.
Behavioral factors relating to issues such as automation, ethics, labor-management relations, and similar problems, with emphasis upon research and current literature.

5733. Leadership and Teamwork 3(3-0)
Introduction to the challenges of leadership and the inherent tendencies for individuals and departments to suboptimize. Ways to improve motivation, communication, coordination, and cooperation will be studied.

6883. Seminar in Business Policy 3(3-0)
Prerequisite: Should be taken during student's last spring semester.
Analytical study of process of business decision making, the creation of business strategy, and the creation of sound business objectives and policies. Takes an integrating or interdisciplinary approach to the role of the organizational executive. Should be taken during student's last spring semester.

COURSES IN MARKETING (MKTG)

5303. Current Issues in Marketing 3(3-0)
Prerequisite: MKTG 3723 or equivalent.
A study of the current social issues in marketing. Topics covered include product safety, issues of deceptive advertising, environmental impact of marketing practices, information disclosure, and other issues relating to the consumer movement.

5513. Seminar in Marketing 3(3-0)
Prerequisite: MKTG 3723 or equivalent.
An intensive study of specific marketing concepts, theories, and strategies employed in the marketing of goods and services. Emphasis is placed on reading current journal articles and other related marketing publications.

5753. Marketing Management 3(3-0)
Prerequisites: MKTG 3723 and BUAD 3213 or equivalent.
Marketing management including a study of qualitative and quantitative market analysis, product distribution, sales management functions, sales organization, sales promotion functions, and sales control.

5823. Consumer Behavior 3(3-0)
Prerequisite: MKTG 3723 or equivalent.
An exploration and evaluation of the extensive body of research evidence pertaining to the consumer, and an assessment of the marketing implications of the various processes and facets of consumer motivation.

BRIDWELL PROFESSORSHIP OF ACCOUNTING

The Bridwell Professorship of Accounting was established in 1990 by the Bridwell Foundation to bring outstanding scholarship to Midwestern State University. The professor holding this position is recognized in the accounting profession for his academic achievements.

Dr. Tommy Harris, the Bridwell Professor of Accounting, came to Midwestern State University in 1993 from Lamar University. Dr. Harris has written and presented many papers in the accounting field and has received numerous honors for teaching excellence. He is both a certified management accountant and a certified public accountant. After employment in public accounting, Dr. Harris earned his Ph.D. degree from Louisiana State University and now has over 25 years of college teaching experience. He is an active participant and has held a wide variety of positions in the Institute of Management Accountants.

BRIDWELL PROFESSORSHIP OF FINANCE

The Bridwell Professorship of Finance was established in 1990 by the Bridwell Foundation to bring outstanding scholarship to Midwestern State University. The professor holding this position is recognized in the finance profession for his academic achievements.

Dr. Roy P. Patin, Jr., the Bridwell Professor of Finance, came to Midwestern State University in 1992 from McNeese State University. Dr. Patin has written numerous articles and has served as a finance consultant. He has work experience with Exxon Oil Company and Dow Chemical Company. He has held administrative positions in higher education and has taught at McNeese State University, Clemson University, and Mississippi State University.

COMPUTER SCIENCE

**Norman Horner, Dean
College of Science and Mathematics**

**Ranette Halverson, Chair
Computer Science Program**

**Stewart B. Carpenter
Graduate Coordinator**

Graduate Faculty: Carpenter, Donovan, Halverson, Kersten, Passos, Simpson, Tucker

A Master of Science with a major in computer science is offered by the College of Science and Mathematics. A graduate minor is available to students pursuing graduate work in other disciplines.

ADMISSION REQUIREMENTS

Each applicant must hold an undergraduate degree from a regionally accredited college or university.

An applicant with a baccalaureate degree in any academic discipline is eligible for admission to the program. A review of the student's undergraduate courses will be performed to ascertain the extent to which preparatory work in computer science and mathematics will be required before the student will be permitted to pursue graduate course work. International applicants must achieve a minimum score on the TOEFL of 575. Minimum admission requirements include 15 hours of undergraduate credit in the graduate major and mathematics through a first course in calculus. Applicants who possess inadequate undergraduate preparation in computer science or mathematics will be required to complete leveling work.

UNCONDITIONAL ADMISSION

An applicant with a baccalaureate degree in computer science or a minor in computer science with appropriate content (as determined by the program coordinator) will be considered for unconditional admission to the program. Unconditional admission will be granted if the applicant's computed index is greater than or equal to 1600 and the student's score on the quantitative portion of the GRE is greater than or equal to 600.

The index is computed as:

The sum of the verbal and quantitative scores on the GRE plus 200 times the student's cumulative grade point average over the semesters in which the last 60 hours of undergraduate work were completed (excluding community college work).

CONDITIONAL ADMISSION

Conditional admission will be granted:

- A. If an applicant's computed index is greater than or equal to 1600, but the score on the quantitative portion of the GRE is less than 600, but at least 500. The condition for admission is that the student complete specified courses in mathematics with a grade point average of 2.75 or better.
- B. If an applicant's computed index is greater than or equal to 1600, but the student has inadequate undergraduate preparation in computer science or mathematics, the condition for admission is that the student complete specified preparatory (leveling) courses with a grade point average of at least 2.75.

- C. If an applicant's computed index is in the range of 1450 through 1599 and the score on the quantitative portion of the GRE is at least 500, the condition for admission is that the student must earn a grade point average of no less than 3.0 with no grade lower than a C on the first twelve hours of graduate credit. An applicant with a score on the quantitative portion of the GRE of less than 600 will be required to complete specified courses in mathematics with a grade point average of 2.75 or better.

An applicant with a computed index value less than 1450 will be required to retake the GRE and achieve an index of 1450 before admission to the program will be considered.

GOOD STANDING

A student who is enrolled in leveling courses is in good standing if he/she has:

1. a grade point average of no less than 2.5 for all computer science courses taken in a semester with no grade lower than C and no grade lower than C on any leveling course completed;
2. a cumulative grade point average of no less than 3.0 on all computer science courses taken (with the exception of the first semester of study); and
3. a cumulative grade point average of no less than 2.75 on all leveling courses completed.

A student enrolled in at least one graduate course is in good standing if he/she meets the requirements specified on page of this bulletin.

Three C Rule: Any student earning three grades of C in graduate course work will be removed from the graduate program. A course which is repeated and for which a grade of A or B is awarded will not be considered in this determination. However, the course must be repeated before a third grade of C is earned. This rule will be enforced regardless of the student's overall grade point average.

PROGRAM REQUIREMENTS

The degree program for the Master of Science with a major in computer science is a 36 credit hour, non-thesis course of study. Students must complete a 15 hour core consisting of:

CMPS 5113, CMPS 5133, CMPS 5143, CMPS 5153, CMPS 5243

Any course in the core may be replaced with a graduate elective course if the student has completed an equivalent upper level undergraduate course with a grade of B or better. Equivalency of course content will be determined by the graduate program coordinator.

The remaining 21 credit hours are elective from the graduate computer science offerings, including at most six credit hours of approved undergraduate courses taken for graduate credit.

A substantial research paper meeting guidelines established by the college and a comprehensive oral examination are required of all degree candidates.

Minor: Twelve credit hours in computer science to be approved by the coordinator of the graduate computer science program. All students pursuing the graduate minor must satisfy all leveling requirements for the graduate program and observe all prerequisites for graduate courses.

COURSES IN COMPUTER SCIENCE (CMPS)

FOR UNDERGRADUATES AND GRADUATES

3233. **Theory of Computation** 3(3-0)

Prerequisites: Minimum grade of C in CMPS 2133 and MATH 2333. Students completing this course cannot also receive credit for CMPS 5313, Automata Theory.

Study of the fundamental mathematical properties of hardware, software, and their applications. Emphasis is on the capabilities and limitations of computers, including finite automata, push-down automata and Turing machines.

3533. **Numerical Analysis** 3(3-0)

Prerequisites: MATH 1734, CMPS 1043.

Use of numerical methods for function approximation, solutions of equations and systems of equations, differentiation, integration, and differential equations. Includes analysis, design, and writing of programs.

4233. **Artificial Intelligence** 3(3-0)

Prerequisite: CMPS 2133.

Knowledge representation, state space search techniques, image processing, pattern matching, machine reasoning, and problem solving using LISP.

4453. **Computer Architecture** 3(3-0)

Prerequisite: CMPS 2083.

A study of the organization and interconnection of components of computer systems. Emphasis is given to the study of the instruction set and performance analysis of different computer architectures. Also included is the study of microprogramming, pipeline, overlap processing, superscalar, parallel and massively parallel architectures. Current trends in computer design are also discussed.

4883. **Topics in Computer Science** 3(3-0)

Prerequisite: Consent of the instructor.

Selected topics from advanced computer science. May be repeated for credit with consent of the program coordinator.

FOR GRADUATES

5113. **Programming Language Concepts** 3(3-0)

Prerequisites: CMPS 2083, concurrent enrollment in CMPS 2133.

Techniques for specifying the syntax and semantics of programming languages. Language concepts such as data structuring, information binding, control structures, execution environments and extensibility are examined by studying scientific, data processing, list processing, and multi-purpose languages. Programming assignments in the various languages.

5133. **Computer Architecture** 3(3-0)

Prerequisites: CMPS 1053, 2083.

A comprehensive, in-depth study of architectural concepts from a qualitative and quantitative perspective. Topics covered include design and analysis of instruction sets, pipelining, instruction level parallelism, compiler technology, cache and memory technology, and interconnection networks. Advanced topics from shared memory multiprocessors, vector, and SIMD supercomputers are also examined.

5143. **Operating Systems.** 3(3-0)

Prerequisites: CMPS 1053, 2083.

Software concepts used in constructing operating systems for large multiprogrammed, multitasking computer systems. Includes memory management, processor scheduling, concurrent processes, resource allocation, I/O

device management, and file management. Operating systems for open systems architectures and those adopting object-oriented designs are studied.

5153. Software Engineering 3(3-0)

Prerequisites: Twelve hours of graduate computer science.

A study of the process of creating large software systems. Encompasses system design, development, maintainability, testing, and documentation. Emphasis is on concepts and practices that reduce software cost and increase reliability and modifiability.

5203. Microcomputers 3(3-0)

Prerequisites: CMPS 2013, 2083.

An introduction to microcomputer hardware and software architecture. Includes the history of microcomputers, the study of Boolean algebra and logic design, microprocessor architecture, interfaces, hardware and software interrupts, and access to external devices. Introduction to the design of computer components by using hardware description languages and field programmable gate arrays prototypes. The use of assembly language to access interrupt mechanisms and modify basic operating system functions is also examined.

5213. Computer Communications and Networks 3(3-0)

Prerequisites: Concurrent enrollment in CMPS 2133, CMPS 2083, and consent of the instructor.

Study of hardware and software used in data communication systems; consideration is given to communication media, protocols, packet switching networks, local- and wide-area networks, high speed networks, the Internet, the World Wide Web, firewalls, electronic mail, and integrated applications.

5223. Language Translators and Interpreters 3(3-0)

Prerequisite: CMPS 5313.

A study of context-free and LR(k) grammars, parsing, lexical analysis, syntax and semantics, code generation, optimization, and error diagnostics.

5243. Algorithm Analysis 3(3-0)

Prerequisites: CMPS 2133, MATH 2333, MATH 1634.

A study of the design and analysis of algorithms for the processing of numeric and non-numeric data. Topics selected from searching and sorting algorithms, advanced data structures, dynamic programming, graph algorithms, pattern matching, matrix operations, and NP completeness.

5253. Expert Systems 3(3-0)

Prerequisites: CMPS 1053, MATH 2333.

A study of the formulation, design, implementation, and application of rule based systems. Areas of study include knowledge representation, inference mechanisms, knowledge acquisition, user interfaces, and implementation environments (shells, languages, etc.).

5303. Database Management Systems 3(3-0)

Prerequisite: CMPS 2133.

Study of the theory, design, and implementation of database systems, including hierarchical, network, relational, and object-oriented data models. Emphasis will be given to appropriate data structures, file organizations, operations, and query languages for relational databases. Other topics discussed include data warehousing, data mining, deductive and active databases, networked databases, and multimedia storage.

5313. Automata Theory 3(3-0)

Prerequisites: MATH 2333, CMPS 2133.

The study of deterministic and non-deterministic finite automata. Formal languages and grammars including Chomsky's Hierarchy, regular and context free grammars, pushdown automata, Turing machines, and computability problems.

5323. **Computer Methods in Applied Science** 3(3-0)
Prerequisite: Consent of the instructor.
Selected topics from the theory and practice of using digital computers for approximating functions, solving systems of linear and nonlinear equations, and solving ordinary and partial differential equations. Error analysis and implementation are studied. May be repeated with consent of graduate coordinator.
5333. **Discrete System Simulation** 3(3-0)
Prerequisites: STAT 3573 or equivalent, CMPS 2133.
Introduction to computer simulation of waiting-line models and selected simulation programming languages. Simulation methodology, including generation of random numbers and variates and validation of simulation models and results, is studied.
5353. **Interactive Computer Graphics** 3(3-0)
Prerequisites: CMPS 5243, MATH 2333, 1 semester calculus.
An in-depth study of the design and implementation of an interactive graphics system. The mathematics of graphics and considerations for implementation on raster graphics hardware are examined. Students program and implement an interactive graphics system on a microcomputer.
5433. **Topics in Parallel and Distributed Systems** 3(3-0)
Prerequisite: Consent of the instructor.
Selected topics from parallel and distributed programming techniques, and parallel and distributed computer systems. May be repeated with consent of graduate coordinator.
5443. **Advanced Topics in Computer Science** 3(3-0)
Prerequisite: Consent of the instructor.
Selected topics from advanced computer science. May be repeated with the consent of graduate coordinator.
5453. **Parallel Processing** 3(3-0)
Prerequisites: CMPS 2133, MATH 2333.
A study of the basic principles of multiprocessor computers. Includes consideration of several hardware models and the design of parallel algorithms for these models. Additional topics are selected from parallel languages, algorithm mapping and scheduling, load balancing, loop transformations, dependence analysis, and instruction-level parallelism.
5991. **Independent Study** 1 semester hour
5993. **Problems** 3 semester hours
6901. **Seminar** 1(1-0)
Reports and discussion of current research and of selected topics of current interest in the discipline.

COUNSELING

**Emerson Capps, Dean
Gordon T. and Ellen West College of Education**

**Tracy Menard
Graduate Coordinator**

Graduate Faculty: Capps, Menard, Kitchen

Emeritus Faculty: Darter

Any course or program modifications or additions from the previous catalog are contingent upon approval of the Texas Higher Education Coordinating Board and/or the State Board for Educator Certification.

Graduate degrees in counseling may be earned with four different options:

- Option I - Master of Education with a major in school counseling is designed for students who wish to prepare for work in the public schools as a counselor.
- Option II - Master of Arts with a major in counseling is designed for students who wish to prepare for counseling in agency or private settings.
- Option III - Master of Arts with a major in human resource development is designed for students who wish to work in business and industry in employee assistance programs, training, or human resources careers.
- Option IV - Master of Arts with a major in training and development is designed for students who plan to develop and conduct training programs in business, industry, government, and other organizations.

ADMISSION REQUIREMENTS

Application for admission to the Midwestern State University Graduate Counseling Program may be obtained and submitted to the:

Office of the Registrar and Admissions
Midwestern State University
3410 Taft Blvd.
Wichita Falls, Texas 76308

Applicants are required to have on file in the Registrar's Office:

- * Application for Admission
- * Transcripts of undergraduate and graduate courses
- * Graduate Record Examination scores or Miller Analogies Test score (Students who have a GPA of at least 3.0 in their last 60 hours of undergraduate courses *may* be admitted with a score of at least 46 on the Miller Analogies Test and are not required to take the GRE.)

ADMISSION STANDARDS

- a. An undergraduate degree from a regionally accredited college or university.
- b. A minimum of 18 hours of courses in the behavioral sciences or approved equivalent.
- c. Before enrolling for the second semester a candidate must have earned an acceptable Graduate Admission Index.
- d. Three years of teaching experience for admission to the Master of Education program in school counseling.
- e. Completion of a "Counseling Program Application for Admission." This application may be obtained from the Counseling Program Coordinator.
- f. Completion of a personality inventory prior to the second semester of enrollment.
- g. Candidate for admission must participate in a Screening Interview prior to the second semester of enrollment.
- h. Approval of the applicant's admission by the Counseling Program Admission Committee.

Upon receipt of a completed application for admission the Counseling Program Admission Committee will determine those applicants who will be admitted to the counseling program.

Option I - Master of Education in School Counseling

The graduate program in school counseling is designed to prepare students to be public school counselors and requires 45 semester hours. Candidates may be required to submit a graduate portfolio to the graduate committee as part of the oral comprehensive examination. The portfolio consists of selected papers demonstrating the student's research competence, audio or video tapes demonstrating counseling competence, and the results of an oral and/or written comprehensive examination demonstrating informational and theoretical mastery. Texas Counselor certification requires completion of an approved master's degree, three years of teaching experience and a passing score on the ExCET test. Enrollment in courses with the COUN prefix (with the exception of COUN 6013) requires admission to the Master of Education in School Counseling Program or permission of the Counseling Program Coordinator.

COUN 5113	Mediation and Conflict Resolution
COUN 5203	Introduction to Counseling
EDUC 5213	Human Development and Learning
COUN 5223	Career Development Counseling
COUN 5233	Developmental Guidance and Counseling
COUN 5243	Group Counseling
COUN 5253	Psychological and Educational Testing
COUN 5273	Theories and Techniques of Counseling I
COUN 5283	Theories and Techniques of Counseling II
COUN 5293	Practicum in Counseling I
COUN 5303	Ethics and Issues in Counseling
COUN 5323	Marriage and Family Counseling
EDUC 5733	Exceptional Individuals
COUN 6013	Human Relations
EDUC 6753	Research

Option II - Master of Arts in Counseling

The Master of Arts with a major in counseling is designed for students who wish to prepare for work in a wide variety of public or private settings and requires 48 semester hours. Candidates may be required to submit a graduate portfolio to the graduate committee as part of the oral comprehensive examination. The portfolio consists of selected papers demonstrating counseling competence and the results of an oral and/or written comprehensive examination demonstrating informational and theoretical mastery. Enrollment in courses with the COUN prefix

(with the exception of COUN 6013) requires admission to the Master of Arts in counseling program or permission of the Counseling Program Coordinator.

COUN 5203	Introduction to Counseling
EDUC 5213	Human Development and Learning
COUN 5223	Career Development Counseling
COUN 5243	Group Counseling
COUN 5253	Psychological and Educational Tests
COUN 5263	Diagnosis and Treatment Planning
COUN 5273	Theories and Techniques of Counseling I
COUN 5283	Theories and Techniques of Counseling II
COUN 5293	Practicum in Counseling I
COUN 5303	Ethics and Issues in Counseling
COUN 5313	Practicum in Counseling II
COUN 5323	Marriage and Family Counseling
COUN 6013	Human Relations
EDUC 6753	Research

Plus six semester hours of graduate level courses approved by the chair of the student's graduate committee. Licensure as a professional counselor in Texas requires a 3000 hour internship and a state examination.

Option III - Master of Arts in Human Resource Development

The Master of Arts with a major in human resource development, which requires 36 semester hours, is designed for students who wish to work in business, industry, or government in employee assistance, training, or development programs. Candidates may be required to submit a graduate portfolio to the graduate committee as part of the oral comprehensive examination. The portfolio consists of selected papers demonstrating the student's research competence, audio or video tapes demonstrating counseling competence, and the results of an oral and/or written comprehensive examination demonstrating informational and theoretical mastery. Enrollment in courses with the COUN prefix (with the exception of COUN 6013) requires admission to the Master of Arts in human resource development program or permission of the Counseling Program Coordinator.

Enrollment in courses for the Master of Arts in Human Resource Development requires EDUC 5353 The Computer as a Tool**

Required Courses (30 Credits)

COUN 5113	Mediation and Conflict Resolution
COUN 5203	Introduction to Counseling
COUN 5223	Career Development Counseling
COUN 6013	Human Relations
EDUC 5513	Introduction to Training and Development
MGMT 5413	Contemporary Perspectives in Personnel Management
MGMT 5443	Current Issues in Organizational Behavior
EDUC 5383	Multimedia Development
EDUC 5583	Internship
EDUC 6753	Research

Electives Six semester hours of electives must be approved in advance by the program coordinator for human resource development.

** Students who pass the Technology Proficiency Assessment are exempt from taking this course.

Option IV - Master of Arts in Training and Development

Designed for individuals who plan a career in training and development for business and industry. Enrollment in courses for the Master of Arts in Training and Development requires EDUC 5353.**

Required Courses (30 hours)

EDUC 5513	Introduction to Training and Development
EDUC 5523	Trends and Issues in Training and Development
EDUC 5533	Instructional Strategies for Adult Learners
EDUC 5543	Instructional Systems Design
EDUC 5353	The Computer as a Tool**
EDUC 5383	Multimedia Development
COUN 6013	Human Relations
MGMT 5413	Contemporary Perspectives in Human Resource Management
	or
MGMT 5443	Current Issues in Organizational Behavior
EDUC 6753	Research
EDUC 5583	Internship

Electives Six semester hours of electives must be approved in advance by the program coordinator for training and development.

** Students who pass the Technology Proficiency Assessment may substitute a course with the consent of the program coordinator for training and development.

(EDUC course descriptions may be found on page .)

COURSES IN COUNSELING (COUN)

5113. Mediation and Conflict Resolution 3(3-0)

An introduction to alternate dispute resolution methods. Skill development in teaching conflict resolution and mediating disputes.

5203. Introduction to Counseling 3(3-0)

Prerequisite: Admission to the counseling program or permission of the counseling program coordinator.

An introduction to methods of individual and group counseling, consultation, the objectives of professional organizations, codes of ethics, legal aspects of counseling, standards of preparation, and the role of the professional counselor. Skill development in basic counseling techniques.

5223. Career Development Counseling 3(3-0)

Prerequisite: Admission to the counseling program or permission of the counseling program coordinator.

Theories of career development, techniques of life-career planning, analysis of career, and educational trends.

5233. Developmental Guidance and Counseling 3(3-0)

Prerequisite: Admission to the counseling program or permission of the counseling program coordinator.

The organization, implementation, and evaluation of developmental guidance programs in elementary and secondary schools.

- 5243. Group Counseling** 3(3-0)
Prerequisite: Admission to counseling program or permission of the counseling program coordinator.
Theoretical and procedural aspects of effective group work, including group dynamics and methods of practice with groups.
- 5253. Psychological and Educational Tests** 3(3-0)
Prerequisite: Admission to the counseling program or permission of the counseling program coordinator.
Principles, concepts, and procedures of systematic appraisal or assessment of client needs; includes the use of non-testing approaches and test instruments.
- 5263. Diagnosis and Treatment Planning** 3(3-0)
Prerequisite: Admission to counseling program or permission of the counseling program coordinator.
Dynamics of normal and abnormal behavior with emphasis on the diagnosis of dysfunction and the development of treatment plans.
- 5273. Theories and Techniques of Counseling I** 3(3-0)
Prerequisites: COUN 5203, 6013, and 24 semester hours in counseling.
A study of the major theories of counseling and the development of counseling skills through the application of counseling techniques to specific counseling theories.
- 5283. Theories and Techniques of Counseling II** 3(3-0)
Prerequisite: COUN 5273.
A continued study of the major theories of counseling and the development of counseling skills through the application of counseling techniques to specific counseling theories.
- 5293. Practicum in Counseling I** 3(1-4)
Prerequisites: COUN 5273, 5283.
Designed as the culminating experience in the counseling program; provides 150 clock hours of counseling experience under the supervision of experienced personnel. Required for those seeking certification as a school counselor or licensure as a professional counselor.
- 5303. Ethics and Issues in Counseling** 3(3-0)
Prerequisites: Admission to the counseling program and 24 semester hours of counseling.
A seminar in current professional, legal, and ethical issues in counseling.
- 5313. Practicum in Counseling II** 3 semester hours
Prerequisite: COUN 5293.
Provides an additional 150 clock hours of counseling experience under the supervision of experienced personnel. Required for those seeking licensure as a professional counselor
- 5323. Marriage and Family Counseling** 3(3-0)
Prerequisites: COUN 5203, 5273, EDUC 5383, and admission to the counseling program.
A comprehensive study of the major theories of marriage and family counseling. Skill building through media, modeling, and role playing.
- 6013. Human Relations** 3(3-0)
Developing interpersonal and intrapersonal skills with particular attention to communication with diverse populations.
- 6903. Problem Course** 3(3-0)

Designed to offer the advanced student an opportunity to select a special area of interest in counseling for intensive study or research. Approval by a graduate faculty member is required. May be repeated once for credit.

6933. Seminar in Counseling

3(3-0)

Topic as announced. Major project and/or field study with group sharing and analysis.

EDUCATION

**Emerson Capps, Dean
Gorden T. and Ellen West College of Education**

**Ann Estrada
Graduate Coordinator**

Graduate Faculty: Barber, Capps, Coe, Dowd, Estrada, Gore, Griffiths, Kitchen, Land, Menard, Newton

Emeriti Faculty: Darter, Dickerson, Furr, Hill, Smith

Any course or program modifications or additions from the previous catalog are contingent upon approval of the Texas Higher Education Coordinating Board and/or the State Board for Educator Certification.

DEGREES - The Gordon T. and Ellen West College of Education offers the Master of Education, the Master of Arts, and the Master of Science in Kinesiology. The Master of Science in Kinesiology is described in its own section of the catalog (page).

MAJORS - Graduate majors for the Master of Education degree are curriculum and instruction (Initial Teacher Certificate), reading education (Reading Specialist), special education (Educational Diagnostician), educational leadership (Mid-Management), and school counseling. Graduate majors for the Master of Arts degree are counseling, human resource development, and training and development.

MINORS - Graduate minors are offered in early childhood education, educational foundations, English as a second language, gifted and talented, information processing technology, reading education, special education, and kinesiology.

GRADUATE INITIAL TEACHER CERTIFICATION - Students wishing to obtain initial Texas Teacher Certification should contact the Certification Officer in the West College of Education to obtain a certification plan. Transcripts of all previous college work are necessary to develop this plan.

ENDORSEMENTS - Additional teaching endorsements in Early Childhood Education (ECE), Early Childhood Special Education (ECSE), Gifted and Talented (GT), English as a Second Language (ESL), Generic Special Education (GSE) and Information Processing Technology I (IPT I) are available through the West College of Education. Endorsements in GT, ESL, and IPT I may be added to existing elementary and secondary teaching certificates. Endorsements in ECE and ECSE may be added to elementary and home economics certificates which required a degree.

PROFESSIONAL DEVELOPMENT - Students may enroll in graduate courses for professional development and career ladder credit as non-degree graduate students. A maximum of 9 semester hours taken as a post-baccalaureate student may be applied to a master's degree.

ADMISSION REQUIREMENTS

All students seeking admission to graduate programs in the West College of Education must meet three types of admission requirements: University requirements, West College of Education requirements, and specific program requirements. University requirements for admission to graduate study are in the Academic and University Information section.

1. Students are required to take the GRE or MAT (see 3. below) and possess a baccalaureate degree from a

regionally accredited college or university.

2. Based on a calculated admission index, a student may be admitted without conditions, admitted with conditions, or as a special status student. The admission index is calculated for all graduate applicants.

$\text{INDEX} = 200 \times \text{undergraduate GPA in the last 60 hours (excluding community college work)} + \text{score on verbal and quantitative sections of the GRE}$

For example, if the undergraduate GPA is 2.75 in the last 60 hours and the GRE is 900:

$$\text{INDEX} = 200 \times 2.75 + 900 = 1450$$

If the index is 1400 or more, admission is granted unconditionally. The applicant is accepted into graduate study.

If the index is 1300-1399, admission may be granted conditionally. The conditional status may be removed by a) making a 3.0 GPA on the first 12 hours of applicable graduate work which will include EDUC 6753, Research, b) retaking the GRE and raising the index to 1400, or c) taking additional undergraduate courses to raise the index to at least 1400.

If the index is below 1300, a student may request admission as a special status student. The request should be made in writing to the Graduate Coordinator. An evaluation committee will be appointed consisting of the College Dean, the Graduate Coordinator, and the coordinator of the student's proposed major. The evaluation committee may require additional written and/or oral examination. The committee may grant the request, grant the request with additional requirements, or deny the request.

3. Students who have a GPA of at least 3.0 in their last 60 hours of undergraduate courses (excluding community college work) may be admitted with a score of at least 46 on the Miller Analogies Test and are not required to take the GRE.
4. Admission to a specific program also requires a satisfactory background of undergraduate coursework and experience. Admission to all programs requires 18 to 24 hours of acceptable undergraduate coursework. Leveling work may be required if a student needs additional undergraduate background. Admission to all programs except the M.A. in Counseling and in Human Resource Development requires appropriate teacher certification. Persons not interested in Texas Professional Certification may be exempt from this requirement. Admission to the counseling or educational leadership programs requires a screening interview. Specific program requirements are listed with each program major and option.
5. Students who enter as non-degree seeking or professional development status who later are admitted to the graduate program may apply 9 hours to a graduate degree if the completed course work is approved by the Graduate Coordinator and Dean of the College.

REQUIREMENTS FOR PROFESSIONAL PAPERS AND THESIS: Papers in the West College of Education should follow the *Publication Manual of the American Psychological Association* and be printed with letter quality print. Specific paper requirements are available in the College Office. Presentation of a portfolio may be required during orals.

MASTER OF EDUCATION

CURRICULUM AND INSTRUCTION

The Master of Education degree with a major in curriculum and instruction is designed to develop professional skills and knowledge. The graduate program requires 36 semester hours and is a non-thesis program. Candidates may be required to submit a portfolio of work demonstrating teaching proficiencies as a part of their oral comprehensive examination.

Major: Curriculum and Instruction (18 hours)

EDUC 5363 Technology Integration
EDUC 5633 Curriculum Theory and Practice
EDUC 6013 Trends and Issues in Learning and Teaching
EDUC 6023 Learning and Assessment
EDUC 6753 Research

One course from:

EDUC 5423 Innovative Curriculum Design and Differentiation
EDUC 5923 Inclusion
COUN 6013 Human Relations

OPTION I

Resource Area: 6 hours of electives which provide support for teaching.

Minor: 12 graduate hours from: Biology, Early Childhood Education, English, English as a Second Language, Gifted and Talented, History, Information Processing Technology, Kinesiology, Mathematics, Political Science, Reading, and Special Education.

OPTION II

Minor: 18 hours of a field taught in the public schools: Biology, English, History, Information Processing Technology, Kinesiology, Mathematics, Political Science, Reading, and Special Education.

ELEMENTARY EDUCATION

The Master of Education degree with a major in elementary education is designed to build professional skills and knowledge for the elementary classroom teacher. Both thesis and non-thesis plans are available. All candidates must meet University and West College of Education admission standards.

Plan I. Thesis Option

The candidate must hold a provisional teaching certificate or the equivalent before entering the program.

Each candidate is required to complete a thesis of original research.

Major: 12 semester hours of professional education including:

EDUC 5213 Human Development and Learning
EDUC 5633 Curriculum Theory and Practice

OR

EDUC 6233 Seminar in Reading Instruction
EDUC 6983 Thesis and EDUC 6993 Thesis

Minor: 12 semester hours in one subject included in the elementary school curriculum.

Resource Area: Six semester hours of graduate work which provide background for the minor or which extend the candidate's preparation in a subject matter field other than the minor. This may include courses in elementary content.

Plan II. Graduate Initial Teacher Certification and Master of Education

Prerequisites:

ENGL 1113, 1123

Speech or demonstrate oral proficiency

HIST 1133, 1233, POLS 1333, 1433, ECON 1333, 2333 (9 hours from 2 areas)

Two lab sciences

EDUC 1023 or computer literacy

MATH 2033, 2043

18 hours (9 advanced) in a teaching field for 1-8 certification (see undergraduate catalog requirements) or

24 hours in a combination of courses reflective of Texas Essential Knowledge and Skills (TEKS) for grades 1-6 certification

Admission to the Teacher Certification Program

An approved MSU Certification Plan

Admission to the Teacher Certification Program:

The Teacher Education Committee expects all teacher education students to be above average scholars; therefore, to be considered for admission to the Teacher Certification Program, the applicant must have:

1. an application on file (forms available in Education Office);
2. three letters of recommendation (forms available in Education Office);
3. satisfactory scores on the Texas Academic Skills Program (TASP), or equivalent, in reading, writing, and mathematics;
4. a cumulative grade point of 2.75;
5. a grade point of 2.5 in freshman and sophomore English (excluding any remedial courses) with a minimum of 6 hours completed at the time of admission; and
6. a satisfactory screening interview.

Persons who plan to pursue a master's degree must be admitted as a graduate degree-seeking student by the completion of their ninth graduate hour.

Course Requirements for Initial Teacher Certification:

EDUC 5153	Mathematics and Science
EDUC 5183	Foundations of Elementary Reading
EDUC 5193	Reading and Language Arts
EDUC 5223	Planning for Teaching
EDUC 6023	Learning and Assessment
EDUC 6033	Classroom Management

EDUC 6063 Induction to Teaching (Internship)
EDUC 6073 Practicum in Teaching (Internship)

Additional courses required for M.Ed.:

EDUC 5923 Inclusion
EDUC 6753 Research
3 hours technology from:
 EDUC 5363 Technology Integration
 EDUC 5383 Multimedia Development
 EDUC 5393 Instructional Technology Topics
3 hours resource elective

SECONDARY EDUCATION

The Master of Education degree with a major in secondary education is designed to build professional skills and knowledge of teachers in secondary classrooms. All students must meet the graduate admission requirements of the University and the West College of Education.

Plan I. Thesis Option

Students should hold the provisional certificate, or equivalent, before entering the graduate program.

Students are required to complete a thesis of original research.

Major: 12 semester hours of professional education including:

EDUC 5213 Human Development and Learning
EDUC 5633 Curriculum Theory and Practice

OR

EDUC 6043 Instructional Strategies
EDUC 6983 Thesis
EDUC 6993 Thesis

Minor: 12 semester hours of 5000 and 6000 level courses in one subject included in the secondary school curriculum.

Resource Area: Six semester hours of graduate work which will provide background for the minor.

Plan II: Graduate Initial Teacher Certification and Master of Education

Prerequisites:

ENGL 1113, 1123
Speech or demonstrate oral proficiency
HIST 1133, 1233, POLS 1333, 1433, ECON 1333, 2333 (9 hours from 2 areas)
Two lab sciences
EDUC 1023 or computer literacy
MATH 1233
24 hours (12 advanced) in a teaching field (See undergraduate catalog for requirements.)
Admission to the Teacher Certification Program

An approved MSU Certification Plan

Admission to the Teacher Certification Program:

The Teacher Education Committee expects all teacher education students to be above average scholars; therefore, to be considered for admission to the Teacher Certification Program, the applicant must have:

1. an application on file (forms available in Education Office);
2. three letters of recommendation (forms available in Education Office);
3. satisfactory scores on the Texas Academic Skills Program (TASP), or equivalent, in reading, writing, and mathematics;
4. a cumulative grade point of 2.75;
5. a grade point of 2.5 in freshman and sophomore English (excluding any remedial courses) with a minimum of 6 hours completed at the time of admission; and
6. a satisfactory screening interview.

Persons who plan to pursue a master's degree must be admitted as a graduate degree-seeking student by the completion of their ninth graduate hour.

Course Requirements for Initial Teacher Certification:

EDUC 5163	Structures for Learning
EDUC 5173	Fundamentals of Secondary Reading Instruction
EDUC 5223	Planning for Teaching
EDUC 6023	Learning and Assessment
EDUC 6033	Classroom Management
EDUC 6063	Induction to Teaching (Internship)
EDUC 6073	Practicum in Teaching (Internship)

Additional courses required for Master of Education:

EDUC 5923	Inclusion
EDUC 6753	Research
3 hours technology from:	
EDUC 5363	Technology Integration
EDUC 5383	Multimedia Development
EDUC 5393	Instructional Technology Topics
6 hours resource elective	

TEACHING ENDORSEMENTS

EARLY CHILDHOOD EDUCATION: An endorsement in early childhood education enables students to teach kindergarten and preschool children and work with children in child development and day care settings.

Students should possess Texas certification in elementary or home economics which required a degree or be pursuing certification concurrently. Teachers may substitute three graduate hours in early childhood and at least one year of successful teaching in early childhood at an accredited school for student teaching. Students will also take the ExCET in early childhood.

EDUC 5103	Education of Young Children: Introduction
EDUC 5123	Early Childhood Development: Language and Literacy
EDUC 5133	Early Childhood and Kindergarten Curriculum

EDUC 4183 Student Teaching in Early Childhood and Kindergarten

OR

3 hours in early childhood approved by adviser

ENGLISH AS A SECOND LANGUAGE (ESL): This endorsement may be added to any valid Texas elementary, secondary, or all-level certificate. Students may substitute one year of successful classroom teaching experience in an approved program for practicum. Twelve hours plus practicum or experience is required. Students will also take the ExCET in English as a Second Language.

EDUC 5843 Language Acquisition and Development

EDUC 5853 Second Language Learning

EDUC 5863 Reading and Language Arts for ESL

EDUC 5873 Methods and Materials for ESL

EDUC 5883 Practicum in ESL

GENERIC SPECIAL EDUCATION ENDORSEMENT: This endorsement may be added to any valid Texas elementary, secondary, or all-level certificate. Students may substitute one year of successful classroom teaching experience in an approved program for practicum. Eighteen hours plus student teaching in special education or experience is required. Students will also take the ExCET in Generic Special Education.

EDUC 5663 Developmental Disabilities

EDUC 5733 Exceptional Individuals

EDUC 5933 Identification and Appraisal of Exceptional Individuals

EDUC 6943 Seminar in Special Education

Six hours from:

EDUC 5953 Teaching Individuals with Moderate Mental and Physical Disabilities

EDUC 5963 Teaching Individuals with Mild Disabilities

EDUC 6253 Reading for Disabled Students

Three semester hours of student teaching with special education students or one year of successful teaching experience on a permit working with special education students.

GIFTED AND TALENTED: This endorsement may be added to any valid Texas elementary, secondary, or all-level teaching certificate. Student may substitute two years of successful classroom teaching experience in an approved program for practicum. Twelve hours plus practicum or experience are required.

EDUC 5413 Characteristics and Needs of Gifted Students

EDUC 5423 Innovative Curriculum Design and Differentiation

EDUC 5443 Teaching Critical Thinking Skills

EDUC 5453 Developing Creativity

EDUC 5483 Practicum in Teaching Gifted/Talented

INFORMATION PROCESSING TECHNOLOGIES I: This endorsement may be added to any valid Texas elementary, secondary, or all-level teaching certificate. It requires 12 semester hours of graduate course work in information processing technology; however, 3 hours can be waived by demonstrated competence. Students will also take the ExCET in Information Processing Technology.

EDUC 5353 The Computer as a Tool

EDUC 5363 Technology Integration

EDUC 5383 Multimedia Development

EDUC 5393 Instructional Technology Topics

READING EDUCATION

The Master of Education degree with a major in reading education is designed to prepare the classroom teacher in all aspects of reading instruction. Completion of the master's program in reading education enables the student to apply for Professional Certification as a Reading Specialist (1-12) upon satisfactory completion of the ExCET requirement. All students must meet the admission standards of the University and the West College of Education. Professional Certification as a Reading Specialist (1-12) requires an elementary or secondary provisional certificate and three years of classroom teaching in an accredited school.

The graduate program requires 36 semester hours. Each candidate is required to submit a satisfactory research paper directly related to some phase of the graduate program. A portfolio presentation may be required as a part of the master's oral comprehensive examination.

EDUC 5633	Curriculum Theory and Practice
EDUC 5733	Exceptional Individuals
COUN 6013	Human Relations
EDUC 6023	Learning and Assessment
EDUC 6213	Foundations of Reading
EDUC 6243	Trends and Issues in Youth Literature
EDUC 6253	Reading for Disabled Students
EDUC 6273	Diagnostic Reading Procedures
EDUC 6283	Practicum in Reading
EDUC 6293	Content Reading
EDUC 6753	Research
ENGL 5523	Introduction to Linguistics
	OR
ENGL 5513	History of the English Language

Reading Education - Minor

EDUC 6213	Foundations of Reading
EDUC 6253	Reading for Disabled Students
EDUC 6273	Diagnostic Reading Procedures
EDUC 6283	Practicum in Reading

SPECIAL EDUCATION

The Master of Education degree with a major in special education is designed to build professional knowledge and classroom skills for teachers working with special education students. Completion of the Master of Education in special education qualifies the student to apply for professional certification upon satisfactory completion of the ExCET requirement as an Educational Diagnostician. Students must meet the admission requirements for the University and the West College of Education.

Application for professional certification as an Educational Diagnostician requires three years of classroom teaching in an accredited school. Applicants for the Master of Education degree in special education and Texas Educational Diagnostician's Certificate must present the following minimum criteria for acceptance into the graduate program:

1. bachelor's degree and provisional Texas Teacher Certificate or equivalent;
2. a grade point average of 3.0 in previous education courses; and

3. a committee may screen applicants based on selected criteria.

The program consists of 39 semester hours. Each candidate is required to complete a satisfactory research file paper related directly to some phase of the graduate program.

EDUC 5213	Human Development and Learning
EDUC 5663	Developmental Disabilities
EDUC 5733	Exceptional Individuals
EDUC 5793	Teaching Individuals with Emotional/Behavior Disorders
EDUC 5933	Identification and Appraisal of Exceptional Individuals
EDUC 5953	Teaching Individuals with Moderate Mental and Physical Disabilities
EDUC 5963	Teaching Individuals with Mild Disabilities
EDUC 6253	Reading for Disabled Students
EDUC 6703	Individual Testing
EDUC 6753	Research
EDUC 6943	Seminar in Special Education
COUN 5253	Psychological and Educational Tests
COUN 6013	Human Relations

A student entering the program who has had the equivalent of any of the previously described courses at an undergraduate level may, with graduate committee approval, substitute from the following list:

EDUC 5103	Education of Young Children: Introduction
EDUC 5123	Early Childhood Development: Language and Literacy
EDUC 5363	Technology Integration
EDUC 5413	Characteristics and Needs of Gifted Students
EDUC 5423	Innovative Curriculum Design and Differentiation
EDUC 5923	Inclusion
EDUC 6023	Learning and Assessment
EDUC 6213	Foundations of Reading
EDUC 6943	Seminar in Special Education (may be repeated for credit with approval)
COUN 5113	Mediation and Conflict Resolution
COUN 5203	Introduction to Counseling
COUN 5223	Career Development Counseling
KNES 5033	Appraisal of Psychomotor Dysfunctions

Special Education Minor

EDUC 5663	Developmental Disabilities
EDUC 5733	Exceptional Individuals
EDUC 5953	Teaching Individuals with Moderate Mental and Physical Disabilities
OR	
EDUC 5963	Teaching Individuals with Mild Disabilities
EDUC 6943	Seminar in Special Education

Special Education Certification

Students interested in generic special education certification may qualify by completing the following courses with a grade point average of at least 2.6:

EDUC 5663	Developmental Disabilities
EDUC 5733	Exceptional Individuals

EDUC 5793	Teaching Individuals With Emotional/Behavior Disorders
EDUC 5933	Identification and Appraisal of Exceptional Individuals
EDUC 5953	Teaching Individuals with Moderate Mental and Physical Disabilities
EDUC 5963	Teaching Individuals with Mild Disabilities
EDUC 6253	Reading for Disabled Students
EDUC 6943	Seminar in Special Education

The courses may, with the approval of the student's graduate committee, be utilized in the master's degree program. However, a maximum of 9 semester hours taken as a post-baccalaureate student may be applied to a master's degree.

EDUCATIONAL LEADERSHIP

The Master of Education degree with a major in educational leadership is designed to develop skills in instructional leadership and school management. Working in cohorts, students will apply educational leadership knowledge and skills to actual school problems, many in actual school settings. Students who complete the program in educational leadership are eligible to apply for professional certification in Mid-Management upon satisfactory completion of the ExCET requirement. All students must meet the admission standards for the University (including a satisfactory GRE or MAT score) and the West College of Education.

Applicants for the Master of Education degree with a major in educational leadership and Texas Professional Certificate (Mid-Management) must present the following minimum criteria for acceptance into the graduate program:

1. bachelor's degree and provisional Texas Teacher Certificate or equivalent;
2. one year of successful teaching experience before admission to the program, and three years of teaching experience before certification or appropriate exceptions for non-certificated program; and
3. recommendation of an MSU Educational Leadership professor required.

The graduate program in educational leadership requires 36 semester hours. Each candidate is required to complete a satisfactory research file paper related directly to some phase of the graduate program.

*EDUC 5373	Technology for School Leaders
*EDUC 5603	Introduction to Leadership
*EDUC 5676	School Change and Reform
*EDUC 5686	Instructional Improvement and Staff Development

*Core Courses. Provisional certification is available upon completion of any 12 credit hours of the 18 credit hours of core courses.

EDUC 5613	School Law and Public Relations
EDUC 5633	Curriculum Theory and Practice
EDUC 5643	School Business Management
EDUC 5693	Internship in Educational Leadership
EDUC 6023	Learning and Assessment
EDUC 6753	Research

Mid-Management Certification

Texas Professional Certification in Mid-Management requires an additional 9 semester hours beyond the 36 hour master's degree.

COUN 6013 Human Relations

EDUC 6213 Foundations of Reading or EDUC 6293 Content Reading

3 semester hours of additional credit which must be approved prior to registration by the Certification Officer.

COURSES IN EDUCATION (EDUC)

5103. Education of Young Children: Introduction 3(3-0)

An introductory overview of the field including a study of the history of early childhood education. Emphasis on characteristics of young children and their needs.

5123. Early Childhood Development: Language and Literacy 3(3-0)

Prerequisite: EDUC 5103 or consent of the instructor.

Emphasis on how young children's language and literacy develop and the application of developmentally appropriate practice in planning for instruction.

5133. Early Childhood and Kindergarten Curriculum 3(3-0)

Prerequisite: EDUC 5103 or consent of the instructor.

Planning the learning environment, developing learning activities, organizing the school day, and interpreting children's growth to parents. Emphasis on developmentally appropriate practice.

5143. Practicum in Early Childhood 3(1-4)

Laboratory experience with young children.

5153. Mathematics and Science 3(3-0)

Stresses the influence of mathematics and science in daily life. Teaching learning processes, curriculum organization, technology, planning, problem solving, use of manipulatives, and instructional and student assessment in the education of general and special populations will be included.

5163. Structures for Learning 3(3-0)

Emphasizes strategies which promote learner-centered teaching, critical thinking and problem solving, and the integration of technology into teaching. Techniques for special populations will be included. Limited to graduate students seeking initial teacher certification.

5173. Fundamentals of Secondary Reading Instruction 3(3-0)

Designed to provide knowledge concerning current research, theory, essential program components, and sound pedagogical strategies in secondary literacy employed in the education of general and special populations. Areas of consideration will include classroom assessment of literacy, study skills, and integrating trade books into the content classroom. Limited to graduate students seeking initial teacher certification.

5183. Foundations of Elementary Reading 3(3-0)

Current research, philosophical perspectives, essential program components, and pedagogical strategies in the teaching of reading to general and specific populations. Limited to graduate students seeking initial teacher certification.

5193. Reading and Language Arts 3(3-0)

Theoretical, research, and pedagogical considerations for the teaching of reading and language arts to general and special populations. Focus will be on integrating instruction in reading and language arts with social studies.

Limited to graduate students seeking initial teacher certification.

- 5213. Human Development and Learning** 3(3-0)
The process and stages of human intellectual, physical, social, and emotional development from prenatal origins through old age.
- 5223. Planning for Teaching** 3(3-0)
Designed to emphasize various aspects of planning for teaching, curriculum organization, use of technology in teaching general and special populations, the legal and ethical aspects of teaching, the forms of organization and management found in Texas and U.S. schools, and informal and teacher made assessments. Limited to graduate student seeking initial teacher certification.
- 5353. The Computer as a Tool** 3(3-0)
Provides the educator with a broad base of knowledge and hands-on experience about the uses of the computer as a tool in an instructional setting. Students will have hands-on experience with word processing, database, spreadsheet, graphics, graphing, desktop publishing, telecommunications, hypermedia, and teacher utility software in an educational setting.
- 5363. Technology Integration** 3(3-0)
Prerequisite: EDUC 5353, basic skills in computer, or consent of the instructor.
Identifying, exploring, planning, implementing, and assessing activities that integrate the use of technology into a learning environment.
- 5373. Technology for School Leaders** 3(3-0)
This course presents different applications of the computer as a tool for school administrators. Topics include databases, spreadsheets, school budgeting, home pages, PowerPoint, school enrollment projection, utility of the internet, and local area networks.
- 5383. Multimedia Development** 3(3-0)
Prerequisite: EDUC 5353 or 5363 or consent of the instructor.
Using multimedia software to organize and link information and to design and develop learning activities.
- 5393. Instructional Technology Topics** 3(3-0)
Prerequisite: EDUC 5363.
An in-depth study and hands-on experience with a selected topic. Topics will vary depending upon emerging trends in technology and demand. May be repeated for credit.
- 5413. Characteristics and Needs of Gifted Students** 3(3-0)
Characteristics of gifted/talented students; assessment techniques and multiple techniques for identification for gifted programs, nature and needs of gifted students including counseling and guidance of gifted students.
- 5423. Innovative Curriculum Design and Differentiation** 3(3-0)
Study of various curriculum models for exceptional students; classroom curriculum and instruction for differentiation of instruction; working with gifted students in the regular classroom and in special programs.
- 5443. Teaching Critical Thinking Skills** 3(3-0)
Techniques to enhance critical and higher order thinking skills in all subject areas including cooperative learning, reading/writing processes, research methods, investigations, and independent projects.
- 5453. Developing Creativity** 3(3-0)
Study of creativity including characteristics of creative individuals, identification of creativity and unusual

talents, development of programs to enhance creativity, and teaching techniques.

5483. Practicum in Teaching Gifted/Talented 3(1-4)
Laboratory experience with gifted students.

5513. Introduction to Training and Development 3(3-0)
This overview course investigates the design, development, delivery, and evaluation of training programs. The relationship of modern technology and training theories with organizational practices will also be addressed.

5523. Trends and Issues in Training and Development 3(3-0)
A study of current national trends and issues in the fields of training and development. Emphasis on topics related to leadership, organizational culture, and total quality.

5533. Instructional Strategies for Adult Learners 3(3-0)
Examination and evaluation of methods of techniques of instruction used by both trainer and curriculum/program developers in business and industry, government, and community adult learning activities.

5543. Instructional Systems Design 3(3-0)
Designed for training professionals, this course focuses on curriculum theories, approaches to curriculum development, and curriculum evaluation strategies. Includes development of goals, competencies, objectives, knowledge-based testing, and performance-based testing.

5563. Group Dynamics 3(3-0)
Designed to sensitize prospective trainers to group issues in power and influence, communication and perception, ethics and values, and organization design and behavior as they relate to business, industry, government, and the community.

5583. Internship in Training and Development 3(1-4)
Prerequisites: 24 semester hours in Training and Development.
Designed as the culminating experience in the Training and Development program; provides 150 clock hours of training experience under the supervision of experienced personnel; may be repeated for credit with approval of graduate committee chair.

5603. Introduction to Leadership 3(3-0)
An introduction to trends and issues in education, staff development programs, participatory decision-making, curriculum development and planning, and professional organizations. This course provides students with opportunities to develop many critical leadership skills and provides a base for success in more specialized courses.

5613. School Law and Public Relations 3(3-0)
A study of the rights and responsibilities of teachers, student rights and responsibilities, special education, governance (federal, state, and local), staff discipline and dismissal, factors involved in school public relations, and procedures and standards for student discipline.

5623. Mentoring 3(3-0)
A study of effective mentoring theories, research, and practices. This course will teach successful ways to mentor colleagues, first year teachers, student teachers, and student interns. Students in this course will be expected to master best practices and participate in hands-on learning experiences. The course will approach mentoring as a two-way growth process, emphasizing the developmental nature of mentoring. Training in effective communication skills will be included..

5633. Curriculum Theory and Practice 3(3-0)

A study of recent curriculum practices and the ideas underlying them. This course provides students with experiences in evaluating both the pros and the cons for a wide variety of curricular practices.

5643. School Business Management 3(3-0)

A study of principles of public school finance, the school budget development process, building-level fiscal management, facility planning and management, and building-level student services management.

5663. Developmental Disabilities 3(2-2)

(formerly Individuals with Moderate Disabilities)

Special problems related to the understanding of individuals with developmental disabilities will be stressed.

5676. School Change and Reform 6(6-0)

Prerequisites: EDUC 5373 and 5603.

This course is an examination of the nature and process of change. Students will study models for planned change, a systems approach to change and the principal's role as a change agent. Students will also examine principles and techniques of decision-making, the stories of successful change efforts in schools, and programs for a diverse student population.

5686. Instructional Improvement and Staff Development 6(6-0)

Prerequisite: EDUC 5676.

Students will study basic knowledge of ways in which principals can support and improve excellence in classroom instruction for a diverse student population. Conferencing skills, observation techniques, evaluation techniques, peer coaching, classroom management, staff development, individual decision-making, and developmental supervision are some of the concepts to be examined.

5693. Internship in Educational Leadership 3(1-4)

A study of concepts and skills associated with team management, concepts, and skills associated with group facilitating. This course provides students opportunities to apply their leadership understandings and abilities to real situations in the public schools.

5733. Exceptional Individuals 3(2-2)

A study of the etiology of, and concepts relating to, exceptional individuals; a minimum of 15 hours of field experience is included.

5793. Teaching Individuals With Emotional/Behavior Disorders 3(2-2)

(formerly Individuals with Mild Disabilities)

Prerequisite: EDUC 3613 or 5733 or consent of instructor.

Developing and implementing Behavior Management Plans using behavioral and cognitive approaches. Includes crisis intervention and nature and needs of target students.

5843. Language Acquisition and Development 3(3-0)

Introduction to language acquisition including nature and description of language, psycholinguistic and sociolinguistic characteristics of language, and development aspects.

5853. Second Language Learning 3(3-0)

Study of second language learning with emphasis on comparative contrastive features of languages.

5863. Reading and Language Arts for English as a Second Language 3(3-0)

Theories and current methodology in teaching of listening, speaking, reading, and writing skills in English as a second language. Special consideration will be given to development of reading skills in English as a Second Language.

- 5873. Methods and Materials for English as a Second Language** 3(3 0)
Curriculum, methods, and materials for English as a Second Language including instructional techniques, assessment and testing procedures, materials evaluation, and classroom management.
- 5883. Practicum in English as a Second Language** 3(1-4)
Laboratory experiences with ESL students.
- 5923. Inclusion** 3(3-0)
Modification of curriculum and instruction for students with disabilities who are included in general education classes.
- 5933. Identification and Appraisal of Exceptional Individuals** 3(2-2)
Prerequisites: 6 hours in special education including EDUC 3613 or 5733.
This will provide the trainee with a working understanding and interpretation of diagnostic and descriptive materials on individuals, and techniques for appraising and influencing the handicapped students' functioning in the classroom.
- 5953. Teaching Individuals with Moderate Mental and Physical Disabilities** 3(2-2)
(formerly Teaching Individuals with Moderate Disabilities)
Prerequisite: EDUC 3613 or 5733 or 4663 or 5663.
Study of techniques and methodology for teaching moderate developmental disabled students. Procedures related to Individual Educational Program planning, transition planning, and the selection of appropriate service delivery models for persons who have moderate disabilities are included.
- 5963. Teaching Individuals with Mild Disabilities** 3(2-2)
Prerequisite: EDUC 3613 or 5733.
Research-supported strategies for teaching students with mild disabilities. Includes Individual Education Program and Transition Plans.
- 5973. Practicum in Special Education** 3(1-4)
Prerequisites: Twelve credits of special education and consent of coordinator.
Provides tutoring experience for the student in one or more special education settings. May be repeated for credit with approval of coordinator.
- 6013. Trends and Issues in Learning and Teaching** 3(3-0)
A study in contemporary issues relating to the ways students learn and best practices in instruction. Emphasis will be placed on a broad spectrum of perspectives.
- 6023. Learning and Assessment** 3(3-0)
A study of learning theories and the learning process, testing instruments and programs, their interpretation and use in curriculum evaluation, authentic and other assessment methods and programs, and test construction.
- 6033. Classroom Management** 3(3-0)
Methods of organizing and managing students, materials, and instruction in contemporary special populations classrooms.
- 6043. Instructional Strategies** 3(3-0)
Developing instructional strategies with emphasis on effective teaching models, technology, and student outcomes.
- 6063. Induction to Teaching** 3(2-2)

Supervised classroom teaching experience designed to put theory in practice and increase teaching skills of the induction year teacher.

6073. **Practicum in Teaching** 3(1-4)
Applying skills and instructional strategies by the first year teacher in a classroom environment to enhance teaching skills.
6213. **Foundations of Reading** 3(3-0)
Historical, philosophical, physiological, and psychological foundations of reading.
6233. **Seminar in Reading Instruction** 3(3-0)
Topic as announced. Major project and/or field study with group sharing and analysis.
6243. **Trends and Issues in Youth Literature** 3(3-0)
Examines current trends and issues in the literature published for children and young adults.
6253. **Reading for Disabled Students** 3(3-0)
Examines the use of a wide variety of research-supported individualized strategies for teaching literacy to students with significant reading difficulties.
6273. **Diagnostic Reading Procedures** 3(2-2)
Prerequisites: EDUC 5733, 6253.
Study and use of standardized and informal instruments for determining kinds of reading difficulties. Demonstrated competencies in the use of the test instruments, interview procedures, and report writing.
6283. **Practicum in Reading** 3(2-2)
Prerequisites: EDUC 5733, 6253, 6273.
Designed to provide clinical practice in the correction of reading disabilities in a supervised situation. Fieldwork required.
6293. **Content Reading** 3(3-0)
Survey of current reading and writing development in content subjects.
6703. **Individual Testing** 3(2-2)
Prerequisite: Consent of instructor.
Theories and methods of administering individual tests. Rationale and experience in administering, scoring, and interpreting individual tests with primary emphasis on the Wechsler and Stanford-Binet scales.
6753. **Research** 3(3-0)
Study of major concepts and methods in quantitative and qualitative research. Research project required. Must be completed prior to semester of graduation.
6903. **Problem Course** 3 semester hours
Designed to offer the advanced student an opportunity to select a special area of interest in education for intensive research. An acceptable research project is required. May be repeated once for credit.
6913. **Seminar in Elementary Education** 3(3-0)
Topic as announced. Major project and/or field study with group sharing and analysis.
6923. **Seminar in Secondary Education** 3(3-0)
Topic as announced. Major project and/or field study with group sharing and analysis.

6943. Seminar in Special Education

3(3-0)

Prerequisites: Nine credits of special education or approval of coordinator.

Topic as announced; major project and/or field study with group sharing and analysis; may be repeated for credit with approval of coordinator.

6983, 6993. Thesis

6 semester hours

WEST FOUNDATION PROFESSORSHIPS OF EDUCATION

The West Foundation of Wichita Falls supports the West Professor of Education, Dr. Michael Land. Additionally, the West Foundation funds an MSU faculty member, Dr. Mary Ann Coe, in the Gordon T. and Ellen West College of Education who is assigned to teach undergraduate students and assist in-service teachers at the West Foundation Elementary School.

WEST CENTER FOR TEACHING EXCELLENCE

The West Center for Teaching Excellence sponsors a variety of programs to enhance the quality of teaching. Since 1984, over 3,000 teachers have participated in West Foundation sponsored professional development activities. Thirty West Foundation undergraduate scholarships and thirty West Foundation graduate scholarships are provided each year. The West Foundation has sponsored short workshops and conferences as well as graduate courses. The first computer lab in the Gordon T. and Ellen West College of Education was established through West Foundation funding and the West Foundation continues to support that lab.

ENGLISH

**Michael L. Collins, Dean
College of Liberal Arts**

**Thomas Galbraith, Chair
English Program**

**Robert Johnson
Graduate Coordinator**

Graduate Faculty: Carpenter, Galbraith, Hoffman, J. Hoggard, L. Hoggard, Johnson, Smith, Stewart, Taylor

Emeriti Faculty: Brown, Campbell, Whitlock

THE MASTER OF ARTS IN ENGLISH

The requirements for a degree of Master of Arts with a major in the field of English are as follows:

General (see page)

Program

Option 1: **Thesis**

30 semester hours of approved courses including English 6983 and English 6993, or a minimum of 18 semester hours of approved courses including English 6983 and English 6993 in addition to a related minor. English 5023 does not count toward the 30 hours of the degree.

Option 2: **Non-thesis**

36 hours of approved courses, or 24 hours with an approved minor, and a substantial research paper meeting the guidelines established by the college and the Graduate Council. English 5023 does not count toward the 36 hours of the degree.

Option 1 or 2 with **Teaching Assistantship**

A student pursuing either option 1 or 2 may apply for a Graduate Assistantship which, if successfully completed, will lead to a Teaching Assistantship, generally in the student's second year of graduate study. A student awarded a Graduate Assistantship must complete 6 semester hours of English 5023 in addition to the degree hours noted above. In general, a student pursuing a Teaching Assistantship will not include a minor field in his or her master's degree.

REQUIREMENTS FOR THE GRADUATE MINOR IN ENGLISH

A master's candidate in another field may obtain a minor in English by completing the following requirements:

A minimum of 12 semester hours approved by the English graduate coordinator. Education majors selecting a divided minor may be approved for a nine-hour minor by the English graduate coordinator.

ADDITIONAL INFORMATION FOR ENGLISH MAJORS

- I. Admission to the degree program
 - A. **Unconditional admission**

1. **Bachelor's degree:** A bachelor's degree from a regionally accredited college or university. Degrees earned in non-traditional degree programs require special approval of the graduate program coordinator.
2. **Undergraduate background:** An undergraduate course background in English (usually 12 advanced hours in English; related fields may apply).
3. **Acceptable undergraduate grade point average:** Usually a B average in English.
4. **GRE/GPA index of at least 1400.**
200 times the undergraduate grade point average on the last 60 hours (excluding community college work) + the GRE score on the verbal and quantitative sections of the GRE.

B. Conditional admission

1. **No GRE score.** A student must take the GRE no later than the semester of initial enrollment as a degree-seeking student. Any student who has not taken the GRE will not be allowed to enroll for a second semester unless he can show proof of registration for the next time the GRE is given.
2. **Unacceptable undergraduate course background or gpa.** The graduate coordinator may require undergraduate leveling courses. Leveling courses do not count toward a degree.
3. **GRE/GPA index below 1400.** If a student receives less than a 1400 index, he may petition the Graduate Screening Committee and be admitted if approved by the Committee. The Graduate Screening Committee will make a special study of the academic record, will examine a sample of writing, and will conduct a personal interview. The Committee may prescribe certain conditions, such as a leveling course or courses.

The Graduate Screening Committee is composed of three members appointed by the graduate coordinator.

C. Previous master's degree

An applicant who has earned a master's or higher degree from a regionally accredited institution of higher education may be accepted on the basis of such degree. Determination of conditions, if any, will be made by the graduate program coordinator.

II. Teaching Assistantships and Graduate Assistantships

Qualified graduate students with acceptable scores on the GRE are eligible for consideration as Teaching Assistants or Graduate Assistants.

A. Teaching Assistantships

A graduate must have at least 18 hours of graduate English courses to become a Teaching Assistant. Teaching Assistants will normally take 6 hours of English courses each term and will teach 6 hours of English courses each term.

B. Graduate Assistantships

1. **Full time.** Graduate Assistants are normally in training to be Teaching Assistants. They will register for 9 hours each term. They will take 6 hours of regular courses, will take 5023 Teaching College English (usually observing in 1113 or 1123), and will have one assignment of other duties:
 - Working in the Writing and Reading Lab or the Computer Writing Lab 6 hours a week

- Research assistant
- Teacher's aide

Graduate Assistants will normally earn 18 hours the first year and be eligible for a Teaching Assistantship the second year.

2. **Part time.** Graduate Assistantships can be awarded on a half-time and a quarter-time basis. Course load and duties are also reduced. Part-time Graduate Assistants will normally not be considered for Teaching Assistantships.

III. Course requirements

A maximum of 6 hours of approved 4000 level courses which have been taken for graduate credit will be accepted. Those 4000 courses which are eligible for graduate credit are listed in the Courses section of this catalog. No 1000, 2000, or 3000 level courses may be taken for graduate credit.

A student registering in undergraduate 4000 courses for graduate credit must complete additional requirements above those made of undergraduate students in the same courses. Extra reference reading, assignments of an investigative or research type, and research papers are examples of additional requirements.

A student on Option 1 may apply six semester hours of problem courses toward the degree. A student on Option 2 may apply nine semester hours of problem courses toward the degree.

A course taken for undergraduate credit cannot be counted as graduate credit regardless of the status of the student at the time the course was taken.

IV. Reading List for Master's Candidates

All candidates for the master's degree in English will be expected to be familiar with works on the "Reading List for Master's Candidates" compiled by the English graduate faculty. These forty-five selections from World, British, and American Literature have been chosen for their own intrinsic merit and for their influence on subsequent literary works and movements. Students will be responsible for reading these works either in classes or on their own and for being able to discuss them intelligently at their final oral examinations.

V. Foreign language requirement

A candidate for the degree of Master of Arts in English must give evidence of having completed four semesters or the equivalent of one foreign language. The foreign language requirement may be absolved by successfully completing a reading knowledge examination.

Procedure for taking the reading knowledge examination:

The student selects a book of 200 or more pages. The text--in French, German, or Spanish--should be relevant to the student's field of study. At least two days prior to the scheduled exam, the candidate should present this book to the examiner. The latter will select 3-5 pages, depending on the size of the print. The student is allowed up to 2 ½ hours and the use of a dictionary to complete his translation. No letter grade will be assigned. If the candidate passes, the Foreign Language Office will send written notification to the student's adviser and the registrar. The student may request a copy from the college files.

VI. Thesis or research paper requirement

The thesis or research paper will be prepared in accordance with the schedules and conditions noted under the general Thesis or Research Paper Requirement on page . In addition, documentation form shall be governed by the current edition of the *MLA Handbook for Writers of Research Papers*, and the writing shall reflect the conventions of edited American English.

COURSES IN ENGLISH (ENGL)

4643. **Literature of the South and Southwest** 3(3-0)
Prerequisites: Six hours beyond 1123 or consent of chair.
The patterns of Southern and Southwestern themes and culture as exhibited in the works of representative writers.
4893. **The English Novel** 3(3-0)
Prerequisites: Six hours beyond 1123 or consent of chair.
Representative English novels with focus on the development of the genre, major themes, and techniques.
4903. **Selected Studies in Comparative Literature** 3(3-0)
Prerequisites: Six hours beyond 1123 or consent of chair.
Comparative study of selected authors or themes of different cultures or times as reflected in literature. May be repeated for credit with changed content.
4923. **Modern Poetry** 3(3-0)
Prerequisites: Six hours beyond 1123 or consent of chair.
Major voices in 20th century poetry with emphasis on Pound, Eliot, Williams, Frost, and Stevens.
5003. **Independent Research** 3 semester hours
Prerequisite: Written consent of graduate coordinator.
A tutorial course in which research in depth in a specific author or area is directed by a member of the English graduate faculty.
5013. **The Teaching of Writing** 3(3-0) A
workshop for developing effective methods of teaching writing in public schools.
5023. **Teaching College English** 3 semester hours
Prerequisite: Written consent of graduate coordinator.
Required of all full-time graduate teaching assistants in English during first two semesters in residence. An overview of problems and effective practices in the teaching of freshman English composition. Observation, demonstrations, and practice sessions.
5353. **Major Authors** 3(3-0)
Comprehensive study of the work, life, and background of one or more major authors.
5513. **History of the English Language** 3(3-0)
The development of the sounds, forms, and structure of English and the implications of modern language problems.
5523. **Introduction to Linguistics** 3(3-0)
Methods and nature of language, the interlocking systems that make up language; methods of language analysis.

5533. **Literary Criticism** 3(3-0)
A survey of historical and contemporary methods of literary criticism and their application to selected texts.
5623. **American Romantic Movement** 3(3-0)
Emphasis on the poetry and prose of Emerson, Thoreau, Poe, Hawthorne, Melville, and Whitman.
5633. **American Realism and Naturalism** 3(3-0)
The realistic and naturalistic approaches in prose fiction with emphasis on Twain, Howells, James, Dreiser, Crane, and Norris.
5653. **Modern American Literature** 3(3-0)
A survey of the major American prose writers and dramatists of the first part of the 20th century.
5753. **Old English Language and Literature** 3(3-0)
Language, literature, and world view of Anglo-Saxon England. Emphasis on Beowulf and the epic tradition.
5763. **Middle English Language and Literature** 3(3-0)
Language, literature, and world view of medieval England. Emphasis on Chaucer.
5773. **Shakespeare** 3(3-0)
Shakespeare's art and thought as seen in drama and poetry.
5783. **English Renaissance Period** 3(3-0)
Renaissance thought and culture as revealed by the poetry, prose, and drama of the age.
5853. **Eighteenth Century English Literature** 3(3-0)
The literature and intellectual currents of the period with emphasis on Pope, Swift, and Johnson.
5863. **The English Romantic Period** 3(3-0)
The literature and intellectual currents of the period with emphasis on Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats.
5873. **The Victorian Period** 3(3-0)
The literature and major developments during the age of Tennyson, Browning, and Arnold.
5883. **Twentieth Century English Literature** 3(3-0)
Authors and trends in English literature of the 20th century.
5913. **Russian Literature** 3(3-0)
A study of such major writers as Pushkin, Gogol, Dostoyevsky, Tolstoy, and Chekhov.
5933. **American Literature and Culture** 3(3-0)
The study of various aspects of American culture as reflected in American literature, arts, philosophy, and social backgrounds.
5943. **Modern World Literature** 3(3-0)
A survey of the major authors and trends in world literature of the first part of the 20th century.

5953. Contemporary Literature A selective study of recent literature.	3(3-0)
6123. Seminar: Studies in the Novel Study in depth of one selected aspect of the novel.	3(3-0)
6223. Seminar: Studies in the Drama Study in depth of one selected aspect of the drama.	3(3-0)
6323. Seminar: Studies in Poetry Study in depth of one selected aspect of poetry.	3(3-0)
6413. Seminar: Studies in Comparative Literature Study in depth of one selected period or theme.	3(3-0)
6613. Seminar: Studies in American Literature Study in depth of one selected period or theme.	3(3-0)
6813. Seminar: Studies in English Literature Study in depth of one selected period or theme.	3(3-0)
6983, 6993. Thesis Prerequisites: Completion of course work and written consent of graduate coordinator.	6 semester hours

MCMURTRY DISTINGUISHED PROFESSOR OF ENGLISH

The McMurtry Distinguished Professorship of English was established in 1997 by the William S. Thomas family in honor of Pulitzer Prize-winning author and Archer City native Larry McMurtry, whose award-winning works include *Lonesome Dove*, *The Last Picture Show*, and *Terms of Endearment*.

The professor holding this position is recognized in the literary arts for his regional and national achievements. James M. Hoggard came to Midwestern in 1966. The author of ten books and numerous stories, poems, essays, and translations published nationally and internationally, he has won awards for his teaching and writing. Among his honors are a National Endowment for the Arts Creative Writing Fellowship grant, Hardin Professor of the Year, the Texas Institute of Letters Short Story Award, and citations of distinction in *The Best American Short Stories* and *The Yearbook of American Poetry*. He has also served two terms as president of The Texas Institute of Letters and is a former president of the Texas Association of Creative Writing Teachers. He has had seven of his plays produced, including two in New York. Among his books are *Riding The Wind & Other Tales*, *Elevator Man*, *Trotter Ross*, *Breaking An Indelicate Statue*, *The Shaper Poems*, *Two Gulls One Hawk*, *EyeSigns*, and three collections of translations: *The Art of Dying*, *Love Breaks*, and *Chronicle of My Worst Years*.

HEALTH SERVICES ADMINISTRATION

Susan Sportsman, Dean - College of Health Sciences
Yoshikazu Fukasawa, Dean - College of Business Administration
Michael Collins, Dean - College of Liberal Arts

Russell Porter
Health Services Administration Graduate Programs Coordinator

Henry VanGeem
MBA Graduate Coordinator

Susan Sportsman
Acting MSN Graduate Coordinator

Marilyn Mertens
MPA Graduate Coordinator

Graduate Faculty: Burke, Fritsch, Porter, Sportsman, Tilker

DEGREES

MBA with a major in Health Services Administration
MSN with a major in Health Services Administration
MPA with a specialization in Health Services Administration
MPA with a Graduate Certificate in Health Services Administration
Graduate Certificate in Health Services Administration

The Health Services Administration Majors in the MBA and MSN programs provide a broad-based and in-depth curriculum for those who are interested in health administration positions or expanding their health services career. The MPA with a Graduate Certificate in Health Services Administration (GCHSA) and MPA with a specialization in health services administration are for those who want an in-depth knowledge of public administration and health services administration without an internship. The stand-alone GCHSA program is primarily for those who are interested in gaining an enriched health management knowledge base.

The MBA program is a Graduate Associate Member of the prestigious Association of University Programs in Health Administration (AUPHA). Through pre-candidacy and candidacy, the MBA is seeking full membership as well as accreditation through the Accrediting Commission on Education in Health Services Administration. With membership in the AUPHA and candidacy/accreditation, students are ensured of rigorous and in-depth education in health services administration.

MISSION

The programs' singular mission is to prepare students for leadership roles in health services administration that is vital to their professional and organizational development. All of the programs provide opportunities to apply theoretical and conceptual frameworks in actual practice settings within a rapidly changing health care environment.

Programmatic goals include obtaining a selection of both diverse student and faculty educational and experiential backgrounds to foster increased interdisciplinary understanding of health care. Because a health administrator supports those who provide care, it is incumbent to include both clinicians and non-clinicians in the

student body to refine their analytical, verbal, and quantitative skills for resolving complex health care issues. Therefore, all health services administration courses include students from the different programs.

OBJECTIVES

The specific educational objectives are: (1) development of independent thinking in a complex world, (2) development of superior health care administration skills, (3) development of strong health economics and financial skills, (4) promotion of managed health care demonstration sites, (5) promotion of pragmatic applications from internship (or research paper) experiences, (6) exposure to current health care systems analysis and forecasting, (7) exposure to health care ethics in a changing environment, and (8) preparation for certification/fellowship as a health executive or nurse administrator.

All programs share core courses that cover health services administration, health care finance and economics, health care personnel, health systems analysis, health care law, and managed health care (the MPA specialization does not require health care personnel or managed health). The MBA and MSN programs require additional core business or nursing courses respectively, an internship, and an elective selected from the following: health care marketing, health services strategic management, health care policy and ethics, long term care administration, health services research, and managed care contracting.

The MPA has two choices in health services administration. A health services administration specialization is available with four health services administration courses or the Graduate Certificate in Health Services Administration is available for those who want to take the six core health services administration courses.

ADMISSIONS

Students must meet the respective admissions requirements for the MBA, MSN, and MPA degrees. See the respective areas for admissions criteria.

For the Graduate Certificate in Health Services Administration the following is required for admission:

1. A bachelor's degree in any field from a regionally accredited college or university,
2. One leveling course in statistics, finance, or economics at the undergraduate level, and
3. A total of 1000 points based on the formula: 200 times the GPA (4.0) system on the last 60 hours of undergraduate work attempted (excluding community college work), plus the GMAT score, OR a total of 1400 on an Index = $200 \times \text{undergraduate GPA for the last 60 hours of undergraduate work} + \text{score on verbal and quantitative sections of GRE}$, OR an MAT score of 46 or higher and an undergraduate GPA of 3.0 in last 60 hours (excluding community college work).

Students who have an index of 1300-1399 using the GRE will be conditionally admitted. The conditional status will be removed once a student: a) makes a 3.0 GPA on the first 12 hours of applicable graduate work, or b) retakes the GRE and raises the index to 1400, or c) takes additional undergraduate courses to raise the index to at least 1400.

Students who have an index that is less than 1300 using the GRE will be admitted as special status students only upon the consent of two of the three Deans noted above. The special status will be removed as noted above in conditional admission.

Students who hold a master's or doctoral degree (e.g., M.D., Ph.D.) from a regionally accredited college or university are exempt from the general requirement 3 above.

NOTE: A student who is required to and makes less than 400 on the GMAT will NOT be admitted to the MBA program if they subsequently wish to enroll in that program regardless of GPA. A student who does not meet the

admission requirements for either the GCHSA or MBA-HSA may retake the GMAT and/or take additional 3000-4000 business courses to raise the GPA.

A student whose native language is not English must score at least 550 on the paper-based TOEFL exam or 213 on the computer-based exam.

DEGREE REQUIREMENTS

MBA-HSAD Major: Course Sequence (42 Credits)

Leveling Courses (All courses must be completed before start of MBA program or during first semester. CLEP may be substituted but DANTES will not be accepted.)

ACCT 2143	Financial Accounting
ACCT 2243	Managerial Accounting
	or
ACCT 5023	Survey of Accounting Principles
ECON 2333	Macroeconomics
ECON 2433	Microeconomics
	or
ECON 5023	Economic Concepts
BUAD 3213	Business Statistics I
FINC 3733	Business Finance
MGMT 3013	Organizational Behavior
MKTG 3723	Principles of Marketing

MBA Core Courses (All seven are required: 21 Credits)

ECON 5113	Managerial Economics
	or
ECON 5143	Macroeconomics
ACCT 5213	Cost Analysis and Control
MGMT 5443	Current Issues in Organizational Behavior
MKTG 5513	Seminar in Marketing
BUAD 5603	Advanced Applied Business Statistics
FINC 5713	Financial Administration
MGMT 6883	Seminar in Business Policy

HSAD Core Courses (All six are required: 18 Credits)

HSAD 5103	Health Services Administration
HSAD 5113	Health Care Finance/Economics
HSAD 5123	Health Care Personnel
HSAD 5133	Health Systems Analysis
HSAD 5143	Health Care Law
HSAD 5153	Managed Health Care

HSAD Elective Courses (Choose one with an Internship: 3 Credits)

HSAD 5203	Health Care Marketing
HSAD 5213	Health Services Strategic Management
HSAD 5233	Health Care Policy/Ethics
HSAD 5243	Long Term Care Administration
HSAD 5253	Health Services Research
HSAD 5263	Managed Care Contracting

MSN-HSAD Major: Course Sequence (45 Credits)

MSN Core Courses (All four are required: 12 Credits)

NURS 5103	Theoretical Foundations in Nursing
NURS 5023	Research in Nursing
NURS 5053	Contemporary Perspectives
NURS 5403	Information Management in Health Sciences

MSN Nursing Administration Courses (All three are required: 9 Credits)

NURS 5313	Theoretical Foundations of Nursing Administration
NURS 6303	Nursing Administration in Integrated Health Care Delivery Systems
NURS 6313	Synthesis of Nursing Administration Concepts

HSAD Core Courses (All six are required: 18 Credits)

HSAD 5103	Health Services Administration
HSAD 5113	Health Care Finance/Economics
HSAD 5123	Health Care Personnel
HSAD 5133	Health Systems Analysis
HSAD 5143	Health Care Law
HSAD 5153	Managed Health Care

HSAD Elective Courses (Choose two for non-thesis specialization: 6 Credits OR choose thesis track with two thesis courses: NURS 6983 and NURS 6993 - 6 Credits)

HSAD 5203	Health Care Marketing
HSAD 5213	Health Services Strategic Management
HSAD 5233	Health Care Policy/Ethics
HSAD 5243	Long Term Care Administration
HSAD 5253	Health Services Research
HSAD 5263	Managed Care Contracting

MPA-GCHSA Course Sequence (36 Credits)

MPA Core Courses (All six are required: 18 Credits)

PUAD 5133	Public Administration
PUAD 5023	Quantitative Methods in Public Administration
PUAD 5923	Organizational Theory and Behavior
PUAD 5943	Public Budgeting and Fiscal Administration
PUAD 5953	Public Law and Administration
PUAD 5963	Capstone -- Case Studies in Decision Making

HSAD Core Courses (All six are required: 18 Credits)

HSAD 5103	Health Services Administration
HSAD 5113	Health Care Finance/Economics
HSAD 5123	Health Care Personnel
HSAD 5133	Health Systems Analysis
HSAD 5143	Health Care Law
HSAD 5153	Managed Health Care

MPA-HSAD Specialization: Course Sequence (36 Credits)

*Same Public Administration courses listed above for MPA-GCHSA
(18 Credits) And*

(12 Required Credits in Health Services Administration):

HSAD 5103 Health Services Administration
HSAD 5113 Health Care Finance/Economics
HSAD 5133 Health Systems Analysis
HSAD 5143 Health Care Law

And

6 Credits in Public Administration or Health Services Administration Courses

GCHSA Course Sequence (18 Credits)

HSAD 5103 Health Services Administration
HSAD 5113 Health Care Finance/Economics
HSAD 5123 Health Care Personnel
HSAD 5133 Health Systems Analysis
HSAD 5143 Health Care Law
HSAD 5153 Managed Health Care

GRADUATION REQUIREMENTS

See the respective MBA, MSN, or MPA section of the graduate bulletin for research papers, comprehensive examinations, and other requirements beyond the courses listed here.

All MBA health services administration majors are required to complete a 90 clock-hour internship that is coordinated by the health services administration coordinator and the respective facility. The MSN health services administration majors are required to complete a 90 clock-hour nursing administration clinical experience in NURS 6313.

COURSES IN HEALTH SERVICES ADMINISTRATION (HSAD)

Core Courses

5103. Health Services Administration 3(3-0)

Examines the structure and functions of the American health care industry, the concepts and processes of health and illness, the institutional and individual providers of health services, and related concepts.

5113. Health Care Finance/Economics 3(3-0)

Prerequisite: Undergraduate statistics, economics, or finance course.

A theoretical and practical study of organization and functions of health care financial and economic administration. Emphases are on institutional fiscal policies, accounting concepts, and internal/external control.

5123. Health Care Personnel 3(3-0)

Examination of health care personnel/human resources and assessment of the alternative approaches for improving the productivity of medical and allied health care providers. Emphasis is on health care provider productivity analysis and projection of human resource needs.

5133. Health Systems Analysis 3(3-0)

Prerequisite: Undergraduate statistics, economics, or finance course.

Introduction to principles and methods employed in health evaluation research. Focus will be on conceptualization, design, and operational procedures used in health program evaluation.

5143. Health Care Law 3(3-0)

Examines the basic principles and practices of law affecting health facilities and medical practice. Also presents the legal aspects of patient care and treatment, medical services and other health related functions relating to health employment law.

5153. Managed Health Care 3(3-0)

A pragmatic examination of the theories for and uses of managed health in a complex cultural society. Managed Medicare and Medicaid are discussed along with future scenarios of managed health outcomes.

Elective Courses

5203. Health Care Marketing 3(3-0)

A foundational approach to the theories, concepts, and techniques of marketing applied to the health care services market. Emphasis is placed on the role of marketing and health facility/organization outcomes with patient needs

5213. Health Services Strategic Management 3(3-0)

Focuses on the formulation, implementation, and evaluation of strategy in health care financing of organizations. Emphasizes concepts dealing with industry structure, the strategic management process, and achieving/implementing planned programs to sustain competitive advantage.

5233. Health Care Ethics/Policy 3(3-0)

Examines the ethical process of providing health care in a complex culture. Focuses on the current policy and future political ideology as they both impact care in health organizations.

5243. Long Term Care Administration 3(3-0)

Focuses on unique knowledge and skills considered essential for effective long term care administration. Emphasis is on the long-term care administrator as a person who ensures normalized living within a health care environment.

5253. Health Services Research 3(3-0)

Prerequisite: HSAD 5133.

A seminar on the current knowledge and research issues within specialized areas of health. An emphasis on the organizing, planning, and implementing of research results is used.

5263. Managed Care Contracting 3(3-0)

Prerequisite: HSAD 5153.

Develops the foundations of managed health in HSAD 5153 and provides an in-depth evaluation of the contracting methods among health care organizations. A special emphasis on financial contract negotiations is presented.

HISTORY

**Michael L. Collins, Dean
College of Liberal Arts**

Kenneth E. Hendrickson, Jr.
Chair, History Program and Graduate Coordinator

Graduate Faculty: Collins, Hendrickson, Hewitt, Kindig, King, Lindemann

Emeritus Faculty: Neighbours

THE MASTER OF ARTS WITH A MAJOR IN HISTORY

- I. Thesis Option. Thirty (30) semester hours approved courses including History 5713, 6103, 6983, and 6993. This option is recommended for students who intend to pursue graduate studies beyond the M.A. level.
- II. Non-Thesis Option. Thirty-six (36) semester hours of approved courses including 5713, 6103, 6003, and a substantial research paper meeting guidelines established by the college and the Graduate Council. This option is recommended for students who do not intend to pursue graduate studies beyond the M.A. level.

Minor: A minimum of twelve semester hours of approved courses in history with the exception that education majors electing a divided minor may be approved for a nine-hour minor by the coordinator.

ADMISSION REQUIREMENTS

- I. Undergraduate degree from a regionally accredited college or university.
- II. Undergraduate major, minor, fifteen hours, or waiver of above by the program chair.
- III. Unconditional Admission
GRE Score of 800 (verbal and quantitative), or Index Score of 1400. Index is determined by adding GRE Score to 200 x grade point average on last 60 hours of undergraduate work (excluding community college work).
- IV. Conditional Admission
Students with an Index Score of 1300 - 1399 will be admitted. Condition will be removed if student makes B or better in each of first four courses attempted.
- V. Students with Index Score under 1300 will be considered for admission by a faculty screening committee. Decision will be based on grade point average, grades in history courses, and letters of recommendation.

COURSES IN HISTORY (HIST)

5003. **Research Course in History** 3 semester hours

Prerequisites: 15 hours of history or consent of the coordinator.

Directed reading and research with topics chosen by the student and instructor. May be repeated for credit.

5013. **Texas History** (formerly 5013 and 5023) 3(3-0)

This course examines Texas history from the time of discovery to the late twentieth century. Topics examined include the Spanish colonial period, Anglo colonization, the Texas Revolution, early statehood, the Civil War and Reconstruction, the cattleman's frontier, the oil industry, and modern Texas politics.

5033. **American Beginnings: From Discovery to the Revolution** 3(3-0)

After the migration of man across the Bering Straits, the great Indian civilizations appeared followed by the first European colonies in the sixteenth and seventeenth centuries. Settlement spread, and an American society flowered

represented by such figures as William Byrd, Benjamin Franklin, and Thomas Jefferson -- until estrangement from England provoked a crisis that finally touched off the American Revolution.

5043. The Old South 3(3-0)

This course traces the growth of Southern culture; economic and politics from the establishment of the first Southern Colonies to the Civil War. Emphasis is placed upon such topics as social organization, slavery, states' rights, and the creation of the Confederacy--always relating developments in the South to events in the nation at large.

5053. Civil War and Reconstruction 3(3-0)

The bitter sectional conflicts touched off by slavery and westward expansion provoked a mounting crisis in the 1850's, ending in the election of 1860. The course then turns to the battlefield and the question of why the South lost, concluding with an examination of the attempt to reintegrate the South into the Union and the angry social and political clash which was precipitated.

5073. The Era of Reform: Populism and Progressivism in America 3(3-0)

A study of the background and development of the agrarian reform movements of the late nineteenth century culminating in the rise and fall of the Populist party, the urban-industrial movements in America during the early twentieth century including municipal, general political, labor, child labor, social welfare, and other movements.

5083. The Age of Washington and Jefferson 3(3-0)

Federalists and Jeffersonians struggled over the destiny of the young Republic - would it be a unitary, entrepreneurial nation, or an agrarian confederation? Complicating the battle were economic change, and the acquisition of the Louisiana Territory, even as Europe began to threaten American commerce and ultimately the independence of the Republic.

5093. The Jacksonian Era 3(3-0)

Using Andrew Jackson as a symbol of his age, the course traces the acrimonious partisan conflict which gave birth to mass democracy, and a new two-party system. This is related to such crucial issues as the bank war, nullification, minority rights and the Mexican War - questions fostered by rapid industrialization and the migration of pioneers to the Pacific.

5103. History of England 3(3-0)

A survey of the forces and events which dominated English development from the times of the Romans to the Glorious Revolution of 1688. The course focuses on the constitutional development of England and discusses the contributions of the Anglo-Saxons and Normans as well as those of the Reformation and Elizabethan eras.

5123. History of England 3(3-0)

A survey of modern England and the emergence of the United Kingdom and the development of the British Empire. The course focuses on the development of British democracy as well as the issues and events of the American Revolution, the Industrial Revolution, the Irish Question, and the impact of the wars of the twentieth century on Britain.

5133. America: From the Jazz Age to the Nuclear Age 3(3-0)

A study of American life from the end of World War I to the end of World War II with special emphasis upon the prosperity of the Twenties, the Great Depression, the New Deal, and the domestic and foreign policy problems of the World War II period.

5143. The New South 3(3-0)

The development of the New South from the legacy of the Civil War and Reconstruction. Southern politics, economics, cultural, and industrial development.

5163. **Contemporary America: From the End of World War II to the Present** 3(3-0)
A study of American life and foreign policy trends since 1945 with special emphasis upon the major political, economic, and social changes which have affected the lives of all Americans.
5173. **History of Mexico** 3(3-0)
A survey of Mexican history from Pre-Hispanic times to the present with emphasis on the National Period 1820-1967, which includes the age of Santa Anna, La Reforma, the Diaz Dictatorship, and the Revolution of 1910.
5183. **Latin America: Nationalism in the Twentieth Century** 3(3-0)
Course will emphasize Vargas in Brazil, Peron in Argentina, Castro in Cuba, Allende in Chile, and such currently popular problems as those found in Central America.
5213. **Europe in the Middle Ages** 3(3-0)
A study of the social, political, and intellectual traditions of western society as they developed after the Germanic invasions. Emphasis will be placed on the evolution of feudal society and its interaction with the community of the Christian Church.
5233. **Ancient Greece and Rome** 3(3-0)
A study of the development of Greece from the Bronze Age through the Classical Age of Socrates, Plato, and Aristotle with the emergence of Rome as an imperial power and its expansion through the Mediterranean world. The course concludes with an examination of early Christianity and the collapse of the Roman political system.
5253. **Renaissance and Reformation** 3(3-0)
A study of the development of European society in the era of the Black Death, of overseas discoveries, of the Renaissance and Reformation. The emphasis of the course will be a topical study of Renaissance humanism and a detailed analysis of the impact of the Reformation on the doctrines and structures of western Christianity.
5273. **The Age of Enlightenment** 3(3-0)
A study of European culture during the age of Louis XIV and the Ancien Regime. The course will focus on the Scientific Revolution and its influence on European thought culminating with the Enlightenment.
5423. **Nineteenth Century Europe, 1789-1914** 3(3-0)
Europe from the French Revolution to World War I. Emphasis upon the results of the French Revolution and the influence of Napoleon, the struggle for democratic principles, industrialization, the unification of Italy and Germany, the expansion of colonial empires, and the underlying causes of World War I.
5433. **Twentieth Century Europe** 3(3-0)
Development of Europe from the beginning of the twentieth century to the present with emphasis on development since World War I.
5503. **Early Russia and Tsardom** 3(3-0)
A survey of Russian history from earliest times to the peak of Romanov power and prestige.
5513. **The Modern Russian State and Empire** 3(3-0)
Russian history from 1801 to the present. The crisis and collapse of autocracy, the revolutions, reaction, superpower status, and the decline and fall of empire are some of the major topics covered in this course.
5523. **Eastern Europe** 3(3-0)
An examination of the various Eastern European countries, including the Balkans, from earliest times to the present. Particular emphasis on nineteenth and twentieth century social, political, economic, and religious trends and institutions. The course will also include a discussion of the collapse of communism and accompanying

regional conflicts.

5533. American Ideas 3(3-0)

A survey of the major intellectual currents which have shaped American thought, including Puritanism, the Enlightenment, Romanticism, Transcendentalism, Utopian Idealism, Social Darwinism, and Pragmatism. This course traces the changing intellectual patterns which have characterized the development of American civilization.

5543. History of the Middle East 3(3-0)

Includes a survey of pre-Islamic society, the rise and spread of Islam, the rise and fall of the Ottoman Empire, European Imperialism, and the contemporary Middle East.

5603. The American Frontier, 1607-1838 3(3-0)

A survey of the advancing Anglo-American frontier from the founding of Jamestown through the Indian Removal period and the Cherokee Trail of Tears. The course surveys westward expansion from the Atlantic to the Mississippi River with particular emphasis upon the ongoing clash between Anglo and Native American cultures.

5613. The American West, 1803-1890 3(3-0)

A survey of westward expansion from the Mississippi River to the Pacific. From Lewis and Clark to Wounded Knee, from the fur traders' frontier to the farmers' frontier, this course surveys the sweeping movement of the American people across the trans-Mississippi West.

5643. United States-Latin American Relations 3(3-0)

Survey of the relations of the U.S. with Latin America from independence to the present. The course keys on the Monroe Doctrine and U.S. policy from the Latin American perception of that policy. The course also covers in some detail U.S. relations with Argentina, Chile, Cuba, and Mexico.

5653. United States Military History 3(3-0)

An analysis of the actions of the armed forces in five major conflicts. Emphasis will be placed on tactical and strategic decision making, personalities, force structures and the application of technological innovations to warfare. Conflicts to be studied are: The Revolution, the Civil War, World Wars I and II, and Vietnam.

5713. Historiography (formerly History 5013) 3(3-0)

Required of all graduate students with a major in history. A study of the history of historical research and interpretation from the Greeks to the present with emphasis on the American historians.

5803. Survey of Eastern Asia 3(3-0)

This course examines the panorama of social, economic, and political developments in East Asia to the nineteenth century with emphasis upon China, Japan, and Korea.

5813. Survey of Eastern Asia 3(3-0)

Comparisons, contrasts, stability, chaos, continuity, change, and cultural developments in the nineteenth and twentieth centuries Far East; the clash of the ancient and the modern worlds is the story of China, Japan, and Korea during the last two centuries.

5833. Latin American History, Colonial Period 3(3-0)

This course investigates the Indian, White, and Black cultures which made up the ethnic and cultural diversity in Ibero-America. The discovery, conquest, and settlement of Ibero-America are covered in detail as are such institutions as the church, encomienda, and the military. The course concludes with a discussion of the impact of the reforms of Charles III as they affected Latin America and initiated the independence movement.

5843. Latin American History, Republican Period-Nineteenth Century 3(3-0)

This course traces the independence of Ibero-American Nations and explains the factionalization caused by the collapse of Spain's empire and the power struggles which resulted. Institutions such as caudillismo, the church, the military, and their impact are discussed as they developed during the nineteenth century.

6003. Seminar 3(3-0)

In depth studies of selected topics in American, European, Latin-American, or Russian history. Oral reports and research papers. May be repeated for credit.

6103. Research Methods 3(3-0)

Includes traditional historical research methodology such as document evaluation, information management, content analysis, interpretation, and writing skills. Required for all graduate students.

6983, 6993. Thesis 6 semester hours

**HARDIN FOUNDATION
DISTINGUISHED PROFESSOR
OF AMERICAN HISTORY**

For many years, the Hardin Foundation for Wichita County has supported Midwestern State University through grants and awards. These programs include the Hardin Scholar and the Hardin Professor Awards given each year respectively to the outstanding rising junior student and an outstanding member of the faculty. Additionally, the Foundation has supported the development of a truly outstanding American History Collection in Moffett Library. In 1987, the Foundation created the Hardin American History Professorship.

Dr. Kenneth E. Hendrickson, Jr., a regionally and nationally known historian, has been designated as the Hardin Foundation Distinguished Professor of American History. Dr. Hendrickson's primary research areas are in the New Deal, American radicalism, natural resources and conservation history, and Texas.

His major publications include *Richard F. Pettogrew of South Dakota*, (1968), *Hard Times in Oklahoma*, (1983), *The Waters of the Brazos River Authority, 1929-1979* (1983), *The Chief Executives of Texas: From Stephen F. Austin to John Connally, Jr.*, (1995), and *Franklin D. Roosevelt: A Bibliography of his Times and Presidency*. He has contributed to five additional books and has published more than one hundred articles, essays, and reviews.

KINESIOLOGY

**Emerson Capps, Dean
Gordon T. and Ellen West College of Education**

**Steven Snowden
Chair, Kinesiology Program and Graduate Coordinator**

Graduate Faculty: Brown, Dudley, Henderson, Kilgore, Sandford, Snowden, Wiggins

Emeriti Faculty: Flatt, Gillespie, Stockton

THE MASTER OF SCIENCE IN KINESIOLOGY

The Master of Science in Kinesiology prepares students for a number of careers in exercise science and related fields.

Requirements for completion of a Master of Science in Kinesiology

Option 1: 36 semester hours of approved courses including KNES 5003, 5043, 5053, 5093, 5673.

Option 2: 24 semester hours of approved courses including KNES 5003, 5043, 5053, 5093, 5673 and 6 semester hours in each of two fields or a minor of 12 semester hours in one field approved by the program coordinator for a total of 36 semester hours.

Option 3: Thesis - 18 semester hours of approved courses including KNES 5003, 6983, 6993 and 6 semester hours in each of two fields or a minor of 12 semester hours in one field approved by the program coordinator for a total of 30 semester hours.

Option 4: Thesis - 30 hours of approved courses including KNES 5003, 6983, 6993.

Admission Requirements

Students seeking admission to graduate programs in the West College of Education must meet University requirements and West College of Education and Kinesiology requirements.

- A. Students are required to take the GRE and possess a baccalaureate degree from a regionally accredited college or university.
- B. Based on a calculated admission index, a student may be admitted without conditions, admitted with conditions, or as a special status student. The admission index is calculated for all graduate applicants.

$\text{INDEX} = 200 \times \text{undergraduate GPA in the last 60 hours (excluding community college work)} + \text{score on verbal and quantitative sections of the GRE}$

For example, if the undergraduate GPA is 2.75 in the last 60 hours and GRE is 900:

$\text{INDEX} = 200 \times 2.75 + 900 = 1450$

Students are unconditionally admitted if their index score is greater than 1400.

If the index is 1300-1399, admission may be granted conditionally. The conditional status may be removed by a) making a 3.0 GPA on the first 12 hours of applicable graduate work, b) retaking the GRE and raising the index to 1400, or c) taking additional undergraduate courses to raise the index to at least 1400.

If the index is below 1300, a student may request admission as a special status student. The request should be made in writing to the Graduate Program Coordinator. An evaluation committee will be appointed consisting of the Dean, the Graduate Program Coordinator, and the faculty of the student's proposed major. The evaluation committee shall meet and may require additional written and/or oral examination. The committee may grant the request, grant the request with additional requirements, or deny the request.

- C. Minimum admission requirements include 24 hours of undergraduate credit in the graduate major or closely related field. Leveling work, which may be done concurrently with graduate work, may be required if a student needs additional undergraduate background.
- D. Students who enter as non-degree seeking or professional development status who later are admitted to the graduate program may apply 9 hours to a graduate degree if completed course work is approved by the Graduate Program Coordinator and Dean.
- E. Students applying for admission must also go through an application interview with the Chair of Kinesiology or a designated representative.

Research paper or Thesis requirement

Each candidate selecting a non-thesis option is required to complete a library research paper on a topic approved by his/her major professor, present the paper publicly and place the paper on file with the College of Education. Each candidate selecting a thesis option is required to complete an original research project on a topic approved by his/her major professor, prepare a written report of the research, defend the research at a public forum and place a copy of the paper on file as directed by the University. The research paper or thesis must follow the *Publication Manual of the American Psychological Association* or the American Physiological Society formats. Library research papers may be filed on standard typing paper. Theses must be submitted on 20 lb. cotton bond paper.

Oral Examination Requirement

Coincident with the public presentation of a library research paper or thesis, the candidate will be required to complete an oral examination prepared and administered by the candidate's graduate committee. For candidates completing a non-thesis option, the focus of the examination will be on coursework completed with a secondary focus on the library research paper. For candidates completing a thesis option, the focus of the examination will be on the thesis research with a secondary focus on coursework completed.

The Graduate Committee

Prior to the end of the first year of graduate study, the candidate must recruit a committee to be composed of three members of the Kinesiology graduate faculty or two members of the Kinesiology graduate faculty and one member of the minor field's graduate faculty. Of this group, one member of the Kinesiology graduate faculty will serve as the student's major professor, adviser, and chair of the graduate committee.

Satisfactory Student Progress

Graduate students are expected to consistently pursue the highest levels of achievement in all areas of the classes, programs, and activities in which they participate. The Kinesiology faculty require the following standard for satisfactory performance: (1) Consistent with university policy, grades of “D” and “F” are considered unsatisfactory. Students who receive a “D” or “F” in a course will be subject to a review by the graduate faculty of the program. The faculty may recommend either a dismissal from the program or may allow the student to remain in a probationary status. A second “D” or “F” will result in dismissal from the program. (2) Students who receive two grades of “C” will be subject to a review by the graduate faculty. The faculty may recommend either a dismissal from the program or may allow the student to remain in a probationary status. A third “C” will result in dismissal from the program. (3) Graduate students receiving university stipends are required to continuously enroll in 6 hours per regular semester.

COURSES IN KINESIOLOGY (KNES)

FOR UNDERGRADUATES AND GRADUATES

4643. Anatomical Kinesiology 3(3-0)

Prerequisite: BIOL 1134 or concurrent enrollment.

The application of gross anatomy to the study of human movement. An emphasis will be placed on understanding the interrelated kinetics of normal and abnormal motions of the musculoskeletal system as they influence mobility and function.

4703. Exercise Testing, Prescription, and Programming 3(2-2)

Prerequisites: KNES 2213 and 3653.

A study of the benefits and risks of exercise testing in healthy populations, athletic populations, children, at risk individuals, and patients with cardiovascular and metabolic disease. A complementary focus of the course is the biological, mechanical, and behavioral aspects of prescribing and administering exercise programs to a variety of populations. Includes guided experiences with field-based and clinical test technologies.

FOR GRADUATES

5003. Research Methods and Statistical Applications in Sport and Human Performance 3(3-0)

Introductory principles of scientific inquiry, research methods applicable to these fields, evaluation of published research, and procedures for developing a research design.

5043. Administration of Sport and Athletics Program 3(3-0)

Study includes sports and athletic programs, philosophy, management, public relations, legal liability, facilities, and management of athletic and sports programs.

5053. Sport Psychology 3(3-0)

Theories and practices that influence the teaching and learning of game and sport skills, and coaching of athletics. A study of psychological processes that influence motor performance, including readiness, attention, arousal, memory, motivation, transfer, retention, concentration, confidence, and group dynamics.

5063. Seminar in Physical Education 3(3-0)

Study of current topics relevant to sports, athletics, and recreation programs. May be repeated with the consent of instructor.

5071, 5073. Problems

Prerequisite: Instructor consent.

1-3 semester hours

Offers the advanced student an opportunity to select a special area of interest for intensive research in human performance, sports, or recreation. A research paper is required. May be repeated once for credit.

5083. Sport Sociology 3(3-0)

Understanding sport as an institution in society. Understanding of teams, leagues, interscholastic, intercollegiate sports and how they function within a community and its power structure. Study of the benefits of sports. Study of the impact of television on sport. Emphasis on selected issues such as drug abuse, the responsibility to model, the role of women and minorities in sports, and academic standards and sports.

5093. Advanced Exercise Physiology 3(3-0)

Prerequisite: KNES 3653.

An in-depth exploration of current scientific literature specific to exercise physiology. Topics include; bioenergetics, musculoskeletal growth and maturation, cardiorespiratory function and dysfunction, and human performance.

5103. Advanced Mechanical Kinesiology 3(3-0)

Prerequisite: KNES 4643 or approval of instructor.

Study of forces which act on a human body and the effects which these forces produce. Practice in recognition and correction of incorrect movement patterns through cinematographic analysis.

5203. Kinesiology in the College Classroom 3(2-2)

Prerequisites: Graduate standing in the University and permission of instructor.

A review and application of sport and exercise science specific teaching methods and techniques in the college classroom and laboratory.

5333. Outdoor Education

Prerequisite: Instructor approval.

3(3-0)

Includes instruction and practice in sports not generally offered in traditional school programs such as sailing, canoeing, backpacking, camping, angling, and shooting.

5513. Sport and Exercise for Exceptional Individuals 3(3-0)

A comprehensive study will be presented in planning and providing sport and exercise opportunities for individuals with physical, mental, and emotional handicaps. Sports and dance events, such as Wheelchair Sports and Special Olympics, will be included, as well as a study of the kinesthetic and physiologic differences of movement for handicapped individuals.

5673. Legal Aspects of Physical Education and Athletics 3(3-0)

An analysis of the legal elements and responsibilities found in physical education, athletic, and recreational programs. Emphasis will be placed on developing proficiency in recognizing and solving legal issues.

6003. Graduate Internship in Kinesiology 3 semester hours

Prerequisites: 9 hours of graduate work in Kinesiology and consent of instructor.

A supervised experience in taking theory into practice in a variety of professional work environments. A minimum of 144 hours are to be spent working directly with patients, clients, students, or athletes. May not be repeated for credit.

6013. Advanced Physiological and Mechanical Testing and Analysis 3(3-0)

Prerequisites: KNES 5093 and 4103 or 5103.

Practical experience with and evaluation of equipment and techniques used in the exercise science laboratory and clinic. Emphasis is on instrumentation used in the analysis and measurement of muscular, respiratory, cardiovascular, and nervous system structure and function.

6023. Advanced Curriculum Issues in Kinesiology

3(3-0)

Prerequisite: KNES 5203.

Analysis of current curricular models in physical education for elementary and secondary physical education, as well as college level kinesiology courses. Emphasis will be on designing a course curriculum based on current research and trends in the field including assessment for the course.

6103. Research

3(0-6)

Prerequisites: Adequate academic preparation to support research undertaken and instructor permission.

Participation in faculty and graduate research projects in biomechanics, pedagogy, and physiology.

6983, 6993. Thesis

6 semester hours

MATHEMATICS
(Graduate Minor Only)

Norman Horner, Dean
College of Science and Mathematics

William E. Hinds
Chair, Mathematics Program and Graduate Coordinator

Graduate Faculty: Hinds, Tucker

Emeriti Faculty: Huffman, Meux

REQUIREMENTS FOR MINOR

The graduate minor in mathematics requires a minimum of 12 hours approved by the coordinator.

COURSES IN MATHEMATICS (MATH)

UNDERGRADUATE COURSES WHICH CAN BE TAKEN FOR GRADUATE CREDIT

4133. **Mathematical Statistics I** 3(3-0)
Prerequisite: MATH 2534 or consent of instructor.
Probability theory, random variables, distributions, generating functions, and limit theorems.
4143. **Mathematical Statistics II** 3(3-0)
Prerequisite: MATH 4133.
Sampling distributions, point and interval estimation, hypothesis testing, goodness of fit, ANOVA, correlation, and regression.
4223. **Discrete Mathematics** 3(3-0)
Prerequisites: 12 hours of mathematics.
Combinatorics, graph theory, and difference equations.
4243. **Operations Research I** 3(3-0)
Prerequisites: MATH 1734 and STAT 3573.
A study of linear programming including convex sets, geometric solutions, simplex methods, duality, sensitivity analysis, and integer programming.
4253. **Operations Research II** 3(3-0)
Prerequisite: MATH 4243.
Network analysis, game theory, waiting line models, simulation, dynamic programming, and nonlinear programming.
4293. **Introduction to Ring Theory** 3(3-0)
Prerequisite: MATH 3293.
Foundations of ring theory including properties of modular rings, integral domains, ideals, quotient rings, ring homomorphisms, polynomial rings, and fields.
4453. **Theory of Numbers** 3(3-0)
Prerequisites: 12 hours of mathematics.

Divisors and prime numbers, congruences, primitive roots, quadratic residues, and continued fractions.

4573. **Complex Analysis** 3(3-0)
Prerequisite: MATH 2534.
Functions of one complex variable, Cauchy integral formula, and Taylor series.
4733. **Introductory Analysis I** 3(3-0)
Prerequisites: MATH 1734, 3293, or consent of instructor.
Foundations of the calculus to include sequences, series, continuity, differentiation, and integration.
4833. **Introductory Analysis II** 3(3-0)
Prerequisite: MATH 4733.
A continuation of MATH 4733.
4993. **Topics** 3(3-0)
Prerequisite: Consent of the instructor.
Selected topics from advanced mathematics. May be repeated for credit with consent of coordinator.

GRADUATE COURSES

5223. **Discrete Mathematics** 3(3-0)
Prerequisite: Consent of instructor.
Topics chosen from the areas of combinatorics, graph theory, complexity, recurrence relations, and Boolean Algebra.
5293. **Modern Algebra** 3(3-0)
Prerequisite: MATH 3293 or consent of the instructor.
Foundations of modern algebra including properties of groups, rings, fields, modular rings, integral domain, ideals, quotient rings, and homomorphisms.
5363. **Topics in Mathematics Education** 3(3-0)
Prerequisite: Consent of the coordinator.
May be repeated once for credit as specific topics vary.
5373. **Topics in Applied Mathematics** 3(3-0)
Prerequisites: 6 hours of graduate level or senior undergraduate level mathematics or consent of the instructor.
Topics selected from dynamical systems, partial differential equations, Fourier analysis, wavelets, complex analysis, or special functions. Material will be varied according to the needs and interest of the class. May be repeated once with different emphasis for additional credit.
5453. **Theory of Numbers** 3(3-0)
Prerequisites: 12 hours of mathematics.
Divisors and prime numbers, congruences, primitive roots, quadratic residues, and continued fractions.
5573. **Complex Analysis** 3(3-0)
Prerequisite: Consent of the instructor.
Analytic functions, conformal mappings, Maximum Modulus Theorem, Integration and Cauchy's Theorem, residues and poles.
5733. **Real Analysis** 3(3-0)
Prerequisite: Consent of instructor.

Topics chosen from the areas of theory of differentiation, continuity, convergence, Riemann integrals, Lebesgue measure and integration, metric spaces, and compactness.

NURSING

**Susan Sportsman, Dean
College of Health Sciences
Acting Chair, Nursing Program
Acting Graduate Coordinator**

Graduate Faculty: Bishop, Greene, Hawley, Lockhart, Smith, Sportsman, Tickle

THE MASTER OF SCIENCE IN NURSING

The Master of Science in Nursing (MSN) program at Midwestern State University is a professional program of study offered in concert with the mission and purpose of the University and is built on the philosophy and organizing framework of the Bachelor of Science in Nursing (BSN) program. Master's education includes the development of refined analytical skills, broad-based perspectives, enhanced abilities to articulate viewpoints and positions, and a stronger ability to combine theory with practice and utilize research findings in advanced practice roles. MSU's MSN program offers three options: Nurse Educator Track, the Family Nurse Practitioner Track, and the Health Services Administration - Nurse Administrator Track.

The Nurse Educator option provides the student with the knowledge and expertise to teach in any level of nursing program, i.e., LVN, ADN, BSN, and MSN. In addition, students are prepared to teach in staff development or patient education roles.

The Family Nurse Practitioner program prepares the student for practice as a Family Nurse Practitioner, meeting the requirements established by the state Board of Nurse Examiners as an advanced practice nurse.

The John and Nevils Wilson Center for Advanced Nursing Studies offers an opportunity for career development as an Advanced Nurse Practitioner to individuals who have already earned a master's degree in nursing and are employed in a nurse educator role. The program consists of summer only offerings and a certificate will be granted at the conclusion of all course work.

The Health Services Administration - Nurse Administrator option prepares the student to act in a managerial or administrative role within the healthcare delivery system. In addition to nursing core courses and courses specific to the nurse administrator role, students will also take 18 semester credit hours in Health Services Administration.

PROGRAM OBJECTIVES

The graduate of the Master of Science in Nursing program should be able to:

1. synthesize knowledge from a variety of theoretical perspectives in the provision of comprehensive client-focused nursing services;
2. analyze clinical and non-clinical problems and constructively critique related professional literature as a foundation for matriculation to post-master's and/or doctoral programs;
3. integrate current research methods and findings into nursing education, administration, or advanced practice nursing;
4. develop a comprehensive understanding of health care issues as a foundation for participation in the

advancement of health care policy and the discipline of nursing;

5. integrate ethical-legal principles in the analysis and practical resolution of health care dilemmas;
6. evaluate the multi-faceted roles of the advanced practice nurse, nurse educator, or administrator in light of relevant theory, legislation, professional standards of practice, and social mandate; and
7. achieve national certification as an advanced practice nurse (FNP), clinical nurse specialist (Nurse Educator), or nurse administrator (Health Services Administration).

ADMISSION TO THE MSN PROGRAM

Application for admission to the MSN Program is made to:

Midwestern State University
Coordinator, Graduate Nursing Program
College of Health Sciences
3410 Taft Boulevard
Wichita Falls, TX 76308

The following are required prior to admission to the graduate program:

1. a completed application to the MSN Program;
2. a completed application to the University;
3. official transcripts from all colleges or universities attended (sent directly to Registrar);
4. Graduate Record Examination (GRE) scores or equivalent (MAT); and
5. three letters of reference, at least one of which is from a nurse educator.

No applications will be processed unless the above is complete.

ADMISSION REQUIREMENTS

A. Unconditional Admission

1. The student must meet the general admission requirements to graduate study prescribed by the Graduate Bulletin of Midwestern State University. Based on a calculated admission index, a student may be admitted without conditions, admitted with conditions, or be admitted as a special status student. The admission index is calculated for all graduate applicants.

Index = 200 x undergraduate GPA for last 60 hours (excluding community college hours) + score on verbal and quantitative sections of GRE.

Example: if the undergraduate GPA is 3.00 in the last 60 hours and the GRE is 900: Index = 200 x 3.00 + 900 = 1500

If the index is 1400 or more, admission is granted unconditionally.

2. The student may choose to take the Miller Analogies Test (MAT) in order to satisfy requirement #4 above. Admission criteria when the MAT is used are as follows:

Must have a minimum undergraduate GPA of 3.0 on last 60 hours of undergraduate work (excluding community college hours).

MAT score must be a minimum of 46.

May repeat MAT once after waiting at least one month after taking the first test.

There will be no conditional admission with MAT.

If less than 46 after second attempt of MAT, the student must take GRE.

B. Conditional Admission

If the index is 1300-1399, admission may be granted conditionally. The conditional status may be removed by a) making a 3.0 GPA on the first 12 hours of applicable graduate work, b) retaking GRE and raising the index to 1400, or c) taking additional undergraduate courses to raise the index to at least 1400.

C. Previous Master's Degree

1. An applicant who has earned a BSN and a master's or higher degree from a regionally accredited institution of higher education may be accepted on the basis of such degree. Determination of conditions, if any, will be made by the graduate program coordinator.

2. Post MS in Nursing

Nurse Practitioner Certificate Program in John and Nevils Wilson Center for Advanced Nursing Practice

- a. An applicant who has earned an MSN or an MS in nursing from a regionally accredited institution of higher education may be accepted into the family nurse practitioner track in pursuit of a certificate. The program consists of advanced nursing practice courses mandated by the Board of Nurse Examiners for the State of Texas and the Texas Higher Education Coordinating Board. Credit may be given for graduate courses taken elsewhere upon approval by the Family Nurse Practitioner Coordinator. A maximum of six (6) semester hours may be transferred.
- b. Nursing Education or Administration courses may also be taken by an applicant with an MSN or an MS in nursing from a regionally accredited institution interested in foundational courses in education and/or administration. Determination of conditions, if any, will be made by the Nurse Educator Coordinator or the Nurse Administrator Coordinator.

D. Specific Additional Admission Requirements

1. An earned baccalaureate degree in nursing from a nationally accredited program. Any applicant from a non-accredited program will be considered on an individual basis.
2. Current RN licensure to practice in Texas and any other state relevant to student's clinical experiences.
3. Basic undergraduate statistics course (3 semester hours).

4. Students must present evidence of basic physical assessment content in their undergraduate program or completion of an approved physical assessment course. Students may be required to demonstrate competence in physical assessment skills if most recent content exposure and clinical experience occurred more than three years prior to admission.
 5. Three letters of recommendation from former educators or employers. It is desirable that at least one reference be from an educator familiar with the student's academic work.
 6. Personal interview with specific graduate faculty (optional).
 7. A health examination and such other examinations dictated by good medical care before the end of the first semester of study. The State and Program mandated regulation relative to immunization (to include MMR, HepVAC, OPV, Td, and TB skin test) must be met before the first clinical course (NURS 5113) is taken (if that course is required for the student's program of study).
 8. A minimum of two years experience as a Registered Nurse. (Exceptions will be considered by the Graduate Liaison Committee.)
 9. Evidence of current liability insurance that meets program requirements prior to enrollment in NURS 5113 Advanced Health Assessment, if NURS 5113 is required.
 10. Evidence of current health insurance.
5. **Students participating in the collaborative FNP Program with Texas Tech University Health Sciences Center School of Nursing should see the Health Sciences Counselor for specific information regarding this program.**

PROGRESSION POLICY

Satisfactory progression in MSU graduate nursing courses is defined as a 3.0 or better cumulative grade point average (CGPA) and no grade less than a B (83-91%) in the nursing courses.

A full-time student (9 credit hours per semester) with a cumulative grade point average of less than 3.0 (B) has one semester in which to raise the CGPA to 3.0. If enrolled part time, the student has one calendar year in which to raise the CGPA to 3.0. Courses taken to raise the CGPA must be relevant to the student's learning needs and degree program, and must be approved by the academic adviser. In the event that the CGPA is not raised during the specified time period, the student will be withdrawn from the MSN program. A student with provisional admission status may be withdrawn from the program at any time that the CGPA is less than 3.0.

If a grade of C is earned in any clinical nursing course, the course must be repeated the next regular academic semester during which the course is offered. On completion of the repeated course, the student must achieve at least a B. A nursing course may be repeated only once. Failure to achieve the minimum grade of B when repeating a course will result in dismissal from the program. Such dismissal will render the student ineligible for reapplication to this graduate program.

Students making unsatisfactory progress in the program are not eligible for assistantship positions.

A student who is in the process of appealing a course grade through Academic Appeals Committee may not enroll in any subsequent nursing courses for which the course under appeal is a prerequisite. If the student has

already registered, he/she will be administratively withdrawn from those courses.

Documented extenuating circumstances: The MSN program's Graduate Liaison Committee (GLC) reserves the right to make exceptions to the above due to extenuating circumstances. It is the student's responsibility to provide the Graduate Program Coordinator and GLC with a written request (accompanied by appropriate documentation) for exceptions to the progression policy. The student will be notified in writing of the GLC's decision within ten (10) working days. Appeal of the decision may be directed to the Health Sciences College Dean.

Grading Scale

92 - 100	=	A
83 - 91	=	B
74 - 82	=	C
65 - 73	=	D
Below 64	=	F

DEGREE REQUIREMENTS

The program leading to the Master of Science in Nursing has three tracks. Each track has a specific content focus relative to the roles of nurse educator, family nurse practitioner, or nurse administrator (health services administration). All students must complete either a thesis or non-thesis option. (FNP students must complete a thesis if participating in the MSU/TTUHSC SON Collaborative Program.)

Prerequisite courses for admission are undergraduate Health Assessment and Statistics.

NURSING CORE (for students enrolled in the FNP or Nurse Educator Track)

	SCH
NURS 5103 Theoretical Foundations in Nursing	3
NURS 5113 Health Assessment for Advanced Nursing Practice	3
NURS 5023 Research in Nursing	3
NURS 5043 Pathological Processes for Advanced Nursing Practice	3
NURS 5053 Contemporary Perspectives	<u>3</u>
	15

NURSE EDUCATOR MAJOR

	SCH
Nursing Core	15
NURS 5233 Theoretical Foundations in Nursing Education	3
NURS 5243 Nurse Educator I	3
NURS 5253 Nurse Educator II	3
NURS 5273 Nurse Educator III	3
NURS 5293 Roles of the Nurse Educator	<u>3</u>
<i>Subtotal</i>	15
Clinical Track	
NURS 5513 Clinical Focus for Nurse Educators I	3
NURS 5524 Clinical Focus for Nurse Educators II	<u>4</u>
<i>Subtotal</i>	7

Thesis / Non-thesis Option

NURS 6983	Thesis (or) non-thesis option	NURS 6913	Seminar in Graduate Nursing	3
NURS 6993	Thesis (or) non-thesis option	NURS 6913	Seminar in Graduate Nursing	<u>3</u>
<i>Subtotal</i>				6

Total Hours **43**

FAMILY NURSE PRACTITIONER OPTION **SCH**

Nursing Core **15**

FNP Track

NURS 5133	Advanced Pharmacotherapeutics			3
NURS 5123	Family and Group Theory in Advanced Nursing Practice			3
NURS 5175	Family Nurse Practitioner I			5
NURS 5195	Family Nurse Practitioner II			5
NURS 6073	Role of the Advanced Nurse Practitioner			3
NURS 6177	Family Nurse Practitioner III			<u>7</u>
<i>Subtotal</i>				26

Thesis / Non-thesis Option

NURS 6983	Thesis (or) non-thesis option	NURS 6913	Seminar in Graduate Nursing	3
NURS 6993	Thesis (or) non-thesis option	NURS 6913	Seminar in Graduate Nursing	<u>3</u>
<i>Subtotal</i>				6

Total Hours **47**

JOHN & NEVILS WILSON FACULTY DEVELOPMENT OPTION

NURS 5043	Pathological Processes for Advanced Nursing Practice			3
NURS 5113	Health Assessment for Advanced Nursing Practice			3
NURS 5123	Family and Group Theory in Advanced Nursing Practice			3
NURS 5133	Advanced Pharmacotherapeutics			3
NURS 5175	Family Nurse Practitioner I			5
NURS 5195	Family Nurse Practitioner II			5
NURS 6073	Role of the Advanced Nurse Practitioner			3
NURS 6177	Family Nurse Practitioner III			<u>7</u>

Total Hours **32**

HEALTH SERVICES ADMINISTRATION - NURSE ADMINISTRATOR OPTION **SCH**

Nursing Core

NURS 5103	Theoretical Foundations in Nursing			3
NURS 5023	Research in Nursing			3
NURS 5053	Contemporary Perspectives			3
NURS 5403	Information Management in Health Sciences			<u>3</u>
<i>Subtotal</i>				12

Health Services Administration Core - (Course descriptions for HSAD courses can be found in the Health Services Administration section of this bulletin.)

HSAD 5103	Health Service Administration	3
HSAD 5113	Health Care Finance/Economics	3
HSAD 5123	Health Care Personnel	3
HSAD 5143	Health Care Law	3
HSAD 5133	Health Systems Analysis	3
HSAD 5153	Managed Health Care	<u>3</u>
<i>Subtotal</i>		18

Nursing Administration Courses

NURS 5313	Theoretical Foundations of Nursing Administration	3
NURS 6303	Nursing Administration of Integrative Health Care Delivery Systems	3
NURS 6313	Synthesis of Nursing Administrative Concepts	<u>3</u>
<i>Subtotal</i>		9

NURS 6983	Thesis (or) non-thesis option	NURS 6913	Seminar in Graduate Nursing	3
NURS 6993	Thesis (or) non-thesis option	NURS 6913	Seminar in Graduate Nursing	<u>3</u>
<i>Subtotal</i>				6

Total Hours **45**

COURSES IN NURSING (NURS)

5023. **Research in Nursing** 3(3-0)

Prerequisite: An undergraduate statistics course.

Provides students with the opportunity to develop a research-oriented approach to nursing practice. Both quantitative and qualitative methodologies are explored with a focus on the critical analysis and clinical application of research findings.

5043. **Pathological Processes for Advanced Nursing Practice** 3(3-0)

Development of an in-depth knowledge base of pathophysiology and psychopathology across the life span for advanced nursing practice.

5053. **Contemporary Perspectives** 3(3-0)

Social, economic, historical, political, ethical, cultural, and legal issues in health care delivery are analyzed. Implications for advanced nursing practice are addressed.

5103. **Theoretical Foundations in Nursing** 3(3-0)

A foundational course that provides students with an opportunity to examine philosophical and theoretical bases for advanced nursing practice. Selected concepts, health-related models and nursing theories are analyzed.

5113. **Health Assessment for Advanced Nursing Practice** 3(2-1)

Prerequisite: Undergraduate Health Assessment course.

Provides students with the opportunity to refine and augment comprehensive health assessment knowledge and skills in individuals, families, aggregates, communities, and society (IFACS) across the lifespan. Emphasis is on the ability to distinguish pathological changes from normal variants. Additional diagnostic techniques are included.

5123. **Family and Group Theory in Advanced Nursing Practice** 3(2-1)

Prerequisites: NURS 5103 and 5113.

Explores family and group dynamics from a variety of theoretical perspectives. A clinical practicum in the community setting provides an opportunity to develop theory-based group and family assessments, diagnoses, and plans relevant to advanced nursing practice.

5133. Pharmacotherapeutics in Advanced Nursing Practice 3(3-0)

Prerequisite: NURS 5043. (May be taken concurrently.)

Content in pharmacokinetics and pharmacodynamics, pharmacology of current/commonly used medications, and the application of drug therapy to the treatment of disease and/or the promotion of health.

5175. Family Nurse Practitioner I 5(3-2)

Prerequisites: NURS 5043, 5103, 5113, 5123 (may be taken concurrently), 5133.

Provides the opportunity to assess, diagnose, and formulate plans for health-wellness promotion and illness/injury prevention across the lifespan among IFACS. Primary care roles are emphasized.

5195. Family Nurse Practitioner II 5(3-2)

Prerequisites: NURS 5123 and 5175.

A continuation of NURS 5175. Students are provided the opportunity to gain additional knowledge and application of diagnostic evaluation and therapeutics necessary to manage common health deviations across the lifespan in the ambulatory setting.

5233. Theoretical Foundations in Nursing Education 3(3-0)

Prerequisite: NURS 5103. (May be taken concurrently.)

An introduction to nursing education, its historical evolution and development, and exploration of relevant theoretical foundations. Includes critical analysis of selected curriculum models and their application to a variety of educational environments.

5243. Nurse Educator I 3(2-1)

Prerequisites: NURS 5103 and 5233.

Exploration of the components of the curriculum development process. Focus is on the application of major teaching-learning and nursing theories in the classroom environment. Supervised practicum related to the role of the teacher of nursing in the classroom is required.

5253. Nurse Educator II 3(2-1)

Prerequisite: NURS 5243.

Development of a personal philosophy of nursing education and an organizational framework upon which to build curriculum. Focus is on the application of major teaching-learning and nursing theories in the clinical laboratory environment. Supervised practicum related to the role of the teacher of nursing in the clinical setting is required.

5273. Nurse Educator III 3(1-2)

Prerequisite: NURS 5253.

Focus is on the development of a nursing education curriculum relevant to the setting for which the student is preparing (e.g., academic program, staff development, technical - vocational education, etc.), with emphasis on integration of the classroom and clinical teaching-learning roles of the nurse educator. Supervised clinical practicum is required.

5293. Roles of the Nurse Educator 3(3-0)

Prerequisite: NURS 5273. (May be taken concurrently.)

A synthesis of theory and experience from previous courses to develop an in-depth understanding of various roles expected of a nurse educator. The impact of relevant legal, ethical, political, social, cultural, organizational,

professional, and economic factors are explored.

5313. Theoretical Foundations of Nursing Administration 3(3-0)

An introduction to nursing administration, its historical evolution and exploration of relevant theoretical foundations. Specific focus will be placed on theories of leadership management, ethical decision making, change theory, complexity theory, interdisciplinary collaboration, research in nursing administration, executive role development in nursing, and implications of strategic planning in nursing administration.

5403. Information Management in Health Sciences 3(3-0)

An independent study course designed to develop the student's skill in health communications and information management. The course specifically addresses competency skills in computer knowledge, information management, and computer applications. It emphasizes an applied approach to experience with computers and information technologies, encouraging life-long learning skills in information management for the 21st Century.

5513. Clinical Focus for Nurse Educators I 3(1-2)

Prerequisites: NURS 5103 and 5113.

Provides theoretical foundation for community-based health care with emphasis on the well client in either pediatric, mental health, or medical-surgical nursing. Health promotion, protection, maintenance, and illness/injury prevention is emphasized. Nursing care delivery in the context of individual, family, aggregates, community, and society (IFACS) is explored. Practicum in the selected clinical focus is required.

5524. Clinical Focus for Nurse Educator II 4(2-2)

Prerequisites: NURS 5043 and 5513.

Provides theoretical foundation for community-based delivery of health care to clients with altered levels of health in either pediatric, mental health, or medical-surgical nursing. Emphasis is on interdisciplinary collaboration in assessing and managing health problems. The medical, social, cultural, economic, and political forces surrounding health care delivery are explored from individuals, families, aggregates, community, and societal perspectives across the lifespan. Practicum in a variety of settings relevant to the selected clinical focus is required.

6073. Role of the Advanced Nurse Practitioner 3(2-1)

Prerequisites: NURS 5103 and/or consent of the Graduate Coordinator.

Examination of the multiple roles of the nurse in advanced practice and integration of these roles into the practice settings.

6173. Family Nurse Practitioner III A 3(1-2)

6174. Family Nurse Practitioner III B 4(1-3)

6177. Family Nurse Practitioner III 7(2-5)

Prerequisite: NURS 5195.

Building on NURS 5175 and 5195, provides students with the opportunity to synthesize knowledge and theories in the application of primary care health management across the lifespan. This course may be offered in two segments across two semesters or as one course during one semester.

6303. Nursing Administration in Integrated Healthcare Delivery 3(3-0)

This course provides a foundation for nursing administration in today's integrated health care delivery systems. Topics to be emphasized include the roles of the nurse administrator in various health care settings, business plan development for the nurse executive, analysis, including the cost/benefit ratio of nursing care delivery systems, impact of regulatory bodies on nursing practice, evaluation of competencies of the nursing department employee, and CQI/outcome management in integrated health care delivery systems.

6313. Synthesis of Nursing Administration Concepts 3(1-2)

A synthesis of theory and experience from previous courses to develop an in-depth understanding of various

roles expected of a nurse administrator.

6911, 6912, 6913. **Seminar in Graduate Nursing**

1, 2, 3 (1, 2, 3-0)

Prerequisites: All nursing core courses.

In depth studies of selected topics in nursing. May be repeated for a maximum of six credit hours. Topics may vary.

6983. **Thesis I**

3 semester hours

6993. **Thesis II**

3 semester hours

POLITICAL SCIENCE

**Michael L. Collins, Dean
College of Liberal Arts**

**Samuel E. Watson, III, Chair
Political Science Program**

**Ernest Dover, Jr.
Graduate Coordinator**

Graduate Faculty: Buchanan, Dover, Flavin, Glean, Martin, Mertens, Preda, Watson

Emeriti Faculty: Backhaus, Sabota

MASTER OF ARTS PROGRAM IN POLITICAL SCIENCE

The requirements for the degree of Master of Arts with a major in political science are as follows:

General (see page)

College

Options 1 and 2 require twelve hours of undergraduate college level mathematical science or two years of undergraduate study in one foreign language. Mathematical science includes statistics, computer science, and traditional mathematics.

Major

Option 1: Thesis Program: Thirty semester hours of approved courses including Political Science 6983 and 6993 or a minimum of 18 semester hours of approved courses including Political Science 6983 and 6993 if a minor field is selected.

Option 2: Non-thesis Program: Thirty-six semester hours of approved courses or 24 semester hours with an approved minor and a substantial research paper meeting guidelines established by the college and the graduate council.

Methods requirement in Options 1 and 2: POLS 5013 is required in each option unless POLS/CRJU 3213 was taken as an undergraduate.

Minor

A minimum of 12 semester hours of approved courses in the field of political science with the exception that education majors selecting a divided minor may be approved for a nine-hour minor by the college dean.

Thesis

Students pursuing Option 1 are expected to write a substantial proposal and have the proposal approved by the Thesis Adviser and the Graduate Advisory Committee prior to enrolling in the first thesis course (POLS 6983). The thesis is to be prepared in accordance with the guidelines of the *Publication Manual of the American Psychological Association*. Additional information regarding the thesis is found in the academic requirements section of this catalog.

Research Paper

Students pursuing Option 2 are required to submit a first iteration of a substantial research paper to the

Graduate Advisory Committee 90 days prior to degree completion. While there is no course credit for the research paper, the student must meet this requirement prior to graduation. Papers must be prepared in accordance with the guidelines of the *Publication Manual of the American Psychological Association*.

Graduate Admission Requirements:

1. A bachelor's degree from a college or university approved by a regional accrediting agency is required. Degrees earned in non-traditional degree programs require special approval of the graduate program coordinator.
2. No undergraduate background in political science is required.
3. Unconditional admission: Eligibility for graduate admission will be determined by the indices shown below. The index is computed as follows:

GRE Combined Score (verbal & quantitative sections) plus 200 times the gpa on the last 60 semester hours of undergraduate work attempted (excluding community college work) should be equal to or greater than the index of 1400.

GMAT score plus 200 times the gpa on the last 60 hours of undergraduate work attempted (excluding community college work) should be equal to or greater than the index of 1000.

MAT (Miller Analogies Test) with a minimum score of 46. Only students who have a minimum gpa of 3.0 in the last 60 undergraduate hours (excluding community college work) are eligible to take the MAT.

4. Conditional Admission: Eligibility for conditional graduate admission will be determined by the indices shown below.

Index with GRE: Between 1300-1400

Index with GMAT: Between 900-1000

Students admitted conditionally will be fully admitted after earning a B average (3.0 gpa) on the first 12 graduate hours attempted at Midwestern.

An applicant whose index is less than 1300 (with the GRE) or less than 900 (with the GMAT) may submit a request for conditional admission to the Political Science Admissions Committee. Each request must be made in writing to the committee which is composed of three graduate faculty from the Political Science program.

COURSES IN POLITICAL SCIENCE (POLS)

4553. **Twentieth Century Political Thought** 3(3-0)
An analysis of recent trends in political thought.
4653. **International Political Economy** 3(3-0)
An examination of the interaction of economics and politics with specific attention to issues in international trade, international finance, and international economic and political development.
4901. **Problems in Government and Politics** 1 semester hour
Supervised reading and research in the field of government and politics.

4902. **Problems in Government and Politics** 2 semester hours
Supervised reading and research in the field of government and politics.
4903. **Problems in Government and Politics** 3 semester hours
Supervised reading and research in the field of government and politics. May be repeated for credit when the topics vary.
4923. **Seminar** 3(3-0)
Study and research of problems in government and political science. May be repeated for credit when topics vary.
4933. **Issues in World Politics** 3(3-0)
Analyses of contemporary problems in international politics.
5003. **Research in Political Science** 3 semester hours
Completion of a project of directed reading and research. May be repeated for credit.
5011. **Teaching College Political Science** 1 semester hour
Prerequisite: Graduate standing in political science.
An overview of problems and practices of teaching political science. May be repeated once for credit.
5013. **Scope and Methods of Political Science** 3(3-0)
Intensive examination of bibliography, scope, methods, and concepts of political science. Includes study of the philosophy of social science and quantitative analysis through applied research topics.
5043. **Legislation** 3(3-0)
A study of the role of Congress in the American System.
5133. **Public Administration** 3(3-0)
Examination of the basic principles involved in the administration and execution of public policy. Includes such topics as organizational theory, personnel management, budgetary procedures, and the politics of administration.
5153. **Quantitative Methods** 3(3-0)
Examines theory building and testing, statistical modeling, multivariate analysis, and applications for general social science research.
5163. **Intergovernmental Relations and Federalism** 3(3-0)
Examines the constitutional basis of federalism, theories of federalism, evolution of relationships among federal, state, and local governments, and analysis of current patterns of association.
5173. **Organizational Behavior and Decision Making** 3(3-0)
Examines individual, interpersonal and group behavior in the organizational context utilizing both theoretical and quantitative approaches in the study of these concepts.
5233. **American Constitutional Law I** 3(3-0)
The development of the Constitution through the interpretations of the Supreme Court.
5243. **American Constitutional Law II** 3(3-0)
A continuation of Political Science 5233. Additional cases in constitutional development. A study of civil rights and civil liberties.

5333. **International Law** 3(3-0)
The role of the law of nations in world politics, with emphasis on the history, theories, sources, and enforcement of international law.
5443. **Municipal Government and Metropolitan Problems** 3(3-0)
Study of the structure, functions, and politics of local governments with special emphasis on the problems of governing metropolitan areas.
5533. **Government and Politics of Western Europe** 3(3-0)
A comparative study of political institutions and processes, with particular attention to the United Kingdom, France, and Germany.
5543. **Government and Politics of Eastern Europe** 3(3-0)
A comparative study of the political institutions and processes in the region, with particular attention to Poland, Hungary, and the Czech Republic.
5553. **Government and Politics of Central Eurasia** 3(3-0)
A comparative study of modern political institutions and processes of the former Soviet republics with particular attention to the Russian Federation.
5573. **African Politics** 3(3-0)
This course introduces students to African politics and society by depicting in broad strokes the complexities and diversities of the African world since independence, and investigates new paths of understanding into intricate dynamics.
5653. **International Relations** 3(3-0)
A study of the nation-state system; critical analysis of principles, problems, and factors involved in the foreign policies and relations of the various states.
5853. **Contemporary American Foreign Policy** 3(3-0)
A study of politics and problems in United States foreign relations since World War II.
5913. **Issues in Government** 3(3-0)
Reading and discussion of significant problems in government.
6013. **Seminar in American Government** 3(3-0)
Topics vary. May be repeated with different topic.
6023. **Seminar in Comparative Government** 3(3-0)
Topics vary. May be repeated with different topic.
6043. **Seminar in International Relations** 3(3-0)
Topics vary. May be repeated with different topic.
6063. **Seminar in Public Law** 3(3-0)
Topics vary. May be repeated with different topic.
6183. **Internship** 3 semester hours
6193. **Internship** 3 semester hours

Field experience in selected public agencies.

6983, 6993. **Thesis**

6 semester hours

PSYCHOLOGY

**Michael E. Collins, Dean
College of Liberal Arts**

**George M. Diekhoff
Chair, Psychology Program and Graduate Coordinator**

Graduate Faculty: Coddington, Cuevas, Diekhoff, Guthrie, Vandehey

MASTER OF ARTS IN PSYCHOLOGY

The College of Liberal Arts offers a Master of Arts with a major in psychology.

Admission Requirements and Procedures

Application for admission to the Midwestern State University Graduate Program in Psychology is made to the:

Psychology Program Chair
Midwestern State University
3410 Taft Blvd.
Wichita Falls, TX 76308

The Psychology Program Chair will provide the applicant with all necessary application materials upon request, including an Application for Admission and three Student Recommendation forms. These, together with transcripts of all undergraduate work, Graduate Record Examination scores (verbal, quantitative, analytical, and the Subject Test in Psychology), and a letter from the applicant stating his/her goals in psychology, are to be returned to the Psychology Program Chair who will pass them to the other members of the Psychology Admissions Committee for their consideration.

The Psychology Graduate Admissions Committee votes on each application with the majority opinion prevailing. In cases of a tie, the tie breaking vote is cast by the Dean of the College of Liberal Arts.

Applications for fall admission should be completed by May 15. For spring admission, the deadline for completion of applications is November 15. Ordinarily, no applications will be processed unless they are complete. Although applications received or completed after these deadlines will be considered, no guarantee can be made that processing will be finished in time for registration. Early applicants will receive first consideration for financial aid. Unless special arrangements have been made with the Program Chair, no student will be allowed to enroll in any graduate psychology course unless he or she has applied for admission and has been accepted into the program. Under no circumstances may students continue in graduate psychology classes beyond the first semester of enrollment without applying to and being accepted into the program.

A student's admission must also be approved by the Office of the Registrar and Admissions. Once a student has been accepted by the Psychology Graduate Admissions Committee, appropriate additional application materials will be provided for use in completing this second step of the admission process.

Admission standards are somewhat flexible, but the following guidelines are used by members of the Psychology Graduate Admissions Committee in making admission decisions:

1. Undergraduate degree from a regionally accredited college or university.

This degree need not be in psychology, but non-majors can anticipate a substantial amount of leveling

work.

2. Undergraduate background.

Applicants should have completed the following courses in psychology with a grade of C or better: introductory psychology, statistics, learning, experimental psychology, and one or more courses in the clinical area of psychology (e.g., clinical, abnormal, personality). (Note: It may be possible for some of these courses to be completed as leveling work at Midwestern, and in some cases, while the student is enrolled in graduate psychology courses.)

3. Unconditional admission.

In order to be admitted unconditionally to the graduate program in psychology, the applicant should present an overall grade point average of 3.2 or higher, competitive scores on the verbal, quantitative, and analytical sections of the Graduate Record Examination, and should provide three satisfactory letters of recommendation from individuals in a position to judge the applicant's potential for success in graduate study. In addition, the applicant must have completed all undergraduate courses listed above. Applicants must also provide scores on the Subject Test in Psychology of the Graduate Record Examination although these are not always used in making admission decisions. GRE scores which are more than ten years old will not be accepted. GRE scores which are more than ten years old will not be accepted.

4. Conditional admission.

Students who are not eligible for unconditional admission may be admitted on a conditional basis at the discretion of the Psychology Graduate Admissions Committee. Removal from conditional admission status depends upon completion of all assigned undergraduate leveling course work and acceptable performance in the program.

5. Continued enrollment in the graduate psychology program is dependent upon continuing satisfactory performance in three areas: academic, assistantship (if applicable), and clinical (when applicable) as discussed below.

Students are expected to participate actively in classes and in relevant extracurricular training opportunities, and to maintain a cumulative grade point average of 3.0 (B) or higher. It is further expected that students will receive no more than a single grade lower than a B.

Performance of Graduate Assistantships is evaluated by the student's supervisor. Research Assistants are expected to work reliably with minimal prompting by the supervisor and to perform assigned tasks in a timely and satisfactory manner. Graduate Teaching Assistants are expected to conform to all university and program standards, policies, and procedures in the performance of their teaching duties.

Clinical skills are monitored by all clinical faculty who are in a position to do so. These evaluations include performance within clinical practicum settings, as well as observations of behavior outside the practicum.

Deficiencies in any of the three evaluation areas will prompt a General Performance Appraisal of the student, at which time deficiencies will be outlined, corrective actions specified, and a timetable established for completing these corrective actions. Failure to rectify deficiencies in a timely and acceptable manner will result in dismissal from the program.

Academic Requirements

The academic requirements for the Master of Arts degree in psychology are listed below.

- I. General University Requirements (see page).
- II. Thesis Option. Fifty (50) hours to include 5103 or 5123, 5113, 5133, 5143, 5153, 5163, 5233, 5843, 6103, 6113, 6123 or 6133, 6143, 6153, 6163, 6983, and 6993, and two semesters of 5901. This option is recommended for students who intend to pursue graduate studies in clinical/counseling psychology beyond the M.A. level.
- III. Non-thesis Option. Fifty (50) hours to include 5103 or 5123, 5113, 5133, 5143, 5153, 5163, 5233, 5843, 6103, 6113, 6123 or 6133, 6143, 6153, and 6163, two semesters of 5901, plus six (6) additional hours. Students choosing this option must also write a substantial research paper to satisfy university requirements for the M.A. degree. This option is recommended for students who do not plan to pursue graduate studies beyond the M.A. level.

Both the thesis and non-thesis options meet the academic requirements for certification in Texas as Psychological Associate and Licensed Professional Counselor. Students who wish to complete a 60-hour curriculum may do so by taking graduate elective courses.

The Final Written Comprehensive Examination

All students must pass a final written comprehensive examination prior to receiving the graduate degree. This examination is to be taken early in the semester in which the student intends to complete the requirements for the degree. If unsuccessful in the examination, the student may be re-examined only once during the same semester. If the student fails this second examination, he/she must wait to be re-examined until the semester following the initial examination, except with the permission of the Program Chair. Before the petition for re-examination is granted, evidence of additional preparation must be presented.

The Final Oral Comprehensive Examination

When the thesis or research paper has received final approval by the Graduate Advisory Committee, the student should schedule the final comprehensive oral examination. This examination must be completed at least two weeks before the end of the semester. The chairperson of the Graduate Advisory Committee will file in the Office of the Registrar and Admissions a report on the comprehensive examination, signed by the members of the Graduate Advisory Committee. This report will also contain a recommendation for or against approval of the candidate for graduation. If unsuccessful in the examination, the student may not be re-examined until the semester following the initial examination, except with the permission of the Program Chair. Before the petition is granted, evidence of additional preparation must be presented.

Thesis and Research Paper Requirements

The thesis and research paper are to be completed in a style consistent with the most current *Publication Manual of the American Psychological Association*. These manuscripts are to be typed in a standard, letter-quality type on 20 pound, 25% rag content bond paper. Perforated paper will not be accepted.

COURSES IN PSYCHOLOGY (PSYC)

5103. **Cognitive-Behavior Therapy** 3(3-0)
Prerequisite: PSYC 4003 or consent of instructor.
A survey of contemporary theories of learning and the application of principles of learning. Includes such topics

as social and cognitive theories of learning and behavior analysis and modification.

5113. Research and Statistical Analysis 3(3-0)

Prerequisites: PSYC 3313 and 4703 or consent of instructor.

Fundamentals of analysis of variance and nonparametric statistics, problems of psychological measurement and research design, and an introduction to multivariate design and analysis.

5123. Child and Adolescent Clinical Psychology 3(3-0)

Prerequisite: Consent of instructor.

The course provides students with theoretical approaches for treating children and adolescents who display developmental difficulties or psychopathologies.

5133. Techniques of Assessment I (Intellectual Assessment) 3(3-0)

Prerequisite: Consent of instructor.

Theory and practice in the use of cognitive assessment procedures. Emphasis is on the selection and interpretation of instruments measuring intelligence and screening for brain damage.

5143. Current Professional Issues 3(3-0)

Prerequisite: Consent of instructor.

A seminar concerned with the contemporary field of psychology as it relates to ethical, legal, and social issues. Emphasis is placed on the role of the psychologist in applied social, governmental, and community agencies, as well as in private practice.

5153. Theories of Personality 3(3-0)

Prerequisite: Consent of instructor.

A critical survey of the major theories of personality, including an exploration of the role of personality factors in the development of psychopathology.

5163. Psychopathology 3(3-0)

Prerequisite: PSYC 3603 or consent of instructor.

A survey of the historical views, alternative conceptualizations, and current representations of the major categories of psychopathology, with an applied emphasis on the diagnostic procedures of the current Diagnostic and Statistical Manual.

5191, 5192, 5193. Special Problems 1-3 semester hours

Prerequisite: Consent of Program Chair.

Intensive study in a specialized area of interest.

5233. Human Development Across the Life Span 3(3-0)

Prerequisite: Consent of instructor.

Study of developmental theories and tasks across the lifespan with emphasis on child and adolescent periods. Focus on social, personality, intellectual, and physical changes within each major lifespan period.

5823. The Rorschach 3(3-0)

Prerequisite: PSYC 6143 or consent of instructor.

Training in the theory, administration, scoring, and interpretation of the Rorschach, utilizing Exner's Comprehensive System.

5843. Multicultural Psychology 3(3-0)

Prerequisite: Consent of instructor.

The focus of this course is on the development of a therapeutic relationship with individuals and families from varying socioeconomic groups and differing cultural backgrounds. Considerations are given to behavioral and

cultural issues, therapist credibility, acculturation, the impact of extended families, and the overdiagnosing of the multicultural clients.

5863. Neuropsychology 3(3-0)

Prerequisite: Consent of instructor.

The focus of this course is on the interactions of the brain and human behavior. The course includes a survey of the organization of the nervous system, cellular organization, brain biochemical activity, and neurophysiology. Brain traumas, major psychiatric disorders, and degenerative disorders will be examined as to biological etiology and psychopharmacological interventions.

5901. Clinical Staffing 1(1-0)

Prerequisite: Consent of instructor.

Clinical staffings provide the student with an opportunity to observe the clinical decision-making processes involved in the diagnosis and treatment of individuals and couples. During the first two semesters of enrollment, students will attend a weekly meeting during which licensed psychologists and graduate clinicians discuss ongoing clinical cases.

6001. Teaching Practicum 1(1-0)

Prerequisite: Consent of Program Chair.

Required for all Teaching Assistants during first semester of teaching. A review and discussion of college teaching techniques, common problems encountered in teaching, and the theory and practice of evaluating students.

6013. Seminar in Psychology 3(3-0)

Prerequisite: Consent of instructor.

Seminar discussions and/or projects dealing with topics in psychology. May be repeated for credit when topics vary.

6103. Vocational Assessment and Counseling 3(3-0)

Prerequisite: Consent of instructor.

Theories and applications of career assessment and counseling for populations including young adults, displaced workers, midlife career changers, and retirement-age individuals. Areas surveyed include theories of career choice and development, career assessment techniques, and career programs.

6113. Individual Psychotherapy 3(3-0)

Prerequisite: PSYC 5153 or 5163 or consent of instructor.

A survey of the major theories and techniques of individual psychotherapy, and the application of these techniques in a structured clinical setting.

6123. Therapeutic and Psychoeducational Groups 3(3-0)

Prerequisite: Consent of instructor.

Examination of the development, implementation, and maintenance of therapeutic and psychoeducational groups. Includes a training group experience and the implementation of a psychoeducational workshop.

6133. Marriage and Family Therapy 3(3-0)

Prerequisite: Consent of instructor.

The course provides students with an introduction to systems theory, marriage and family therapy concepts, the genogram, and marriage and family theory. Families are looked at both from a family life cycle and individual perspective. Students apply the material to case studies throughout the semester.

6143. Techniques of Assessment II (Personality Assessment) 3(3-0)

Prerequisite: Consent of instructor.

Theory and practice in the use of personality assessment procedures, including interview, objective and projective techniques.

6153. Practicum I

3(3-0)

Prerequisites: One course from each of the following three groups, to total 9 hours: PSYC 5153 or 5163; 5133 or 6143; 6113, and consent of practicum supervisor.

Consists of 150 clock hours of work and study in an approved setting which provides psychological services such as a Community MHMR Center, a psychiatric hospital or a counseling center. This work and study is to be supervised by a licensed psychologist.

6163. Practicum II

3(3-0)

Prerequisites: Acceptable completion of PSYC 6153 and consent of practicum supervisor.

A continuation of Practicum I consisting of 150 clock hours of work and study in an approved setting which provides psychological services such as a Community MHMR Center, a psychiatric hospital, or a counseling center. This work and study is to be supervised by a licensed psychologist.

6983, 6993. Thesis

6 semester hours

Prerequisite: Approval of the thesis chairperson.

PUBLIC ADMINISTRATION

**Michael L. Collins, Dean
College of Liberal Arts**

**Samuel E. Watson, III, Chair
Political Science Program**

**Marilyn Mertens
Graduate Coordinator**

Graduate Faculty: Buchanan, Dover, Glean, Martin, Mertens

Emeriti Faculty: Backhaus, Sabota

MASTER OF PUBLIC ADMINISTRATION

The Master of Public Administration degree is a thirty-six hour non-thesis program, with an emphasis on the technical and managerial skills necessary for a career in government, military, and non-profit organizations. All classes are taught at night on a trimester system. The MPA program is a member of the National Association of Schools of Public Affairs and Administration (NASPAA). The program e-mail address is MPA@nexus.mwsu.edu.

Mission Statement

The purposes of the Master of Public Administration program are:

1. to train students through theory and practice to become effective public managers, possessing both general understanding and technical expertise in the unique aspects of public administration;
2. to serve the North Texas area by extending faculty and student resources of Midwestern State University into the region and by developing affiliations and support relationships with professional public administrators and community advisory groups;
3. to introduce students to the profession and ideals of public administration, to help students understand the importance of honor, integrity, and ethical behavior in their personal and professional lives, and to assist students in developing a commitment to build ethical public organizations; and
4. to cultivate in students an appreciation for the democratic process, an awareness that they are accountable to the public, a spirit of respect for all peoples, and an understanding that a public office is a public trust.

Graduate Admission Requirements

A bachelor's degree from a college or university approved by a regional accrediting agency is required. Transcripts from all schools attended must be submitted to the Registrar. Any undergraduate major is accepted and no leveling work is required. An applicant who has earned a master's or higher degree from a regionally accredited institution of higher education may be accepted without conditions on the basis of such degree.

Formal admission is determined by the computation of the following index:

GPA of the last sixty hours (excluding community college work) multiplied by 200 and added to the Verbal and Quantitative scores of the Graduate Record Exam

Or

GPA of the last sixty hours (excluding community college work) multiplied by 200 and added to the GMAT score.

Admissions Index

	GRE	GMAT
Full admission	1550	1100
Conditional admission	1400-1549	1000-1099

Conditional Admission Guidelines

1. Conditional admission shall continue through the first twelve hours of graduate study.
2. Upon reaching twelve hours, the student's records will be reviewed to determine eligibility for full admission status.
3. The student must have a 3.2 grade point average in the first twelve hours and have no grade lower than a B.
4. Any student removed from the program for academic reasons or rejected for admission to the MPA program may apply for a waiver according to directions below.

Application For Admittance By Waiver

Application for a waiver can be made only after an admissions index has been computed. The student must submit a letter requesting a waiver with supporting documentation of ability to perform satisfactory academic work. Approval of a waiver request will be based upon the student's written essay in his or her original application, the trend of undergraduate and graduate grades, professional work experience, letter of request, GRE analytical score, and consideration of letters of recommendation. Approval of a waiver moves the student to conditional status, which shall be evaluated after each attempted twelve hours of academic credit.

Requirements for Academic Good Standing

Any student who receives two grades of C or D, or a combination of C and D, or receives one grade of F will be administratively removed from the program. MPA courses cannot be repeated for a higher grade. A 3.0 overall grade point average is required for graduation.

Core Curriculum

Each student shall complete the six courses of the core curriculum, unless such a course has been taken at the undergraduate level. In such cases, a course substitution shall be made which allows the student to take another course but does not reduce the number of hours required for the degree. Each core course is taught once a year; electives are taught in alternating years. The core curriculum courses are:

PUAD 5133	Public Administration
PUAD 5023	Quantitative Methods in Public Administration
PUAD 5923	Organizational Theory and Behavior
PUAD 5943	Public Budgeting and Fiscal Administration
PUAD 5953	Public Law and Administration
PUAD 5963	Capstone: Case Studies in Decision-Making

General MPA Degree

Core curriculum - 18 hours
Electives - 18 hours

City Management Specialization

Core curriculum - 18 hours
PUAD 5803 State-Local Government Management

PUAD 5813 Public Works Administration
PUAD 5823 Economic Development
PUAD 5833 Community Planning
Electives - 6 hours

Administration of Justice Specialization

Core curriculum - 18 hours
PUAD 5363 Administration of Justice
PUAD 5373 Criminal Justice Systems Planning
PUAD 5383 Police and Society
PUAD 5253 Comparative Police Administration
or
PUAD 6033 Seminar in Administration of Justice
Electives - 6 hours

Health Services Administration Specialization

Core curriculum - 18 hours
HSAD 5103 Health Services Administration
HSAD 5113 Health Care Finance/Economics
HSAD 5133 Health Systems Analysis
HSAD 5143 Health Care Law
Electives - 6 hours from Public Administration and/or Health Services Administration*

*A Graduate Certificate in Health Services Administration can be earned by taking the following two electives:

HSAD 5123 Health Care Personnel
HSAD 5153 Managed Health Care

(Course descriptions for HSAD courses can be found in the Health Services Administration section of this bulletin.)

Requirements for a Graduate Minor in Public Administration

A minor requires eighteen hours in Public Administration.

Assessment and Evaluation

To complete the degree each student must attend three Public Administration symposia, and prepare and present an academic paper at one of the three sessions. The student will be supervised by an academic adviser in the development of the symposium presentation. Three symposia are offered during the regular academic year; none is offered during the summer. In addition, students are expected to maintain a portfolio showing their progress throughout the program, including samples of their academic work, summaries of any work-based training, and evidence of participation in relevant continuing education seminars.

Additional Electives

Some graduate courses from other academic programs may be applied to the MPA degree with the approval of the academic adviser. Under limited circumstances a maximum of six hours of 4000 level courses may be taken for graduate credit with the approval of the academic adviser.

COURSES IN PUBLIC ADMINISTRATION (PUAD)

5001, 5002, 5003. **Directed Research in Public Administration** 1-3 semester hours
Prerequisites: 18 hours of Public Administration and permission of the faculty director.

The student is advised by a faculty member, who assists in selecting a topic to research in public administration and directs an independent research project.

5023. Quantitative Methods in Public Administration 3(3-0)

Study of the theory and methodology of empirical research as applied in public administration from the standpoint of both the practitioner and the consumer. Methodologies include experiments, field research, field experiments, focus groups, content analysis, policy evaluation research, and survey methods. Quantitative methods relating to research design, probability, and inferential statistics are applied to classroom projects in public administration.

5033. Advanced Quantitative Methods in Public Administration 3(3-0)

Prerequisite: PUAD 5023.

Theory building and testing, advanced statistical modeling, and multivariate analysis, with emphasis on applications for public administration.

5133. Public Administration 3(3-0)

Examination of the basic principles involved in the administration and execution of public policy. Includes such topics as organizational theory, personnel management, budgetary procedures, and the politics of administration.

5143. Ethics in the Public Sector 3(3-0)

Introduction to ethical theories and their application in the public sector. Individual as well as organizational responsibility emphasized through case studies.

5163. Federalism and Intergovernmental Relations (formerly Political Science 5163) 3(3-0)

Examines the constitutional basis of federalism, theories of federalism, evolution of relationships among federal, state, and local governments, analysis of current patterns of association.

5253. Comparative Police Administration 3(3-0)

Compares and contrasts law enforcement in the United States with police systems in selected countries; notes similarities and differences in administrations, organization, principal functions, and objectives. Considers the nature of governmental control and oversight and the relationship between the police and the public.

5263. Legal Issues of State and Local Government 3(3-0)

Substantive law applied to all aspects of governmental and administrative operations in state and local government. Topics include state/local relations, governmental structures, liabilities of public officials, and financial and regulatory activities.

5363. Administration of Justice 3(3-0)

Case study approach of an individual defendant from the time the crime is committed through the defendant's parole. Includes legal analysis of procedures and rules in the criminal justice process. Students play role of decision maker for the law enforcement, court, and correction agencies, resulting in an in-depth view of the adversary procedures which form the basis of the criminal justice system.

5373. Criminal Justice System Planning 3(3-0)

Examination of planning methods and models based on a systems approach to operations of the criminal justice system.

5383. Police and Society 3(3-0)

Comprehensive analysis of the dynamics between the enforcers of the law and the public clients they serve. Emphasis placed on trust, understanding, and dialogue.

5713. Financial Accountability Management in Government 3(3-0)

Explanation of financial systems in government, including fund accounting, cost accounting, auditing, issuing bonds, and management control systems.

5723. Non-Profit Management 3(3-0)

Unique aspects of managing non-profit organizations emphasized, including board-staff relations, fund-raising, grantsmanship, and managing volunteers.

5733. Leadership and Teamwork 3(3-0)

Introduction to the challenges of leadership and the inherent tendencies for individuals and departments to sub-optimize. Ways to improve motivation, communication, coordination, and cooperation will be studied.

5803. State and Local Government Management 3(3-0)

Organization and management of American state and local government. Executive leadership, governance structures, and service implementation are emphasized. Relations between state and local governments examined.

5813. Public Works Administration 3(3-0)

Introduction to management of public works, including municipal water and sewer systems, road-building and maintenance, parks and recreation programs, construction management, and contract administration.

5823. Economic Development 3(3-0)

Role of both private and public sectors in economic development; understanding strategic tools, including quantitative analysis methods and effective economic development programs for local governments.

5833. Community Planning 3(3-0)

Theories, policies and methods for managing community growth, including land use, housing, transportation, and capital improvements planning.

5923. Organizational Theory and Behavior (formerly Political Science 5923) 3(3-0)

Analyzes the structure and character of public institutions and examines individual, group, and interpersonal behavior in organizations. Topics include information technology, conflict, designing effective organizations, leadership, and decision-making.

5933. Human Resources Management in Government (formerly Political Science 5933) 3(3-0)

Principles and problems of recruitment for government service, philosophies of pay and promotion, employee motivation, and discipline. Discussion of formulating and administering public personnel policies, concepts, and principles.

5943. Public Budgeting and Fiscal Administration (formerly Political Science 5943) 3(3-0)

Study of the process of developing a public budget both as an accounting device and for public policy planning. Particular attention given to the political aspects of budgeting and budgetary innovation. Consideration will be given to the formulation of national, state, and local budgets and their interrelationships.

5953. Public Law Administration (formerly Political Science 5953) 3(3-0)

An examination of the positive foundation on which agencies are grounded and from which basic authorities of public officers, both elected and appointed, are derived. The positive nexus of law and administration is emphasized.

5963. Capstone: Case Studies in Decision-Making 3(3-0)

Prerequisites: 18 hours of Public Administration.

Theories and principles of decision making in public administration. Students will apply textbook knowledge to actual cases in public administration through written and oral analysis. Open only to MPA majors.

6003. **Seminar in Public Administration** (formerly Political Science 6003) 3(3-0)
Prerequisites: 15 hours of Public Administration or consent of instructor.
Reading and discussion of topics in public management and administration. Topics vary.
6023. **Seminar in Local Government** 3(3-0)
Prerequisites: 15 hours of Public Administration or consent of instructor.
Reading and discussion of topics in local government. Topics vary.
6033. **Seminar in Administration of Justice** 3(3-0)
Prerequisites: 15 hours of Public Administration or consent of instructor.
Reading and discussion of topics in the administration of justice. Topics vary.
6053. **Seminar in Policy Analysis** 3(3-0)
Prerequisites: 15 hours of Public Administration or consent of instructor.
Reading and discussion of topics in policy analysis. Topics vary.
6093. **Internship** (formerly Political Science 6183 and 6193) 3 semester hours
Prerequisites: 9 hours of Public Administration and consent of faculty adviser.
Application of textbook knowledge to real-world work experience in a public agency. Internships are arranged only for students without significant professional-level work experience. Open only to MPA majors.

RADIOLOGIC SCIENCES

**Susan Sportsman, Dean
College of Health Sciences**

**Nadia A. Bugg
Graduate Coordinator**

Graduate Faculty: Bugg, Morrison, Pearson, Porter, Whaley

THE MASTER OF SCIENCE IN RADIOLOGIC SCIENCE

The Health Sciences College offers the Master of Science in Radiologic Science with majors in Radiologic Administration or Radiologic Education.

PROGRAM DESCRIPTION AND EDUCATIONAL OBJECTIVES

The program has a core requirement of twelve (12) graduate hours in radiologic sciences plus twenty-four (24) required hours leading to two majors. These majors are in radiologic administration and radiologic education. The program is a holistic approach to the major emphasis areas of study and is offered in an independent study design which requires students to make two visits to the campus per semester.

The educational objectives of both majors are summarized below. The graduate of the program should be able to:

1. use knowledge and skills to administer either a radiologic department or a radiologic educational program;
2. demonstrate a solid academic foundation to prepare for future matriculation in post-master's or doctoral programs;
3. apply research methods and findings to the improvement of radiologic science, practice, and education;
4. utilize communication skills to promote improvement of health care, develop professional practice, and maintain interdependent working relationships; and
5. utilize critical thinking strategies for the resolution of concerns and issues in radiologic and health-related problems in administration and education.

ADMISSION STANDARDS AND REQUIREMENTS

Application for admission to the Midwestern State University graduate program in radiologic sciences is made to the:

Radiologic Sciences Graduate Coordinator
Midwestern State University
3410 Taft Boulevard
Wichita Falls, TX 76308-2099
Phone: 1-800-MSU-RADS

The graduate coordinator will provide the applicant with all necessary application materials upon request.

A. Unconditional Admission

1. The student must meet the general admission requirements to graduate study prescribed by the Graduate Bulletin of Midwestern State University. Based on a calculated admission index, a student may be admitted without conditions, admitted with conditions, or be admitted as a special status student. The admission index is calculated for all graduate applicants.

Index = 200 x undergraduate GPA for last 60 hours (excluding community college work) + score on verbal and quantitative sections of the GRE.

For example, if the undergraduate GPA is 2.75 in the last 60 hours and the GRE is 900: INDEX = 200 x 2.75 + 900 = 1450

If the index is 1400 or more, admission is granted unconditionally.

2. The student may choose to take the Miller Analogies Test (MAT) in order to satisfy the requirement in lieu of the GRE. Admission criteria when the MAT is used are as follows:

Must have a minimum undergraduate GPA of 3.0 on last 60 hours of undergraduate work (excluding community college hours).

MAT score must be a minimum of 46.

May repeat MAT once after waiting at least one month after taking the first test.

There will be no conditional admission with MAT.

If less than 46 after second attempt of MAT, the student must take GRE.

B. Conditional Admission

If the index is 1300-1399, admission may be granted conditionally. The conditional status may be removed by (a) making a 3.0 GPA on the first 6 hours of applicable graduate work, (b) retaking GRE and raising the index to 1400, or (c) taking additional undergraduate courses to raise the index to at least 1400.

C. Special Status

If the index is below 1300, a student may request admission as a special status student. The request should be made in writing to the graduate coordinator. The graduate coordinator will present the request to the Health Science College Admissions Committee. The committee may require additional information. The committee may grant the request, grant the request with additional requirements, or deny the request. Applicants with deficiencies will be considered individually and may be required to enroll in designated undergraduate and graduate courses beyond the minimum credits required for the advanced degree. Upon successful completion of 9 semester hours of graduate credit, the student will be evaluated for advancement to unconditional status.

D. Previous Master's Degree

An applicant who has earned a master's or higher degree from a regionally accredited institution of higher education may be accepted on the basis of such degree. Determination of conditions, if any, will be made by the graduate coordinator.

E. Specific additional admission requirements

1. Hold credentials in one of the medical imaging modalities or radiation therapy and have at least one year's experience.
2. Hold a B.S.R.S. or B.S.R.T. Candidates who have appropriate credentials with other degrees will be considered on an individual basis.
3. Forward three letters of recommendation from past and/or present educators and employers. It is desirable that at least one reference be from an educator familiar with the candidate's academic performance.
4. Complete a basic undergraduate statistics or research course (3 semester hours) prior to or concurrent with RADS 5003, Research Methods.

DEGREE REQUIREMENTS

The program leading to the Master of Science in Radiologic Science with majors in Radiologic Administration and Radiologic Education has a common core of twelve graduate hours. Each major requires eighteen graduate hours in the major and six hours of electives. Both majors offer a thesis or non-thesis option.

RADIOLOGIC SCIENCES CORE

SCH

RADS 5013	Contemporary Trends in Radiologic Science	3
RADS 5023	Legal and Regulatory Considerations	3
RADS 5003	Research Methods	3
RADS 5033	Leadership for Change in Radiologic Science	<u>3</u>
		12 hours

1. RADIOLOGIC ADMINISTRATION MAJOR - THESIS

Radiologic Sciences Core		12
RADS 5103	Management Techniques for Radiologic Administrators	3
RADS 5124	Financial Management in Radiologic Administration	4
RADS 5235	Administrative Radiology Practicum	5
RADS 6983	Thesis I	3
RADS 6993	Thesis II	3
General Electives: Cognate Area		<u>6</u>
		36 hours

2. RADIOLOGIC ADMINISTRATION MAJOR - NON-THESIS

Radiologic Sciences Core		12
RADS 5103	Management Techniques for Radiologic Administrators	3
RADS 5124	Financial Management in Radiologic Administration	4
RADS 5235	Administrative Radiology Practicum	5
RADS Electives		6
General Electives: Cognate Area		<u>6</u>
		36 hours

3. RADIOLOGIC EDUCATION MAJOR - THESIS

Radiologic Sciences Core		12
RADS 5204	Curriculum Development in Radiologic Education	4

RADS 5223	Administration of Radiologic Education Programs	3
RADS 5245	Radiologic Education Practicum	5
RADS 6983	Thesis I	3
RADS 6993	Thesis II	3
General Electives: Cognate Area		<u>6</u>
		36 hours

4. RADIOLOGIC EDUCATION MAJOR - NON-THESIS

Radiologic Sciences Core		12
RADS 5204	Curriculum Development in Radiologic Education	4
RADS 5223	Administration of Radiologic Education Programs	3
RADS 5245	Radiologic Education Practicum	5
RADS Electives		6
General Electives: Cognate Area		<u>6</u>
		36 hours

Thesis

Students pursuing Option 1 or Option 3 are expected to write a substantial proposal and have the proposal approved by the Thesis Adviser and the Graduate Advisory Committee prior to enrolling in the first thesis course (RADS 6983). The thesis is to be prepared in accordance with the guidelines of the *Publication Manual of the American Psychological Association*. Additional information regarding the thesis is found in the academic requirements section of this catalog.

Research Paper

Students pursuing Option 2 or Option 4 are required to submit a substantial research paper. The research paper must have the signed approval of the chair of the Graduate Advisory Committee and signed approval of the instructor of the course in which the paper was written or of another committee member before it is submitted to the college dean for final approval. The research paper must be submitted to the College Office at least three weeks before the end of the semester. A copy of the approval page will be sent to the Office of the Registrar and Admissions to verify completion of this requirement. While there is no course credit for the research (file) paper, the student must meet this requirement prior to graduation. Papers must be prepared in accordance with the guidelines of the *Publication Manual of the American Psychological Association*.

Final Comprehensive Examination

At the completion of all required didactic course work, the student is required to take a written comprehensive examination. The student will schedule the examination with the Graduate Coordinator at the completion of the required course work. The results will be reported as a Pass or Not Pass. If the student receives a Not Pass on the examination, he/she may repeat the examination the following semester. A student is allowed to repeat the examination twice before additional course work is required.

COURSES IN RADIOLOGIC SCIENCES (RADS)

5003. Research Methods 3(3-0)

Prerequisites: RADS 5013 and an undergraduate statistics course.

Explores qualitative and quantitative methodologies and statistical analyses appropriate to the research process in the radiologic sciences. Provides opportunities for the critical analysis of published research and encourages development of a research plan.

5013. Contemporary Trends in Radiologic Science 3(3-0)

Explores current professional issues in radiologic science and health care delivery. Students will explore, analyze, and evaluate advances that impact all disciplines of radiologic science. Content includes such topics as health care reform, professional practice issues, educational standards and technological advances.

5023. Legal and Regulatory Considerations 3(3-0)

This course presents an overview of the legal issues, concepts, laws, and regulations facing the health care industry and higher education. Students will explore these in the context of the daily professional practice of radiology administrators and educators.

5033. Leadership for Change in Radiologic Science 3(3-0)

Application of theories and models of leadership and change to practice in the radiologic sciences. Students will explore, analyze, and evaluate contemporary and historical theories of leadership and change, and develop strategies for use in the professional practice of radiology administrators and educators in the rapidly changing health care delivery system.

5103. Management Techniques for Radiologic Administrators 3(3-0)

Prerequisites: RADS 5003, 5013, 5023, 5033 or consent of graduate coordinator.

An in-depth study of the administrative requirements for radiologic administrators within the health care environment. Emphasis will be placed on organizational behavior theory and practices as they pertain to personnel managements, staffing issues/strategies, performance appraisal, risk management, policies/procedures, time management, interview techniques/strategies, departmental scheduling, computer software applications, and the wellness paradigm.

5124. Financial Management in Radiologic Administration 4(4-0)

Prerequisite: RADS 5103 or consent of graduate coordinator.

Examination of fiscal management in health care organizations in relation to economic and societal trends. Emphasis will be placed on the use of fiscal information in decision-making, and the implications of financial management decisions on radiology services and health care delivery. Concepts of budgeting, marketing, cost analysis, cost finding, rate setting, and cost containment will be included. The impact of new technologies such as PACS will be explored.

5204. Curriculum Development in Radiologic Education 4(4-0)

Prerequisites: RADS 5003, 5013, 5023, 5033, or consent of graduate coordinator.

This course provides an in-depth study of radiologic sciences curriculum development, implementation, and evaluation. Institutional and professional requirements and constraints will be examined for their effect on the curriculum. Teaching methods for courses will be discussed for various curriculum structures and levels. Various curriculum design models as well as decision-making strategies will be included.

5223. Administration of Radiologic Education Programs 3(3-0)

Prerequisite: RADS 5204 or consent of graduate coordinator.

This course focuses on the planning, administration, and evaluation of radiologic education programs in the various disciplines. Includes recruitment and retention of students, accreditation issues, budgeting, facilities planning, personnel relations and evaluations, public relations, and educational policy formation.

5235. Administrative Radiology Practicum 5(1-4)

Prerequisites: RADS 5003, 5013, 5023, 5033, 5103, 5124.

Building on all knowledge and skills obtained throughout the program, students will both observe and apply concepts of management and administration in the clinical setting.

5245. Radiologic Education Practicum 5(1-4)

Prerequisites: RADS 5003, 5013, 5023, 5033, 5204, 5223.

The focus of this course is on the application of the knowledge and skills obtained throughout the program to planning, administration, and evaluation of a radiologic curriculum in an educational institution. Observation and active participation may include both the classroom and clinical setting.

5403. Information Management in Health Sciences 3(3-0)

An independent study course designed to develop the student's skill in health communications and information management. The course specifically addresses competency skills in computer knowledge, information management, and computer applications. It emphasizes an applied approach to experience with computers and information technologies, encouraging life-long learning skills in information management for the 21st century.

6003. Special Issues in Radiologic Administration 3(3-0)

Intensive study in a special area of Radiologic Administration. Course may be repeated for credit with varying content.

6113. Special Issues in Radiologic Education 3(3-0)

Intensive study in a special area of Radiologic Education. Course may be repeated for credit with varying content.

6223. Independent Study 3(3-0)

Designed to offer the advanced student an opportunity to select a special area of interest in Radiologic Science for intensive research. Approval by the Graduate Coordinator is required. May be repeated once for credit.

6983, 6993. Thesis 6 semester hours

Graduate Faculty

GRADUATE FACULTY

BARBER, WILLIAM H., **Professor of Education**, 1972

A.B., M.A., Ed.S., University of Alabama; Ed.D., University of Southern Mississippi

BAUER, KATHLEEN E., **Assistant Professor of Accounting**, 1981

B.S., Northwestern State University of Louisiana; M.A., University of Alabama; CPA, Louisiana and Texas

BISHOP, SARA E., **Assistant Professor of Nursing**, 1997

B.S.N., Indiana State University; M.S.H.P., Southwest Texas State University

BROWN, DAN L., **Instructor in Kinesiology and Athletic Trainer**, 1993

B.S., Lubbock Christian University; M.S.S., United States Sports Academy

BUCHANAN, STAN C., **Assistant Professor of Political Science**, 1997

B.A., California Baptist College; M.P.A., Baylor University; Ph.D., University of Tennessee-Knoxville

BUGG, NADIA A., **Graduate Coordinator and Professor of Radiologic Sciences**, 1994

B.S., University of Central Arkansas; M.A., Louisiana Tech University; Ph.D., Louisiana State University

BULTENA, CHARLES D., **Assistant Professor of Management/Marketing**, 1996

B.B.A., M.B.A., Midwestern State University; Ph.D., University of North Texas

BURKE, WILLIAM C., **Chair and Associate Professor of Respiratory Care**, 1996

B.S., Bloomsburg State College; Ph.D., The Pennsylvania State University

CAPPS, OSCAR EMERSON, **Dean of the Gordon T. and Ellen West College of Education and Associate Professor of Education**, 1970

B.S.Ed., Northeastern State College; M.Ed., Ed.D., University of Arkansas

CARPENTER, EMILY, **Associate Professor of English**, 1967

B.A., Centre College; M.A., Ph.D., Indiana University

CARPENTER, STEWART B., **Graduate Coordinator and Associate Professor of Computer Science**, 1978

B.A., M.C.S., Ph.D., Texas A&M University

CATE, RODNEY L., **Chair and Professor of Chemistry**, 1978

B.S., Tarleton State University; Ph.D., Arizona State University

CODDINGTON, DAVID GLENN, **Assistant Professor of Psychology**, 1999

B.A., University of North Carolina; M.A., Appalachian State University; Ph.D., Georgia State University

COE, MARY ANN, **Associate Professor of Education**, 1997

B.S., Holy Family College; M.Ed., Beaver College; D.Ed., Pennsylvania State University

COLLINS, MICHAEL L., **Dean of the College of Liberal Arts and Professor of History**, 1985

B.A., M.A., Ph.D., Texas Christian University

COOK, WILLIAM B., **Chair and Associate Professor of Biology**, 1991

B.S., University of Washington; M.S., Central Washington University; Ph.D., University of Missouri

CUEVAS, JACQUELINE, **Associate Professor of Psychology**, 1984

B.A., Mundelein College; M.A., Ph.D., Southern Illinois University

DIEKHOFF, GEORGE M., Graduate Coordinator, Chair, and Professor of Psychology, 1977

B.A., Nebraska Wesleyan University; M.A., Ph.D., Texas Christian University

DONOVAN, TIMOTHY P., Professor of Computer Science, 1987

B.S., Regis College; M.A., University of Oklahoma; Ph.D., Colorado University; M.S., Shippensburg University

DOVER, ERNEST A., Graduate Coordinator and Associate Professor of Political Science, 1985

B.A., Winston-Salem State University; M.A., Ph.D., Kent State University

DOWD, JOHN F., Associate Professor of Education, 1989

B.S., LeMoyne College; M.S., Ed.D., Syracuse University

DU, HONGWEI, Assistant Professor of Management/Marketing, 1998

B.S., Shandong University; M.S., Bowling Green State University; Ph.D., Florida Institute of Technology

DUAN, XIANSHENG JASON., Assistant Professor of Management/Marketing, 1999

B.S., Wuhan University; M.B.A., Ph.D., University of Illinois

DUDLEY, PATRICK H., Associate Professor of Kinesiology, 1969

B.S., M.Ed., Sam Houston State University; Ph.D., Texas A&M University

ESTRADA, ANITA, Graduate Coordinator, Chair, and Associate Professor of Education, 1979

B.S., Howard Payne College; M.Ed., Ph.D., University of North Texas

FLAVIN, MICHAEL J., Associate Professor of Political Science, 1969

B.S., M.A., St. Louis University; Ph.D., University of Arizona

FRITZSCH, RALPH B., Chair and Professor of Accounting, 1984

B.S., United States Air Force Academy; M.A., Ohio State University; D.B.A., George Washington University;
CPA, Arkansas

FUKASAWA, YOSHIKAZU, Dean of the College of Business Administration and Professor of Economics, 1978

B.A., Fort Hays Kansas State University; M.A., Ph.D., Kansas State University

GALBRAITH, THOMAS W., Chair and Associate Professor of English, 1979

B.A., Ph.D., University of Washington

GLEAN, RANDY A., Assistant Professor of Political Science, 1997

B.A., Midwestern State University; M.A., Ph.D., Washington University

GORE, M. C., Associate Professor of Education, 1993

B.S.Ed., M.S.Ed., Eastern New Mexico University; Ed.D., University of Arkansas

GREENE, PAMELA K., Assistant Professor of Nursing, 1996

B.S.N., M.S., Ohio State University

GRIFFITHS, COLLEEN, Assistant Professor of Education, 1998

B.A., Hunter College; M.S., Brooklyn College; Ph.D., Ohio State University

GRIMES, JOHN V., **Professor of Biology**, 1970

B.S., M.S., Northern Illinois University; Ph.D., University of Utah

GUTHRIE, PAUL C., **Associate Professor of Psychology**, 1991

B.A., University of Texas at Dallas; M.A., Midwestern State University; Ph.D., University of Arkansas

HALVERSON, RANETTE, **Chair and Associate Professor of Computer Science**, 1980

B.S., M.S., Midwestern State University; Ph.D., University of North Texas

HARMEL, ROBERT, **Associate Professor of Economics**, 1989

B.S., Texas Tech University; M.S., Ph.D., Iowa State University

HARRIS, CAROLYN R., **Chair and Professor of Business Computer Information Systems**, 1993

B.A., Texas Tech University; M.S., University of Southern Mississippi; Ph.D., University of Texas at Arlington

HARRIS, WILLIAM T., **Bridwell Professor of Accounting**, 1993

B.B.A., M.B.A., Texas Tech University; Ph.D., Louisiana State University; CPA, Texas, CMA

HARVEY, MARTHA M., **Associate Professor of Business Administration**, 1982

B.A., Sweet Briar College; M.S., Midwestern State University; Ph.D., University of North Texas

HAWLEY, LINDA J., **Coordinator of Family Nurse Practitioners and Assistant Professor of Nursing**, 1999

B.S., Baylor University; M.S., Texas Woman's University

HENDERSON, JOE M., **Professor of Kinesiology**, 1965

B.S.Ed., M.Ed., Texas Tech University; Ed.D., University of North Texas

HENDRICKSON, KENNETH E., JR., **Graduate Coordinator, Chair, and Professor of History-Hardin Foundation Distinguished Professor of American History**, 1970

B.A., M.A., State University of South Dakota; Ph.D., University of Oklahoma

HEWITT, HARRY P., **Professor of History**, 1967

B.S., M.A., Ph.D., University of Utah

HINDS, WILLIAM E., **Chair and Professor of Mathematics**, 1975

B.A., University of Texas at Austin; M.A., University of Texas at Arlington; Ph.D., Oklahoma State University

HOFFMAN, THOMAS P., **Associate Professor of English**, 1968

B.S.Ed., M.A., Ball State University; Ph.D., University of Oklahoma

HOGGARD, JAMES M., **Professor of English-McMurtry Distinguished Professor of English**, 1966

B.A., Southern Methodist University; M.A., University of Kansas

HOGGARD, LYNN, **Professor of English and Foreign Languages**, 1986

B.A., Centenary College; M.A., University of Michigan; Ph.D., University of Southern California

HORNER, NORMAN V., **Dean of the College of Science and Mathematics and Professor of Biology**, 1967

B.S., M.S., University of North Texas; Ph.D., Oklahoma State University

JOHNSON, ROBERT L. III, **Graduate Coordinator and Professor of English**, 1992

B.A., M.A., University of Colorado; Ph.D., University of Denver

KERSTEN, PAUL R., **Assistant Professor of Computer Science**, 1999

B.S., Rutgers University; M.S., Columbia University; Ph.D., Polytechnic University

KILGORE, JIMMIE L., **Assistant Professor of Kinesiology**, 1997

B.S., Lincoln University; M.S., Ph.D., Kansas State University

KINDIG, EVERETT W., **Associate Professor of History**, 1971

B.A., M.A., Ph.D., Stanford University

KING, JAMES R., **Associate Professor of History**, 1968

B.A., Loras College; M.A., Ph.D., University of Iowa

KITCHEN, MICHAELLE L., **Associate Professor of Education**, 1996

B.S.O.E., Wayland Baptist University; M.Ed., University of Oklahoma; Ph.D., University of North Texas

KRIENKE, ALBERT B., **Professor of Economics**, 1965

B.S., M.S., University of Florida; Ph.D., Texas A&M University

LAND, MICHAEL L., **Professor of Education-West University Professor**, 1989

B.A., Hardin-Simmons University; M.Ed., Stephen F. Austin State University; Ph.D., Texas A&M University

LINDEMANN, DIRK, **Associate Professor of History**, 1983

B.A., University of Evansville; M.A., Ph.D., Ball State University

LOCKHART, ROBIN D., **Assistant Professor of Nursing**, 1993

A.D.N., B.S.N., Midwestern State University; M.S.N., University of Texas at Arlington

MARTIN, JAMES DAVID, **Coordinator of Applied Arts and Sciences and Professor of Political Science**, 1970

B.A., Tarkio College; M.A., Ph.D., Southern Illinois University

MARTINEZ, JOHN E., **Professor of Economics and Finance and Director of the Bureau of Business and Government Research**, 1997

B.A., University of Texas at Austin; M.S., Ph.D., University of Oklahoma

MATTHEWS, DANNY G., **Assistant Professor of Accounting**, 1993

B.B.A., Midwestern State University; M.S., Naval Postgraduate School; CPA, Texas, CGFM

McCULLOUGH, CHARLES D., **Professor of Marketing**, 1985

B.B.A., M.B.A., Ph.D., Texas Tech University

MENARD, TRACY, **Associate Professor of Education**, 1992

B.S., University of Colorado; M.Ed., Midwestern State University; Ed.D., University of Northern Colorado

MERTENS, MARILYN S., **Graduate Coordinator of Public Administration and Associate Professor of Political Science**, 1990

B.A., Westmar College; M.A., Ph.D., University of Nebraska, Lincoln

MORRISON, GARY D., **Associate Professor of Radiologic Sciences**, 1988

A.A., Montgomery College; B.S.R.T., Hood College; M.Ed., University of North Texas

NEWTON, H. GENE, **Professor of Education**, 1969

B.A., McMurry College; M.Ed., Ed.D., Texas Tech University

PASSOS, NELSON L., **Associate Professor of Computer Science**, 1996

B.S., University of San Paulo (Brazil); M.S., University of North Dakota; Ph.D., University of Notre Dame

PATIN, ROY P., JR., **Chair of Economics and Finance - Bridwell Professor of Finance**, 1992

B.S., M.B.A., Louisiana State University; D.B.A., Mississippi State University

PATTERSON, MIKE C., **Professor of Management**, 1977

B.B.A., M.B.A., Midwestern State University; Ph.D., University of North Texas

PEARSON, LINDA L., **Assistant Professor of Radiologic Sciences**, 1995

B.S.R.T., University of Oklahoma-Oklahoma City; M.Ed., University of Oklahoma-Norman

PORTER, RUSSELL D., **Graduate Coordinator of Health Services Administration and Associate Professor**, 1998

B.A., Binghamton University; M.P.S., Lynn University; Ph.D., Virginia Commonwealth University

PREDA, MICHAEL A., **Professor of Political Science**, 1976

B.A., Wayne State University; M.A., Texas A & M University - Commerce; Ph.D., University of Oklahoma

RAMSER, CHARLES, **Chair and Professor of Management**, 1969

B.B.A., University of Texas at Arlington; M.B.A., University of Texas at Austin; Ph.D., University of North Texas

RINCON-ZACHARY, ELIZABETH M., **Graduate Coordinator and Associate Professor of Biology**, 1992

B.S., Pedagogic of Caracas, Venezuela; M.S., Ph.D., University of Illinois at Urbana

SANDFORD, SONIA, **Assistant Professor of Kinesiology**, 1998

B.A., M.A., University of Northern Colorado; Ed.D., Texas A&M University

SIMPSON, RICHARD P., **Assistant Professor of Computer Science**, 1980

B.S., M.A., Sam Houston State University

SMITH, ANN., L., **Coordinator of Nursing Education and Associate Professor of Nursing**, 1995

B.S.N., M.S.N., University of Hawaii-Manoa; Ph.D., Texas Woman's University

SMITH, EVANS LANSING, **Professor of English**, 1990

B.A., Williams College; M.A., Antioch International; Ph.D., Claremont Graduate School

SNOWDEN, STEVEN R., **Graduate Coordinator, Chair, and Associate Professor of Kinesiology**, 1997

B.S., Texas A&M University; M.A., Sam Houston State University; Ph.D., Texas A&M University

SPORTSMAN, SUSAN S., **Dean of the College of Health Sciences and Professor of Nursing**, 1996

B.S., Baylor University; M.S.N., University of Texas at Arlington; Ph.D., Texas Woman's University

STANGL, FREDERICK B., **Professor of Biology**, 1984

B.S., M.S., Midwestern State University; Ph.D., Texas Tech University

STEWART, ALFRED D., JR., **Associate Professor of English and Philosophy**, 1973

B.A., M.A., M.A., University of Oklahoma; Ph.D., University of North Carolina

TAYLOR, ARVILLA K., **Associate Professor of English**, 1969

B.A., M.A., Ph.D., University of Texas at Austin

TICKLE, EUGENIA, **Associate Professor of Nursing**, 1989

B.S.N., Oklahoma Baptist University; M.S.N., University of Arizona; Ed.D., University of North Texas

TILKER, KRISTOPHER R., **Associate Professor of Business Administration**, 1989

B.A., Midwestern State University; J.D., Texas Tech University

TUCKER, DAVID S., **Associate Professor of Mathematics**, 1988

A.B., Kansas State University; M.S., Michigan State University; Ph.D., Florida State University

VANDEHEY, MICHAEL A., **Assistant Professor of Psychology**, 1999

B.A., University of Oregon; M.S., Ph.D., Indiana State University

VAN GEEM, HENRY, **Graduate Coordinator and Associate Professor of Finance**, 1964

B.B.A., Midwestern State University; M.B.A., University of North Texas; Ph.D., Texas Tech University

WALKER, STEVEN J., **Assistant Professor of Management and Marketing**, 1997

B.B.A., M.B.A., Ph.D., New Mexico State University

WATSON, SAMUEL E., **Chair and Associate Professor of Political Science**, 1992

B.A., University of Georgia; M.A.L.D., Fletcher School of Law and Diplomacy; Ph.D., University of Georgia

WELCH, ROBERT G., **Professor of Economics**, 1966

B.S., M.S., University of Wyoming; Ph.D., Oregon State University

WHALEY, KERMIT C., **Professor of Radiologic Sciences**, 1996

B.A., University of North Carolina; M.E., Ed.D., North Carolina State University

WIGGINS, LARRY W., **Instructor in Kinesiology and Tennis Coach**, 1997

B.A., Tarleton State University; M.A., University of New Mexico

WILLIAMS, DAVID L., **Assistant Professor of Economics and Finance**, 1999

B.B.A., McMurry University; M.A., Texas Tech University

EMERITI GRADUATE FACULTY

BACKHAUS, FRED J., L.L.B., L.L.D., **Associate Professor of Political Science**, 1967-1992.

BROWN, HARRY M., Th.B., B.A., M.A., Ph.D., **Professor of English**, 1966-1994.

CAMPBELL, JEFFERSON H., B.A., B.D., Ph.D., **Professor of English**, 1974-1999.

DALQUEST, WALTER W., B.S., M.S., Ph.D., **Professor of Biology**, 1952-1984.

DARTER, CLARENCE L., JR., B.S., M.Ed., Ed.D., **Coordinator of Physical Education and Professor of Education**, 1966-1997.

DICKERSON, ELBERT L., B.A., M.Ed., Ed.D., **Professor of Education and Dean of Graduate Studies**, 1958-1983.

FLATT, DONALD, B.S., M.Ed., Ed.D., **Professor of Physical Education**, 1963-1998.

FURR, ONETA ROBERTS, B.S., M.S., Ed.D., **Professor of Education**, 1950-1979.

GILLESPIE, SHERRY, B.S., M.S., Ph.D., **Associate Professor of Physical Education**, 1967-1997.

HILL, THOMAS BARLOW, B.S., M.Ed., Ed.D., **Professor and Director of the Division of Education**, 1964-1988.

HUFFMAN, LOUIE C., B.S., M.Ed., M.A., Ph.D., **Professor of Mathematics**, 1955-1990.

MADERA, ROBERT, B.S., B.A., M.A., D.B.A., **Professor of Accounting**, 1951-1988.

MEUX, JOHN W., B.S., M.S., Ph.D., **Professor of Mathematics**, 1964-1993.

NEIGHBOURS, KENNETH, B.A., M.A., Ph.D., **Professor of History**, 1955-1981.

ROUNTREE, DANIEL W., B.A., M.A., Ph.D., **Professor of Marketing**, 1990-1997.

SABOTA, LEO M., B.A., M.A., Ph.D., **Professor of Political Science**, 1969-1990.

SMITH, LEE A., B.S., M.Ed., Ed.D., **Professor of Education**, 1965-1988.

STOCKTON, GERALD, E., B.S., M.S., Ph.D., **Associate Professor of Physical Education and Head Men's Basketball Coach**, 1970-1994.

WHITLOCK, BAIRD W., B.A., Ph.D., D.Litt., **Professor of English**, 1978-1989.

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**MIDWESTERN STATE
UNIVERSITY**

APPLICATION REQUEST FORM FOR GRADUATE SCHOOL

Since a campus visit is usually beneficial for the applicant, local and area residents are encouraged to confer with the Office of the Registrar and Admissions in lieu of submitting this form. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, except holiday periods.

For those who are unable to visit the campus, please complete the form below and send to the Office of the Registrar and Admissions, Midwestern State University, 3410 Taft Boulevard, Wichita Falls, Texas 76308-2099. Telephone 940-397-4321. Internet users can contact us at <http://www.mwsu.edu>.

Name _____ S.S.# _____

Address _____

I would like to enroll at Midwestern State University in the following classification:

Graduate (degree seeking) _____ List degree(s) held _____

Indicate planned major field of study: _____

Post-Baccalaureate (non-degree seeking) _____

Anticipated date of enrollment: Fall___ Spring___ Summer___

Please use a separate sheet of paper to make additional comments or to list questions you may have.

I would like to receive a schedule of classes for the _____ semester.