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MID-AMERICA CHRISTIAN UNIVERSITY
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OKLAHOMA CITY, OK 73170
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MID-AMERICA CHRISTIAN UNIVERSITY’S
RIGHT TO MODIFY THIS CATALOG

This catalog is authorized by the Office for Academic Affairs and provides pertinent information which most accurately describes Mid-America Christian University, its academic programs, policies, procedures, regulations, requirements, and support services. The university reserves the right to change, withdraw, or modify the contents of this catalog without notice and without publishing or distributing supplements or revised versions. This catalog is published for informational purposes, is intended to be used for internal academic and operating purposes, does not constitute or establish a contractual relationship between the University and anyone else (including any student, employee, vendor, supplier, visitor, or other person), and is not intended to create enforceable rights except as specifically stated and specified or as required by law.

Catalog effective date: July 1, 2014
Revisions will be posted on the Registrar’s page at macu.edu.
WORD FROM THE PRESIDENT

At MACU, I like to remind our students of something that’s very important—and I’d like to share it with you, too: You were created to do “Great Things!”

It’s absolutely true, but not just because I say so, but because Jesus says so. In the book of John, Jesus told his followers, “I tell you the truth, anyone who has faith in me will do what I have been doing. He will do even greater things than these, because I am going to the Father” (John 14:12, NIV).

Maybe you have some questions about what Jesus’ words mean. Perhaps you doubt whether He could have meant them for you. Many people have dreams, but aren’t sure how to make that dream a reality, or how to persevere through the obstacles.

But I like what Dr. Bruce Wilkinson said in his book, The Dream Giver, “Great things aren't the legacy of unusually gifted Great Men and Women. Great things are what you will accomplish when you put God first and make Him owner of all you care about most.”

Whether you are in full pursuit of God’s calling in your life, or in the process of discovering His plans for your life, you have come to the right place! Put God first, keep God first, and see what happens!

Please take some time and browse through this catalog and our website at www.macu.edu to discover the range of programs we offer recent high school graduates, commuting daytime students, and busy adults pursuing degrees online and through accelerated evening classes. Our programs will help you grow in the knowledge of your discipline, your devotion to God, and your service to others.

I hope you’ll join us. Let us encourage and inspire you, and prepare you to dream bigger and do greater.

God bless you,

John Fozard
President
MACU ACADEMIC CALENDAR 2014-15

Fall 2014
August 30-Sep 1  Welcome Week
August 30  Dorms Open @ 9:00 am
August 30  Parent’s Orientation @4:30 pm
August 30  New Student Orientation @ 4:30 pm
September 1  Labor Day
September 2  ACT Testing
September 2  All Classes Begin
September 2  New Student Induction Ceremony
September 9  Last Day to Register/Change Classes
September 16-19  Spiritual Emphasis Week
October 3  Celebration of Culture Day
October 13  Spring Registration
October 14-15  Board of Trustees
October 16-17  Fall Break
October 23-25  MACU MASH
November 21  Last Day to Withdraw from Classes
November 26-28  Thanksgiving Break
December 15  Reading/Study Day
December 16-19  Final Exams

Spring 2015
January 3-5  Welcome Weekend
January 3  Dorms Open @ 9:00 am
January 5  New Student Induction Ceremony
January 6  ACT Testing
January 8  All Classes Begin
January 15  Last Day to Register/Change classes
January 19  Martin Luther King Jr. Day
March 2  Fall Registration
March 6  Celebration of Culture Day
March 10-11  Board of Trustees
March 16-20  Spring Break
March 30-April 2  Spiritual Emphasis Week
April 3  Good Friday Holiday
April 10  Last Day to Withdraw from Classes
April 22  Academic Awards Program
April 24  All School Picnic
April 27  Reading/Study Day
April 28-May 1  Final Exams
May 2  Commencement
May 2  Dorms Close @ 6:00 pm
GENERAL INFORMATION

University Accreditation and Affiliations
The University is a recognized institution of higher education with the credentials of accreditation listed below. Documentation regarding accreditation is located in the Office of the Provost. Upon request, the information is available for review.

Regional
Mid-America Christian University (MACU) is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (NCA), 30 N. LaSalle St., Suite 2400, Chicago, IL 60602-2504, (800) 621-7440.

State
The School of Teacher Education is accredited by the Oklahoma Commission for Teacher Preparation (OCTP) 3534 N.W, 58th Street, Suite 200, Oklahoma City, OK 73112-4725. (405) 525-2612.

National Professional Associations, Affiliations, and Approvals
The University is affiliated with a number of professional organizations, including:

- American Association of Higher Education
- American Association of Collegiate Registrar and Admissions Officers
- American Association of Colleges and Universities.
- Council for Accelerated Programs
- Council for Adult and Experiential Learning
- National Association of College and University Business Officers
- National Association of Student Financial Aid Administrators
- National Collegiate Honors Council
- Oklahoma Association of Collegiate Registrars and Admissions Officers
- Oklahoma Independent Colleges and Universities

The University is approved by each of the following for participation in programs germane to their administrations:

- United States Department of Justice
- Immigration and Customs Enforcement operating under the Department of Homeland Security for educating non-immigrant foreign students under the Immigration and Naturalization Act
- Oklahoma State Accrediting Agency for educating veterans and veteran's orphans under Section 1775, Title 38, USC
- United States Department of Education for participation in the National Direct Loan Program, Pell Grants, Guaranteed Student Loan Program, and College Work Study
- Social Security Administration for benefits to qualified recipients
- Oklahoma State Regents for Higher Education
- U.S. Department of Veterans Affairs
This institution is authorized by: The Indiana Board for Proprietary Education, 101 W. Ohio St., Suite 670, Indianapolis IN 46204-1984

Religious Affiliation
Mid-America Christian University is affiliated with and is an endorsed agency of the Church of God (Anderson, IN). As an Endorsed Agency, MACU serves the church in a capacity not already addressed by Church of God Ministries. While MACU’s mission clearly reflects the need for autonomy in polity and governance, the General Assembly views its ministry as important in the life of the church, addressing needs of a vital constituency of the church. Furthermore, MACU may be included in the unified World Ministries Budget of the Church of God, which is approved by the General Assembly. The chief executive officer and governing boards are ratified by the General Assembly. Should any Endorsed Agency experience dissolution, its assets revert to Church of God Ministries.

The covenant between the Church of God (Anderson, IN) and Mid-America Christian University may be viewed online at: http://www.chog.org/sites/default/files/documents/macu-covenant.pdf

The complete list of Church of God Endorsed Agencies may be viewed online at: http://www.chog.org/endorsed-agencies

STATEMENTS OF COMPLIANCE
Mid-America Christian University complies with all federal laws and regulations including Title VI, Section 601 of the Civil Rights Act of 1964; Title IX of the Higher Education Amendments of 1972, as amended by Public Law 93-568; the Family Educational Rights and Privacy Act (Section 438 of the General Education Provisions Act, Title II of Public Law 90-247), as amended; Section 504 of the Rehabilitation Act of 1973; the Student Right-to-Know Act; and the Drug-Free Workplace Act of 1988.

Civil Rights Act of 1964 (Title VI, Section 601)
This institution of higher education complies with the Civil Rights Act of 1964 (Title VI, Section 601). The Act provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Inquiries concerning the University's obligations under this Act may be addressed to President John Fozard in care of the Mid-America Christian University. Any student or applicant who believes that this University has failed to comply with this Act may file a written complaint with the office for Civil Rights, Department of Health, Education and Welfare, Washington, D.C.

Non-Discrimination Policy
This University admits students of any race, color, disability, gender, religion, and national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the University. We do not discriminate on the basis of race, color, and national or ethnic origin in administrations of our educational policies, admissions policies, scholarship and loan programs, and other university administrative programs. This policy meets the requirements of the Internal Revenue Service's Revenue Procedure 75-70, dated March 1976.

Rehabilitation Act of 1973
The University does not discriminate on the basis of handicap in the recruitment and admission of qualified students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities, as specified by federal laws and regulations. The designated coordinator for University compliance with Section 504 of the Rehabilitation Act of 1973 is President John Fozard.
Title IX, Higher Education Amendments of 1972, Amended by Public Law 93-568
This institution complies with the regulations established to effectuate Title IX of the Higher Education Amendments of 1972, as amended by Public Law 93-568. We adhere to the letter and spirit of the law with a policy of nondiscrimination on the basis of sex. This policy applies to our educational program and activities and extends to employment, to admissions, and to recruitment of both students and employees. Inquiries concerning the application of Title IX and the regulations pertaining to it may be referred to President John Fozard in care of Mid-America Christian University, or to the Office of Civil Rights, Department of Health, Education and Welfare, Washington D. C.

Family Educational Rights and Privacy Act
The University complies with the Family Educational Rights and Privacy Act (Section 438 of the General Education Provisions Act, Title II of Public Law 90-247), as amended. This Act provides that students attending any post-secondary educational institution that receives federal funds are entitled to access to their education records kept by the institution in order to inspect and review those records. Students are entitled to request the amendment of any information in their records which they feel is inaccurate, misleading, or otherwise in violation of their privacy or other rights. Copies of the complete Statement of Policy and Procedures in compliance with this Act may be obtained from the MACU Registrar’s Office.

Any student who believes that this institution has failed to comply with the provisions of this Act has the right to file a complaint, in writing with The Family Educational Rights and Privacy Office, Department of Health, Education and Welfare, 330 Independence Ave. S. W. Washington D. C. 20201.

Student Right-to-Know Act
Mid-America Christian University, in compliance with the Student Right-to-Know Act, makes available to any enrolled or prospective student its completion or graduation rate. This information is available in the Office of the Registrar upon request.

Cleary Act and Institutional Security Policies
In order to meet compliance with the federal regulations concerning institutional security policies and crime statistics under the Cleary Act, a copy of the current year's Student Handbook may be requested. Statistics in the handbook will cover the federally mandated period of August 1st through July 31st. Information regarding the Cleary Act is also available at macu.edu under Consumer Information.

Drug-Free Workplace Act of 1988
In accordance with the Drug-Free Workplace Act of 1988, the University hereby notifies all faculty, staff, administrators, and students that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited on campus. Any campus member found to have violated this prohibition may be subject to disciplinary action up to and including dismissal or be required to satisfactorily participate in a drug abuse assistance or rehabilitation program as a condition of continued employment. The drug abuse assistance/rehabilitation program shall be one that has been previously approved for such purposes by a federal, state, or local health, law enforcement or other appropriate agency. The imposition of such disciplinary action or requirement to satisfactorily participate in a drug abuse assistance/rehabilitation program is premised solely upon a violation of this prohibition and does not require a criminal conviction.

Institutional Review Board
Mid-America Christian University is committed to the protection of the rights and welfare of human subjects in all research, class projects and relative activities. The Institutional Review Board (IRB) upholds the standards or government agencies (Federal Regulations Title 45, Code of Federal Regulations, and Part 46). A copy of these standards can be found in the University Library, the office of Academic Affairs, the Academic Portal and the Office of Academic Scholarship.
MACU AT A GLANCE

Location
Mid-America Christian University is perfectly situated in southwest Oklahoma City less than a half mile from I-44, with quick access to Will Rogers World Airport and all parts of town. With a population of more than one million in the Oklahoma City Metro area, MACU students gain big-city benefits with a small-town feel. In addition to its pristine lakes, beautiful parks and museums, the Metro is home to several professional sports teams including the Oklahoma City Thunder, the Red Hawks (baseball) and the Barons (hockey). The city offers trendy restaurants and unique shops in the Bricktown area, as well as a variety of entertainment from national sporting events to concerts, to musicals and plays – all within a short drive from MACU.

Programs
Mid-America Christian University enrolls approximately 3500 students within its College of Arts and Sciences and College of Adult and Graduate Studies. The administration, faculty and staff are committed to the life-transforming mission of the University as they encourage students to dream bigger and do greater while keeping Christ at the center of it all. MACU offers 21 undergraduate degree programs for recent high school graduates and daytime commuter students through its College of Arts and Sciences and 14 undergraduate and graduate degree programs and a certificate program for working adults through its College of Adult and Graduate Studies.

College of Arts and Sciences
The MACU College of Arts and Sciences (CAS) is led by an exceptional faculty whose desire is to teach, mentor and encourage students. Therefore, these bachelor degree programs are designed for recent high school graduates and commuting daytime students who wish to pursue higher education through a biblically-based curriculum to positively transform lives throughout their communities and the world. Courses are taught in a traditional classroom setting, providing face-to-face interaction with peers and faculty. MACU currently offers a variety of programs through the College of Arts and Sciences.

College of Adult and Graduate Studies
The MACU College of Adult and Graduate Studies (CAGS) recognizes the needs of working adults who desire to further their education through a biblically-based curriculum to positively transform lives throughout their communities and the world. Therefore, each program within is designed to provide an exceptional education that is flexible and convenient. Students may take their courses on campus, online or a combination of both. To spur personal and professional growth, CAGS faculty serve as student success coaches as they mentor and encourage students in their calling.
MACU Degree Programs

College of Arts and Sciences

School of Behavioral Science
- Psychology, B.S.
  *Behavioral Science Multidisciplinary, B.S.*

School of Business Administration
- Business Administration, B.S.
  *Marketing Emphasis, B.S.*
  *Sports Management Emphasis, B.S.*
  *Business Multidisciplinary, B.S.*
- Marketing, B.S.

School of English
- English: Literary and Cultural Studies, B.A.
  *English Multidisciplinary, B.S.*

School of General Education
- General Studies, A.A.
- Communication, Public Relations Emphasis, B.A.
- Social Sciences, B.S.
- Social Sciences and History, B.A.

School of Math and Science
- Mathematics, B.S.
  *Mathematics Multidisciplinary, B.S.*
- Physics, B.S.
  *Physics Multidisciplinary, B.S.*

School of Ministry
- Bible and Theology, B.S.
  *Bible and Theology Multidisciplinary, B.S.*
  *Christian Ministries Multidisciplinary, B.S.*
- Specialized Ministries,
  *Christian Education Concentration, B.S.*
  *Music Ministry Concentration, B.S.*
  *Pastoral Care Concentration, B.S.*
  *World Missions and Urban Evangelization Concentration, B.S.*
  *Youth Ministry Concentration, B.S.*

School of Music
- Music Business, B.S.
- Music Performance, B.S.
- Music and Worship Ministry, B.S.

School of Teacher Education
Early Childhood Education, B.A./B.S.
Elementary Education, B.A./B.S.
Elementary/Secondary Vocal Music Education, B.A./B.S.
Secondary English Education, B.A./B.S.
Secondary Mathematics Education, B.A./B.S.
Secondary Social Studies Education, B.A./B.S.

College of Adult and Graduate Studies

Adult School of Arts and Sciences
- Associate of Arts and Ethics, A.A.E.
- Communication, Public Relations and Ethics, B.S.
- Criminal Justice Administration and Ethics, B.S.

Adult School of Business Science
- Accounting and Ethics, B.B.A.
- Business Administration and Ethics, B.B.A.
- Health Care Administration and Ethics, B.S.
- Management and Ethics, B.S.
- Management Information Systems and Ethics, B.S.
- Business Administration, MBA
  *Accounting Emphasis, MBA*
  *Health Care Administration Emphasis, MBA*
  *International Business Emphasis, MBA*
- Leadership, M.A.
  *Business Management, M.A.*
  *Higher Education Administration, M.A.*
  *Public Administration, M.A.*

Adult School of Christian Ministries
- Christian Ministries, B.S.
- Ministry, M.Min.

Adult School of Psychology and Counseling
- Psychology and Ethics, B.S.
- Counseling, M.S.
  *Addiction and Substance Abuse, M.S.*
  *Applied Behavioral Science, M.S.*
  *Marital and Family Therapy, M.S.*
  *Pastoral and Spiritual Direction, M.S.*
  *Professional Counselor, M.S.*
THE UNIVERSITY

Mission Statement

Mid-America Christian University prepares students through a Wesleyan perspective to create, collaborate, and innovate to solve local and global problems for the glory of God through Jesus Christ and the good of society.

This mission statement reflects MACU’s stable, historical philosophy of education in the enduring identity and heritage of the University. This mission guides all the purposes, goals, and activities of the University. The mission and purposes of Mid-America Christian University affirm the basic goal to equip men and women for effective Christian ministry, providing that a person does not have to be a pastor or a missionary to have a ministry.

All Christians are called to serve Christ and minister to others. Many graduates exercise this responsibility as pastors and full-time church ministers, but others are called to serve as musicians, teachers, counselors, or in other ways. The mission statement is congruent with the objectives and purposes of the institution. It continues to be evident in practical application.

Vision Verse

“Very truly I tell you, whoever believes in me will do the works I have been doing, and they will do even greater things than these, because I am going to the Father.”

(John 14:12)

Vision Statement

Mid-America Christian University is

“Preparing People to do Greater Things for God and His Kingdom”

Dream Bigger. Do Greater.

History of the University

Chartered by the state of Texas and recognized as an institution of higher education, South Texas Bible Institute opened on September 14, 1953 in Houston, Texas. Under the leadership of Dr. Max R. Gaulke, the institute’s founder and president, the institute used the facilities of the First Church of God and began its first class with 26 students.

In the fall of 1955, the curriculum was expanded to that of a four-year college and the name was changed to Gulf-Coast Bible College. In 1966, Gulf-Coast Bible College became an associate member of the American Association of Bible Colleges and was granted full membership in 1968. Ten years later, it was granted full accreditation by the Southern Association of Colleges and Schools.

In June of 1968, Gulf-Coast Bible College became a general agency of the Church of God, Anderson, Indiana. As a result of the action by the General Assembly, the College was granted representation on the Executive Council of the Church of God and full membership on the Commission on Higher Education of the Church of God. In the summer of 1985, Gulf-Coast Bible College moved to Oklahoma City, Oklahoma, and became Mid-America Bible College. Moving to Oklahoma City placed the college under a new regional accreditation body, the Higher Learning Commission of the North Central Association of Colleges and Schools. In 2003, the college became Mid-America Christian University.

Since its inception, the University has been led by four distinguished presidents: Dr. Gaulke, the University’s founder (1953 – 1975); Dr. John W. Conley (1975 – 1989); Dr. Forrest Robinson (1989 – 1999); and Dr. John D. Fozard (1999 – present).
ADMISSIONS

For the kingdom of God does not mean food and drink but righteousness and peace and joy in the Holy Spirit; he who thus serves Christ is acceptable to God and approved by men.

Romans 14:17-18

Mid-America Christian University is committed to preparing leaders whose life, character, convictions, and gifts make them worthy ambassadors of Jesus Christ.

The University admits individuals who will profit from the educational environment that the University offers. Students should possess evidence of moral integrity, exhibit a life of sensitivity to God and their fellow students, and be regular participants in the fellowship of an evangelical church.

As a condition of enrollment, all students are asked to sign a statement expressing their willingness to observe all University regulations and guidelines. Adult and graduate students, upon signing their application, declare they understand and respect the regulations of the institution.

While MACU admits students of any race, color, disability, gender, religion, and national or ethnic origin, to all the rights, privileges, programs, and activities generally accorded or made available to students at the school, the University reserves the right to refuse admission, continued admission or readmission to any student or prospective student who does not meet the admission qualifications for acceptance into MACU or abide by the University’s regulations and guidelines.

The details of campus conduct are contained in the Student Handbook. Student may download a copy of the handbook at www.macu.edu or on the student portal at my.macu.edu.

College of Arts and Sciences (CAS)

Admission Requirements (CAS)

A student may be eligible for admission to Mid-America Christian University if he or she meets one of the following criteria:

1. Has graduated from an accredited high school and has a minimum ACT composite score of 18 or minimum SAT of 1270. The University must have on file an official complete transcript with a graduate date and official ACT/SAT test score.

2. Has made satisfactory scores on the G.E.D. (General Development Test) according to the current acceptable score for passing in the state of Oklahoma and has minimum ACT composite score of 18 or minimum SAT of 1270. The University must have on file an official G.E.D transcript and official ACT/SAT test score.

3. Transfers from another college or university with less than 24 hours of college-level credits. If entering as a freshman transfer, the applicant must meet performance requirements for first-time entering freshmen outlined in number 1, 2 or 9 criteria for admissions.

The applicant must submit an official high school transcript/GED with graduation/completion date, minimum official ACT composite score of 18 or minimum official SAT of 1270 and official transcripts from each college or university attended. Students are not at liberty to disregard any part of their previous educational history when applying for admission. All transcripts become the property of Mid-America Christian University and will not be reproduced, returned or copied.
If the applicant is currently attending a college, he/she should have transcripts of all previous college work sent to the Office of Admission at the time that an application for admission is submitted. He/she must have a supplementary transcript forwarded immediately after the completion of all courses in progress. All transcripts become the property of Mid-America Christian University and will not be reproduced, returned or copied.

4. **Transfers from another college or university with more than 6 hours of college-level credits.** If entering as a college transfer student, the applicant must submit official transcripts from each college or university attended. Students are not at liberty to disregard any part of their previous educational history when applying for admission. All transcripts become the property of Mid-America Christian University and will not be reproduced, returned or copied.

If the applicant is currently attending a college, he/she should have transcripts of all previous college work sent to the Office of Admission at the time that an application for admission is submitted. He/she must have a supplementary transcript forwarded immediately after the completion of all courses in progress.

5. Is 18 years of age or older; his/her high school graduation class graduated prior to the date the application for admission to Mid-America Christian University is submitted; and he or she is considered academically worthy to enroll in the institution according to the judgment of the Admissions and Retention Committee; and has an ACT composite score of 18 or greater or a SAT composite of 1270.

6. Meets early enrollment of high school senior’s qualifications. A student of sufficient maturity who has completed the junior year of high school may seek early admission to MACU. In order to qualify for admission the student must meet the following requirements:
   a. Must have a CGPA (cumulative grade point average) of 3.00 or higher based on a 4.00 scale in grades 9, 10 and 11.
   b. Must have a completed recommendation form from a person other than a family member, i.e., high school principal, counselor, coach, employer, etc. (form at www.macu.edu)
   c. Must have a score of 20 composite on the ACT or receive special action of the Admission and Retention Committee.
   d. Must be eligible to complete requirements for graduation from high school no later than the spring of the senior year as verified by an authority from the high school.

7. Meets concurrent enrollment requirement for high school junior or seniors: A student of sufficient maturity who has begun at least their junior year of high school may enroll concurrently at MACU. The student may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 15 semester hours. Students cannot take more than six hours of college-level work per semester without prior approval. For the purpose of calculating workload, a one-semester high school course, which meets every day, shall be equivalent to three semester credit hours of college work. In order to qualify for admission the student must meet the following requirements:
   a. Must have a CGPA (cumulative grade point average) of 3.00 or higher based on a 4.00 scale for all high school grades completed.
   b. Must have a letter from either the high school principal and/or guidance counselor stating the student is approved for concurrent enrollment.
c. Must have a completed recommendation form from a person other than a family member, i.e., high school principal, counselor, coach, employer, etc. (form at www.macu.edu)

d. Must have a score of 20 composite on the ACT or receive special action of the Admission and Retention Committee.

e. Must be eligible to complete requirements for graduation from high school no later than the spring of the senior year as verified by an authority from the high school.

f. Currently admitted high school students will not be allowed to enroll in any remedial/developmental courses designed to remove high school curricular or basic academic deficiency.

8. Enrolls as an unclassified student. Any person 18 years of age or older may enroll for six semester hours or less per semester of undergraduate course work as an unclassified student. Such a student is not required to file a transcript.

It will be necessary, however, to fill out the MACU application form. Persons disqualified or otherwise not eligible for admission will NOT be permitted to attend as unclassified students.

An unclassified student cannot be a candidate for any college degree. An unclassified student who decides to work toward a degree must apply for admission as a regular student and meet all the admission requirements that apply to degree-seeking students at the time of application. An unclassified student may apply no more than 15 hours of unclassified work toward a degree.

If the completed courses meet specific requirements within a degree program, the unclassified work may be applied toward a degree.

9. An individual who is a graduate of a private, parochial, or other non-public high school, which is not accredited by a recognized accrediting agency, is eligible for admission as follows:

a. The student must have participated in the American College Testing (ACT) and achieved an 18 or higher composite score, including at least a score of “15” for the ACT English component and a score of “14” for the ACT Math component.

b. The student must submit official documentation reflecting graduation (the student’s high school class of peers must have graduated).

c. The student must satisfy the high school curricular requirements as defined by the State of Oklahoma, as certified by the school or for home study, the parent:

- **4 Carnegie Units English** to include Grammar, Composition, Literature, or any English course approved for college admission requirements;

- **3 Carnegie Units Mathematics** limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics, or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;
• 3 Carnegie **Units Laboratory Science** limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;

• 3 Carnegie **Units History and Citizenship Skills** including one unit of American History, one-half unit of Oklahoma History, one-half unit of United States Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or non-Western culture and approved for college admission requirements;

• 2 Carnegie **Units of the same Foreign or non-English language, or 2 Units Computer Technology** approved for college admission requirements, whether taught at a high school or a technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

• 1 Additional Carnegie **Unit** selected from the courses listed above or career and technology education courses approved for college admission requirements; and

• 1 Carnegie **Unit or Set of Competencies of Fine Arts such as music, art, or drama, or 1 Unit or Set of Competencies of Speech**

• A Carnegie Unit of credit is given for the successful completion of a course that meets 40 minutes a day, five days per week, for at least 36 weeks, or the equivalent of 120 clock hours within the school year.

10. Receive Conditional or Provisional Acceptance (See Conditional and Provisional Admissions)

11. **International Applicants Only:** In addition to the admissions requirements noted above, international applicants to the College of Arts and Sciences must take the TOEFL exam and receive a score of 500 or better on the paper-based exam, 173 on the computer-based exam or 79 on the Internet-based exam. Official test results must be sent directly to the College of Arts and Sciences Office of Admissions. Some applicants may be exempted from the TOEFL requirement if, during the admissions process, the dean of the College of Arts and Sciences or his or her designee grants the exemption.

Transcripts from international institutions must be evaluated by an approved independent transcript evaluating organization at the student’s expense. These transcripts must be assessed for the following:

• Translation
• Accreditation
• Authenticity of the documents
• Education benchmarks (how many years does each benchmark represent)
• Equivalency of courses
• Credit value (reporting may be credit based, hour based, marked based or outcome based)
• Level of the program
• Grading Scale
- Cumulative GPA
- Equivalency of the degree or diploma

A list of approved independent transcript evaluating organizations can be obtained from the Office of the Registrar.

All applicants must submit an application for admission and $25.00 non-refundable application fee.

All applicants must submit a recommendation form as part of the application process. It is the responsibility of the student to see that the proper people fill out the forms and return them as quickly as possible. Because of the importance of preserving the confidentiality of letters of recommendation, the Family Education Rights and Privacy Act permits an educational institution to suggest an applicant waive his or her right of access to letters of recommendation. Signing such a waiver is not required as a condition for admission. In order to assure valid recommendations, it is suggested that the applicant consider waiving his or her right to see such letters of recommendation. Please be assured that letters of recommendation are used solely to determine an applicant's qualification for admission.

The Admissions Retention Committee will consider any exceptions to the above mentioned criteria if the applicant submits an appeal for provisional admission. (See provisional admission)

Final acceptance to the University will be granted by the Registrar’s Office.

Applying for Admission to the College of Arts and Sciences
Those desiring to apply to Mid-America Christian University’s College of Arts and Sciences must complete the application process by meeting all of the admissions requirements noted in the previous section of this catalog and submitting all requested documents to:

**College of Arts and Sciences**
Attn. Office of Admissions
Mid-America Christian University
3500 S. W. 119th St.
Oklahoma City, OK 73170

Phone: 888.436.3035
Phone: 405.692.3281
FAX: 405.692.3172
Email: admissions@macu.edu

College of Adult and Graduate Studies

Admission Requirements (CAGS)
An applicant may be eligible for admission to the College of Adult and Graduate Studies if he or she meets the following criteria:

Undergraduate Degree Program Admission Requirements:
1. Has graduated from an accredited high school. The University must have on file an official complete transcript with a graduation date.
2. Has made satisfactory scores on the G.E.D. (General Development Test) according to the current acceptable score for passing in the state of Oklahoma. The University must have on file an official G.E.D transcript sent directly from the issuing agency.
3. Transfers from another college or university with less than 6 hours of college-level credits must meet performance requirements for first-time entering freshmen outlined in number 1, 2 or 6 criteria for admissions.

The applicant must submit an official high school transcript/GED with graduation/completion date and official transcripts from each college or university attended. Students are not at liberty to disregard any part of their previous educational history when applying for admission. All transcripts become the property of Mid-America Christian University and will not be reproduced, returned or copied.

If the applicant is currently attending a college, he/she should have transcripts of all previous college work sent to the Office of Admission at the time that an application for admission is submitted. He/she must have a supplementary transcript forwarded immediately after the completion of all courses in progress. All transcripts become the property of Mid-America Christian University and will not be reproduced, returned or copied.

4. Transfers from another college or university with more than 6 hours of college-level credits must submit official transcripts from each college or university attended. Students are not at liberty to disregard any part of their previous educational history when applying for admission. All transcripts become the property of Mid-America Christian University and will not be reproduced, returned or copied.

If the applicant is currently attending a college, he/she should have transcripts of all previous college work sent to the Office of Admission at the time that an application for admission is submitted. He/she must have a supplementary transcript forwarded immediately after the completion of all courses in progress.

5. Age of 22 or older.

6. An individual who is a graduate of a private, parochial, or other non-public high school, which is not accredited by a recognized accrediting agency, is eligible for admission as follows:
   a. The applicant must have participated in the American College Testing (ACT) and achieved an 18 or higher composite score, including at least a score of 15 for the ACT English component and a score of 14 for the ACT Math component.
   b. The student must submit official documentation reflecting graduation (the student’s high school class of peers must have graduated).
   c. The applicant must satisfy the high school curricular requirements as defined by the State of Oklahoma, as certified by the school or, for home study, the parent:
      - Four (4) Carnegie Units of English to include Grammar, Composition, Literature, or any English course approved for college admission requirements;
      - Three (3) Carnegie Units of Mathematics limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics, or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;
      - Three (3) Carnegie Units of Laboratory Science limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;
      - Three (3) Carnegie Units of History and Citizenship Skills including one unit of American History, one-half unit of Oklahoma History, one-half unit of United States
Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or non-Western culture and approved for college admission requirements;

- **Two (2) Carnegie Units of the same Foreign or non-English language, or two (2) Units of Computer Technology** approved for college admission requirements, whether taught at a high school or a technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

- **One (1) Additional Carnegie Unit** selected from the courses listed above or career and technology education courses approved for college admission requirements; and

- **One (1) Carnegie Unit or Set of Competencies of Fine Arts such as music, art, or drama, or one (1) Unit or Set of Competencies of Speech**

A Carnegie Unit of credit is given for the successful completion of a course that meets 40 minutes a day, five days per week, for at least 36 weeks, or the equivalent of 120 clock hours within the school year.

7. Enrolls as an unclassified student. Any person 18 years of age or older may enroll for six semester hours or less per semester of undergraduate course work as an unclassified student. Such a student is not required to file a transcript.

   It will be necessary, however, to fill out the MACU application form. Persons disqualified or otherwise not eligible for admission will NOT be permitted to attend as unclassified students.

   **An unclassified student cannot be a candidate for any college degree.** An unclassified student who decides to work toward a degree must apply for admission as a regular student and meet all the admission requirements that apply to degree-seeking students at the time of application. An unclassified student may apply no more than 15 hours of unclassified work toward a degree.

   If the completed courses meet specific requirements within a degree program, the unclassified work may be applied toward a degree.

8. Receive Conditional or Provisional Acceptance (See Conditional and Provisional Admissions)

9. **International Applicants Only:** In addition to the admissions requirements noted above, international applicants to the College of Adult and Graduate Studies must take the TOEFL exam and receive a score of 500 or better on the paper-based exam, 173 on the computer-based exam or 79 on the Internet-based exam. Official test results must be sent directly to the College of Adult and Graduate Studies Office of Admissions. Some applicants may be exempted from the TOEFL requirement if, during the admissions process, the Dean of the College of Adult and Graduate Studies or his or her designee grants the exemption.

   Transcripts from international institutions must be evaluated by an approved independent transcript evaluating organization at the student’s expense. These transcripts must be assessed for the following:
   - Translation
   - Accreditation
- Authenticity of the documents
- Education benchmarks (how many years does each benchmark represent)
- Equivalency of courses
- Credit value (reporting may be credit based, hour based, marked based or outcome based)
- Level of the program
- Grading Scale
- Cumulative GPA
- Equivalency of the degree or diploma

A list of approved independent transcript evaluating organizations can be obtained from the Office of the Registrar.

All applicants must submit a completed signed application for admission and registration agreement as part of the admission process.

The Admissions Retention Committee will consider any exceptions to the above mentioned criteria if the applicant submits an appeal for provisional admission. (See Provisional Admission)

Preliminary Enrollment Period

All new undergraduate students wishing to enter the College of Adult and Graduate Studies undergraduate programs for the first time will be enrolled in a preliminary enrollment status for the first 21 calendar days of their first term/period of enrollment. Students are not initially accepted into the College or University during this preliminary enrollment period. Those students who are earning satisfactory grades and posting satisfactory participation as determined by the College will be retroactively accepted to the University according to the College's Admission policy after the 22nd day of their preliminary enrollment. At this point, the students will be charged tuition and may receive any student aid for which they are eligible, retroactive to the beginning of the term/payment period.

The College will cancel the enrollment of students who are not earning satisfactory grades as determined by the College as of end of the preliminary enrollment period. Students who are failing or have not participated in accordance with the College’s participation policy after the 14th day will be considered to have cancelled while in the preliminary enrollment period. Students may self-elect to cancel their enrollment any time during the preliminary enrollment period. Students whose enrollments are cancelled during the preliminary enrollment period will not incur any tuition or fee obligation to the College.

Final acceptance to the University will be granted by the Registrar’s Office.

Worship Leadership Certificate Program Admission Requirements:

1. Has graduated from an accredited high school. The University must have on file an official complete transcript with a graduation date.

2. Has made satisfactory scores on the G.E.D. (General Development Test) according to the current acceptable score for passing in the state of Oklahoma. The University must have on file an official G.E.D transcript sent directly from the issuing agency.

3. Accepted for Admission to MACU.

4. The student must submit an essay or video of his or her personal testimony.

5. The student must submit two applicant performance recordings for evaluation. Recordings can be taken from worship services in which the applicant is leading or a solo presentation. Recordings can
be submitted online, YouTube, CD or video format. A successful audition does not automatically ensure acceptance into the Worship Leadership Certificate Program.

**Graduate Degree Programs**

**Admission Requirements**

An applicant may be eligible for admission to the College of Adult and Graduate Studies if he or she meets the following criteria:

**Master of Business Administration Program (MBA)**

1. Official transcript showing conferral of a Bachelor’s degree from a regionally accredited college or university.
2. Completed and signed admission application.
3. Minimum overall cumulative grade point average of 2.75 of bachelor course work. Students whose CGPA is below this requirement but whose last 60 hours was at least a 2.75 GPA will be acceptable.
4. A minimum TOEFL score of 550 or better on the traditional version or 213 on the computer version. Students may be exempted from the TOEFL requirement if during the admissions process as determined by the Dean of the College of Adult and Graduate Studies or his/her designee and if their baccalaureate degree was earned from a regionally accredited college or university while in residence in the United States.

Students who do not meet the above criteria may seek provisional acceptance via the College of Adult and Graduate Studies Admission and Retention Committee. (See Provisional Admissions)

Admission to the University and program is granted by the Registrar upon recommendation of the Dean of the College of Adult and Graduate Studies or his/her designee.

**Master of Arts in Leadership**

1. Official transcript showing conferral of a Bachelor’s degree from a regionally accredited college or university.
2. Completed and signed admission application.
3. Minimum overall cumulative grade point average of 2.75 of bachelor course work. Students whose CGPA is below this requirement but whose last 60 hours was at least a 2.75 GPA will be acceptable.
4. A minimum TOEFL score of 550 or better on the traditional version or 213 on the computer version. Students may be exempted from the TOEFL requirement if during the admissions process as determined by the Dean of the College of Adult and Graduate Studies or his/her designee and if their baccalaureate degree was earned from a regionally accredited college or university while in residence in the United States.

Students who do not meet the above criteria may seek provisional acceptance via the College of Adult and Graduate Studies Admission and Retention Committee. (See Provisional Admissions)

Admission to the University and program is granted by the Registrar upon recommendation of the Dean of the College of Adult and Graduate Studies or his/her designee.
Master of Ministry
1. Official transcript showing conferral of a Bachelor’s degree from a regionally accredited college or university.
2. Completed and signed admission application.
3. Minimum overall grade point average of 2.75 or higher of bachelor course work.
4. Verify active membership within a church.
5. Sign a letter acknowledging one’s understanding of the requirement to fulfill the Ministry Integrative Practicum (MIP) as a part of the degree program.
6. Provide an acknowledgement form for admission to the Ministry Integrative Practicum (MIP), and as required, a background check, including, but not limited to criminal history).

Students who do not meet the above criteria may seek provisional acceptance via the College of Adult and Graduate Studies Admission and Retention Committee. (See Provisional Admissions)

Admission to the university and program is granted by the Registrar upon recommendation of the Dean of the College of Adult and Graduate Studies or his/her designee.

Master of Science in Counseling
1. Official transcript showing conferral of a Bachelor’s degree from a regionally accredited college or university.
2. Completed and signed admission application.
3. An official test score from the Miller Analogy Admissions Test (MAT) of 365 or better.
4. Minimum overall cumulative grade point average of 2.75 of bachelor course work. Students whose CGPA is below this requirement but whose last 60 hours was at least a 2.75 GPA will be acceptable.
5. Prior to enrollment, prospective students must complete five (5) courses in psychology at the undergraduate level. Four of these courses must be for 3 hours credit and the fifth class could be a 3 hour or 2 hour class. Students will not be allowed to take the first course in the Master of Science in Counseling program without completion of these 5 courses. The courses are required to be predominantly psychological in nature. Sociology courses cannot be accepted. Courses in programs other than those in a psychology department can be considered after being reviewed by the Dean of the College of Adult and Graduate Studies or his/her designee to determine if they are predominantly psychological in nature.

Students who do not meet the above criteria may seek provisional acceptance via the College of Adult and Graduate Studies Admission and Retention Committee. (See Provisional Admissions) Admission to the University is granted by the Registrar upon recommendation of the Dean of the College of Adult and Graduate Studies or his/her designee. Candidacy to the program is granted by the School Chair.

Applying for Admission to the College of Adult and Graduate Studies
Those desiring to apply to Mid-America Christian University’s College of Adult and Graduate Studies must complete the application process by meeting all of the admission requirements noted in the previous section of this catalog and submitting all requested documents, according to their specific program, as follows, to:

College of Adult and Graduate Studies
Attn.: Enrollment Dept.
Mid-America Christian University
11600 N. Broadway Ext. Service Road
Admission Application forms are available online at www.macu.edu or by contacting the College of Adult and Graduate Studies Enrollment Department.

**Admission of Veterans**

Mid-America Christian University is approved as a degree-granting institution for the attendance of eligible veterans. Eligible veterans may receive college benefits while attending this university. Veterans may obtain an “Application for Benefits” from the closest regional VA office, or online at http://www.gibill.va.gov/apply-for-benefits/application/ For further information on this subject, write or call the Registrar. Veterans who qualify and wish to use their benefits, must supply a copy of their Certificate of Eligibility and complete the MACU Veteran Responsibility Agreement at the beginning of each registration period.

**Admission of Residential International Students**

The eligibility of a foreign student to pursue educational study in the United States is determined by his or her possession of a valid visa. To verify a foreign student's current visa status, the registrar will ask incoming international students to show the Form I-94, which is stapled to the passport. If the date on the I-94 has expired, the individual must be granted an extension by USCIS before they are allowed to enroll.

Students desiring to apply for admission to the United States as an F-1 student in order to attend Mid-America Christian University must meet the following criteria:

To be eligible for an F-1 visa, a student must possess a valid passport, an I-20 ID form completed by both the University and the student, and a letter of acceptance from the University. A visa is a document issued by a country that gives the possessor permission to come to that country's borders to request permission to leave that country.

**Final decisions about permission rest with the local immigration officials of that country.**

1. All foreign students must be able to support themselves while pursuing a full course of study during their stay in the United States.
2. The student must have as his or her purpose to return to his or her own country to minister to his own people upon completion of his or her educational studies.
3. A $5,000 financial deposit is required. These arrangements must be made through the MACU Business Office. The student must provide verification in writing that he or she has the remaining amount of the cost of attendance for the first year or has a sponsor who is willing to pay this cost.
4. The student must have a good reading, writing, and speaking knowledge of the English language. Mid-America Christian University requires that the Test of English as a Foreign Language (TOEFL) be taken in cases where there is any doubt about English proficiency. For undergraduate admission, a satisfactory score of 500 on the paper-based exam, 173 on the computer-based exam or 79 on the Internet-based exam is necessary. For graduate admission, a satisfactory score of 550 on the paper-based exam or 213 on the computer-based exam is necessary. For further information on TOEFL, a person may contact the American Consulate or write directly to Educational Testing Service, Princeton, New Jersey, USA 08540.
5. Upon completion of the steps listed under Admission Requirements and verification that the student meets the criteria for admission to Mid-America Christian University, a letter of acceptance will be
sent to the student. Upon receipt of the required advance deposit and verification of finances, a completed I-20 ID form will be sent to the student.

Once enrolled, the student must provide proof of health and repatriation insurance, immunization records, signed statement of understanding, and proof of return ticket purchased to their home county.

*Documents to receive a visa will not be issued until the above requirements are met.*

**Please note:** Mid-America Christian University cannot guarantee scholarships or work opportunities on campus. See the section under "Financial Information" in this catalog for further details.

**Applying for Readmission**

A student whose attendance has been interrupted for two (2) consecutive semesters or one academic year must apply for readmission to the University. The Application for Admission form may be secured from the CAS Office of Admissions or the CAGS Office of Enrollment and must be returned to that office along with an application fee of $25.00 at least 15 days before the beginning of the semester in which the student wishes to enroll. A returning student who has been dismissed or suspended from MACU for academic reasons should see the section in this bulletin on Academic Probation and Academic Suspension. A student who has been dismissed for disciplinary reasons may be considered for reinstatement after an absence of the dismissal semester plus an additional full semester, providing he or she completes the Readmission form and has a personal interview that is satisfactory to the Admission and Retention Committee. A student so admitted shall be required to maintain an academic standard and standard of conduct consistent with that of the institution. A student who has been dismissed a second time for disciplinary reasons will NOT be readmitted.

**Conditional Admission**

Prospective students who have applied to a degree program but do not fulfill all of the admission requirements may be accepted as a regular student under a Conditional status. However, they must complete all admissions requirements within one semester of enrollment. An extension of one semester can be approved by special action of the Admission and Retention Committee.

The Office of the Registrar must have all admission requirements prior to the end of the student’s first semester. No student shall be allowed to enroll for a second semester unless all required admissions records have been received by the University prior to registration for the second semester.

If all required admissions records have not been received by the registrar prior to issuance of first semester grades, the grades will be reported on the transcripts, but the transcript will read CONTINUED ENROLLMENT DENIED PENDING RECEIPT OF ADMISSIONS RECORDS. This notation will be removed from the transcripts only upon receipt of all required admissions records.

**Provisional Admission**

Applicants who fail to meet the admission requirement for a given program or require readmission after suspension/dismissal may submit a written appeal to the Admissions and Retention Committee for further considerations for provisional acceptance. If admitted via the Admissions and Retention Committee, students may have additional provision required to ensure the best possible opportunity of academic success. Students who fail to meet those provisions outlined by the Committee may be suspended from the University. Students in the College of Arts and Sciences (CAS) are required to sign and abide by an Academic Success Contract. Failure to do so may result in discontinued enrollment.

**Enrollment Status Classifications**

**Regular Full-Time Student.** A student who is taking 12 or more semester hours of coursework and who qualified for enrollment under items 1 through 5 under the Admission Requirements section of this catalog.
**Regular Part-Time Student.** A student who is taking less than 12 semester hours of work and who qualified for enrollment under items 1 through 5 under the Admission Requirements section of this catalog.

**Unclassified Student.** A student who is taking 6 or less semester hours of work and who qualified for enrollment under item 7 under the Admission Requirements section of this catalog.

**Conditional Student.** A student who is enrolled under the conditional admissions policy. (See Conditional Admissions)

**Concurrent Student.** A student who is taking classes and who qualified for enrollment under item 6 under the Admission Requirements section of this catalog.

**Provisional Student.** A student who is admitted or allowed to enroll by special action of the Admissions and Retention Committee. (See Provisional Admissions)

**Transfer Regulations**

**Transfer Credit from Another Institution**

The amount of credit granted to applicants for admission as transfer students depends upon the nature and quality of the applicant’s previous work, evaluated according to the academic requirements of the Mid-America Christian University (MACU), and the following provisions:

1. Transfer credit earned by students at institutions accredited by a regional accrediting agency (such as the North Central Association of Colleges and Schools) or the Oklahoma State Regents for Higher Education will be accepted for transfer at face value.

2. Credits earned at institutions accredited by a national accrediting agency recognized by the U.S. Department of Education will be reviewed on a course-by-course basis and accepted for transfer if the course is determined to be substantially equivalent to a Mid-America Christian University course or courses.

3. Lower-division courses transferred to the Mid-America Christian University will generally be used to meet lower-division degree requirements. In the event that a lower-division transfer course is used as a substitution for an upper-division requirement at the University, a student may be required to complete additional upper-division hours for graduation.

4. Transfer students who enter the University with an Associate of Arts or an Associate of Science from a regionally accredited institution are considered to have met the lower-division (1000- and 2000-level) course requirements of the University’s General Education core curriculum. However, these students are still required to complete any lower-division coursework that is required beyond the University’s lower-division General Education course requirements, as well as the upper-division (including General Education) course requirements for a degree.

5. Transfer credit will be entered on the student’s record upon receipt of all official transcript for all post-secondary institutions attended and successful completion of twelve (12) credit hours at Mid-America Christian University.

**Non-Collegiate Learning Credit**

Mid-America Christian University encourages capable students to seek college credit for knowledge they may have acquired in a variety of ways.

The University will award credit based on the following measures of non-collegiate learning: proficiency exams (CLEP, AP, DSST (DANTES), departmental exams); formal non-collegiate coursework for which credit recommendations have been established by PONSI; military educational experiences recommended for credit by ACE; and credit by demonstrated competency (CDC).
Advanced standing credit for non-collegiate learning must be validated by successful completion of 12 hours before being placed on the student’s transcript. Mid-America Christian University will only award this credit as it applies to the degree programs. Advanced placement credit will be recorded on the official transcript without grade equivalent or inclusion in the CGPA.

Academic credit awarded by Mid-America Christian University is considered resident credit. If a student achieves advanced credit for any course in which he/she is currently enrolled, there will be no refund of tuition or fees refunded for that course, even if the student drops/withdraws from the enrollment of the class.

Mid-America Christian University recognizes that non-collegiate learning may have been awarded on another institution’s transcript. The University will accept this type of credit as credit earned from that institution as long as they are regionally accredited.

All non-collegiate credit evaluated and accepted by Mid-America Christian University will not be included in the CGPA and transcribed as credit earned “CR” and not awarded a letter grade.

**ACT Assessment of Advanced Credit**

Mid-America Christian University will award advanced placement credit to the student whose ACT scores equal or exceed the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Score</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1103 Eng Comp</td>
<td>28</td>
<td>3 hrs. of credit</td>
</tr>
<tr>
<td>MATH 1103 Math</td>
<td>28</td>
<td>3 hrs. of credit</td>
</tr>
</tbody>
</table>

**Advanced Placement Program (AP)**

Reviews and decisions about the granting of academic credit for courses for which a student has made an appropriate score are the privilege of Mid-America Christian University. A score of three (3) or better must be achieved in order for credit to be considered. Information regarding advance placement credit is located in the Office of the Registrar.

The maximum number of credit hours available through AP exams is established at 30, this is in combination with credit from other ACE (military), DSST, and CLEP credit. This maximum credit does not include credit awarded through CDC or ACT evaluations.

**College Level Examination Program (CLEP)**

All entering students are encouraged to take the College Level Examination Program (CLEP) of the College Board. This is the most extensive program of testing for college credit in the United States. CLEP enables the student to demonstrate the level of knowledge gained outside the formal educational settings or in high school and provides the University with the information needed to determine if credit is to be awarded and how much credit to award. Advance credit will **not** be given for ENGL 1203.

The maximum number of credit hours available through CLEP exams is established at 30, this is in combination with credit from other ACE (military), DSST, and AP credit. This maximum credit does not include credit awarded through CDC or ACT evaluations.

**Credit Demonstrated Through Competency (CDC)**

The maximum number of semester hours available through CDC is established at 30 while the maximum number of semester hours available via proficiency exams, PONSI, and ACE is established at 30. The combined number of 60 hours is available to students in the adult education programs of the University.

As with other non-collegiate learning, CDC must be validated by successful completion of 12 hours of Mid-America Christian University coursework before being placed on the student’s transcript. MACU
will only award this credit as it applies to the degree programs. This credit will be recorded on the official transcript without grade equivalent or inclusion in the CGPA.

Student wishing to receive CDC will need to enroll in MGMT 2503 Research Methods in Professional Development. This course is designed to help guide students through the process of documenting college level learning that took place outside a college setting in order to earn college credit for that learning. This documentation will be evaluated for college credit equivalencies and sent to the Office of the Registrar to be transcribed.

**DSST (DANTES)**
Many tests taken under the auspices of DANTES (Defense Activity for Non-Traditional Education Support) carry American Council on Education credit recommendations recognized by the University. Information regarding DSST (DANTES) courses accepted by the University is located in the Office of the Registrar. Acceptable courses must be entered on an official DSST (DANTES) transcript that becomes a part of the student's permanent file. Official DANTES transcripts can be ordered from Thomson Prometric, P.O. Box 6604, Princeton, NJ 08541-6604, (877) 471-9860 (toll free).

The maximum number of credit hours available through DSST exams is established at 30, this is in combination with credit from other ACE (military), CLEP, and AP credit. This maximum credit does not include credit awarded through CDC or ACT evaluations.

**Military Credit**
Mid-America Christian University awards credit for educational experiences during military service according to the recommendations of the American Council on Education as published in “The Guide to the Evaluation of Military Experiences in the Armed Services.” Students are responsible for providing the Office of the Registrar official military transcripts for review. Any student using VA Education benefits is required to provide their official military transcript for evaluation (this does not include Community College of the Air Force because it is a regionally accredited institution).

The maximum number of ACE military credit hours a student can earn is established at 30, this is in combination with credit from other ACE, CLEP, DSST, and AP credit. This maximum credit does not include credit awarded through CDC or ACT evaluations.

**Special Advanced Credit**
Mid-America Christian University grants advanced standing to students who demonstrate by scores on approved advance standing examinations that they already have a background in a particular subject that is equivalent to the achievement required in a course offered by the University.

Policy has been developed from criteria contained in the "Standards of Education Relating to Advanced Standing credit" statement as adopted and revised by the Oklahoma State Regents for Higher Education on August 27, 1986. Credit for some courses may not apply toward a higher degree at another institution.

The maximum number of credit hours available through Special Advanced Credit is established at 30, this is in combination with credit from other ACE (military), CLEP, and AP credit. This maximum credit does not include credit awarded through CDC or ACT evaluations.
FINANCIAL INFORMATION

And the Lord said, "Who then is the faithful and wise steward, whom his master will set over his household, to give them their portion of food at the proper time? Blessed is that servant whom his master when he comes will find so doing. Luke 12:42, 43

Mid-America Christian University seeks to provide a quality education for all its students at the most reasonable cost possible. As a private, non-profit institution, Mid-America Christian University receives no support from taxes or other public funds. Other funds are provided as gifts from churches, Church of God World Service, and concerned Christian individuals.

Tuition and Fees
Expenses associated with enrollment at MACU include tuition, fees, room and board, which includes unlimited access to the dining facility from 7:30 a.m. to 7:00 p.m. each day. Please email info@macu.edu for current charges or visit www.macu.edu.

Payment
Payment due dates are structured according to your admitting college. Please refer to the below for the designated due dates based on your admitting college

College of Arts and Sciences
Charges for a semester are due and payable by the end of the first week of the semester. Traditional students making payment in full by the end of the first week of the semester will receive a 5% discount on the net bill. Students not paying their account in full at the beginning of each semester will be required to sign a payment agreement with the Student Account Manager in the Business Office.

College of Adult and Graduate Programs
Tuition and fees are due at the beginning of each course.

1. Tuition is charged by the course and not per semester.
2. Books are not included in the cost of the program.
3. One-time fees are listed in the Schedule of Situational Fees.

Late Payment Fees
All accounts that are 60 days past due may be assessed a 1% (12% APR) finance charge per month on any outstanding balance with the University. For College of Arts and Sciences students, this finance charge will be added starting in October for the fall semester and in March for the spring semester. For College of Adult and Graduate Studies’ students, this charge will be implemented by the end of the second course of the current period of enrollment.

Collections
The University reserves the right to share delinquent account information with any appropriate companies aiding in the collection of delinquent accounts. The companies aiding in the collection of delinquent accounts are authorized to report past due balances to the credit bureau. Until the repayment is received from the student, the institution will prohibit the release of all academic transcripts and will report the owed payment on all requested Financial Aid Transcripts and NSLDS.
Financial Aid: Scholarships, Grants and Loans

Financial aid awards are based on the student's need and on the student's application for aid. The process of applying for aid can be completed at any time. However, some federal, institutional, and private scholarships are limited and are awarded on a first come, first-served basis. Priority dates for individual states are published on the FAFSA website.

To apply for aid, the student should complete the Free Application for Federal Student Aid (FAFSA).

Applying for a PIN Number – www.pin.ed.gov
- Can take up to 72 hours (3 Days) to receive with a valid e-mail address
- Needed to sign FAFSA electronically for faster processing
- Students will only need to know their personal information

Completing Your FAFSA – (Free Application for Federal Student Aid) – www.fafsa.ed.gov
- MACU School Code: 006942
- You will need your PIN number
- You will need a copy of your previous year’s taxes
- You will need a copy of your previous year's W2s

Aid programs exist to assist the family and the student in payment of University costs. A maximum effort to help the student with his or her bill is expected on the part of the family.

Federal and State Financial Aid
MACU participates in the following programs: Federal Pell Grant, Federal Supplemental Education Opportunity Grant (SEOG), Federal Direct Loans, Federal Perkins Loan, Federal Plus Loan, Federal Work Study (FWS), Oklahoma Tuition Aid Grant (OTAG), Oklahoma Tuition Equalization Grant (OTEG), the College Challenge Access Grant Program.

Applying for Federal/State Financial Aid
To receive federal/state aid, the student must:
1. Be accepted as a student as defined in the University Catalog;
2. Complete an application for federal aid upon submitting your application and using our school code of 006942, the Student Financial Service office will receive a copy.
3. Be enrolled in at least six (6) hours;
4. Maintain satisfactory progress as defined by the Financial Aid Satisfactory Academic Progress Policy guidelines; and
5. Not be in default on any federal student loans or owe a refund on any federal student grant

Federal/state aid is determined by the student's eligibility as calculated from the information reported on the student's FAFSA.

Withdrawals and Return of Title IV Funds
Upon receipt of the student’s Change of Registration Form, the Student Financial Services Office will complete a Title IV refund calculation to determine earned and unearned aid.

Note: Students may have to repay some of the financial aid funds.

If the student withdraws prior to completion of at least 60% of the semester, the University is required to calculate how much of the federal financial aid was “earned” by the student and the University. The
University will be required to return to the federal aid programs a portion of funds that were used to pay tuition and fees. By returning federal aid funds that had been used to pay the University charges, the student may then have an outstanding balance due to the University. This balance due to the University is in addition to any federal aid that the student must repay.

Formula: \[ \frac{\text{enrolled days}}{\text{days in enrollment period}} = \% \text{ of aid earned} \]

Example: Student withdraws on 57th day of class
\[ \frac{57}{121} = 47.1\% \text{ of aid earned} \]

52.9\% of funds received by the University must be returned to the federal aid programs.

The University received $3,648.61 in student aid funds as payment of tuition and fees, and must return 52.9\% ($1930.11) to the federal aid programs. Because the $3,648.61 in tuition and fee charges are not reduced (see Institutional Refund policies), the student will now owe $1,930.11 in tuition and fees to the University that were originally shown as paid by aid funds.

Funds returned to the federal aid programs are applied to the aid programs in a specific order. The order of return by the University is:

1. Unsubsidized Federal Direct Loan
2. Subsidized Federal Direct Loan
3. Federal Perkins Loan
4. Federal PLUS Loan
5. Federal Pell Grant
6. Federal SEOG
7. Other Title IV Programs

If a student owes a repayment of Federal Pell grant or FSEOG funds, he cannot receive federal financial aid funds at any school until that repayment has been made.

Federal educational loans (Direct Loan, Perkins Loan, PLUS Loan) are repaid by the borrower according to the terms of the promissory note.

Note: CAS Students, once the student has completed more than 60\% of the semester, all financial aid disbursed is considered to be “earned” and no return of federal aid funds is required.

Federal Students Loans
Student loans, Stafford, and parent loans (PLUS) are funds provided by the federal government which must be repaid. Different types of student loans may be available, depending on your eligibility for each.

**Subsidized Direct Loan**
A Subsidized Direct Loan is a low interest loan based on financial need. Interest is paid by the federal government while the student is attending school at least half-time and during the six-month grace period following graduation. For details on the maximum annual loan limits, contact the Student Financial Services office. All Subsidized Direct loans must be repaid.

**Unsubsidized Direct Loan**
Unsubsidized Federal Direct loan is a low-interest loan that is not based on financial need. If the student is not eligible for a Subsidized Direct Loan, as determined by the results of the FAFSA, an Unsubsidized Direct Loan can be an alternative. Unsubsidized means that interest will accrue while the student is enrolled in school. The student can choose to pay the interest while in school or defer the interest and have it added to the principal balance. As with the subsidized loan, repayment on the principal does not begin until six months after the student has graduated, dropped below half-time status, or withdrawn from the University. For details on the maximum annual loan limits and origination fees, contact the Student Financial Services office. All Unsubsidized Direct loans must be repaid.
**Parent Loan for Undergraduate Students (PLUS)**
A PLUS is available to parents who want to help their dependent children with their cost of education. Eligibility is based on credit history as determined by federal guidelines and the lending institution. The interest rate is fixed (not to exceed 9%). The maximum loan limit is not to exceed the student federal budget less any additional assistance the student may be receiving. Prior to disbursement, the lender withholds 4% from the loan amount to cover loan origination and insurance fees. Repayment of the PLUS begins immediately after the loan is disbursed.

**Grants**
The following grants are provided by federal and state sources and do not have to be repaid.

**Federal Pell Grant**
Pell Grants are awarded by the federal government to students who are found eligible after completing the FAFSA. A Pell Grant is applied directly to your student account and does not have to be repaid. The amount is determined according to eligibility and the number of hours in which you enroll. Pell Grants are not available to students who have already completed a bachelor's degree.

**Supplemental Educational Opportunity Grant (SEOG)**
The SEOG is a federal grant administered by the University. The SEOG is applied directly to your student account and does not have to be repaid. Students who are eligible for a Pell Grant have first priority for the SEOG. Eligibility is determined by the results of the FAFSA. The amount is subject to change based on availability of funds.

**Oklahoma Tuition Aid Grant (OTAG)**
OTAG is a grant awarded by the State of Oklahoma. Eligibility is determined by the results of the FAFSA and by the OTAG residency requirements. OTAG is applied directly to the student's account and does not have to be repaid. The student must complete and mail the FAFSA by March 1 or earlier to be considered for OTAG.

**Oklahoma Tuition Equalization Grant (OTEQ)**
OTEQ is a grant awarded by the State of Oklahoma. Eligibility is determined by the results of the FAFSA and by the OTEQ residency requirements. OTEQ is applied directly to the student's account and does not have to be repaid.

**“OK Promise” Oklahoma Higher Learning Access Program (OHLAP)**
OHLAP is a grant awarded by the State of Oklahoma. The student must be enrolled in the program throughout high school. Eligibility is determined by the results of the program enrollment and by the OHLAP agency requirements. OHLAP is applied directly to the student's account and does not have to be repaid.

**Institutional Scholarships, College of Arts and Sciences**
Institutional scholarships will be given on the basis of need, academic accomplishment, or academic potential. Specific applications may be obtained from the Student Financial Services Office. Scholarships and grants will apply only to the semester of the year for which they are approved. Church or church organizations participating in the Church Matching program must send the amount to be matched by September 1st for the fall semester and January 1st for the spring semester in order for the University to match funds. Some scholarship funds are not available in the adult education programs. Scholarships are provided by private sources and by the University to qualifying students. Scholarships do not have to be repaid.
To receive institutional scholarships, the student must:
1. Be accepted as a "regular" student as defined in the University Catalog;
2. Complete an application for federal aid upon submitting your application and using our school code, 006942, the Student Financial Services Office will receive a copy.
3. Be enrolled in at least 12 hours;
4. Maintain satisfactory progress as defined by the Financial Aid Satisfactory Academic Progress Policy guidelines; and
5. Meet any specific guidelines as dictated by the individual institutional scholarship guidelines.

When applying for institutional scholarships, please note that:
1. All requirements for institutional scholarships must be completed by the last day of the semester for which the scholarship was awarded.
2. Institutional scholarships are to be applied to a student's account only. Institutional scholarships will not be given as an overage check to students.
3. Any institutional scholarship earned beyond the school bill will be carried forward as a credit balance toward the next semester in which the student is enrolled. Credit balances are not carried over into a new school year.
4. All institutional scholarships are to be applied after federal, state, and private funds.
5. Students in default on federal loans are not eligible to receive institutional scholarships.

**Academic Scholarships, College of Arts and Sciences**

**Freshman Scholarships**

*MACU Scholar | Full tuition*
Examples of MACU Scholar-GPA: 4.0/ACT 31 or GPA: 3.8/ACT 33
Students must maintain 3.2 cumulative GPA for annual renewal.

*Trustee Scholarship | $8,500*
Examples of Trustee Scholarship-GPA: 4.0/29 or GPA: 3.5/ACT 35
Students must maintain 3.0

*President's Scholarship | $6,500*
Examples of President's Scholarship-GPA: 4.0/ACT 22 or GPA: 3.2/ACT 28
Students must maintain 3.0 cumulative GPA for annual renewal.

*Dean's Scholarship | $4,500*
Examples of Dean's Scholarship-GPA: 3.8/ACT 20 or GPA: 3.0/ACT 30
Students must maintain 2.8 cumulative GPA for annual renewal.

*Honor's Scholarship | $2,500*
Examples of Honor’s Scholarship-GPA: 3.7/ACT 20 or GPA: 3.0/ACT 27
Students must maintain 2.8 cumulative GPA for annual renewal.

**Transfer Scholarships**

*MACU Scholar | Full tuition*
General eligibility criteria for MACU Scholar-cumulative college GPA of 3.9 or better
Students must maintain 3.2 for annual renewal.

*Distinguished Scholar | $6,000*
General eligibility criteria for MACU Scholar-cumulative college GPA of 3.75 or better
Students must maintain 3.00 cumulative GPA for annual renewal.
Founder's Scholarship (high) | $4,000
General eligibility criteria for MACU Scholar-cumulative college GPA of 3.49 or better
Students must maintain 3.0 cumulative GPA for annual renewal.

Founder's Scholarship (low) | $3,000
General eligibility criteria for MACU Scholar-cumulative college GPA of 3.25 or better
Students must maintain 2.8 cumulative GPA for annual renewal.

Achievement Scholarship | $2,000
General eligibility criteria for MACU Scholar-cumulative college GPA of 3.1 or better
Students must maintain 2.8 cumulative GPA for annual renewal.

Private Aid, College of Arts and Sciences
Several private scholarships are available for College of Arts and Sciences students through the generous contributions of University supporters. To apply for these scholarships, students should request an Application for Private Aid from the MACU Student Financial Services Office. Individual scholarships have specific eligibility requirements as listed on the application. Minimum requirements are the same as for institutional scholarships.

Veteran’s Benefits
An eligible veteran may receive government assistance while attending Mid-America Christian University. Information concerning the veteran's program is available from the Registrar’s Office.

Federal Work Study Program
The Federal Work Study Program provides students with an opportunity to work in order to help pay for their educational expenses. Eligibility is determined by the Student Aid Report. On- and off-campus employment includes clerical, library, reading tutors, maintenance, cleaning, and recreational services.

Financial Policies

Satisfactory Academic Progress
To receive student financial aid under the programs authorized by the institution and by Title IV of the Higher Education Act, the following conditions must be met:

1. A student is eligible to receive financial aid for a total of 1.5 times the length of the academic program (i.e. student enrolled in a program that is 120 hours long can only take a maximum of 180 hours or 1.5 times the normal program length). A less-than-full-time student must complete the program within a proportionate length of time. All transfer hours accepted by the Registrar’s Office toward a student’s program are counted as attempted and earned.

   a. Students who change their major multiple times run the risk of exceeding the 1.5 or 150% completion rule. Once a student exceeds this rule they are no longer eligible for any kind of Federal Aid. Determination of what classes will actually transfer for each major change will be completed by the Registrar’s Office, losing completed hours after each transfer affects the 1.5 or 150% completion rule. Attempted hours are defined as any hour that the student has attempted without completion by either withdraw, failing, incomplete, and/or any loss of hours during a change of major.
b. Students who earn one bachelor’s degree and wish to earn a second bachelor’s degree can be affected by the SAP policy. These students will be subject to the Registrar’s Office determination of what classes and hours are accepted for this additional degree. The additional hours required for the second degree will be added to the original length of the academic program. Hours that are not transferred into the second degree program will still count as hours attempted, therefore, this student will be subject to the same 1.5 or 150% rule for this second bachelor’s degree and might not be eligible for Federal Aid.

2. A student must be enrolled in at least twelve (12) credit hours each semester to be eligible for institutional and institutionally-awarded private aid.

3. To maintain satisfactory progress, a student must successfully complete at least 67% of the total cumulative hours attempted. For example, a student who attempted a cumulative total of 55 hours must have successfully completed at least 36 hours to meet the requirement (55 X .67 = 36.85: round decimals down to whole numbers).

4. Hours attempted are defined as hours for which students receive an A, B, C, D, F, W, or I on the transcript.
   a. Students will be reminded that withdrawals count as attempted hours. “W’s” can adversely affect the student’s eligibility for Federal Aid. “W’s” will be counted in the above listed 67% rule (#3) as attempted hours that are not completed.
   b. Students will be reminded that remedial courses, although mandatory in some cases, can affect SAP. Remedial courses are counted in the attempted hours; however, they are not awarded hours of completion. Student’s taking remedial courses will need to be careful of the number of remedial hours attempted/completed according to the SAP policy.

5. To maintain satisfactory progress, a student must earn the required cumulative grade point average (CGPA) each semester:
   - 0-24 credit hours = 1.75
   - 25 or more credit hours = 2.00
   - Graduate = 3.00

6. Every student's academic progress is evaluated by the Office of Student Financial Services to assess satisfactory progress according to the guidelines established by the college. Evaluations occur after grades are posted for a period of enrollment in both CAGS and CAS programs.

7. If a student fails to complete the minimum number of hours or the minimum CGPA needed to maintain satisfactory progress, he/she will be placed on financial aid WARNING for the following full semester. The student IS eligible to receive financial aid during the warning period. The exception to this is earning zero credits in one term results in an automatic financial aid SUSPENSION.

8. If a student does not make up their deficiencies, but does successfully complete the required 67% of the attempted hours AND achieves the required minimum GPA during their warning period, they may continue on financial aid warning and receive aid.

9. If a student fails to meet minimum satisfactory progress at the end of the warning semester, he/she will be placed on financial aid suspension and become INELIGIBLE to receive financial aid until satisfactory progress has been achieved. The Office of Student Financial Services will inform the student as to the minimum number of semester hours and the minimum CGPA that must be achieved before eligibility for further financial aid is regained.

10. Exceptions to this policy must be approved by the Financial Aid Committee and will be considered only under extenuating circumstances and with a written appeal. Circumstances could
include becoming very ill or severely injured, a relative dies, becomes very ill or severely injured, a mental breakdown, or proof of improved academic achievement at another school both qualitatively and quantitatively.

**Institutional Refund Policy**

*A student must officially withdraw or drop to be considered for an institutional refund.* Refunds are calculated by the Business Office upon completion of the drop or withdraw through the Registrar office. Any fees associated with a course or program are non-refundable.

**College of Arts and Sciences**

To ensure fair and equitable refunds of unused tuition, fees, and room and board charges to students who withdraw or drop before completions of each semester, the following Institutional Refund Policies have been established according to the following withdrawal or drop deadlines.

**Refund policy for 16-week classes**

First week .................................. 100% refund
Second week............................... 90% refund
Third week................................. 75% refund
Fourth week.............................. 50% refund
Fifth week................................. 25% refund

**Refund policy for 5-week to 8-week classes**

Prior to the first class.............. 100% refund
Within the first week.............. 80% refund
Within the second week.......... 60% refund
After the second week .......... 0% refund

**Summer Institutional Refund Policy (week-long classes)**

Prior to the first day of class 100% refund
After the 1st Day ...................... 0% refund

**Weekend Class Refund Policy**

Prior to the first class........... 100% refund
Prior to the third class......... 50% refund
After the third class has met ... 0% refund

The date of withdrawal shall be the date on which the student completes and turns in the appropriate forms for the University and not the date of last attendance unless the student never attends.

Room charges are pro-rated according to the refund policy for 16-week classes.

**College of Adult and Graduate Studies**

A student shall normally be assessed tuition charges by the course. When a student withdraws during a course, for any reason, the portion of the tuition considered earned by the college shall be in direct proportion to the number of sessions or fractions thereof elapsed since the beginning of the course.

The tuition refund schedule based on the date of withdrawal or drop is as follows:
Refund Policy for 5-week and 8-week sessions

Prior to the first session of the course………………100%
Prior to the second session of the course…………80%
Prior to the third session of the course………………60%
After the third session of the course, there are no refunds.

Refund policy for 2-week session

Prior to the first session of the course………………100% refund
After the first session of the course, there are no refunds.

The date of withdrawal shall be the date on which the student completes and turns in the appropriate forms for the college and not the date of last attendance.

If a student in their first period of enrollment does not participate or attend their first course in the first two weeks, the Registrar is authorized to withdraw the student from all enrolled courses. A student who is withdrawn from the University for this reason will be refunded 100% for the tuition and fee charges on the student’s account. The student is responsible for book charges.

If a class is failed, the student shall be assessed the tuition again for the class when repeating the class.

Refund Policy for Financial Aid Recipients Who Withdraw

Any student receiving federal financial assistance who completely withdraws from all classes at MACU will be subject to the Return of Title IV Funds Refund Policy required by federal regulation.

This policy only applies to students receiving assistance through the Pell Grant, Supplemental Educational Opportunity Grant, Perkins Loan, Subsidized Direct Loan, Unsubsidized Direct Loan, Parent Loans for Undergraduate Students Programs and alternative/signature loans.

This Policy assumes a student earns his or her financial aid based on the period of time the student remains enrolled through the semester. Upon withdrawal, the Student Financial Services Office will determine the date of the student’s withdrawal on record in the Office of the Registrar and will calculate the amount of financial assistance the student earned while enrolled in classes according to the following formula: number of days enrolled divided by total number of days in the semester.

If the amount of federal aid disbursed exceeds the amount of federal aid earned as of the date of withdrawal, either the University, the student, or both are required to return some portion of the federal aid received. Late disbursements for which the student is eligible are required to be included.

CAS students who remain enrolled beyond the 60% of the semester are considered to have earned 100% of the financial aid received. Students who are enrolled for less than 60% of the semester will likely be responsible for repaying a portion of the financial aid received.

The Student Financial Services Office will calculate the amount of any refund due according to the Return of Title IV Funds Formula outlined in federal regulation. Examples of this refund formula are available in the Student Financial Services Office. Any refund amount calculated from this formula will be returned to the appropriate federal financial aid programs. Refunds for financial aid recipients are never given directly to the student. Calculated refund amounts are returned to the federal financial aid programs in the following order: Unsubsidized Direct Loan, Subsidized Direct Loan, Perkins Loan, Plus Loan, Federal Pell Grant, SEOG Grant, other federal financial aid programs.

Under this policy, the date of withdrawal is the date the student began the withdrawal process by contacting the MACU Office of the Registrar either in person or by phone to complete a Notice of Withdrawal form. If a student leaves MACU without contacting the Office of the Registrar to formally withdraw, the withdrawal date will be designated as the midpoint of the semester or the last date of attendance at a documented
academically related activity. For students who fail to return from an approved leave of absence, the withdrawal date will be designated as the date the leave of absence began.

**Over Awards and Overpayments**

An over award or overpayment occurs when a student receives federal aid beyond his or her eligibility or need. Even though great care is taken to prevent an over award/overpayment to a student, occasionally due to student or institutional error, a student may receive more federal aid than he/she is entitled.

In the event a student receives federal aid (Title IV Funds) for which he/she is later deemed ineligible, the institution will refund all Title IV amounts (with top priority) to the appropriate source no later than 45 days from the determination date of such over award. The student’s account will be adjusted and the student will be informed of the action and of the repayment owed to the institution.

**Release of Student Records and Documents**

A student may not receive an official transcript, certificate, or diploma until all accounts and fines (current or otherwise) have been settled in accordance with University policies. Such documents will be retained by Mid-America Christian University as security for such obligations until they are satisfied.
ACADEMIC INFORMATION AND POLICIES

"Show yourself in all respects a model of good deeds..." Titus 2:7

Through an exceptional faculty of practitioners and scholars, Mid-America Christian University educates and encourages students in the pursuit of their chosen field of study. The academic policies set forth provide a framework in which students can develop their knowledge and skill set, develop a closer relationship with God, and mature in their mental, social, emotional, physical, and spiritual capabilities.

Academic Load

The normal academic load is 12-15 hours. A minimum load of 12 hours is required for classification as a full-time student. The college dean or his/her designee must approve any student load beyond 18 hours in any semester. The number of hours a student carries may be limited if a student works or has a record of low academic achievement.

Academic Probation and Suspension

To remain in school and be eligible for a degree or diploma, a student must maintain satisfactory academic progress. The following procedures are utilized to track the progress of individual students at MACU.

Undergraduate Probation

1. Only the student's CGPA (cumulative grade point average) counts toward probation. Probation is based on the total number of hours attempted At The End of any period of enrollment in which the student is enrolled. For the College of Arts and Science, satisfactory academic progress is evaluated at the end of each semester. For the College of Adult and Graduate Studies, academic progress is evaluated at the end of twelve hours for undergraduate students and nine hours for graduate students.

2. All transfer courses transcribed by the Office of the Registrar will count toward the CGPA.

3. The registrar will notify a student that he/she is placed on probation for the following semester/period of enrollment when the Minimum Cumulative Grade Point Average falls below the following standards.

<table>
<thead>
<tr>
<th>Hours Completed</th>
<th>Required CGPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-24</td>
<td>1.75</td>
</tr>
<tr>
<td>25+</td>
<td>2.00</td>
</tr>
</tbody>
</table>

4. Any course may be repeated once with the highest grade earned replacing the first. Subsequent repeats require the second grade and subsequent grades to be used in the cumulative grade point average.

5. Students placed on probation have one semester/period of enrollment to bring their CGPA up to the required standard as listed in item 4 above. If the satisfactory standard has not been met at the end of that probationary period, the student will be suspended from the University for at least one semester/period of enrollment. The student may appeal to the Admissions/Retention Committee for an additional semester of probation, to be granted, if so desired.

6. Transfer students, whose program evaluation shows that the CGPA of the accepted transfer classes does not meet the standards listed above in item 4, will NOT enter on probation. They will be treated as any other student and have one standard semester of attendance, plus the one probationary semester, if their CGPA does not meet the required standards.

7. A student is taken off probation at the end of any semester that his or her CGPA is accepted.

Undergraduate Suspension

A student placed on academic suspension will be suspended from the University for one semester/period of enrollment. Following this period, the student who desires to reenroll at MACU must appeal for readmission.

<table>
<thead>
<tr>
<th>Hours Completed</th>
<th>Required CGPA</th>
</tr>
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<tr>
<td>0-24</td>
<td>1.75</td>
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<tr>
<td>25+</td>
<td>2.00</td>
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to the Admissions/Retention Committee. This notice must be in writing and must be given to the Director of Admissions no later than 15 days before the first day of classes of the semester in which enrollment is desired.

**Graduate Probation**

1. Only the student's CGPA (cumulative grade point average) counts toward probation.
2. Probation is based on the total number of hours attempted *At The End* of any period of enrollment in which the student is enrolled. Academic progress is evaluated at the end of nine hours for undergraduate students and nine hours for graduate students.
3. All transfer courses transcribed by the Office of the Registrar will count toward the CGPA.
4. The registrar will notify a student that he/she is placed on probation for the following semester/period of enrollment.
5. Any course may be repeated once with the highest grade earned replacing the first. Subsequent repeats require the second grade and subsequent grades to be used in the cumulative grade point average.
6. Graduate students placed on probation have period of enrollment to bring their CGPA up to the required standard as listed in item 4 above. If the satisfactory standard has not been met at the end of that probationary period, the student will be suspended from the University for at least one period of enrollment. The student may appeal to the Admissions/Retention Committee for an additional semester of probation, to be granted, if so desired.
7. A student is taken off probation at the end of any semester that his or her CGPA is accepted.

**Graduate Suspension**

A student placed on academic suspension will be suspended from the University for a one period of enrollment. Following this period, the student who desires to reenroll at MACU must appeal for readmission to the Admissions/Retention Committee. This notice must be in writing and must be given to the director of admissions no later than 15 days before the first day of classes of the semester in which enrollment is desired.

**Academic Success Contract for Probation and Provisional Status Students**

To encourage satisfactory academic progress and provide accountability and monitoring, a student from the College of Arts and Sciences (CAS) placed on academic probation or any student admitted through the Admission/Retention Committee is required to sign an Academic Success Contract that outlines the minimum probation requirements. Students are expected to abide by the requirements of the Academic Success Contract. Failure to do so may result in discontinued enrollment.

Academic probation and provisional students are required to complete an Academic Success Contract that includes the following components:

1. Approval from the Registrar's Office for courses.
2. Enrollment and completion of COMM 1101 Becoming a Master Student.
3. Access to a personal copy of each required textbook (not sharing with another student).
4. Participation in weekly grade/class attendance reports.
5. Participation in weekly Time Management sessions through the Academic Success Center.
6. Regular meeting with an academic advisor/assigned faculty mentor.
7. Participation in five (5) hours of Supervised Study Hall each week during the semester.

**Academic Periods of Enrollment**

The College of Arts and Sciences academic year is divided into two semesters of sixteen weeks plus summer sessions. The College of Adult and Graduate Studies non-term undergraduate academic year is at least 24 credits and 40 weeks of instructional time divided into two periods of enrollment of at least 12 credit hours in
20 weeks of instructional time. The non-term graduate academic year is at least 18 credits and 36 weeks of instructional time divided into two periods of enrollment of at least 9 credit hours in 18 weeks of instructional time for graduate students.

**Accommodations Policy**

At Mid-America Christian University, it is our desire to create an environment where all students are accepted and valued. Reasonable accommodations will be provided for those students who qualify under the American Disabilities Act as having a disability. Disability includes two elements: (1) a physical or mental impairment which (2) substantially limits one or more of the major life activities of the person in question. Major life activities include but are not limited to walking, breathing, seeing, hearing, performing manual tasks, caring for oneself, learning and working; has a record of physical or mental impairment; or is regarded as having a substantially limiting physical or mental impairment, even though the impairment is insubstantial or a reflection of the attitudes or others or nonexistent. A student must provide documentation of disability to the ADA Accommodations Committee. This documentation will include diagnosis, recommendations, or requirements from a physician, therapist, counselor, previous schools and/or others as pertinent and available. All diagnostic information is confidential and therefore memos can be sent only at the student’s request. Upon receipt of a request for special accommodations and documentation for our records, the ADA Accommodations Committee will initiate the process for reviewing the accommodations request.

**Attendance/Participation**

**College of Arts and Sciences Attendance Policy**

Students are required to attend all classes in which they are enrolled. (See the Student Handbook for regulations on Chapel attendance.) The student will gain better mastery of a subject if he/she is able to attend all of the class sessions and participate in the interaction with instructor and students. Realizing, however, that occasionally it may be necessary for a student to be absent from a class, a student is allowed one (1) absence for each time per week the class meets.

The maximum number of absences for **ALL** causes is four (4) absences for each time per week the class meets. One additional absence will cause an "F" grade to be recorded for the course unless the student officially drops the course within the time limits prescribed.

*The last day for withdrawing from a class in any semester is two (2) weeks prior to the last day of classroom instruction. Some classes may only be dropped/withdrawn from once without penalty. See Academic Programs, Core Completion – Special Requirements.*

If the student believes that there are legitimate, extenuating circumstances beyond his or her control for some or all of the absences, the student may appeal in writing through the registrar to the Academic Committee to have the absences reviewed.

- It is the student's responsibility to keep track of his or her absences.
- If the student chooses to appeal excessive absences, he/she shall do so within 14 days after the date of the first absence that causes his or her failure of the course.
- "The burden of proof" for absence appeals will require verifiable documentation, e.g., a doctor’s excuse.
- The student is responsible for all work missed and all assignments made in his or her absence.

**College of Adult and Graduate Studies Participation Policy**

Due to the concentrated scheduling and the emphasis upon participatory learning, students need to actively participate in academically related activities each week. Participation in academically related activities includes but is not limited to:
- physically attending a class where there is an opportunity for direct interaction between the instructor and students;
- submitting an academic assignment;
- taking an exam, an interactive tutorial or computer-assisted instruction;
- attending a study group that is assigned by the Instructor;
- participating in an online discussion about academic matters.

Academically related activities do not include activities where a student may be present but not academically engaged, such as:

- living in institutional housing;
- participating in the school’s meal plan;
- logging into an online class without active participation; or
- participating in academic counseling or advisement.

Any student who misses the first two weeks of academically related activities in any course will be administratively dropped on the census date which will result in no refund for this course. If the student feels that there are legitimate, extenuating circumstances beyond his/her control for some or all of the missed weeks of academically related activities, the student may appeal in writing through the Business Office to review and request a refund.

If one week of academically related activities are missed from an accelerated course it is recognized as a twenty percent (20%) loss of instructional and interaction time.

Any student missing academically related activities must contact the professor for makeup assignments. The acceptance of makeup work is at the sole discretion of the professor. Makeup work will include not only assignments missed but specifically designed work to include all contact class hours missed. Failure to complete the makeup work will prompt a review of the student’s performance by Academic Affairs which may result in probationary status affecting financial aid.

Graduate students who accumulate more than one absence in a course must arrange a conference with Academic Affairs who will determine conditions for the student’s continuance in the program.

Class Standing

A student’s class standing is dependent upon the total academic credit he/she has earned.

- Freshman  0 - 24 semester hours
- Sophomore 25 - 48 semester hours
- Junior 49 - 73 semester hours
- Senior 74 + semester hours or more

Courses / Educational Model

Issues-Based Curriculum

The centerpiece of MACU’s undergraduate traditional program in the College of Arts and Sciences is a dynamic issues-based curriculum. This unique academic approach equips students with the skills required to understand and address the challenging issues of the day. Throughout their course of study, students are exposed to the three most critical issues in the world today: the scarcity of food, energy, and water. As an agricultural and energy state, Oklahoma provides a unique opportunity to explore vital issues such as these. Viewing this as a global issue, students are encouraged to participate in MACU’s study abroad programs that provide them with firsthand experience dealing with these issues that are often a matter of life and death.
Global Learner Program
The “Global Learner” is a University program that encompasses study abroad, issues based curriculum and immersive learning environments. Our goal is to facilitate a learning experience that will broaden students' understanding of what it means to be a part of a global community. This academic year, we are focusing on issues of energy, water scarcity, food insecurity locally (in Oklahoma), domestically (in the US) and abroad.

Not only does The Global Learner Program aim to help students learn about the issues of energy, food insecurity and water scarcity but it provides the opportunity for students to collaborate with non-governmental organizations (NGO’s) to travel, for example, to Uganda to work with locals to hand drill wells (boreholes) and to Italy to participate in the Festival of Life Ceremonies designed to help prevent suicide by celebrating life. This type of experience also provides students with the opportunity to develop a greater cultural awareness and understanding, which is vital to academic and personal growth and development.

College of Arts and Sciences On-Campus Student Experience
The College of Arts and Sciences provides a traditional on-campus student experience for recent high school graduates as well as more mature, daytime-commuting students. On-campus classes are taught in a traditional classroom setting that allows face-to-face interaction with faculty and peers.

Online and On-Campus Accelerated Student Experience
The College of Adult and Graduate Studies provides a non-traditional student experience for busy, working adults that allows them to pursue a degree online, on campus through accelerated classroom formats, or a combination of both online and on campus. Online students interact with faculty and peers in online webinars, dialogues and other forms of social media. On-campus students enjoy a traditional classroom setting with an accelerated format that allows them to meet only one evening per week.

Individualized Instruction
Individualized instruction is reserved for students who meet the following criteria:

1. The course is required for graduation and the student could not take the course when it was or is offered because of a scheduling conflict.
2. The instructor of the course must be willing to accept the responsibility of the student for that semester/period of enrollment.
3. Permission is granted by the appropriate college dean or his/her designee.
4. The student must be in "good standing” academically.

If permission is granted, the following regulations apply:

1. The Individualized Instruction Form must be completed.
2. The course requirements must be completed in one (1) semester/period of enrollment.
3. The student must pay full tuition for each credit hour.
4. The student must pay an individualized instruction fee of $60.00 per credit hour for undergraduate courses and $75 per credit hour for graduate courses in addition to the normal tuition charge.

Honor Studies
Honor studies are open to qualified students who have demonstrated initiative and capability for individual study and research. A course is designed to give students opportunity to do advanced work in an area of particular interest to them under the supervision of a selected member of the faculty. The appropriate college dean must approve the offering of the course and its format, which must be completed within the regular semester as scheduled.

Course Cancellations
The University reserves the right to cancel any course in which fewer than ten (10) students are registered.
Credit Hour Policy

For academic purposes, Mid-America Christian University use the federal definition of the credit hour to measure semester credit hours awarded to students for course work. The Federal Definition of Credit Hours is stated as follows:

Credit hour: Except as provided in 34 CFR 668.8(k) and (l), a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

(1) One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or

(2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Specific coursework is evaluated as follows:

Traditional Coursework – Based upon this definition, the University’s traditional in-seat courses running 150 minutes per week for fifteen weeks conform to this standard, with students awarded 3 credit hours for such coursework. Courses with relatively more or less weekly contact time between faculty and students are assigned appropriately more or fewer credit hours. By this standard, the University’s laboratory and applied music classes also yield an equivalent and appropriate amount of credit, depending upon the amount of instructional time and student learning activity.

In addition, based upon the foundation of this accepted practice in higher education, the University defines the following equivalences for courses with a non-traditional structure, condensed format, or alternative mode of delivery:

Internships and Practicum – The University recognizes the educational value of the hands-on experience gained in an internship or practicum. Typically, to earn 3 semester credit hours, a student is expected to receive a minimum of 125 clock-hours of in-field experience during the term, with a commensurate amount of in-field time for internships yielding 6, 9, or 12 credit hours. In addition, the University expects the faculty internship supervisor to interact with the student regularly, reviewing with the student observations or assessments from the faculty member or from any on-site supervisor, and providing both formative and summative evaluation of student performance. For internships near campus, students normally interact with faculty in the classroom on a weekly basis. Faculty interaction for internships at a distance may occur less frequently. Such oversight may also make use of such technologies as email, D2L, or Skype, with a local professional serving as in-field supervisor and intermediary between campus faculty and intern.

The rationale for the number of credit hours awarded for an internship or practicum must be offered and accepted when a course or program is presented to the Curriculum Committee and Senate for approval.

Individual Instruction Classes - Instructors should make adjustments so that the total number of hours of work required by students is equivalent to that of a traditional class that meets face-to-face.

Condensed Courses (Accelerated) – The quantity and quality of student learning activities in condensed courses is expected to be equivalent to those experienced in traditional courses in the discipline awarding the same number of credit hours. Courses offered in both a traditional and condensed or online format must be structured around the same intended learning outcomes and organized around the same or complementary
learning activities. In addition, similar assessments of student performance must be used, and similar data
must be gathered for use in course and program assessment. The Curriculum Committee is responsible for
ensuring at the time of review that these courses meet the credit hour definition.

This equivalence of content, student activity, and evaluation enables the University to validate the parallel
quality of the learning experience in these courses and the equivalence of the credit awarded in condensed
courses compared with traditional coursework.

**Online Courses** – Whatever the length of term, students receiving 3 credit hours for online coursework are
expected to engage in online “classroom” activities and independent “homework” activities equivalent in
quality and variety to a traditional in-seat course in the discipline at the same educational level. The
Curriculum Committee is responsible for ensuring at the time of review that these courses meet the credit
hour definition.

**Graduate and Professional Studies** - The required academic work normally will exceed three (3) hours per
credit per week.

Ultimately, the responsibility for protecting the academic integrity of curricula, programs, and class schedules
rests with the University’s Provost, Vice Provost for Academic Affairs and respective Academic Deans.

The University may adjust its basic measure for awarding academic credit proportionately to reflect modified
academic calendars and formats of study as long as it meets the aforementioned criteria.

The University grants semester credit hours for formalized instruction in a variety of delivery modes, such as
a lecture course, which also requires laboratory work and/or supervised independent study or field activities.

Regardless of the mode of instructional delivery or class scheduling, the University will assign academic
credit consistently across academic programs as well as for transfer credit among accredited institutions of
higher education. In all cases, the student learning outcomes must be equivalent.

**Review and Approval Process:**
1. Course developers will ensure that the required quantity of student learning per credit is the equivalent
forty-five (45) hours of coursework over a fifteen (15)-week semester through instructional activities that
address and demonstrate student competencies in defined learning outcomes. These instructional activities
should draw upon instructional practices approved by the University’s Provost, Vice Provost for Academic
Affairs and respective Academic Deans.
2. University Governance Bodies (e.g., the University Curriculum Committee, Faculty Committees,
Academic Council, and University Senate) recommend to the Provost and Vice Provost for Academic Affairs
and the President the appropriate semester credit hour definition and application according to the following
guidelines:
   a. The University's semester calendar will not violate any accreditation standards, federal guidelines,
etc.;
   b. The University's semester calendar will facilitate the educational attainment of the University
      including the process for the award of transfer credit; and
   c. A semester credit hour will be consistent throughout all the academic programs of the University.

**Final Examination Week**
The College of Arts and Sciences final examination week is part of the 16-week semester minimum required
by the State of Oklahoma. Students, except for graduating seniors, may not be excused from attending classes
during finals week. All students should plan to attend each of his or her classes and take the final
examination for each of those classes according to the final examination schedule.
A graduating senior in the final semester, who has a "B" average for a course, may not, at the discretion of the professor, be required to take the final examination in that course providing all requirements are met on the day which is designated each semester.

The College of Adult and Graduate Studies does not have a final examination week due to the nature of the accelerated program.

**Registration**

Students whose account is in good standing may register for the upcoming semester/period of enrollment once the schedule is posted. To register, students can access the schedule via the student portal or pick up a schedule of classes which are located outside of the Registrar's Office.

After consulting with his or her academic advisor or academic success coach, student can register online via the student portal. All Business Office and Financial Aid holds must be resolved before a student can register via the student portal. Directions on how to register online are posted on the student portal and available in the Office of the Registrar.

**Auditing a Course**

A student who wishes to attend class, but who does not want to receive credit for the class, is an auditor. Audited courses will be entered on the student's transcript with the "AUD" notation for a grade. Regulations governing audited courses are as follows:

1. Permission to audit will be granted only by the appropriate college dean with permission of the instructor of the class.
2. Instructors will determine the requirements that apply to the auditors. These will be explained at the time permission is granted for auditing.
3. If permission is granted to audit, the student will notify the registrar on forms provided. Audited courses will be recorded on the transcript only when the instructor has indicated to the registrar that the student has fulfilled the requirements which were stipulated at the time permission was granted for an audit.
4. A course taken for audit cannot be given University credit after the add/drop period.

**Late Registration**

Late registration is conducted through the Office of the Registrar. A special fee of $150.00 must be paid for all registrations after the regularly scheduled registration time, which is the day prior to the graduation of the previous semester. No late registration will be accepted after the first week of instruction.

**Prerequisites**

A prerequisite to any course is listed in the course description section of the catalog and should be carefully observed. Prerequisites must be taken unless the school chair with the approval of the college dean waives such requirements. Taking the lower division course concurrently with the advanced course is permitted with the approval of the school chair and the college dean.

**Registration Changes During Add/Drop Period**

Prior to the course census date, students are able to modify their schedule via the www.my.macu.edu portal. During this period students are encouraged to visit with Academic Affairs to ensure these changes will meet program requirements and not adversely affect future enrollment. Students may add classes through the first week of the course period; and may drop courses through the second week of the course period. Students should refer to the ‘Institutional Refund Policy’ for information regarding refund of tuition during the add/drop period.
Cancellation of Enrollment during the Preliminary Enrollment Period

All new undergraduate students wishing to enter the College of Adult and Graduate Studies undergraduate programs for the first time will be enrolled in a preliminary enrollment status for the first 28 calendar days of their first term/period of enrollment. The College will cancel the enrollment of students who are not earning satisfactory grades as determined by the College as of end of the preliminary enrollment period. Students who are failing or have not participated in accordance with the College’s participation policy after the 14th day will be considered to have cancelled while in the preliminary enrollment period. Students may self-elect to cancel their enrollment any time during the preliminary enrollment period. Students whose enrollments are cancelled during the preliminary enrollment period will not incur any tuition or fee obligation to the College.

Withdrawal Period

The withdrawal period is any change in a schedule, registration, or course after the add/drop period. A non-punitive grade of ‘W’ will be recorded on the official academic record.

College of Arts and Sciences

1. You may find the appropriate withdrawal form/portlet through the www.my.macu.edu portal or from the Registrar.
2. Instructor’s initials are required on change of registrations processed after the 10th day of class.
3. Change will not become effective until the proper form has been submitted to the Office of the Registrar with all appropriate approvals.
4. The last day to withdraw from a course in any semester is two (2) weeks prior to the last day of classroom instruction.
5. Please refer to ‘Institutional Refund Policy’ for information regarding refund of tuition.

College of Adult and Graduate Studies

1. You may find the appropriate withdrawal form/portlet through the www.my.macu.edu portal.
2. Change will not become effective until the proper form has been submitted to the Office of the Registrar with all appropriate approvals.
3. The last day to withdraw from any course is one (1) week prior to the last day of the course.
4. Please refer to ‘Institutional Refund Policy’ for information regarding refund of tuition.

Repeating Courses

Students have the privilege of repeating any course in order to raise their grade. When repeating courses, the best grade will be used in the cumulative grade point average; and any lower grades will be ‘forgiven’ (removed from the cumulative grade point average).

Withdrawal

Administrative Withdrawal/Drop

Administrative withdrawal/drop is the process by which the University may withdraw a student from class(es). The University may take such action within the first 10 days of a semester when a student has not been attending the class(es).

Administrative Dismissal

Administrative dismissal is the process by which the University dismisses a student from the University and all classes in which the student is enrolled. It is the student's responsibility to officially withdraw from all classes in which he/she is enrolled. If an official withdrawal form is not completed, the student will receive whatever grade is earned at the end of the semester. The student will also be responsible for any balance remaining on the student’s account after all applicable credits are applied.
Withdrawal from the University

If for any reason a student needs to withdraw from the University before the end of the semester/period of enrollment, the student should follow the prescribed withdrawal procedure to protect his or her status and leave in the best possible position in respect to future registration at this or another college.

Contact Academic Advisor/Chair; withdraw from all courses (see Changes in Registration); submit a request to withdraw from the University which can be found at www.my.mcu.edu or by contacting the Office of the Registrar; contact Student Financial Services; and contact the Business office. Failure to follow these procedures could result in a lower scholastic standing and a greater financial loss. It is the student's responsibility to determine if any balance is owed on his or her account as of the date of withdrawal. If so, arrangements should be made with the Business Office for payment of the account. A mailing address should also be left with the Business Office.

Grades, Transcripts and Student Records

Grades

Students’ grades in all courses are filed in the Office of the Registrar and become a part of the official records of the University.

- Passing grades used are A, B, C, D, and under certain conditions, P and S.
- Non-passing grades are F, and U.
- W, meaning withdrawal, is a neutral grade assigned at the time of withdrawal.

Grade Point System

Each hour of A, B, C, D and F carries a grade point value as follows: A=4, B=3, C=2, D=1, F=0, and I=0. Grades of P and S, as well as grades of U, AW, and W, carry no grade point value and are not included in the computation of a student’s period of enrollment or cumulative grade point average.

Grading Scale

When grades are calculated on a percentage basis and not on a curve, they are evaluated as follows, unless different requirements are specified on class syllabi:

- 90% to 100% = A
- 80% to 89% = B
- 70% to 79% = C
- 60% to 69% = D
- 0% to 59% = F

Scholastic Achievement

Levels of scholastic achievement are determined by a number of means that may include periodic testing, class participation, daily assignment, class attendance and participation, library work and projects, and by a final examination given at the end of the course. Levels of achievement are recorded as follows:

A = Superior Scholarship. This indicates outstanding achievement in:
1. Completeness and accuracy of knowledge
2. Comprehension
3. Use of knowledge
4. Originality and creativity of thought and expression.
5. Ability to interrelate with other academic disciplines.

**B** = Above Average. This indicates above average levels of achievement in respect to some or all of the factors mentioned above.

**C** = Average. This indicates satisfactory and acceptable work.

**D** = Below Average. This indicates an unsatisfactory level of performance which falls below the minimum standard acceptable for graduation but is of sufficient quantity and quality to be counted in the points required for graduation, including credit hours, if balanced by superior work in other classes.

**F** = Failure. This indicates unsatisfactory performance and failure in a required course must be repeated.

**W** = Withdrawal. This indicates that a course was commenced, but that the student withdrew from the course before a final grade was awarded.

**AW** = Administrative Withdrawal. This indicates a course was commenced, but the student was withdrawn administratively because of lack of attendance or disciplinary measures before a final grade was awarded.

**P** = Pass. P meaning Pass is used as a passing grade and indicates quality of C work or better.

**S** = Satisfactory. This indicates that a course was completed satisfactorily and credit hours have been earned.

**U** = Unsatisfactory. This indicates that a course was commenced but was not completed satisfactorily. No credit hours have been earned.

**I** = Incomplete. When a course is not completed by the end of a semester or a summer session because of circumstances beyond the student's control, an "I" to indicate "Incomplete" may be given only with approval of the appropriate college dean.

**AUD** = Audit. This indicates that a course has been attended, but no hours have been attempted or earned.

**WIP** = Work in Progress. This is a temporary grade issued while the course is still in process.

*These grades are not used in computation of grade point average.*

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**How to Obtain Academic Transcripts**

**Academic Transcripts**

Students may obtain official copies of their transcript from www.getmytranscript.com. Mid-America Christian University does not accept transcript requests via telephone, fax or email. Unofficial copies of a transcript are available via the my.MACU portal. Students whose permanent records have been encumbered because of money owed to MACU will be denied official transcripts until the specified obligations have been met.
Financial Holds on Academic Records and Release of Student Records and Documents
A student may not receive an official transcript, certificate, or diploma until all accounts and fines (current or otherwise) have been settled in accordance with University policies. Such documents will be retained by Mid-America Christian University as security for such obligations until they are satisfied.

Incomplete Grades
An incomplete grade is not an alternative to a grade of F, and no student may be failing a course at the time an Incomplete is awarded. To receive an Incomplete, the student should have satisfactorily completed a substantial portion of the required coursework for the period of enrollment. The instructor will indicate to the student, and submit to the Office of the Registrar an approved incomplete form, which states what must be done to complete the course and sets a time limit appropriate to the circumstances. However, the time allowed should not exceed six months. The student is fully responsible for completing the assigned work prior to the deadline. The grade will remain “incomplete” unless a grade change is approved. Any incomplete grade will be computed the same as an “F” grade. A student who has received two or more I (incomplete) grades that have not been changed to passing grades normally will not be permitted to enroll for another period of enrollment without approval from the college dean.

Academic Honors and Commencement

Commencement
Students are invited to participate in the annual MACU Commencement Exercise held each spring. This exercise serves as a celebration of the students’ great academic achievements that can be shared with family and friends. Student will indicate their intent on participating in commencement at the time they submit their application for graduation.

Graduation Honors
Honors are awarded at graduation as follows:
- Summa Cum Laude (3.90 GPA)
- Magna Cum Laude (3.75 GPA)
- Cum Laude (3.55 GPA)

College of Arts and Science Honor Roll
Students carrying a minimum of twelve (12) hours who achieve a grade point average of 3.50 are placed on the Honor Roll. When a student maintains this standing for the two previous consecutive spring and fall semesters, he/she receives an award.

College of Arts and Science Dean’s List
Students carrying a minimum of twelve (12) hours who achieve a grade point average of 3.75 or better are placed on the Dean's List. When a student maintains this standing for the two previous consecutive spring and fall semesters, he/she receives an award.

College of Arts and Science Who’s Who Among Students
Each year, several students are selected by the faculty to be listed in the yearly edition of Who's Who Among Students in American Universities and Colleges. Full-time students (12 hrs+) are elected for this honor based on scholarship ability; participation and leadership in academic and extracurricular activities; citizenship and service to the University; and potential for future achievement.

Honor Societies
Pi Alpha Alpha
The purpose of Pi Alpha Alpha, a National Honor Society for Public Affairs and Administration is to encourage and recognize outstanding scholarship and accomplishment in public affairs and administration, to promote the advancement of education and practice in the art and science of public affairs and administration, and to foster integrity, professionalism and creative performance in the conduct of government and related public service activities. Membership includes graduate level Public Administration students with at least a 3.7 GPA for 50% of required course work (a minimum of 18 semester credit hours), and undergraduate Public Administration students with at least a 3.5 GPA in a minimum of 15 credit hours of public administration course work and a 3.0 GPA in all other course work.

Sigma Beta Delta
The purposes of Sigma Beta Delta (an International Honor Society in Business Management and Administration) are to encourage and recognize scholarship and achievement among students of business, management and administration and to encourage and promote personal and professional improvement and a life distinguished by honorable service to humankind. Students who have completed a minimum of one-half of the hours in their program of study and have a cumulative grade point average of 3.75 or above in undergraduate programs or 3.90 or above in graduate programs will be invited to join this organization.

Sigma Tau Delta
Sigma Tau Delta's (an International English Honor Society) central purposes are to confer distinction upon students of the English language and literature and to promote interest in literature and the English language in surrounding communities. MACU Candidates for Sigma Tau Delta membership must have completed a minimum of two college courses in English language or literature beyond the Gen. Ed. requirements in composition. The candidate must have a minimum of a 3.0 GPA in English courses; a minimum of a 3.0 GPA in general scholarship or overall rank in the highest thirty-five percent of his/her class; and must have completed at least three semesters of college course work. Candidates may join by invitation only.

ACADEMIC SUPPORT

Academic Advisement

College of Arts and Sciences: Faculty Academic Advisor
To assist students in their academic pursuits, the registrar assigns each student in the College of Arts and Sciences a faculty academic advisor based upon the student’s major. The faculty academic advisor is available to assist the student with academic, social, and spiritual concerns, and is vital in mentoring and making sure students steadily progress toward degree completion and success in the program.

College of Adult and Graduate Studies: Student Success Coach and Faculty Academic Advisor
Adult and graduate students pursuing their studies in the College of Adult and Graduate Studies are assigned a student success coach to assist them with academic, social and spiritual concerns throughout their program of study. In some cases, time management can be difficult when juggling school, work and personal life; therefore, student success coaches play a vital role in mentoring and helping adult and graduate students prioritize and steadily progress through their studies toward degree completion and success in the program. Faculty, program directors, and school chairs assist learners with academic advising.
Non-Collegiate Learning Test Center
The test center at Mid-America Christian University is an open test center for CLEP, DSST, and MAT (Miller's Analogy Test) tests. Testing Services are available each Wednesday and Friday afternoon. The test center also proctors placement exams and diagnostic exams. For reservations or other testing questions, call 405.692.3103 or email testcenter@macu.edu.

Student Rights and Responsibilities
Admission to Mid-America Christian University is a privilege, not a right. Every student is expected to observe the highest standards of conduct, both on and off the campus. The University cannot accept the responsibility for the education of any student who is not in sympathy with the purposes and the regulations of this institution.

The University reserves the right to dismiss any student whose conduct or academic standing is regarded as undesirable. In such cases, the fees that are due or have been paid in advance to the University will not be remitted or refunded in whole or in part. Neither the University nor any of its officers shall be under any liability whatsoever for such dismissal. Any student under disciplinary suspension or expulsion is not to be on campus for any reason except those approved by the Office of Student Life.

The University reserves the right to amend or add to any of the regulations stated above.

The process of appeals as pertaining to students is set forth in the Student Handbook and is available to all students.

All stated objectives, requirements, and agreements with the student are made with the understanding that the student is an equal participant in the learning process and must share with the professors and administration the responsibility for successful completion of his or her degree requirements. Each student is responsible for knowing and adhering to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and other expenses of his or her education.

Chapel and Assembly Programs
We recognize the importance of worship and collective growth in the Christian life of the University community. Chapel attendance is mandatory for all students taking six (6) or more hours of university work, or for students who live on campus. Students are allowed eight (8) chapel absences per semester. Upon the ninth absence, the student is subject to disciplinary action. Students on chapel probation will be required to take a chapel discussion class the following semester. The cost of the class is $100 and will be placed on the student bill. These classes take place on Monday morning and take precedence over other club or organizational schedules. Students who are on chapel probation two semesters during their time at MACU may risk being removed from school. Chapel programs presented by members of the faculty and administration, students, pastors, missionaries, and Christian leaders assist in developing the devotional, intellectual, evangelistic, and community life of the campus.

Assembly programs are offered to entertain, inform, and educate the members of the University family. Fine arts, drama, musicals, etc., are scheduled throughout the year.

Church Attendance
Christian fellowship and worship is a vital part of the Christian life. Students are encouraged to maintain regular attendance at church. The Church of God has many congregations in the immediate area. This opens many avenues of service and fellowship for students of the University. The University recommends and prefers that students regularly participate in worship and ministry with a congregation of the same theological persuasion with which they were affiliated prior to coming to MACU.
Community Service
Community service is an essential part of a Christ-centered education experience. Community service activities complement the student’s major and provide practical experiences for the student and service to the community. All College of Arts and Sciences (CAS) students are required to participate in community service activities for a minimum of six semesters. Community service hours must equal a minimum of twelve (12) per semester and be approved by the student’s advisor. Transfer students fulfill community service requirements according to the number of semesters they attend MACU.

Release of Student Information
The Family Educational Rights and Privacy Act (FERPA) of 1974 affords students certain privacy rights regarding their educational records. In general, this means that students need to give their permission for the release of non-directory information about their educational record. These rights are extended to all students in attendance at Mid-American Christian University, regardless of age. Individuals are officially considered students on their first day of attendance in class.

These rights include:

The right to be provided a list of the types of educational records which are maintained by the institution and are directly related to students;

The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.

A student should submit to the Office of the Registrar, a written request that identifies the record(s) the student wishes to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected.

If any material or document in the educational record of a student includes information on more than one student, the right to inspect and review only such part of such material or document as relates to the student or to be informed of the specific information contained in such part of such material.

The right to a response from the institution to reasonable requests for explanations and interpretations of those records;

The right to request the amendment of the student’s education records that the student believes is inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

A student who wishes to ask the University to amend a record should write to the University official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the University decides not to amend the record as requested, the University will notify the student in writing of the decision and the student’s right to a hearing regarding the request for amendment.

The right to an opportunity for a hearing to challenge the content of those records under subpart III of FERPA;

The hearing shall be conducted and decided within a reasonable period of time following the request for the hearing.

The hearing shall be conducted and the decision rendered by an institutional official or other party who does not have a direct interest in the outcome of the hearing.
The eligible parents or student shall be afforded a full and fair opportunity to present evidence relevant to the issues raised under subpart C, section 99.20 of the Family Educational Rights and Privacy Act of 1974.

a) The decision shall be rendered in writing within a reasonable period of time after the conclusion of the hearing.

1. The right to provide written consent before the University discloses personally identifiable information other than "directory information" from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

2. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-5901

**Directory Information**

Under FERPA, the following pieces of information are considered "directory," or public, information. The institution may disclose such directory information, for any purpose, at its discretion. Mid-America Christian University hereby designates the following information as public or directory information:

- Student’s name
- Date and place of birth
- Local and permanent address
- Telephone number
- E-mail addresses
- Dates of attendance at Mid-America Christian University
- Anticipated date of graduation
- Part- or full-time enrollment status
- Major(s), Minor(s) and field(s) of study
- Academic classification
- Degrees and awards granted
- Educational institutions previously attended
- Degree(s) held, date granted, and institution(s) granting such degree(s)
- Participation in officially recognized organizations, activities, and sports
- Photographs, including Student ID photographs for classroom use only

All other information regarding a student is considered private and can be released only with the permission of the student. This includes information about courses in which the student is enrolled, grades received, locations of courses, academic standing information, financial aid information, student account information, etc.

**Withholding Directory Information**

Students do have the right under FERPA to prevent the release of directory information. If students have exercised their right not to have directory information released, the University may not release it, even to
parents, without the student's permission. A student may elect to withhold directory information by submitting a Directory Information Hold form to the Office of Registrar.

The Directory Information Hold will block the release of all directory information; prevent the release of attendance, withdrawal or graduation information, even after the student leaves the University (unless the student submits a written authorization to release it); and prevent the University from releasing contact information.

For students who withhold directory information, University officials are prohibited from releasing any form of information without a written release from the student. The University requires this release before it will verify employment, enrollment or the status of students who make applications for employment, auto loans, good student discounts, apartment leases, etc.

**Student Release of Education Information to a Third Party**

Students may authorize the release of their confidential education record to a third party on either a one-time or an on-going basis. The Authorization for Release of Confidential Information form can be obtained by contacting the Office of the Registrar. This form must be signed in the presence of an Office of the Registrar Staff or officially notarized by a notary. Authorizations for release of information on an on-going basis will remain valid until revoked in writing by the student at any time.

**Academic Appeals Process**

In the event any student of Mid-America Christian University considers that he/she has an academic grievance or that some action is not justified or constitutes an encroachment upon his or her academic rights, he/she may submit his or her grievance according to the provisions of the Academic Appeals Process. Academic grievances may include, but are not limited to, any question of examinations, assessments or student outcomes, grades, requirements for satisfactory progress in a course, disciplinary action for academic dishonesty or plagiarism, or exceeding the maximum number of allowed absences for a course. To resolve conflict or to voice other types of complaints, reference the Student Complaint Process listed under the Academic Support section of this catalog. The Student Complaint Process and complaint form are also located in the Student Handbook and are posted on the Student Portal.

The procedure to be followed in processing an academic appeal is as follows:

1. The student will seek with good faith effort, to resolve any academic problems by direct appeal to the instructor or person(s) involved. If the issue is discussed with the instructor and a satisfactory resolution of the issue is not agreed upon or the instructor is unavailable after the student makes diligent effort to contact the instructor, the student may file a written academic appeal. Written academic appeals must be filed no later than sixty (60) business days after the course grade is posted or fourteen (14) business days after the maximum number of absences have been exceeded in an absence appeal.

2. Requirements for an Academic Appeal
   a. The written appeal should be addressed to the Academic Appeals Committee and delivered to the registrar for delivery to the chair of the Academic Appeals Committee. Written appeals in electronic form such as e-mail attachments are acceptable.
   b. The written appeal shall include the course name and number, the name of the instructor, the issue the student wants resolved, and a request for a remedy.
   c. The written appeal shall include an explanation of the facts of the appeal and any other information the committee may need to resolve the issue including, but not limited to, papers, examinations, completed assignments, or medical documentation.
   d. Signed Student Consent Form (See Appendix A).
3. The student and instructor involved will receive written or electronic notification of the date, time, and place to meet with the committee. The chair of the Academic Appeals Committee will establish a mutually satisfactory date for convening the hearing.

4. At its discretion, the Academic Appeals Committee may hold such informal or formal hearings, as it deems necessary. The student and instructor will be permitted to present witnesses and evidence relevant to the appeal. The Academic Appeals Committee will take into account information from any source the committee deems appropriate.

5. The burden of proving grievances shall be upon the aggrieved student. The student must provide clear and convincing evidence for the committee to provide a remedy for the issue in question. It is the student’s responsibility to provide the committee with any necessary documentation needed to resolve the issue. The aggrieved student will be entitled to counsel or witnesses if he/she so chooses.

6. The committee will make the decision whether or not to grant the appeal and provide a remedy. If the student is not satisfied with the decision, the student may make an appeal to the appropriate dean of the college in which the course is taught. The appeal shall include the original appeal letter and any other information the student may provide to the dean to assist in making a decision. The appeal must be filed with the appropriate dean within twenty (20) business days of the Academic Appeals Committee Decision.

7. After the appropriate college dean makes a decision, the student may appeal the dean’s decision to the Provost within twenty (20) business days of the dean’s decision. The appeal should include the original appeal letter, information provided to the dean in the previous appeal, and only new information that was not previously available through due diligence at the time of the initial appeal, to aid the Provost in making a decision.

8. Any appeal regarding a decision made by an academic dean will go directly to the Provost.

9. All decisions by the Provost shall be final and binding upon all parties involved.

Student Academic Honesty and Integrity Policy

1. Mid-America Christian University expects students to live out the core value of academic honesty and integrity and accountability in an honest community, which is essential to a Christ-like character. The purpose of this Academic Honesty and Integrity Policy, referred to in this document as “this policy,” is twofold: (1) to uphold the core value of academic honesty and integrity while preserving academic freedom in research and scholarship; and (2) to investigate suspected instances of violations and, when confirmed, to administer course and institutional remediation and consequences, in a consistent, just, and equitable manner.

2. All students engaging in research and scholarship are expected to do “original” work; that is, the work is independently created (as opposed to being copied from another’s work or the writer’s own prior work) and includes the writer’s individual thoughts. Scholarly work is to exhibit sufficient modification from the original source to demonstrate comprehension of the material. A work may be original even though it closely resembles other works so long as the similarity is purely coincidental and unintended, and not the result of copying. A student may only submit academic work for credit once unless permission is granted by the current instructor.

3. Guidelines for Writing Assignments
   a. Students are predominantly to do their own writing of the content by describing content information in their own words, documenting the source of information, and minimizing the use of direct quotes as defined in writing by the instructor.
b. Unless the expressed purpose of an assignment is otherwise stated in writing, originality requires more than “reporting” the ideas or data of others or presenting another’s position by copying passages.

c. The purpose of an academic assignment is for students to engage in the mental process of knowing, comprehending, applying, analyzing, synthesizing, and evaluating academic content and presenting conclusions or results using standard grammar, mechanics, and content in a coherent and organized fashion.

d. Quoting material that has been written or published by another author must be shown as a quotation when it appears as a part of one’s work.

e. Paraphrasing involves the rewording and/or restructuring of the material of others to fit one’s own style of writing. The ideas contained therein, however, are those originally spoken or published by others. The reason for paraphrasing is twofold: (1) to put the idea into one’s own words; and (2) to give credibility and authority to one’s idea.

f. All sources must be properly documented, whether directly quoted or paraphrased, according to the American Psychological Association (APA), with page numbers, unless otherwise specified or modified by the instructor in writing. Proper documentation includes in-text citations and complete bibliographic information.

g. Common knowledge, which is information the reader could find in general sources, may be documented at the writer’s discretion.

4. Violations of this policy include, but are not limited to, any form of dishonesty, cheating, or plagiarism on any coursework, research, or scholarly writing. Any person who knowingly or intentionally assists another in a violation of this policy is equally responsible and subject to course and/or institutional remediation and consequences, as applicable. Examples include, but are not limited to, the following:

a. Submitting another’s work as one’s own or knowingly or carelessly enabling another to submit one’s work as though it were his or her own.

b. Failure to properly acknowledge the work of others or authorities quoted, paraphrased, or consulted in the preparation of written work.

c. Unauthorized use of a textbook, notes, or other materials on an exam or assignment.

d. Receiving or giving unauthorized assistance on any coursework.

e. Tampering with experimental data to obtain a “desired” result or creating results for experiments not conducted.

f. Tampering with or destroying the work of others.

g. Lying, being deceptive, or withholding relevant academic information.

h. Falsifying or fabricating college records, forms, or other documents.

i. Unauthorized access of computer systems or files.

j. Violations of copyright law.

5. When a violation of this policy is confirmed in student coursework, instructors are required to notify students in writing prior to remediation and consequences and submit an electronic report outlining the violation of this policy through the Centralized Reporting System.

   a. Course Remediation and Consequences. If the instructor determines that a violation of this policy has occurred, the following actions may be taken individually or in combination at the instructor’s discretion:

      i. A grade of “0”/“F” for the assignment.

      ii. A grade of “0”/“F” for the assignment with the option to resubmit and/or complete an alternative assignment for full or partial credit.
iii. A grade of “F” for the course. This score will be recorded with the registrar within two (2) business days of written notification to the student of a violation of this policy, preventing a withdrawal from the course.

iv. A grade of “F” for the course with the option to resubmit the work and avoid any further violation of this policy for the remainder of the course for a change of grade at the end of the course. Note: The grade of “F” will be recorded with the registrar within two (2) business days of written notification of the student of a violation of this policy, preventing a withdrawal from the course. If no further violations occur, the instructor will submit a Grade Change form.

v. Student completion of a designated online tutorial. The student must successfully complete the Academic Integrity Tutorial, Plagiarism Tutorial and/or module(s) pertaining to the offense at the instructor’s discretion within the timeframe given by the University for such tutorial or module.

vi. An educational discussion, relevant assigned reading, or other training designated by the instructor.

b. Institutional Remediation and Consequences. The academic deans of the College of Arts and Sciences and the College of Adult and Graduate Studies will be responsible for enforcing institutional remediation and consequences for students pursuing a degree in their respective schools. Such deans may meet with the student for any violation of this policy and will automatically do so upon a second and any subsequent violations. The academic dean may designate an appropriate representative, such as the program director/school chair, to meet with the student rather than meeting with the student personally. The academic dean or his or her representative may administer one or more of the following:
   i. censure (private reprimand);
   ii. probation;
   iii. suspension; and/or
   iv. recommend expulsion.

c. Consequences may be increased or decreased based on evidence of aggravation or mitigation. For example, self-reporting, prompt and genuine acceptance of full responsibility, remorse, repentance, and/or remediation may be considered in mitigation. Stonewalling, false, misleading, or incomplete statements, or a rebellious, arrogant, condescending and/or contemptuous attitude, may be considered in aggravation.

6. All confirmed violations of this policy must be reported electronically through the Centralized Reporting System by the instructor within ten (10) business days of the written communication to the student regarding the policy violation. The following information must be submitted electronically through the Centralized Reporting System:
   a. Date of Report Submission
   b. Student Name
   c. Class
   d. Instructor Name
   e. Date of Violation
   f. Type of Violation
   g. Explanation of Violation
   h. Course Remediation and Consequences Taken
      i. Copy of Written Communication with Student Regarding Violation
      j. Copy of Assignment on which Violation Occurred
      k. Copy of TurnItIn Report (for writing assignments uploaded through D2L)
1. Deadlines regarding remediation and consequences

7. In the event that any student of Mid-America Christian University considers that he/she has an academic grievance or that some action is not justified or constitutes an encroachment upon his or her academic rights, he/she may submit his or her grievance according to the provisions of the Academic Appeals Process in the University Catalog.

**Student Complaint Process**

The purpose of this policy is to provide a safe and organized way for students to voice complaints that they have. It is important that students have a wide-spread understanding of how to rectify situations that pertain to their experience at MACU. When practiced well, the ability to biblically and respectfully resolve conflict is a restorative process for the individuals involved.

The complaint process at MACU is designed to help students to biblically resolve complaints. Therefore, we follow the process of responsibility and resolution located in Matthew 18:15-17. “If your brother or sister sins go and point out their fault, just between the two of you. If they listen to you, you have won them over. But, if they will not listen, take one or two others along, so that ‘every matter may be established by the testimony of two or three witnesses.’ If they still refuse to listen, tell it to the church. If they will not listen to the church, treat them as you would a pagan or tax collector.” (New International Version, 1984)

The Office of Student Life will methodically process written student complaints that it receives in accordance with the spirit of resolution in the Matthew 18 passage. Mid-America Christian University values the process of resolving complaints that may arise. Seeking resolution is the conscientious response to a grievance that one may have within any community. Conflict resolution is often the necessary element to bring health back to a community. Complaints commenced through this process may bring about an inquiry and/or disciplinary action involving another member of the University community (student, faculty or staff). Student Life is committed to keeping a confidential and professional process that facilitates resolution within a safe environment, guarding against retaliation.

**Steps:**

1. Initially, complaints should be resolved following the biblical model of addressing the person or department responsible for resolving your complaint. If you are unsure who that person is, please contact the Office of Student Life to get appropriate direction.
2. If step one is not successful in resolving your complaint, formal complaints may be registered with the Office of Student Life through the form on my.macu.edu. This form will be kept confidential.
3. The Office of Student Life will act as a mediator between the student and party or parties named in the complaint. After your complaint is reviewed, you will receive a letter documenting the receipt and appraisal of your grievance from the office who is named in the document, within ten (10) days of receiving the complaint.
4. If the complaint is not resolved in steps 1-3, the Dean of Student Life may consider pursuing any further action in order to reach resolution.

*Please note that the same complaint form may be used to report any exemplary service or experience that occurred on campus. That person or office will be notified of your comments.*
STUDENT LIFE

“In everything you do put God first and He will direct you and crown your efforts with success.” Proverbs

Mid-America Christian University is committed to the preparation of students as whole persons. Through programs and events, students are encouraged to develop and refine their abilities in making responsible choices in all aspects of their lives based on Christian principles and philosophies. Faculty and staff work together to help students in the growth process. Thus, education at Mid-America Christian University is education with a distinctive purpose.

Campus Facilities

The MACU campus is comprised of nine buildings, four athletic fields and a nature reserve set on 65 acres just across the road from a 300-acre city park and golf course.

The main building has nearly two acres under one roof. The auditorium, which is used for chapel, assemblies and other special sessions seats 670. Attached are two large lecture rooms. The cafeteria and kitchen area are arranged for comfort and convenience as meals are served seven days a week. The cafeteria, University Store, classrooms, and academic and administrative offices are located in the main building. The main building is also home to our new Student Center. This freshly renovates space houses gaming areas, a stage, pool and ping pong tables, a Student Leadership conference room, our Campus Mail Room and the Student Success Center.

The Fowler Center is located in the housing area and houses Resident Director Offices, the Department of Public Safety and the Campus Ministries Office. The Fowler Center also provides space for students to gather with a ping pong table and pool table. The Fowler Center basement also serves as a safe location for severe weather and our laundry facility for our Traditional Suites.

Kennedy Hall is a new 32,000 square foot education facility located to the east of the main building. Kennedy Hall will house a state-of-the-art university library, classrooms, computer lab, and faculty offices. The Charles Ewing Brown Library includes an Educational Resource Center, an audio-visual room, and computer lab.

MACU’s six (6) residence halls surround the student center and are only a short walk to the main building. Each suite has four private bedrooms which share a large living area and bathroom. Each suite is equipped with wireless, or direct-connect, high-speed Internet and basic cable. New Hall (to be more appropriately named at a later date), sits near our Athletic fields and houses 104 students in double-occupancy suites, half of which are considered Grand Suites with an additional living space.

The Gaulke Activity Center is located to the west of the main building. It houses the Athletic Offices and is the practice and game venue for MACU’s intercollegiate and intramural basketball and volleyball teams.

MACU has four athletic fields on campus including the James Curtis Athletic Fields, which consist of a soccer field, two softball fields and the MACU baseball field; the Bill Curry Softball Field, designed for men’s slow pitch softball, and the Jack Allen Field, designed for women’s fast pitch softball or men’s slow pitch softball.

A unique campus feature, the Nature Reserve is located on the east side of the campus grounds and is recognized by the State of Oklahoma as being the home of a variety of different types of wildlife and vegetation.

Counseling and Guidance

Recognizing that students have a variety of concerns, interests, and needs, Mid-America Christian University provides an effective support system. Students who live in the residence halls on campus have
access to professional resident directors and a staff of student residence hall assistants that also live in the residence halls. The trained personnel are skilled in perceiving and providing programs and interventions to enhance spiritual, social and emotional growth.

Upon request to the Director of Campus Ministries, the University will provide pre-marital counseling for students contemplating engagement and marriage. The Director of Student Life and the Director of Campus Ministries are actively involved in making professional counseling services available to the student body on an as-needed basis. Pastoral counseling is available from any member of the Student Life staff to the entire student body, as well.

**Food Service**

Housed in the main building, the cafeteria provides a relaxed dining atmosphere with WIFI and flat screen TVs. The cafeteria is open from 7:30 a.m. to 7 p.m. seven days a week and offers continuous service to meet the needs of various student schedules. Students have unlimited access to deli, hot meal, salad, pizza, breakfast and dessert bars, and all-you-can-drink fountain drinks, tea, water, milk and assorted fruit juices.

All students who live in the residence halls are required to purchase a meal plan. Students who have documented health issues either from a physician or medical nutritionist may present their issues to the Director of Student Life who will work with the food service company and the student to meet the student’s needs. Off-campus students may purchase a meal plan through the Business Office, or single meals may be purchased in the cafeteria. For students on the go, the cafeteria offers takeout meals and works to accommodate various student schedules.

**Health Care**

The University provides limited health service for all students. The residence hall directors and resident assistants are equipped with basic first-aid supplies. A relationship is maintained with a local family health clinic whereby urgent health needs can be met at a reduced cost. The University provides information regarding a health insurance program available to all eligible students. Students who do not want medical coverage must offer proof of other coverage or must sign a waiver declining the medical insurance offered through the University.

**Housing**

**Single Students**

It is our belief that residing on campus helps a student's overall development and education. To that end, single students under the age of 22 are required to live in University housing unless they are enrolled for less than eight credit hours or will be residing with parents or legal guardians. All students must fill out a housing form. Off-campus housing applications must be notarized or signed in front of the Administrative Assistant for Student Life.

Residence halls are located on campus with single occupancy rooms available for most students. Residence directors and residence assistants promote an atmosphere conducive to academic achievement and interpersonal development.

**Married Students**

Married students are urged to come to the city in advance of the start of the semester in order to find housing and employment. They may contact the Office of Student Life if they are in need of assistance. The University will render all possible assistance to married students in finding suitable housing.
New Student Orientation
The University requires a new student orientation program designed to acquaint students with the University and to effect an easy transition into a new life and environment. Orientation sessions precede the beginning of classes in both the fall and spring semesters.

Student Employment
Full-time and part-time employment can be found in the Oklahoma City area and in surrounding communities. In order to aid students in their pursuit of work, job opportunities are posted on a bulletin board outside the Office of Student Life and/or the Fowler Student Center. Students who wish to apply for an on-campus position must consult the Office of Student Financial Services. Students who want and need help in securing full- or part-time employment may receive assistance from the Office of Student Life.

Student Clubs and Organizations
Believing that students in a Christian university are provided the opportunity to enjoy a special sense of community, our organizations and activities encourage fellowship among the student body. Student life on campus is full of opportunities for Christian fellowship and the development of leadership qualities.

Athletics
Several activities of a recreational nature are arranged for general student participation. The University seeks to make available to each student activities in which he/she can participate for his or her own pleasure and well-being. The University provides for the involvement of females and males in its athletic programming.

College/university teams compete with other colleges/universities in volleyball, basketball, baseball, softball and soccer. These experiences of competition are an important part of the university experience. Varsity athletes at Mid-America Christian University participate in NAIA Division I athletics.

Intramural competition is offered in basketball, volleyball, flag football, table tennis, and many other areas. Participation in these areas provides opportunities for on-campus competition and promotes the health and physical development of students.

Campus Activity Board
Campus Activity Board is a student run organization that organizes social events throughout the year. CAB is an excellent opportunity for students to gain leadership and planning skills. The goal of CAB is to create an engaging community for students to enjoy.

Concert Choir
The Concert Choir is open to all students; however, auditions may be required. Concerts and tours occur throughout the year. The programs are distinctly spiritual and aim at glorifying God through sacred music.

Missions Club
The Missions Club serves as an avenue of expression for those concerned with the worldwide responsibilities of the Church. The club seeks to promote an interest in worldwide evangelism.

New Student Orientation Committee
New Student Orientation Committee (NSOC) is a student run organization that exists to welcome new students to campus at the start of fall and spring semesters. Students may apply to join the committee in the fall and spring of each year. This leadership opportunity is an exciting way to impact the lives of new students and set the expectation for what it means to be a part of the MACU community.
Student Government Association
The Student Government Association affords the students an avenue for expressing opinions and cooperating in promoting the best interests of the University. All new clubs on campus may seek official affiliation with the University through the Student Government Association. Official clubs are able to solicit funds from SGA for club activities, along with other benefits from university support. The SGA has a responsibility to promote fellowship, scholarship, leadership, and spiritual life within the University; to promote understanding between students and University personnel; and to inspire loyalty to the University and the principles for which it stands.

Student Ministerial Fellowship
This fellowship is organized to encourage those who feel a call to the Christian ministry and to acquaint them with some of the practical aspects of Community Service.

Alumni Association
The Alumni Association is an important organization composed of graduates and former students of the University. Associate membership is granted to the Board of Trustees and to the University administration and faculty. Honorary members are selected by the Alumni Executive Committee on the basis of outstanding service to the institution or to the Alumni Association. The Association currently has a membership of more than 2,000.

The purpose of the Alumni Association is to produce continued alumni interest in the welfare of the University and to develop a Christian fellowship among all former students. The importance of the alumni to the University is invaluable. The association helps to publicize the University and promote worthy projects. The progress of the University is directly related to alumni endorsement, prayer, and financial support.
ACADEMIC PROGRAM REQUIREMENTS

Core completion – Special Requirements

College of Arts and Sciences
All full-time students must be enrolled in the following sequence of Bible/Theology courses at Mid-America Christian University. These classes are to be taken as follows and may only be dropped one time each without affecting participation in extracurricular activities.

Non-Ministry Majors
The following classes are required of all degree seeking non-ministry majors:

<table>
<thead>
<tr>
<th>Take During First Year of Enrollment</th>
<th>Take During Second Year of Enrollment:</th>
</tr>
</thead>
<tbody>
<tr>
<td>BINT 1223 Intro. to the Bible (3)</td>
<td>BINT 3303 Romans (3)</td>
</tr>
<tr>
<td>THEO 1103 Biblical Life and Witness (3)</td>
<td>BINT 3733 Life and Ministry of Jesus (3)</td>
</tr>
</tbody>
</table>

Ministry Majors
The following classes are required of all degree seeking ministry majors:

<table>
<thead>
<tr>
<th>Take During First Year of Enrollment</th>
<th>Take During Second Year of Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>BINT 1203 Intro. to the New Testament (3)</td>
<td>THEO 2103 Systematic Theology I (3)</td>
</tr>
<tr>
<td>BIOT 1103 Intro. to the Old Testament (3)</td>
<td>THEO 2203 Systematic Theology II (3)</td>
</tr>
</tbody>
</table>

If a student fails to make a passing grade in any of these courses, the student must repeat the course at the first opportunity until the course is successfully completed.

English Composition
- ENGL 1103 English Composition I and ENGL 1203 English Composition II must be taken during the first year of classes at MACU.
- A grade of “C” or higher in ENGL 1103 and ENGL 1203 is required to successfully complete each of these classes.
- If a student fails to earn a passing grade of “C” or higher in either of these courses, the student must repeat the course at the first opportunity until the course is successfully completed.
- Transfer students who have not transferred credits to MACU for these courses must enroll in these courses as soon as they are offered.

Students who drop/withdrawal from any of these courses more than one time will be immediately barred from University-sponsored extracurricular activities. These activities include representation of the University in activities such as camp teams, summer internships, traveling music groups, traveling choir, intercollegiate athletics, convention appearances, etc.

To withdraw from any of these core courses, the student must have written verification from their course instructor that they have completed the 10th week of enrollment and have not exceeded the maximum number of absences allowable for the semester. This will be recorded on the Change of Registration form.
by the course instructor’s signature approving the drop request. The form must be fully completed which includes approval of the academic advisor.

**College of Adult and Graduate Studies**

*English Composition*

- ENGL 1103 English Composition I and ENGL 1203 English Composition II must be taken during the first year of classes at MACU.
- A grade of “C” or higher in ENGL 1103 and ENGL 1203 is required to successfully complete each of these classes.
- If a student fails to earn a passing grade of “C” or higher in either of these courses, the student must repeat the course at the first opportunity until the course is successfully completed.
- Student who earn below a “B” in ENGL 1103 or ENGL 1203 must take ENGL 2903.
- Transfer students who have not transferred credits to MACU for these courses must enroll in these courses as soon as they are offered.

**Community Service - College of Arts and Science**

One of the distinctive features of education at MACU is a unique commitment to the principle that community service is a normal expression of the Christian life. A sound program of community service and fieldwork experience complements formal studies and helps to prepare students for leadership performance in vocational ministries. This supervised program provides students with the opportunity to develop and apply the skills and knowledge learned in their program of study and to minister to and through local churches and communities.

Freshmen students are required to begin their community service activities at the beginning of their second semester at MACU unless they are transfer students. Transfer students are to begin their activities during the first semester of their enrollment. Community service is expected to be completed each semester for a maximum of six semesters.

**Developmental Courses**

Developmental courses are zero-level courses designed to raise students’ competency in a subject area to the collegiate level. These courses do not carry college credit nor do they fulfill degree requirements.

Students in the College of Arts and Sciences whose ACT scores are below 17 in English or reading or below 16 in math will be required to take developmental courses in these subject areas.

For the College of Adult and Graduate Studies, students who do not transfer English Composition I, English Composition II and Math must take a writing and math assessment to determine placement. Students who fail to take the assessment by the end of their first course will be required to take subject area developmental courses. Below is the list of developmental courses offered by Mid-America Christian University:

- ENGL 0103 Introduction to College English
- ENGL 0113 Introduction to College Composition
- ENGL 0123 Introduction to Language Arts
- ENGL 0133 Readings
- MATH 0103 Basic Math
- MATH 0113 Intermediate Math
Requirements of a Specific Catalog

A student seeking a degree at MACU may complete all requirements for the degree according to the requirements specified in the catalog of the year in which he or she matriculates, or by the requirements of the current official catalog at the time of application for graduation. The catalog year shall be considered as beginning with the fall semester.

A student who interrupts his or her studies at the University for more than two consecutive semesters or one academic year before completing his or her degree objective, and then returns, will be subject to the requirements set forth in the current catalog for that particular degree. To continue a program under a specific catalog, a student must take a minimum of six semester hours each semester/period of enrollment and complete the all degree requirements within six years of the time he or she first matriculates at MACU.

The University reserves the right to make changes in graduation requirements which may be considered necessary.

Completion of Requirements

This university will graduate only students who have completed all requirements for graduation. Student with less than three degree requirements pending will be allowed to participate in the commencement exercise. For the College of Arts and Sciences student, all community service must be completed prior to commencement exercises.

When requested, the University will issue an official letter stating that an individual has completed requirements for graduation, if such is necessary before the student has received his or her diploma. A student who completes graduation requirements will be awarded the appropriate diploma with any attendant honors at the time of the next regular commencement of the University, either in person or in absentia.

Application for Graduation

All candidates for a degree are required to fill out an Application for Graduation two semesters/period of enrollments before their graduation date. The Degrees Committee makes necessary recommendations and/or approves the request. No student will be classified as a graduating senior or placed on the prospective graduation list until this application is on file in the Registrar's Office. Once approved, this form constitutes a formal agreement between the student and the institution regarding the completion of degree requirements.

Associate’s Degree - Minimum Requirements

1. To earn an associate degree from Mid-America Christian University, a minimum of 62 semester hours of credit is required, including the minimum prescribed hours for biblical studies. Some degree programs require more hours than this, so each program should be studied and selection made by the student to meet his or her vocational expectations.

2. A student must be in good standing, and not on provisional status of any nature. A cumulative grade point average of no less than 2.00 ("C" average) is required for graduation.

3. Each candidate for graduation in the forthcoming spring commencement services must pay his or her graduation fee when applicable and file an Application for Graduation with the registrar two semesters/periods of enrollments prior to the date on which he or she expects to graduate. This application will verify the name in which the diploma is to be conferred, the date the degree is expected, and other pertinent data needed by the registrar. The student will confirm the fact that he or she expects to be present and participate in the commencement services. Academic regalia must be ordered by the deadline established by the Registrar's Office.

4. To become a candidate for any associate degree, the following residency requirements must be met:
   a. A student must have completed a minimum of thirty (30) hours in residence at MACU.
   b. Students who leave MACU and are not enrolled for two or more semesters/periods of enrollments must meet the current catalog requirements for any degree program.
5. Minimum requirements for community service must be fulfilled, as listed elsewhere in this catalog.
6. The student must have completed all requirements for English.
7. All candidates for graduation must complete the University Core requirements for their specific program.
8. All degree requirements must be completed within six years of matriculation. Any extension to the statute of limitation must be approved by the Dean, Program Chair and Registrar.

**Bachelor’s Degree – Minimum Requirements**

1. To earn a baccalaureate degree from Mid-America Christian University, a minimum of 124 semester hours of credit is required, including the minimum prescribed hours for biblical studies. Some degree programs require more hours than this, so each program should be studied and selection made by the student to meet his or her vocational expectations.

2. A student must be in good standing, and not on provisional status of any nature. A cumulative grade point average of no less than 2.00 ("C" average) is required for graduation.

3. Each candidate for graduation in the forthcoming spring commencement services must pay his or her graduation fee and file an Application for Graduation with the registrar two semester/periods of enrollment prior to the date on which he or she expects to graduate. This application will verify the name in which the diploma is to be conferred, the date the degree is expected, and other pertinent data needed by the registrar. The student will confirm the fact that he or she expects to be present and participate in the commencement services. Academic regalia must be ordered by the deadline established by the Registrar's Office.

4. To become a candidate for any baccalaureate degree, the following residency requirements must be met:
   a. A student must have completed a minimum of thirty (30) hours in residence at MACU.
   b. A student who has completed 30-64 hours in residence at MACU must complete 15 of the last 24 hours in residence at MACU.
   c. A student who has completed 65 or more hours in residence at MACU must complete 15 of the last 30 hours in residence at MACU.
   d. Pastoral Ministry and Specialized Ministries majors must also complete a minimum of 15 hours of Bible/Theology in residence at MACU.
   e. Students who leave MACU and are not enrolled for two or more semesters/periods of enrollments must meet the current catalog requirements for any degree program.
   f. Senior students who choose to graduate under option "b" or "c" residency requirements as listed above must complete the last 15 hours and send a completed transcript to Mid-America Christian University within one year from the time they leave, or they must fulfill all the residency/graduation/degree requirements of the newest catalog.

5. At least 50 percent of the courses in any major must be from upper division level courses.
6. Minimum requirements for community service must be fulfilled, as listed elsewhere in this catalog.
7. The student must have completed all requirements for English.
8. All candidates for graduation must complete the University Core requirements for their specific program.
9. All degree requirements must be completed within six years of matriculation. Any extension to the statute of limitation must be approved by the Dean, Program Chair and Registrar.

**Second Bachelor’s Degree**

A student may desire to earn more than one bachelor's degree. To be graduated with a second degree, the
student must complete a minimum of 30 hours beyond the first bachelor's degree and must complete all the course requirements for the second degree. The same course(s) may not be counted toward both degrees unless specifically required by the catalog.

**Bachelor’s Degree Completion Programs**

The Degree Completion Program in the College of Adult and Graduate Studies is an accelerated program that enables working adults with some college credits to complete a bachelor’s degree in just over 18 months. The one-night-a-week format provides seminar style instruction in a comfortable adult setting. The program prepares students for leadership roles in society and recognizes broad knowledge, rather than specialized training. This will best enable graduates to affect positive change in the world.

The program provides future managers with knowledge of the methods and processes of professional management and an understanding of the complex and evolving social system within which they will apply this knowledge.

In the development of persons who will assume significant professional responsibilities, it is essential that each student gains an appreciation for the ethical and moral dimension of decision making and an understanding of the Judeo-Christian tradition in this arena.

**Master’s Degree – Minimum Requirements**

1. A student must be in good standing, and not on provisional/conditional status of any nature.
2. A student must successfully complete all degree requirements with a cumulative grade point average of no less than 3.00 in required for graduation.
3. A student is required to repeat any course with a grade of C within 9 hours of receipt of such grade.
4. Any grade of D or F must be repeated immediately before proceeding any further in the program.
5. Receipt of 3 C’s in any given Master’s program will result in automatic dismissal.
6. A student may only transfer in a maximum of six (6) credit hours toward their Master degree. All transfer credit must be approved by the school chair.
7. A student must have completed a minimum of twenty-four (24) hours in residence at MACU.
8. All degree requirements must be completed within five years of matriculation. Any extension to the statute of limitation must be approved by the Dean, Program Chair and Registrar.
ACADEMIC DEGREE PROGRAMS

“Jesus increased in wisdom and stature and in favor with God and Man.” Luke 2:52

University Core Requirements

The purpose of the general education courses is to establish a broad base upon which the student can progressively build his or her continuing education. To achieve this purpose, each student is allowed to build from the following courses the base of general education which will serve him best in the pursuit of knowledge.

The courses listed below constitute the core requirements. The specific requirements of each program are given in the program course outline.

Bible and Theology (12 credit hours required)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BINT 1223</td>
<td>Intro. to the Bible</td>
<td>3</td>
</tr>
<tr>
<td>BINT 3303</td>
<td>Romans</td>
<td>3</td>
</tr>
<tr>
<td>BINT 3713</td>
<td>Foundations of Ethics: The Life and Teaching of Jesus</td>
<td>3</td>
</tr>
<tr>
<td>BINT 3733</td>
<td>Life and Ministry of Jesus</td>
<td>3</td>
</tr>
<tr>
<td>BINT 3813</td>
<td>Foundations of Ethics: Life and Teaching of Paul</td>
<td>3</td>
</tr>
<tr>
<td>BIOT 1103*</td>
<td>Intro. to the Old Testament</td>
<td>3</td>
</tr>
<tr>
<td>BINT 1203*</td>
<td>Intro. to the New Testament</td>
<td>3</td>
</tr>
<tr>
<td>THEO 1103</td>
<td>Biblical Life and Witness</td>
<td>3</td>
</tr>
<tr>
<td>THEO 2303*</td>
<td>Intro. to Christian Theology</td>
<td>3</td>
</tr>
<tr>
<td>THEO 3813</td>
<td>Judeo-Christian Ethics</td>
<td>3</td>
</tr>
<tr>
<td>THEO 3823</td>
<td>Biblical Concepts of Leadership</td>
<td>3</td>
</tr>
</tbody>
</table>

Written Communication (6 credit hours required)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1103</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1203</td>
<td>English Composition II</td>
<td>3</td>
</tr>
</tbody>
</table>

Oral Communication (3-6 credit hours required)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 1103</td>
<td>Fundamentals of Public Speaking (Required)</td>
<td>3</td>
</tr>
<tr>
<td>COMM 1203</td>
<td>Communication in Interpersonal Relationships</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2203</td>
<td>Oral Interpretation</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2113</td>
<td>Media, Culture and Social Influence</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2603*</td>
<td>Professional Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMM/PMIN 3103</td>
<td>Homiletics I</td>
<td>3</td>
</tr>
<tr>
<td>COMM 3613</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMM 4413</td>
<td>Comm. and Cultural Change</td>
<td>3</td>
</tr>
<tr>
<td>COMM 4203</td>
<td>Conflict and Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

Critical Inquiry and Aesthetic Analysis (3-6 credit hours required)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 1203</td>
<td>Critical Thinking</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2103</td>
<td>Intro. to Philosophy and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 3203</td>
<td>Making of the Modern Mind</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 1103</td>
<td>Basic Musicianship</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 3833</td>
<td>Appreciation of Music and Fine Arts</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 3713*</td>
<td>Psychological Statistics</td>
<td>3</td>
</tr>
<tr>
<td>RSCH 3713*</td>
<td>Statistics for Research</td>
<td>3</td>
</tr>
</tbody>
</table>

EDUC 2101*| MACU Teacher Education Orientation                                  | 1       |

EDUC 2102*| Educational Foundations                                             | 2       |

Scientific Methods (7 credit hours required plus 1 hour of lab)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NATS 1303</td>
<td>Health and Wellness</td>
<td>3</td>
</tr>
<tr>
<td>NATS 2101</td>
<td>Earth Science Lab</td>
<td>1</td>
</tr>
<tr>
<td>NATS 2103</td>
<td>Earth Science</td>
<td>3</td>
</tr>
<tr>
<td>NATS 2201</td>
<td>Biology Lab</td>
<td>1</td>
</tr>
<tr>
<td>NATS 2203</td>
<td>Biology</td>
<td>3</td>
</tr>
<tr>
<td>NATS 2204</td>
<td>Biology with Lab</td>
<td>4</td>
</tr>
<tr>
<td>NATS 2301</td>
<td>Plant Biology Lab</td>
<td>1</td>
</tr>
<tr>
<td>NATS 2303</td>
<td>Plant Biology</td>
<td>3</td>
</tr>
<tr>
<td>NATS 2501</td>
<td>Intro. to Meteorology Lab</td>
<td>1</td>
</tr>
<tr>
<td>NATS 2503</td>
<td>Intro. to Meteorology</td>
<td>3</td>
</tr>
<tr>
<td>NATS 2601</td>
<td>Astronomy Lab</td>
<td>1</td>
</tr>
<tr>
<td>NATS 2603</td>
<td>Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>NATS 3304*</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>NATS 3401*</td>
<td>Ecology for Teachers Lab</td>
<td>1</td>
</tr>
<tr>
<td>NATS 3403*</td>
<td>Ecology for Teachers</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 1131</td>
<td>Concepts of Physics Lab</td>
<td>1</td>
</tr>
<tr>
<td>PHYS 1133</td>
<td>Concepts of Physics</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 2104</td>
<td>Physics I (including lab)</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 2204</td>
<td>Physics II (including lab)</td>
<td>4</td>
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</table>

Quantitative Reasoning (3 credit hours required)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MATH 1103</td>
<td>College Math</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1303</td>
<td>Plane Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1513</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2503</td>
<td>Business Math</td>
<td>3</td>
</tr>
</tbody>
</table>

Social and Behavioral Analysis (3 credit hours required)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>PSYC 1103</td>
<td>Intro. to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2303</td>
<td>Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 1103</td>
<td>Intro. to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 3303</td>
<td>Food Insecurity</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 3403</td>
<td>Water Scarcity</td>
<td>3</td>
</tr>
</tbody>
</table>

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### Cultural Analysis (6-9 credit hours required, which includes at least 3 credit hours of Literature)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGL 2103</td>
<td>English Lit. Survey: Middle Ages to Restoration and 18\textsuperscript{th} Century</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2203</td>
<td>English Lit. Survey: Romantic Period to the Present</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2303</td>
<td>World Lit. Survey: The Ancient World to the Renaissance</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2403</td>
<td>World Lit. Survey: Renaissance to the Modern Era</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2503</td>
<td>Am. Lit. Survey: Before 1865</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2603</td>
<td>Am. Lit. Survey: Since 1865</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2903</td>
<td>Essay Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 3703</td>
<td>Creative Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 4303*</td>
<td>Shakespeare</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 4313</td>
<td>Life and Teaching of C.S. Lewis</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 4533</td>
<td>Critical Approach to Literature</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2203</td>
<td>Oral Interpretation</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2503</td>
<td>Intro. to Play Production</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 2503</td>
<td>Physical World Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 2603</td>
<td>Human World Geography</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1103</td>
<td>History of World Civilization I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1203</td>
<td>History of World Civilization II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 3703*</td>
<td>Church History I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 3803*</td>
<td>Church History II</td>
<td>3</td>
</tr>
<tr>
<td>HUMN 2113</td>
<td>The African-American Experience</td>
<td>3</td>
</tr>
<tr>
<td>HUMN 3111</td>
<td>Global Issues</td>
<td>1</td>
</tr>
<tr>
<td>HUMN 3213</td>
<td>Publishing Digital Images</td>
<td>3</td>
</tr>
<tr>
<td>HUMN 3303</td>
<td>World Religions in America</td>
<td>3</td>
</tr>
<tr>
<td>HUMN 4203</td>
<td>The Ethnicity in America</td>
<td>3</td>
</tr>
<tr>
<td>HUMN 4413</td>
<td>The Hispanic-American Experience</td>
<td>3</td>
</tr>
<tr>
<td>HUMN 4613</td>
<td>History/Literature of the Native American Southwest</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 3603</td>
<td>Gerontology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 1203</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 3023</td>
<td>World Religions and Heretical Movements</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 3303</td>
<td>Food Insecurity</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 3403</td>
<td>Water Scarcity</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 3903</td>
<td>Intro. to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 1104</td>
<td>Elementary Spanish I</td>
<td>4</td>
</tr>
<tr>
<td>SPAN 1204</td>
<td>Elementary Spanish II</td>
<td>4</td>
</tr>
</tbody>
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### American History and Political Analysis (6 credit hours required, which includes POLS 1103)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>HIST 2103</td>
<td>American History I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2203</td>
<td>American History II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1103</td>
<td>Hist. of World Civilization I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1203</td>
<td>Hist. of World Civilization II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 3703*</td>
<td>Church History I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 3803*</td>
<td>Church History II</td>
<td>3</td>
</tr>
<tr>
<td>OLS 1103</td>
<td>National Government (required)</td>
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</tbody>
</table>

*These courses represent specialty courses that are directed toward specific degree programs or situations.
The MACU College of Arts and Sciences (CAS) is led by an exceptional faculty whose desire is to teach, mentor and encourage students. Therefore, CAS bachelor degree programs are designed for recent high school graduates and commuting daytime students who wish to pursue higher education through a biblically-based curriculum to positively transform lives throughout their communities and the world. Courses are taught in a traditional classroom setting, providing face-to-face interaction with peers and faculty.
COLLEGE OF ARTS AND SCIENCES

School of Behavioral Science

Exploring the impact of human actions and relationships on individuals, families, and communities in our complex world, the School of Behavioral Science equips students with the knowledge and tools to not only understand psychological and sociological theories, but to put them into practice in a professional or ministry setting or to pursue graduate studies. Each degree’s coursework provides a comprehensive foundation blended with ethics and biblical studies that students apply within the field of behavioral science. The School of Behavioral Science offers the following degrees:

- B.S. in Psychology
- B.S. in Behavioral Science Multidisciplinary

Psychology, B.S.

The B.S. in Psychology program provides students with an in-depth perspective of human behavior and psychological principles, synthesizing knowledge from the areas of family life studies, psychology, and sociology with biblical studies and general education coursework to provide a solid foundation for understanding human relations in our complex society. Designed to equip students to positively impact their communities through human service careers within the education, social, government, or medical sectors, this program also lays the groundwork for advanced study in the fields of counseling, clinical psychology, experimental psychology, and industrial/organizational psychology.

Behavioral Science Multidisciplinary, B.S.

The B.S. in Behavioral Science Multidisciplinary allows students to tailor courses to their specific interests and goals. Students may enhance their behavioral science courses with any of the following subject areas: business administration, Christian ministries, English, mathematics, and musical endorsement.
Major: Psychology
Degree: Bachelor of Science (B.S.)
Effective Date: 08/01/2013

University Core

Specific courses within the University Core are listed on the first page of this catalog section. *Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Psychology Required Support Courses (3 Hrs)
Required courses:
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Elective Courses

Electives (4 Hrs)
Any Electives (4 hrs)

Psychology Major Requirements

Psychology Major (61 Hrs)
PSYC 3103 Psychology of Learning
PSYC 3303 Development across the Lifespan
PSYC 3113 History and Systems of Psychology
PSYC 3813 Cognitive Psychology
PSYC 4313 Multicultural Psychology
PSYC 3703 Introduction to Statistics
PSYC 3803 Introduction to Research Methods
PSYC 3903 Stress Management
PSYC 4213 Physiological Psychology and Neuroscience
PSYC 4333 Positive Psychology
PSYC 4703 Psychology of Abnormal Behavior
PSYC 4803 Personality Development
PSYC 4813 Professional Ethics and Conduct
PSYC 4904 Internship: Field Experience

Psychology Electives
Select 18 Hours from these Psychology Electives
PSYC 2403 Child/Adolescent Psychology
PSYC 2303 Social Psychology
PSYC 3123 Industrial Organizational Psychology
PSYC 3603 Gerontology
PSYC 3623 Families in Crisis
PSYC 3633 Introduction to Drug and Alcohol Counseling
PSYC 4223 The Exceptional Child
PSYC 4233 Performance and Sports Psychology
PSYC 4403 Small Groups: Principles/Practices
PSYC 4603 Pastoral Counseling

Total University Core 58
Total Psychology 61
Total Electives 04
Total Orientation 01
Total Required Hours 124

Additional Degree Requirement:

___ Completion of Required Community Service
Major: Behavioral Science Multidisciplinary  
Degree: Bachelor of Science (B.S.)  
Effective Date: 01/01/2014  
Major Code: 222BS, 220BB, 221BC, 224BT, 223BM  

University Core

Specific courses within the University Core are listed on the first page of this catalog section.  
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)  
Written Communication (6 hrs)  
Oral Communication (6 hrs)  
Critical Inquiry and Aesthetic Analysis (6 hrs)  
*Quantitative Reasoning (3 hrs)  
*Social and Behavioral Analysis (3 hrs)  
Cultural Analysis (9 hrs)  
American History and Political Analysis (6 hrs)

Support Courses

Behavioral Science Multidisciplinary Required Support Courses (6 Hrs)
Required courses:
PSYC 1103 Introduction to Psychology  
MATH 1513 College Algebra - Required for Math Multidisciplinary degrees

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Behavioral Science (36 Hrs)
PSYC 2203 Marriage and Family  
PSYC 3103 Psychology of Learning  
PSYC 3633 Intro to Alcohol/Drug Counseling  
PSYC 3703 Introduction to Statistics  
PSYC 3803 Introduction to Research Methods  
PSYC 4703 Psychology of Abnormal Behavior  
PSYC 4803 Personality Development  
PSYC 4813 Professional Ethics and Conduct  
PSYC 4303 Principles of Counseling

Select 9 Additional Hrs from within the Behavioral Science discipline

At the time a student chooses a multidisciplinary course of study as a major, the program must be approved by the chairpersons of each academic department. Second program course information is on the reverse side of this form.

<table>
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<tr>
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<th>Math/Physics</th>
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Additional Degree Requirement:

___ Completion of required Community Service
# BH Multidisciplinary Degree

## English (30 Hrs)

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<tr>
<th>Course Code</th>
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<tr>
<td>ENGL 3703</td>
<td>Creative Writing</td>
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<tr>
<td>ENGL 3503</td>
<td>Advanced Composition</td>
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<tr>
<td>ENGL 4203</td>
<td>Modern Grammar</td>
</tr>
<tr>
<td>ENGL 4303</td>
<td>Shakespeare</td>
</tr>
<tr>
<td>ENGL 4503</td>
<td>History of English Language</td>
</tr>
<tr>
<td>ENGL 4533</td>
<td>Crit. Approach to Literature</td>
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</table>

Select 12 additional hours from other courses within the discipline.

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<td>ENGL 2103</td>
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<tr>
<td>ENGL 2203</td>
<td>Eng Lit Sur: Romantic to Present</td>
</tr>
<tr>
<td>ENGL 2303</td>
<td>World Lit Sur: Ancient World-Renaissance</td>
</tr>
<tr>
<td>ENGL 2403</td>
<td>World Lit Sur: Renaissance-Modern Era</td>
</tr>
<tr>
<td>ENGL 2503</td>
<td>Amer Lit Sur: Before 1865</td>
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<tr>
<td>ENGL 2603</td>
<td>Amer Lit Sur: Since 1865</td>
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## Business Administration (30 Hrs)

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>BUAD 2103</td>
<td>Principles of Accounting I</td>
</tr>
<tr>
<td>BUAD 2203</td>
<td>Principles of Accounting II</td>
</tr>
<tr>
<td>BUAD 2303</td>
<td>Macroeconomics</td>
</tr>
<tr>
<td>BUAD 2403</td>
<td>Microeconomics</td>
</tr>
<tr>
<td>BUAD 3103</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>BUAD 3203</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>BUAD 3403</td>
<td>Business Finance</td>
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<td>BUAD 4103</td>
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Select 6 additional hours from other courses within the discipline.

## Christian Ministries (30 Hrs)

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<tr>
<td>PMIN 1103</td>
<td>Foundations of Ministry</td>
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<tr>
<td>PMIN 3103</td>
<td>Homiletics I</td>
</tr>
<tr>
<td>PMIN 3113</td>
<td>Principles of Class Teaching</td>
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<tr>
<td>PMIN 3343</td>
<td>Church Growth and Health</td>
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<tr>
<td>PMIN 3513</td>
<td>Youth Ministry</td>
</tr>
<tr>
<td>PMIN 4103</td>
<td>Pastor’s Role in Church Admin</td>
</tr>
<tr>
<td>PMIN 4503</td>
<td>Church’s Min. to Families</td>
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</table>

Select 9 additional hours from other courses within the discipline.

## Mathematics (32 Hrs)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>MATH 2114</td>
<td>Calculus I and Analytic Geometry</td>
</tr>
<tr>
<td>MATH 2214</td>
<td>Calculus II</td>
</tr>
<tr>
<td>MATH 2313</td>
<td>Calculus III</td>
</tr>
<tr>
<td>MATH 3103</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MATH 3403</td>
<td>Discrete Math</td>
</tr>
<tr>
<td>MATH 4203</td>
<td>Mathematical Statistics</td>
</tr>
</tbody>
</table>

Select 9 additional hours from other courses within the discipline.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>MATH 2114</td>
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<td>MATH 2214</td>
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<td>MATH 2313</td>
<td>Calculus III</td>
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<tr>
<td>MATH 3103</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MATH 3403</td>
<td>Discrete Math</td>
</tr>
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<td>MATH 4203</td>
<td>Mathematical Statistics</td>
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## Music (39 Hrs)

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>MUSI 2103</td>
<td>Music Theory I</td>
</tr>
<tr>
<td>MUSI 2102</td>
<td>Aural Skills I</td>
</tr>
<tr>
<td>MUSI 2203</td>
<td>Music Theory II</td>
</tr>
<tr>
<td>MUSI 2202</td>
<td>Aural Skills II</td>
</tr>
<tr>
<td>MUSI 3152</td>
<td>Conducting</td>
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<tr>
<td>MUSI 3602</td>
<td>Singing Diction</td>
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<tr>
<td>MUSI 4133</td>
<td>History and Literature of Music I</td>
</tr>
<tr>
<td>MUSI 4233</td>
<td>History and Literature of Music II</td>
</tr>
<tr>
<td>MUSI 4602</td>
<td>Hymnology/Music Text</td>
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<td>MUSI 4242</td>
<td>Music Ministry</td>
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<tr>
<td>PMIN 3303</td>
<td>Christian Worship</td>
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## Physics Major (32 Hrs)

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<th>Course Code</th>
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<tr>
<td>PHYS 2104</td>
<td>Physics I (including Lab)</td>
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<tr>
<td>PHYS 2204</td>
<td>Physics II (including Lab)</td>
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<tr>
<td>PHYS 2213</td>
<td>Modern Physics</td>
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<td>PHYS 2211</td>
<td>Modern Physics Lab</td>
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<tr>
<td>PHYS 2223</td>
<td>Classical Mechanics</td>
</tr>
<tr>
<td>PHYS 3113</td>
<td>Thermodynamics</td>
</tr>
<tr>
<td>PHYS 3133</td>
<td>Electromagnetism</td>
</tr>
<tr>
<td>PHYS 4113</td>
<td>Quantum Mechanics</td>
</tr>
<tr>
<td>MATH 2114</td>
<td>Calculus I</td>
</tr>
<tr>
<td>MATH 2214</td>
<td>Calculus II</td>
</tr>
</tbody>
</table>

---

1. Students must pass a piano proficiency exam.
2. Music majors must attend 6 recitals each semester.
Designed to develop exceptional business professionals who will lead ethically in the competitive marketplace, the School of Business Administration blends practical business knowledge and skills with a comprehensive foundation of general education, ethics and biblical studies for successful careers in across industries and organizations. Studies include: accounting, finance, marketing, non-profit law, ethics, and small business management, among others. Courses focus special attention on a well-defined personal philosophy of business ethics and values, so students are equipped for the ever-evolving world of business while they develop skills to advance both personally and professionally. Degrees offered in the School of Business Administration include:

- B.S. in Business Administration
- B.S. in Business Administration with a Marketing Emphasis
- B.S. in Business Administration with a Sports Management Emphasis
- B.S. in Marketing
- B.S. in Business Multidisciplinary

**Business Administration, B.S.**

The B.S. in Business Administration program is a generalist degree, preparing students for a wide array of administrative careers within various organizations and industries or to pursue graduate studies in a related field.

**Business Administration, Marketing Emphasis, B.S.**

While the B.S. in Business Administration program is a generalist degree, the addition of the marketing emphasis allows students to delve more deeply into the marketing aspects of business administration, preparing students for a wide array of marketing careers within various organizations and industries or to pursue graduate studies in a related field.

**Business Administration, Sports Management Emphasis, B.S.**

The B.S. in Business Administration program is a generalist degree; however, with the addition of the Sports Management emphasis, students explore more deeply the specific and unique challenges found within the fast-paced world of sports management. Students will gain a comprehensive understanding of leadership theories, ethical and social issues, as well as fundraising, marketing, facilities management and sports law, equipping them to lead effectively and ethically within any sports organization.

**Marketing, B.S.**

The B.S. in Marketing focuses on the foundational theories and strategic applications associated with retailing, promotion, consumer and market behavior, market research and statistics, accounting, computer applications, finance, business law, economics and human resources, applicable within any organization. This program also provides a foundation on which students can pursue graduate studies in a related field.

**Business Multidisciplinary, B.S.**

The B.S. in Business Multidisciplinary allows students to tailor courses to their specific interests and goals. Students may enhance their business courses with any of the following subject areas: English, Christian ministries, behavioral science, mathematics, and musical endorsement.
Major: Business Administration  
Degree: Bachelor of Science (B.S.)  
Effective Date: 08/01/2013  
Major Code: 019

**University Core**

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

**University Core (58 Hrs)**
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

**Orientation Requirement**
- **Orientation (1Hr)**
  - UNIV 1121 Critical Thought and Popular Culture

**Elective Courses**
- **Electives (12 Hrs)**
  - Any Electives (12 hrs)

**Business Administration Major Requirements**

**Business Administration Major (54 Hrs)**

**Business Administration Required Course (45 Hrs)**
- BUAD 1103 Introduction to Business
- BUAD 2103 Principles of Accounting I
- BUAD 2203 Principles of Accounting II
- BUAD 2303 Macroeconomics
- BUAD 2403 Microeconomics
- BUAD 2503 Bus/Prof. Communications
- BUAD 3103 Principles of Marketing
- BUAD 3203 Principles of Management
- BUAD 3303 Computer App in Business
- BUAD 3403 Business Finance
- BUAD 3703 Introduction to Statistics
- BUAD 4103 Business Law
- BUAD 4303 Human Resource Management
- *BUAD 4403 Church and Nonprofit Finances
- *BUAD 4703 Business Ethics

**Business Administration Electives (9 Hrs)**
- Choose nine (9) Hrs from these electives
- BUAD 2603 Personal Finance
- *BUAD 3313 Fund Accounting
- *BUAD 4203 Nonprofit/American Church Law
- BUAD 4503 Small Business Management
- BUAD 4603 Admin Policy and Management
- *BUAD 4803 Management of Nonprofit Organization
- BUAD 4901-3 Honor Studies

*These five courses constitute a nonprofit specialization and church related studies.

**Total University Core**  58  
**Total Business Admin**  54  
**Total Electives**  12  
**Total Orientation**  01  
**Total Required Hours**  125

Additional Degree Requirement:

___ Completion of Required Community Service
Major: Business Administration, Marketing Emphasis  
Degree: Bachelor of Science (B.S.)  
Effective Date: 08/01/2013  
School: Business Administration  
College: Arts and Sciences  
Major Code: 019E MKT

**University Core**

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.*

**University Core (58 Hrs)**
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

**Orientation Requirement**

Orientation (1 Hr)
- UNIV 1121 Critical Thought and Popular Culture

**Elective Courses**

Electives (3 Hrs)
- Any Electives (3 Hrs)

**Business Administration with an emphasis in Marketing Major Requirements**

**Business Administration (45 Hrs)**
- BUAD 1103 Introduction to Business
- BUAD 2103 Principles of Accounting I
- BUAD 2203 Principles of Accounting II
- BUAD 2303 Macroeconomics
- BUAD 2403 Microeconomics
- BUAD 2503 Bus/Prof. Communications
- BUAD 3103 Principles of Marketing
- BUAD 3203 Principles of Management
- BUAD 3303 Computer App in Business
- BUAD 3403 Business Finance
- BUAD 3703 Introduction to Statistics
- BUAD 4103 Business Law
- BUAD 4303 Human Resource Management
- BUAD 4403 Church and Nonprofit Finances
- BUAD 4703 Business Ethics

**Marketing Emphasis (18 Hrs)**
- MKTG 3133 Retailing
- MKTG 3143 Consumer and Market Behavior
- MKTG 3153 Promotional Strategies
- MKTG 3163 Sales
- MKTG 4233 Marketing Research
- MKTG 4333 Marketing Management

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<td>Total Orientation</td>
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<td>Total Required Hours</td>
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Additional Degree Requirement:

___ Completion of Required Community Service
Major: Business Administration, Sports Management Emphasis
Degree: Bachelor of Science (B.S.)
Effective Date: 01/01/2013

School: Business Administration
College: Arts and Sciences
Major Code: 019E SMGT

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

Orientation Requirement

Orientation (1Hr)
- UNIV 1121 Critical Thought and Popular Culture

Elective Courses

Electives (3 Hrs)
- Any Electives (3 hrs)

Business Administration with an emphasis in Sports Management

Business Administration (45 Hrs)
- BUAD 1103 Introduction to Business
- BUAD 2103 Principles of Accounting I
- BUAD 2203 Principles of Accounting II
- BUAD 2303 Macroeconomics
- BUAD 2403 Microeconomics
- BUAD 2503 Bus/Prof. Communications
- BUAD 3103 Principles of Marketing
- BUAD 3203 Principles of Management
- BUAD 3303 Computer App in Business
- BUAD 3403 Business Finance
- BUAD 3703 Introduction to Statistics
- BUAD 4103 Business Law
- BUAD 4303 Human Resource Management
- BUAD 4403 Church and Nonprofit Finances
- BUAD 4703 Business Ethics

Sports Management Emphasis (18 Hrs)
- SMGT 3113 Leadership and Ethics in Sports
- SMGT 3123 Sociology of Sports
- MKTG 3143 Consumer and Market Behavior
- SMGT 3513 Sports Fundraising and Sponsorship
- SMGT 4123 Sports Facilities Management
- SMGT 4223 Sports Law and Risk Management

Total University Core 58
Total Business Administration 45
Total Sports Management 18
Total Electives 03
Total Orientation 01
Total Required Hours 125

Additional Degree Requirement:
- ___ Completion of Required Community Service
Major: Marketing

Degree: Bachelor of Science (B.S.)

Effective Date: 08/01/2013

School: Business Administration

College: Arts and Sciences

Major Code: 037

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)

- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

Orientation Requirement

Orientation (1Hr)

UNIV 1121 Critical Thought and Popular Culture

Elective Courses

Electives (9 Hrs)

Any Electives (9 Hrs)

Marketing Major Requirements

Business Administration (39 Hrs)

- BUAD 1103 Introduction to Business
- BUAD 2103 Principles of Accounting I
- BUAD 2203 Principles of Accounting II
- BUAD 2303 Macroeconomics
- BUAD 2403 Microeconomics
- BUAD 2503 Bus/Prof. Communications
- BUAD 3103 Principles of Marketing
- BUAD 3203 Principles of Management
- BUAD 3303 Computer App in Business
- BUAD 3403 Business Finance
- BUAD 3703 Introduction to Statistics
- BUAD 4103 Business Law
- BUAD 4303 Human Resource Management

Marketing (18 Hrs)

- MKTG 3133 Retailing
- MKTG 3143 Consumer and Market Behavior
- MKTG 3153 Promotional Strategies
- MKTG 3163 Sales
- MKTG 4233 Marketing Research
- MKTG 4333 Marketing Management

Total University Core 58
Total Business Administration 39
Total Marketing 18
Total Electives 09
Total Orientation 01
Total Required Hours 125

Additional Degree Requirement:

___ Completion of Required Community Service
Major: Business Multidisciplinary
Degree: Bachelor of Science (B.S.)
Effective Date: 01/01/2014
Major Code: 242BE, 241BC, 240BB, 244BT, 243BM

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Business Administration Multidisciplinary Support Courses
Required courses:
MATH 1513 College Algebra- Required for Math Multidisciplinary degrees
PSYC 1103 Introduction to Psychology- Required for Behavioral Science Multidisciplinary degrees

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Elective Courses

Electives (3-6 Hrs)
Any Electives (3-6 hrs)

Business Administration Multidisciplinary Major Requirements

Business Administration (30 Hrs)
BUAD 2103 Principles of Accounting I
BUAD 2203 Principles of Accounting II
BUAD 2303 Macroeconomics
BUAD 2403 Microeconomics
BUAD 3103 Principles of Marketing
BUAD 3203 Principles of Management
BUAD 3403 Business Finance
BUAD 4103 Business Law

Select 6 Additional hours from within the Business Administration discipline.

At the time a student chooses a multidisciplinary course of study as a major, the program must be approved by the chairpersons of each academic department. Second program course information is on the reverse side of this form.

<table>
<thead>
<tr>
<th></th>
<th>Other Major</th>
<th>Math</th>
<th>Music</th>
<th>Physics</th>
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<tr>
<td>Total University Core</td>
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<td>Total Business Admin</td>
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<td>Total Required Hours</td>
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<td>124</td>
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Additional Degree Requirement:

Completion of required Community Service
### English (30 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>ENGL 3703</td>
<td>Creative Writing</td>
</tr>
<tr>
<td>ENGL 3503</td>
<td>Advanced Composition</td>
</tr>
<tr>
<td>ENGL 4203</td>
<td>Modern Grammar</td>
</tr>
<tr>
<td>ENGL 4303</td>
<td>Shakespeare</td>
</tr>
<tr>
<td>ENGL 4503</td>
<td>History of English Language</td>
</tr>
<tr>
<td>ENGL 4533</td>
<td>Critical Approaches to Literature</td>
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</table>

Select 12 additional hours from other courses within the discipline.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
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<tbody>
<tr>
<td>ENGL 2103</td>
<td>Eng Lit Sur: Mid-age to Restoration</td>
</tr>
<tr>
<td>ENGL 2203</td>
<td>Eng Lit Sur: Romantic to Present</td>
</tr>
<tr>
<td>ENGL 2303</td>
<td>World Lit Sur: Ancient World-Renaissance</td>
</tr>
<tr>
<td>ENGL 2403</td>
<td>World Lit Sur: Renaissance-Modern Era</td>
</tr>
<tr>
<td>ENGL 2503</td>
<td>Amer Lit Sur: Before 1865</td>
</tr>
<tr>
<td>ENGL 2603</td>
<td>Amer Lit Sur: Since 1865</td>
</tr>
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### Christian Ministries (30 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>PMIN 1103</td>
<td>Foundations of Ministry</td>
</tr>
<tr>
<td>PMIN 3103</td>
<td>Homiletics I</td>
</tr>
<tr>
<td>PMIN 3113</td>
<td>Principles of Class Teaching</td>
</tr>
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<td>PMIN 3343</td>
<td>Church Growth and Health</td>
</tr>
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<td>PMIN 3513</td>
<td>Youth Ministry</td>
</tr>
<tr>
<td>PMIN 4103</td>
<td>Pastor’s Role in Church Admin</td>
</tr>
<tr>
<td>PMIN 4503</td>
<td>Church’s Ministry to Families</td>
</tr>
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</table>

Select 9 additional hours from other courses within the discipline.

### Behavioral Science (30 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>PSYC 2203</td>
<td>Marriage and Family</td>
</tr>
<tr>
<td>PSYC 3633</td>
<td>Introduction Alcohol/Drug Counseling</td>
</tr>
<tr>
<td>PSYC 3703</td>
<td>Introduction to Statistics</td>
</tr>
<tr>
<td>PSYC 3803</td>
<td>Introduction to Research Methods</td>
</tr>
<tr>
<td>PSYC 4703</td>
<td>Psychology of Abnormal Behavior</td>
</tr>
<tr>
<td>PSYC 4803</td>
<td>Personality Development</td>
</tr>
<tr>
<td>PSYC 4813</td>
<td>Professional Ethics and Conduct</td>
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</table>

Select 9 additional hours from other courses within the discipline.

### Mathematics (32 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>MATH 2114</td>
<td>Calculus I and Analytic Geometry</td>
</tr>
<tr>
<td>MATH 2214</td>
<td>Calculus II</td>
</tr>
<tr>
<td>MATH 2313</td>
<td>Calculus III</td>
</tr>
<tr>
<td>MATH 3103</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MATH 3403</td>
<td>Discrete Math</td>
</tr>
<tr>
<td>MATH 3703</td>
<td>Introduction to Statistics</td>
</tr>
<tr>
<td>MATH 4203</td>
<td>Mathematical Statistics</td>
</tr>
</tbody>
</table>

Select 6 additional hours from other courses within the discipline.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>MISE 4103</td>
<td>Programming Concepts</td>
</tr>
<tr>
<td>MISE 4603</td>
<td>Languages</td>
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</table>

### Music (39 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>MUSI 2103</td>
<td>Music Theory I</td>
</tr>
<tr>
<td>MUSI 2102</td>
<td>Aural Skills I</td>
</tr>
<tr>
<td>MUSI 2203</td>
<td>Music Theory II</td>
</tr>
<tr>
<td>MUSI 2202</td>
<td>Aural Skills II</td>
</tr>
<tr>
<td>MUSI 3152</td>
<td>Conducting</td>
</tr>
<tr>
<td>MUSI 3602</td>
<td>Singing Diction</td>
</tr>
<tr>
<td>MUSI 4133</td>
<td>History and Literature of Music I</td>
</tr>
<tr>
<td>MUSI 4233</td>
<td>History and Literature of Music II</td>
</tr>
<tr>
<td>MUSI 4602</td>
<td>Hymnology/Music Text</td>
</tr>
<tr>
<td>MUSI 4242</td>
<td>Music Ministry</td>
</tr>
<tr>
<td>PMIN 3303</td>
<td>Christian Worship</td>
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### Major Ensemble (4 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>AMUE 1311-3361</td>
<td>Major Ensemble</td>
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### Piano (4 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>AMUS 1111-3151</td>
<td>Piano</td>
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### Voice (4 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>AMUS 1111-3151</td>
<td>Voice</td>
</tr>
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### Music Endorsement Only:

1. Students must pass a piano proficiency exam.
2. Music majors must attend 6 recitals each semester.

### Physics Major (32 Hrs)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>PHYS 2104</td>
<td>Physics I (including Lab)</td>
</tr>
<tr>
<td>PHYS 2204</td>
<td>Physics II (including Lab)</td>
</tr>
<tr>
<td>PHYS 2213</td>
<td>Modern Physics</td>
</tr>
<tr>
<td>PHYS 2211</td>
<td>Modern Physics Lab</td>
</tr>
<tr>
<td>PHYS 2223</td>
<td>Classical Mechanics</td>
</tr>
<tr>
<td>PHYS 3113</td>
<td>Thermodynamics</td>
</tr>
<tr>
<td>PHYS 3133</td>
<td>Electromagnetism</td>
</tr>
<tr>
<td>PHYS 4113</td>
<td>Quantum Mechanics</td>
</tr>
<tr>
<td>MATH 2114</td>
<td>Calculus I</td>
</tr>
<tr>
<td>MATH 2214</td>
<td>Calculus II</td>
</tr>
</tbody>
</table>
COLLEGE OF ARTS AND SCIENCES

School of English

The School of English exists for those who seek a non-teaching English degree program. Therefore, the school offers two distinct programs that allow students to tailor courses to their specific interests and goals, preparing them for continued graduate study in related disciplines or for a career in a related field such as professional writing, publishing and editing, instructional design, freelance work, and missions. Degrees offered in the School of English include:

- B.A. in English: Literary and Cultural Studies
- B.S. in English Multidisciplinary

English: Literary and Cultural Studies, B.A.

The B.A. in Literary and Cultural Studies focuses on American, English and world literature, and literary criticism. It also includes specialized literature and upper division courses in writing. This synthesis of courses build students’ knowledge of world literature, its impact on the development of culture and its reflection of cultural values; competence in literary analysis and critical thinking skills; effective research and writing skills, and an ability to apply both to independent study; competence in varied fields of cultural study such as anthropology, sociology, religion, and communication; and insight into the interrelatedness of literature and culture.

English Multidisciplinary, B.S.

The B.S. in English Multidisciplinary allows students to tailor courses to their specific interests and goals. Students may enhance their English courses with any of the following subject areas: business administration, Christian ministries, behavioral science, mathematics, and musical endorsement.
Major: English: Literary and Cultural Studies
Degree: Bachelor of Arts (B.A.)
Effective Date: 08/01/2013

### University Core

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

#### University Core (55 Hrs)
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (3-6 hrs)
- Critical Inquiry and Aesthetic Analysis (3-6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- *Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

### Support Courses

**English: Literary and Cultural Studies Courses (3 Hrs)**

Required courses:
- ENGL 2303 World Lit: Ancient World- Renaissance
- ENGL 2403 World Lit: Renaissance to Modern Era
- GEOG 2603 Human World Geography

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

### Orientation Requirement

**Orientation (1Hr)**

UNIV 1121 Critical Thought and Popular Culture

### Foreign Language Requirement

**Foreign Language (6-8 Hrs)**

6-8 Hrs from same language and consecutive

### Literary/Cultural Studies (21 Hrs)

**Required:**
- ENGL 3923 Literature and Culture
- ENGL 3713 Ethnic American Literature
- SOCI 3903 Intro to Cultural Anthropology

**Literary Studies (select 6 Hrs)**
- ENGL 3523 Special Topics
- ENGL 3733 Native American Literature
- ENGL 4523 Young Adult Literature
- ENGL 4543 Language and Culture
- HUMN 2113 The African American Experience
- HUMN 4613 Hist/Lit - Native American SW

**Cultural Studies (select 6 Hrs)**
- HUMN 3303 World Religions in America
- HUMN 4413 The Hispanic-American Exp.
- MISS 3403 Cross Cultural Communications
- SOCI 3023 World Relig. and Heretical Move.
- SOCI 4203 The Ethnicity in America

**Total University Core** 55
**Total English/Literary/Cultural Studies** 63
**Total Foreign Language** 06-08
**Total Orientation** 01
**Total Required Hours** 125-127

Additional Degree Requirement:

___ Completion of Required Community Service
**University Core**

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

**University Core (58 Hrs)**
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
  *Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

**Support Courses**

**English Multidisciplinary Support Courses (9 Hrs)**

Required courses:
- ENGL 2103 Eng Lit Sur: Mid-ages to Restoration
- MATH 1513 College Algebra- **Required for Math Multidisciplinary degree**
- PSYC 1103 Introduction to Psychology- **Required for Behavioral Science Multidisciplinary degree**

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

**Orientation Requirement**

**Orientation (1Hr)**
- UNIV 1121 Critical Thought and Popular Culture

**Elective Course**

**Electives (1-3 Hrs)**
Any Electives (3 hrs)

---

**English Multidisciplinary Requirements**

**English (33 Hrs)**
- ENGL 2203 Eng Lit Sur: Romantic Period to Present
- ENGL 2303 World Lit: Ancient World - Renaissance
- ENGL 2403 World Lit: Renaissance to Modern Era
- ENGL 2503 Amer Lit Sur: Before 1865
- ENGL 2603 Amer Lit Sur: Since 1865
- ENGL 3503 Advanced Composition
- ENGL 3703 Creative Writing
- ENGL 4203 Modern Grammar
- ENGL 4303 Shakespeare
- ENGL 4503 History of the English Language
- ENGL 4533 Critical Approaches to Literature

At the time a student chooses a multidisciplinary course of study as a major, the program must be approved by the chairpersons of each academic department. Second program course information is on the reverse side of this form.

---

**Additional Degree Requirement:**

___ Completion of required Community Service
### Business Administration (30 Hrs)

- BUAD 2103 Principles of Accounting I
- BUAD 2203 Principles of Accounting II
- BUAD 2303 Macroeconomics
- BUAD 2403 Microeconomics
- BUAD 3103 Principles of Marketing
- BUAD 3203 Principles of Management
- BUAD 3403 Business Finance
- BUAD 4103 Business Law

Select 6 additional hours from other courses within the discipline.

### Christian Ministries (30 Hrs)

- PMIN 1103 Foundations of Ministry
- PMIN 3103 Homiletics I
- PMIN 3113 Principles of Class Teaching
- PMIN 3343 Church Growth and Health
- PMIN 3513 Youth Ministry
- PMIN 4103 Pastor’s Role in Church Admin
- PMIN 4503 Church’s Ministry to Families

Select 9 additional hours from other courses within the discipline.

### Behavioral Science (30 Hrs)

- PSYC 2203 Marriage and Family
- PSYC 3633 Introduction Alcohol/Drug Counseling
- PSYC 3703 Introduction to Statistics
- PSYC 3803 Introduction to Research Methods
- PSYC 4703 Psychology of Abnormal Behavior
- PSYC 4803 Personality Development
- PSYC 4813 Professional Ethics and Conduct

Select 9 additional hours from other courses within the discipline.

### Mathematics (32 Hrs)

- MATH 2114 Calculus I and Analytic Geometry
- MATH 2214 Calculus II
- MATH 2313 Calculus III
- MATH 3103 Linear Algebra
- MATH 3403 Discrete Math
- MATH 3703 Introduction to Statistics
- MATH 4203 Mathematical Statistics
- MISE 4103 Programming Concepts OR
- MISE 4603 Languages

Select 6 additional hours from other courses within the discipline.

### Music Endorsement (39 Hrs)

- MUSI 2103 Music Theory I
- MUSI 2102 Aural Skills I
- MUSI 2203 Music Theory II
- MUSI 2202 Aural Skills II
- MUSI 3152 Conducting
- MUSI 3602 Singing Diction
- MUSI 4133 History and Literature of Music I
- MUSI 4233 History and Literature of Music II
- MUSI 4602 Hymnology/Music Text
- MUSI 4242 Music Ministry
- PMIN 3303 Christian Worship

### Major Ensemble (4 Hrs)

- AMUE 1311-3361 Major Ensemble

### Piano (4 Hrs)

- AMUS 1111-3151 Piano

### Voice (4 Hrs)

- AMUS 1111-3151 Voice

Music Endorsement Only:
1. Students must pass a piano proficiency exam.
2. Music majors must attend 6 recitals each semester.

### Physics Major (32 Hrs)

- PHYS 2104 Physics I (including Lab)
- PHYS 2204 Physics II (including Lab)
- PHYS 2213 Modern Physics
- PHYS 2211 Modern Physics Lab
- PHYS 2223 Classical Mechanics
- PHYS 3113 Thermodynamics
- PHYS 3133 Electromagnetism
- PHYS 4113 Quantum Mechanics
- MATH 2114 Calculus I
- MATH 2214 Calculus II
COLLEGE OF ARTS AND SCIENCES

School of General Education

The School of General Education offers an associate and baccalaureate degree programs that provide a synthesis of courses in general studies, biblical studies, and professional ministries. This comprehensive foundation hones students’ critical thinking, analytical, problem-solving and communication skills for effective service, career development or advanced studies. Degrees offered in the School of General Education include:

- A.A. in General Studies
- B.A. in Communication with a Public Relations Emphasis
- B.S. in Social Sciences
- B.A. in Social Sciences and History

General Studies, A.A.

Providing a broad base of general education, biblical studies and professional ministry courses, the A.A. in General Studies equips students for service in lay ministry in the local church and prepares them for continued study in a four-year baccalaureate degree program.

Communication, Public Relations Emphasis, B.A.

The B.A. in Communication with an emphasis in Public Relations empowers students to recognize how communication impacts the decision-making process of groups and individuals, equipping students with the knowledge and practical skills to manage and lead innovative campaigns and craft strategic messages for current and emerging communication environments. Students also gain real-world professional experience through internships that provide valuable insights into the world of public relations.

Social Sciences, B.S.

The B.S. in Social Sciences degree program provides students with a multidisciplinary education in the field of social sciences with a focus on American cultural studies as it explores the human experience, drawing from the fields of history, economics, political science, sociology, psychology, anthropology and literature. Students are equipped to work in numerous fields and to pursue graduate study in the areas of law, history, political science and sociology.

Social Sciences and History, B.A.

The B.A. in Social Sciences and History degree program provides students with a multidisciplinary education in social sciences with a focus in the field of history. It explores American cultural studies and the human experience, drawing from the fields of history, economics, political science, sociology, psychology, anthropology and literature. Students are equipped to work in history-related professions and to pursue graduate study in the areas of law, history, political science and sociology.
Orientation Course (1Hr)
UNIV 1121 Critical Thought and Popular Culture

University Core
Specific courses within the University Core are listed on the first page of this catalog section.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

General Education Elective (3 Hrs)
Any General Education Elective (3 hrs)

| Total University Core      | 58 |
| Total Gen. Ed Elective     | 03 |
| Total Orientation          | 01 |
| Total Required Hrs         | 62 |

Additional Degree Requirement:
___ Completion of required Community Service
Major: Communication, Public Relations Emphasis
Degree: Bachelor of Arts (B.A.)
Effective Date: 08/01/2013

School: General Education
College: Arts and Sciences
Major Code: 029PR

**University Core**

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

**University Core (58 Hrs)**
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

**Support Courses**

Communication, Public Relations Emphasis Courses (3 Hrs)
Required courses:
- COMM 2113 Media, Culture, and Social Influence

**Orientation Requirement**

Orientation (1Hr)
- UNIV 1121 Critical Thought and Popular Culture

**Foreign Language Requirement**

Foreign Language (6 Hrs)
6 Hrs from same language and consecutive

**Elective Courses**

Electives (16 Hrs)
Any Electives (15 hrs)

**Communication, Public Relations Emphasis Requirements**

**Communication Major (45 Hrs)**
- COMM 2213 Introduction to Public Relations
- COMM 2803 Writing for Mass and Social Media
- COMM 2901 Pre-Professional Internship I
- COMM 3113 Interpersonal Communication in the Workplace
- COMM 3213 Organizational and Corporate Communication
- COMM 3413 Research Methods for Communication
- COMM 3603 Media Effects
- COMM 3613 Intercultural Communication
- COMM 3702 Professional Internship II
- COMM 3903 Advanced Public Relations
- COMM 4413 Communication and Cultural Change
- COMM 4513 Persuasion, Motivation, and Social Influence
- COMM 4603 Creating Social Media Presence and Cultural Movements
- COMM 4803 Capstone Seminar

Select 6 additional hours from other courses within the discipline.

- COMM 3303 Visual Communication
- COMM 4113 Political Communication in the Digital Age
- COMM 4203 Conflict and Communication

**Total University Core** 58
**Total Communication** 45
**Total Foreign Language** 06
**Total Electives** 16
**Total Orientation** 01
**Total Required Hours** 126

Additional Degree Requirement:

___ Completion of Required Community Service
Major: Social Sciences

Degree: Bachelor of Science (B.S.)

Effective Date: 08/01/2013

Major Code: 036

School: General Education

College: Arts and Sciences

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)

Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Orientation Requirement

Orientation (1 Hr)

UNIV 1121 Critical Thought and Popular Culture

Social Science Major Requirements

Social Sciences (66 Hrs)

History / Geography / Political Science (select 21 hours with no more than 12 from HIST)

HIST 3903 Oklahoma History
HIST 4103 Colonial Period
HIST 4203 19th Century U.S. History
HIST 4213 20th Century U.S. History
HIST 4313 Latin American History
HIST 4403 Historiography / Research
GEOG 2503 Physical World Geography
GEOG 2603 Human World Geography
POLS 2203 State and Local Government

Economics (select 9 hours, 3 must be upper level)

BUAD 2103 Principles of Accounting I
BUAD 2203 Principles of Accounting II
ECON 2303 Macroeconomics
ECON 2403 Microeconomics
ECON 2603 Personal Finance
BUAD 3103 Principles of Marketing
BUAD 4103 Business Law

Psychology (9 Hrs, 6 upper level)

PSYC 2203 Marriage and Family
PSYC 2303 Social Psychology*
PSYC 2403 Child and Adolescent Psychology
PSYC 3603 Gerontology
PSYC 3623 Dynamics of the Family in Crisis
PSYC 4303 Principles of Counseling

Sociology (select 9 Hrs)

SOCI 1203 Social Problems
SOCI 2103 Introduction to Social Work
SOCI 2203 Marriage and Family
SOCI 2303 Social Psychology
SOCI 3903 Intro to Cultural Anthropology

Literature (select 9 Hrs, 6 must be upper level)

ENGL 2103 Eng Lit Sur: Mid Age-Restoration
ENGL 2203 Eng Lit Sur: Romantic Period to Present
ENGL 2303 World Lit Sur: Ancient World-Renaissance
ENGL 2403 World Lit Sur: Renaissance-Modern Era
ENGL 2503 Amer Lit Sur: Before 1865
ENGL 2603 Amer Lit Sur: Since 1865
ENGL 3513 Major Figures
ENGL 4303 Shakespeare

American Cultural Studies (Select 9 Hrs)

HUMN 4613 History/Lit Native American Southwest
HUMN 2113 The African American Experience
HUMN 4413 The Hispanic American Experience
HUMN 3303 World Religions in America
ENGL 3713 Ethnic American Literature
SOCI 4203 The Ethnicity in America

Total University Core  58
Total Social Science  66
Total Orientation  01
Total Required Hrs  125

Additional Degree Requirement:

___ Completion of Required Community Service
Major: Social Sciences and History
Degree: Bachelor of Arts (B.A.)
Effective Date: 08/01/2013

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- *Cultural Analysis (9 hrs)
- *American History and Political Analysis (6 hrs)

Support Courses

Social Science/History Support Courses (12 Hrs)
Required courses:
- HIST 1103 History of World Civilization I
- HIST 1203 History of World Civilization II
- GEOG 2503 Physical World Geography
- PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Social Sciences and History

Social Sciences/History (63 Hrs)
History / Geography / Political Science
(select 24 hours with no more than 18 from HIST)
- HIST 3703 Church History I
- HIST 3803 Church History II
- HIST 3903 Oklahoma History
- HIST 4103 Colonial Period
- HIST 4203 19th Century U.S. History
- HIST 4213 20th Century U.S. History
- HIST 4313 Modern Latin American History
- HIST 4403 Historiography / Research
- HIST 4993 Honor Studies

Economics (select 9 hours, 3 must be upper level)
- BUAD 2103 Principles of Accounting I
- BUAD 2203 Principles of Accounting II
- ECON 2303 Macroeconomics
- ECON 2403 Microeconomics
- ECON 2603 Personal Finance
- BUAD 3103 Principles of Marketing
- BUAD 4103 Business Law

Psychology (9 hours, 6 upper level)
- PSYC 2203 Marriage and Family
- PSYC 2303 Social Psychology*
- PSYC 2403 Child and Adolescent Psychology
- PSYC 3603 Gerontology
- PSYC 3623 Dynamics of the Family in Crisis
- PSYC 4303 Principles of Counseling

Sociology (select 12 hours)
- SOCI 1103 Introduction to Sociology (Required)
- SOCI 1203 Social Problems
- SOCI 2103 Introduction to Social Work
- SOCI 2203 Marriage and Family
- SOCI 2303 Social Psychology
- SOCI 3903 Intro to Cultural Anthropology

American Cultural Studies (Select 9 hours)
- HUMN 4613 History/Lit Native American Southwest
- HUMN 2113 The African American Experience
- HUMN 4413 The Hispanic American Experience
- HUMN 3303 World Religions in America
- ENGL 3713 Ethnic American Literature
- SOCI 4203 The Ethnicity in America

Foreign Language (6 Hrs)
6 Hrs from same language and consecutive

Total University Core 58
Total Social Science/History 63
Total Foreign Language 06
Total Orientation 01
Total Required Hrs 128

Additional Degree Requirement:
___ Completion of required Community Service
COLLEGE OF ARTS AND SCIENCES

School of Math and Science

The School of Math and Science degree programs are designed to develop a comprehensive understanding of the nature of mathematics and its relation to the sciences, philosophy, other liberal arts, and the universe. Students will learn to employ research methods, mathematics and physics to solve real-world challenges. Each of these degree programs equips students to work in a variety of careers including teaching, applied mathematics, physics and research. These programs also prepare students for further studies at the graduate level. Degree programs offered in the CAS School of Math and Science include:

• B.S. in Mathematics
• B.S. in Physics
• B.S. in Mathematics Multidisciplinary
• B.S. in Physics Multidisciplinary

Mathematics, B.S.

The B.S. in Mathematics provides a comprehensive understanding of the nature of mathematics and its relation to the sciences, philosophy and other liberal arts. In addition to general education and Bible coursework, course topics include geometry, calculus, linear algebra, abstract algebra, statistics, differential equations and mathematical modeling to provide a foundation on which graduates may begin a career in teaching, applied mathematics and research or pursue graduate studies.

Physics, B.S.

Designed to study that part of nature that can be understood in mathematical terms, the B.S. in Physics prepares global learners to understand and develop innovative solutions to the critical issues of the day, such as food, energy and water scarcity. Students will use mathematics to explore the enormous complexities and mysteries of the world and universe. Course topics include: physics, physics for health sciences/medical, physics for scientists and engineers, theoretical mechanics electromagnetism, quantum mechanics, thermal and statistical physics, and modern experimental physics.

Mathematics Multidisciplinary, B.S.

The B.S. in Mathematics Multidisciplinary allows students to tailor courses to their specific interests and goals. Students may enhance their math courses with any of the following subject areas: business administration, Christian ministries, English, behavioral science, and musical endorsement.

Physics Multidisciplinary, B.S.

The B.S. in Physics Multidisciplinary allows students to tailor courses to their specific interests and goals in areas such as pre-med, pre-engineering, etc. Students may combine their physics courses with those in any of the following subject areas: business administration Christian ministries, mathematics, English, behavioral science, and music endorsement.
Major: Mathematics
Degree: Bachelor of Science (B.S.)
Effective Date: 08/01/2013
Major Code: 034

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
*Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Mathematics Required Support Courses (3 Hrs)
Required courses:
MATH 1513 College Algebra

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Elective Courses

Electives (14 Hrs)
Any Electives (14 hrs)
University Core

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Physics Required Support Courses (3 Hrs)
Required courses:
MATH 1513  College Algebra

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121  Critical Thought and Popular Culture

Elective Courses

Electives (6 Hrs)
Any Electives (6 hrs)
Major: Mathematics Multidisciplinary
Degree: Bachelor of Science (B.S.)
Effective Date: 01/01/2014

School: Math and Science
College: Arts and Sciences
Major Code: 301MB, 302MC, 303ME, 300MB, 304MM

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Mathematics Multidisciplinary Required Support Courses (6 Hrs)
Required courses:
MATH 1513 College Algebra
PSYC 1103 Introduction to Psychology - Required for Behavioral Science Multidisciplinary Majors

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1 Hr)
UNIV 1121 Critical Thought and Popular Culture

Elective Courses

Electives (1-3 Hrs)
Any Electives (1-3 hrs)

Mathematics Major (32 Hrs)
MATH 2114 Calculus I and Analytic Geometry
MATH 2214 Calculus II
MATH 2313 Calculus III
MATH 3103 Linear Algebra
MATH 3403 Discrete Math
MATH 3703 Introduction to Statistics
MATH 4203 Mathematical Statistics
MISE 4103 Programming Concepts OR
MISE 4603 Languages

Select 6 additional hours from other courses within the discipline.

At the time a student chooses a multidisciplinary course of study as a major, the program must be approved by the chairpersons of each academic department. Second program course information is on the reverse side of this form.

Additional Degree Requirement:

___ Completion of required Community Service
## Business Administration (30 Hrs)

- BUAD 2103 Principles of Accounting I
- BUAD 2203 Principles of Accounting II
- BUAD 2303 Macroeconomics
- BUAD 2403 Microeconomics
- BUAD 3103 Principles of Marketing
- BUAD 3203 Principles of Management
- BUAD 3403 Business Finance
- BUAD 4103 Business Law

Select 6 additional hours from other courses within the discipline.

## Christian Ministries (30 Hrs)

- PMIN 1103 Foundations of Ministry
- PMIN 3103 Homiletics I
- PMIN 3113 Principles of Class Teaching
- PMIN 3343 Church Growth and Health
- PMIN 3513 Youth Ministry
- PMIN 4103 Pastor’s Role in Ch Admin
- PMIN 4503 Church’s Ministry to Families

Select 9 additional hours from other courses within the discipline.

## English (30 Hrs)

- ENGL 3703 Creative Writing
- ENGL 3503 Advanced Composition
- ENGL 4203 Modern Grammar
- ENGL 4303 Shakespeare
- ENGL 4503 History of English Language
- ENGL 4533 Critical Approaches to Literature

Select 12 additional hours from other courses within the discipline.

## Behavioral Science (30 Hrs)

- PSYC 2203 Marriage and Family
- PSYC 3633 Introduction Alcohol/Drug Counseling
- PSYC 3703 Introduction to Statistics
- PSYC 3803 Introduction to Research Methods
- PSYC 4703 Psychology of Abnormal Behavior
- PSYC 4803 Personality Development
- PSYC 4813 Prof. Ethics and Conduct

Select 9 additional hours from other courses within the discipline.

## Music (39 Hrs)

- MUSI 2103 Music Theory I
- MUSI 2102 Aural Skills I
- MUSI 2203 Music Theory II
- MUSI 2202 Aural Skills II
- MUSI 3152 Conducting
- MUSI 3602 Singing Diction
- MUSI 4133 History and Literature of Music I
- MUSI 4233 History and Literature of Music II
- MUSI 4602 Hymnology/Music Text
- MUSI 4242 Music Ministry
- PMIN 3303 Christian Worship

## Major Ensemble (4 Hrs)

- AMUE 1311-3361 Major Ensemble

## Piano (4 Hrs)

- AMUS 1111-3151 Piano

## Voice (4 Hrs)

- AMUS 1111-3151 Voice

### Music Endorsement Only:
1. Students must pass a piano proficiency exam.
2. Music majors must attend 6 recitals each semester.

## Physics Major (32 Hrs)

- PHYS 2104 Physics I (including Lab)
- PHYS 2204 Physics II (including Lab)
- PHYS 2213 Modern Physics
- PHYS 2211 Modern Physics Lab
- PHYS 2223 Classical Mechanics
- PHYS 3113 Thermodynamics
- PHYS 3133 Electromagnetism
- PHYS 4113 Quantum Mechanics

Select 8 additional hours from other courses within the discipline.
Major: Physics Multidisciplinary
Degree: Bachelor of Science (B.S.)
Effective Date: 01/01/2014

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Mathematics Multidisciplinary Required Support Courses (6 Hrs)
Required courses:
MATH 1513 College Algebra
PSYC 1103 Introduction to Psychology - Required for Behavioral Science Multidisciplinary Majors

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1 Hr)
UNIV 1121 Critical Thought and Popular Culture

Elective Courses

Electives (0-3 Hrs)
Any Electives (0-3 hrs)

Physics Major (32 Hrs)
PHYS 2104 Physics I (including Lab)
PHYS 2204 Physics II (including Lab)
PHYS 2213 Modern Physics
PHYS 2211 Modern Physics Lab
PHYS 2223 Classical Mechanics
PHYS 3113 Thermodynamics
PHYS 3133 Electromagnetism
PHYS 4113 Quantum Mechanics
MATH 2114 Calculus I
MATH 2214 Calculus II

At the time a student chooses a multidisciplinary course of study as a major, the program must be approved by the chairpersons of each academic department. Second program course information is on the reverse side of this form.

Other Music

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<td>Total Required Hours</td>
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Additional Degree Requirement:

___ Completion of required Community Service
### Business Administration (30 Hrs)

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<tbody>
<tr>
<td>BUAD 2103</td>
<td>Principles of Accounting I</td>
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<tr>
<td>BUAD 2203</td>
<td>Principles of Accounting II</td>
</tr>
<tr>
<td>BUAD 2303</td>
<td>Macroeconomics</td>
</tr>
<tr>
<td>BUAD 2403</td>
<td>Microeconomics</td>
</tr>
<tr>
<td>BUAD 3103</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>BUAD 3203</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>BUAD 3403</td>
<td>Business Finance</td>
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<td>BUAD 4103</td>
<td>Business Law</td>
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</table>

Select 6 additional hours from other courses within the discipline.

### Christian Ministries (30 Hrs)

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<tbody>
<tr>
<td>PMIN 1103</td>
<td>Foundations of Ministry</td>
</tr>
<tr>
<td>PMIN 3103</td>
<td>Homiletics I</td>
</tr>
<tr>
<td>PMIN 3113</td>
<td>Principles of Class Teaching</td>
</tr>
<tr>
<td>PMIN 3343</td>
<td>Church Growth and Health</td>
</tr>
<tr>
<td>PMIN 3513</td>
<td>Youth Ministry</td>
</tr>
<tr>
<td>PMIN 4103</td>
<td>Pastor’s Role in Church Admin</td>
</tr>
<tr>
<td>PMIN 4503</td>
<td>Church’s Ministry to Families</td>
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</table>

Select 9 additional hours from other courses within the discipline.

### English (30 Hrs)

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<tr>
<td>ENGL 3703</td>
<td>Creative Writing</td>
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<tr>
<td>ENGL 3503</td>
<td>Advanced Composition</td>
</tr>
<tr>
<td>ENGL 4203</td>
<td>Modern Grammar</td>
</tr>
<tr>
<td>ENGL 4303</td>
<td>Shakespeare</td>
</tr>
<tr>
<td>ENGL 4503</td>
<td>History of English Language</td>
</tr>
<tr>
<td>ENGL 4533</td>
<td>Critical Approaches to Literature</td>
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Select 12 additional hours from other courses within the discipline.

<table>
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<th>Title</th>
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<tbody>
<tr>
<td>ENGL 2103</td>
<td>Eng Lit Sur: Mid-age to Restoration</td>
</tr>
<tr>
<td>ENGL 2203</td>
<td>Eng Lit Sur: Romantic Period to Present</td>
</tr>
<tr>
<td>ENGL 2303</td>
<td>World Lit Sur: Ancient World-Renaissance</td>
</tr>
<tr>
<td>ENGL 2403</td>
<td>World Lit Sur: Renaissance-Mod Era</td>
</tr>
<tr>
<td>ENGL 2503</td>
<td>Amer Lit Sur: Before 1865</td>
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<tr>
<td>ENGL 2603</td>
<td>Amer Lit Sur: Since 1865</td>
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### Behavioral Science (30 Hrs)

<table>
<thead>
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<th>Course</th>
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<tbody>
<tr>
<td>PSYC 2203</td>
<td>Marriage and Family</td>
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<tr>
<td>PSYC 3633</td>
<td>Introduction Alcohol/Drug Counseling</td>
</tr>
<tr>
<td>PSYC 3703</td>
<td>Introduction to Statistics</td>
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<tr>
<td>PSYC 3803</td>
<td>Introduction to Research Methods</td>
</tr>
<tr>
<td>PSYC 4703</td>
<td>Psychology of Abnormal Behavior</td>
</tr>
<tr>
<td>PSYC 4803</td>
<td>Personality Development</td>
</tr>
<tr>
<td>PSYC 4813</td>
<td>Prof. Ethics and Conduct</td>
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</tbody>
</table>

Select 9 additional hours from other courses within the discipline.

### Music (39 Hrs)

<table>
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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>MUSI 2103</td>
<td>Music Theory I</td>
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<td>MUSI 2102</td>
<td>Aural Skills I</td>
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<td>MUSI 2203</td>
<td>Music Theory II</td>
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<tr>
<td>MUSI 2202</td>
<td>Aural Skills II</td>
</tr>
<tr>
<td>MUSI 3152</td>
<td>Conducting</td>
</tr>
<tr>
<td>MUSI 3602</td>
<td>Singing Diction</td>
</tr>
<tr>
<td>MUSI 4133</td>
<td>History and Literature of Music I</td>
</tr>
<tr>
<td>MUSI 4233</td>
<td>History and Literature of Music II</td>
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<td>MUSI 4602</td>
<td>Hymnology/Music Text</td>
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<td>MUSI 4242</td>
<td>Music Ministry</td>
</tr>
<tr>
<td>PMIN 3303</td>
<td>Christian Worship</td>
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### Major Ensemble (4 Hrs)

<table>
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<th>Course</th>
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<td>AMUE 1311-3361</td>
<td>Major Ensemble</td>
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### Piano (4 Hrs)

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<tr>
<td>AMUS 1111-3151</td>
<td>Piano</td>
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### Voice (4 Hrs)

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<th>Course</th>
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<tbody>
<tr>
<td>AMUS 1111-3151</td>
<td>Voice</td>
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</tbody>
</table>

**Music Endorsement Only:**

1. Students must pass a piano proficiency exam.
2. Music majors must attend 6 recitals each semester.
COLLEGE OF ARTS AND SCIENCES

School of Ministry

As one of the premier universities in the nation preparing men and women to pastor and fulfill other leadership roles within the Church of God (Anderson, IN), Mid-America Christian University’s School of Ministry is uniquely qualified to meet the COG congregational and ministry needs. Additionally, the school welcomes students from a variety of Christian faiths and backgrounds.

Grounded in biblical truths and the Wesleyan theological tradition, the school’s ministry programs prepare students to lead and minister effectively as a pastor in a ministry setting; understand and communicate biblical and theological truths; and provide pastoral counseling. Ultimately, students will gain the skills required to shepherd a congregation and enter into pastoral ministry upon graduation or pursue graduate studies. Degree programs offered in the School of Ministry include:

- B.S. in Bible and Theology
- B.S. in Bible and Theology Multidisciplinary
- B.S. in Christian Ministries Multidisciplinary
- B.S. in Specialized Ministries
  - Christian Education Concentration
  - Music Ministry Concentration
  - Pastoral Care Concentration
  - World Missions and Urban Evangelization Concentration
  - Youth Ministries Concentration

Bible and Theology, B.S.

The B.S. in Bible and Theology prepares students to fulfill various ministry roles within the church and non-profit ministry organizations including pastor, counselor, teacher, and administrator or to pursue graduate studies. In addition to the foundational theology courses, other course topics include: missions, Christian education, evangelism and discipleship, worship, homiletics, church administration, and church growth and health.

Bible and Theology Multidisciplinary, B.S.

The B.S. in Bible and Theology Multidisciplinary allows students to tailor courses to their specific interests and goals. Students may enhance their Bible and theology courses with any of the following subject areas: business administration, music ministry, and pastoral care.

Christian Ministries Multidisciplinary, B.S.

The B.S. in Christian Ministries Multidisciplinary allows students to tailor courses to their specific interests and goals. Students may enhance their Christian ministry courses with any of the following subject areas: English, business administration, behavioral science, mathematics, and music endorsement.

Specialized Ministries, B.S.

The B.S. in Specialized Ministries is designed for those who are gifted for a specific ministry with the expectation of moving to a leadership position in a church or para-church ministry. The Specialized Ministry Program offers the following concentrations in which students may focus their studies: Christian Education, Music Ministry, Pastoral Care, World Missions and Urban Evangelization and Youth Ministries. Each provides students with the freedom to focus their studies on one aspect of ministry. The concentration courses complement the foundational general education and theology courses to equip students for effective service in their chosen ministry area or to pursue graduate studies.
Major: Bible and Theology  
School: School of Ministry  
Degree: Bachelor of Science (B.S.)  
College: Arts and Sciences  
Effective Date: 08/01/2013  
Major Code: 200

University Core

Specific courses within the University Core are listed on the first page of this catalog section.  
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
* Bible/Theology (12 hrs)
Written Communication (6 hrs)
* Oral Communication (6 hrs)
* Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
* Social and Behavioral Analysis (3 hrs)
* Cultural Analysis (9 hrs)
* American History and Political Analysis (6 hrs)

Support Courses

Bible and Theology Support Courses
Required courses:
BINT 1203 Introduction to the New Testament
BINT 3303 Romans
BIOT 1103 Introduction to the Old Testament
ENGL 4303 Shakespeare
HIST 3703 Church History I
HIST 3803 Church History II
PHIL 2103 Introduction to Philosophy and Ethics
PMIN 3103 Homiletics I
THEO 1103 Biblical Life and Witness
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121  Critical Thought and Popular Culture

Bible and Theology Major Requirements

Bible/Theology (30 Hrs)
BINT 3103 The Synoptic Gospels
BINT 3603 Hebrews and General Letters
BIOT 3513 Isaiah
BIOT 3903 The Pentateuch
THEO 2103 Systematic Theology I
THEO 2203 Systematic Theology II
THEO 3403 The Person and Work of Holy Spirit
THEO 4203 Eschatology
THEO 4303 Church of God Theology
THEO 4403 Theology of Ministry

Professional Ministry (39 Hrs)
BUAD 4203 Nonprofit/American Church Law
MISS 2203 Introduction to Missions
PMIN 1103 Foundations of Ministry
PMIN 1203 Christian Education Ministry
PMIN 3123 Evangelism and Discipleship
PMIN 3203 Homiletics II
PMIN 3303 Christian Worship
PMIN 3343 Church Growth and Health
PMIN 4103 Pastor's Role in Church Administration
PMIN 4303 Leadership Formation
PMIN 4893 Practicum in Pastoral Care I
PMIN 4903 How to Teach the Bible
PSYC 4603 Pastoral Counseling

Total University Core   58
Total Bible/Theology   30
Total Professional Ministry   39
Total Orientation   01
Total Required Hours   128

Additional Degree Requirement:
___ Completion of required Community Service
Major: Bible and Theology Multidisciplinary

Degree: Bachelor of Science (B.S.)

Effective Date: 01/01/2014

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

**University Core (55 Hrs)**

*Bible/Theology (12 hrs)

Written Communication (6 hrs)

*Oral Communication (6 hrs)

*Critical Inquiry and Aesthetic Analysis (3 hrs)

Scientific Methods (7 hours – including 1 lab)

Quantitative Reasoning (3 hrs)

*Social and Behavioral Analysis (3 hrs)

*Cultural Analysis (9 hrs)

*American History and Political Analysis (6 hrs)

**Support Courses**

***Bible and Theology Support Courses***

Required courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>BINT</td>
<td>Introduction to the New Testament</td>
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<tr>
<td>BINT</td>
<td>Romans</td>
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<tr>
<td>BIOT</td>
<td>Introduction to the Old Testament</td>
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<td>ENGL</td>
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<td>HIST</td>
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<td>Church History II</td>
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<td>Introduction to Philosophy and Ethics</td>
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<td>PMIN</td>
<td>Homiletics I</td>
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<tr>
<td>THEO</td>
<td>Biblical Life and Witness</td>
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<tr>
<td>PSYC</td>
<td>Introduction to Psychology</td>
</tr>
</tbody>
</table>

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

**Orientation Requirement**

**Orientation (1 Hr)**

UNIV   1121  Critical Thought and Popular Culture

Bible and Theology Major Requirements

**Bible/Theology (30 Hrs)**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>BINT</td>
<td>The Synoptic Gospels</td>
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<td>BINT</td>
<td>Hebrews and General Letters</td>
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<td>BINT</td>
<td>How to Teach the Bible</td>
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<td>BIOT</td>
<td>The Pentateuch</td>
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<td>THEO</td>
<td>Systematic Theology I</td>
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<td>THEO</td>
<td>Systematic Theology II</td>
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<td>THEO</td>
<td>The Person and Work of Holy Spirit</td>
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<td>THEO</td>
<td>Eschatology</td>
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<td>THEO</td>
<td>Church of God Theology</td>
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<td>THEO</td>
<td>Theology of Ministry</td>
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**Professional Ministry (21 Hrs)**

<table>
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<tr>
<td>MISS</td>
<td>Introduction to Missions</td>
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<tr>
<td>PMIN</td>
<td>Foundations of Ministry</td>
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<tr>
<td>PMIN</td>
<td>Evangelism and Discipleship</td>
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<tr>
<td>PMIN</td>
<td>Christian Worship</td>
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<tr>
<td>PMIN</td>
<td>Church Growth and Health</td>
</tr>
<tr>
<td>PMIN</td>
<td>Pastor's Role in Church Administration</td>
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<tr>
<td>PMIN</td>
<td>Leadership Formation</td>
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At the time a student chooses a multidisciplinary course of study as a major, the program must be approved by the chairpersons of each academic department. Second program course information is on the reverse side of this form.

<table>
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Additional Degree Requirement:

___ Completion of required Community Service
Business Administration (24 Hrs)
BUAD 2103  Principles of Accounting I
BUAD 2503  Business and Professional Communications
BUAD 2603  Personal Finance
BUAD 3103  Principles of Marketing
BUAD 3203  Principles of Management
BUAD 4203  Nonprofit/American Church Law
BUAD 4303  Human Resource Management
BUAD 4803  Manage Nonprofit Organization

Pastoral Care (24 Hrs)
Required Courses (15 Hrs)
PMIN 3643  Stephen Ministry
PSYC 4603  Pastoral Counseling
PMIN 4973  Pastoral Care in the Local Church
PMIN 4893  Practicum in Pastoral Care I
PMIN 4983  Practicum in Pastoral Care II

Pastoral Care Electives (Select 9 Hrs)
PSYC 2203  Marriage and Family
PSYC 2403  Child and Adolescent Psychology
PSYC 3603  Gerontology
PSYC 3623  Dynamics of the Family in Crisis
PSYC 3633  Intro to Alcohol and Drug Counseling
PSCY 4403  Small Groups: Principles/Practices
PSYC 4703  Psychology of Abnormal Behavior
PSYC 4803  Personality Development
PSYC 4813  Professional Ethics and Conduct

Music (24 Hrs)
MUSI 2102  Aural Skills I
MUSI 2103  Music Theory I
MUSI 2202  Aural Skills II
MUSI 2203  Music Theory II
MUSI 3152  Conducting
MUSI 3252  Advanced Conducting
MUSI 4242  Music Ministry
AMUE 1211  Concert Choir
AMUE 1221  Concert Choir
AMUE 2231  Concert Choir
AMUE 2241  Concert Choir
AMUE 1411  Praise Band
AMUE 1421  Praise Band
AMUS 1111  Piano
AMUS 1121  Piano
AMUS 1311  Voice
AMUS 1321  Voice

Music Endorsement Only:
1.  Students must pass a piano proficiency exam.
2.  Music majors must attend 6 recitals each semester.

Physics Major (32 Hrs)
PHYS 2104  Physics I (including Lab)
PHYS 2204  Physics II (including Lab)
PHYS 2213  Modern Physics
PHYS 2211  Modern Physics Lab
PHYS 2223  Classical Mechanics
PHYS 3113  Thermodynamics
PHYS 3133  Electromagnetism
PHYS 4113  Quantum Mechanics
MATH 2114  Calculus I
MATH 2214  Calculus II
Major: Christian Ministries Multidisciplinary
Degree: Bachelor of Science (B.S.)
Effective Date: 01/01/2014

University Core

Specific courses within the University Core are listed on the first page of this catalog section. *Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
*Bible/Theology (12 hrs)
Written Communication (6 hrs)
*Oral Communication (6 hrs)
*Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
*Cultural Analysis (9 hrs)
*American History and Political Analysis (6 hrs)

Support Courses

Christian Ministries Multidisciplinary Support Courses
Required courses:
BINT 1203 Introduction to the New Testament
BINT 3303 Romans
BIOT 1103 Introduction to the Old Testament
HIST 3703 Church History I
HIST 3803 Church History II
MATH 1513 College Algebra-Required for Math Multidisciplinary degrees
PHIL 2103 Introduction to Philosophy and Ethics
PMIN 3103 Homiletics I
THEO 1103 Biblical Life and Witness
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Christian Ministries Multidisciplinary Major Requirements

Bible/Theology (18 Hrs)
BINT 4903 How to Teach the Bible
BIOT 3513 Isaiah
THEO 2103 Systematic Theology I
THEO 2203 Systematic Theology II
Select 6 Additional Hrs from within the Bible and Theology discipline

Professional Ministries (24 Hrs)
PMIN 1103 Foundations of Ministry
PMIN 3343 Church Growth and Health
PMIN 4103 Pastor's Role in Church Administration
PMIN 3113 Principles of Class Teaching
PMIN 4503 Church’s Ministry to Families
PMIN 3513 Youth Ministry
PMIN 3303 Christian Worship
Select 3 Additional Hrs from within the Professional Ministries discipline

At the time a student chooses a multidisciplinary course of study as a major, the program must be approved by the chairpersons of each academic department. Second program course information is on the reverse side of this form.

<table>
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<th>Other Major</th>
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Additional Degree Requirement:

___ Completion of required Community Service
Page 2 – Church Ministries Multidisciplinary Degree

### English (24 Hrs)

<table>
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<tr>
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<tbody>
<tr>
<td>ENGL 3703</td>
<td>Creative Writing</td>
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<tr>
<td>ENGL 3503</td>
<td>Advanced Composition</td>
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<tr>
<td>ENGL 4203</td>
<td>Modern Grammar</td>
</tr>
<tr>
<td>ENGL 4303</td>
<td>Shakespeare</td>
</tr>
<tr>
<td>ENGL 4503</td>
<td>History of English Language</td>
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<td>ENGL 4533</td>
<td>Crit. Approach to Literature</td>
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Select 6 additional hours from other courses within the discipline.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>ENGL 2103</td>
<td>Eng Lit Sur: Mid-age to Restoration</td>
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<tr>
<td>ENGL 2203</td>
<td>Eng Lit Sur: Romantic Period to Present</td>
</tr>
<tr>
<td>ENGL 2303</td>
<td>World Lit Sur: Ancient World-Renaissance</td>
</tr>
<tr>
<td>ENGL 2403</td>
<td>World Lit Sur: Renaissance-Modern Era</td>
</tr>
<tr>
<td>ENGL 2503</td>
<td>Amer Lit Sur: Before 1865</td>
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<tr>
<td>ENGL 2603</td>
<td>Amer Lit Sur: Since 1865</td>
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### Business Administration (24 Hrs)

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<tr>
<td>BUAD 2103</td>
<td>Principles of Accounting I</td>
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<td>BUAD 2203</td>
<td>Principles of Accounting II</td>
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<td>BUAD 2303</td>
<td>Macroeconomics</td>
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<td>BUAD 2403</td>
<td>Microeconomics</td>
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<td>BUAD 3103</td>
<td>Principles of Marketing</td>
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<td>BUAD 3203</td>
<td>Principles of Management</td>
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<td>BUAD 3403</td>
<td>Business Finance</td>
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<td>BUAD 4103</td>
<td>Business Law</td>
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### Behavioral Science (24 Hrs)

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<tr>
<td>PSYC 2203</td>
<td>Marriage and Family</td>
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<td>PSYC 3633</td>
<td>Intro Alcohol and Drug Counseling</td>
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<tr>
<td>PSYC 3703</td>
<td>Introduction to Statistics</td>
</tr>
<tr>
<td>PSYC 3803</td>
<td>Introduction to Research Methods</td>
</tr>
<tr>
<td>PSYC 4703</td>
<td>Psychology of Abnormal Behavior</td>
</tr>
<tr>
<td>PSYC 4803</td>
<td>Personality Development</td>
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<tr>
<td>PSYC 4813</td>
<td>Professional Ethics and Conduct</td>
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</table>

Select 3 additional hours from other courses within the discipline.

### Mathematics (26 Hrs)

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<thead>
<tr>
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<tbody>
<tr>
<td>MATH 2114</td>
<td>Calculus I and Analytic Geometry</td>
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<td>MATH 2214</td>
<td>Calculus II</td>
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<td>MATH 2313</td>
<td>Calculus III</td>
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<td>MATH 3103</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MATH 3703</td>
<td>Introduction to Statistics</td>
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<td>MATH 3403</td>
<td>Discrete Math</td>
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<td>MATH 4203</td>
<td>Mathematical Statistics</td>
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Select 3 additional hours from other courses within the discipline.

### Music (38 Hrs)

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<tr>
<td>MUSI 2103</td>
<td>Music Theory I</td>
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<td>MUSI 2102</td>
<td>Aural Skills I</td>
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<td>MUSI 2203</td>
<td>Music Theory II</td>
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<td>MUSI 2202</td>
<td>Aural Skills II</td>
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<tr>
<td>MUSI 3152</td>
<td>Conducting</td>
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<td>MUSI 3602</td>
<td>Singing Diction</td>
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<tr>
<td>MUSI 4133</td>
<td>History and Literature of Music I</td>
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<td>MUSI 4233</td>
<td>History and Literature of Music II</td>
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<tr>
<td>MUSI 4602</td>
<td>Hymnology/Music Text</td>
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<td>MUSI 4802</td>
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### Major Ensemble (4 Hrs)

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<td>AMUE 1311-3361</td>
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### Piano (4 Hrs)

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<td>AMUS 1111-3151</td>
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### Voice (4 Hrs)

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<td>AMUS 1111-3151</td>
<td>Voice</td>
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### Physics Major (32 Hrs)

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<td>Modern Physics</td>
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<td>PHYS 3113</td>
<td>Thermodynamics</td>
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<tr>
<td>MATH 2214</td>
<td>Calculus II</td>
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</table>

Music Endorsement Only:
1. Students must pass a piano proficiency exam.
2. Music majors must attend 6 recitals each semester
Major: Specialized Ministries
Degree: Bachelor of Science (B.S.)
Effective Date: 08/01/2013

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
*Bible/Theology (12 hrs)
Written Communication (6 hrs)
*Oral Communication (6 hrs)
*Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
*Cultural Analysis (9 hrs)
*American History and Political Analysis (6 hrs)

Support Courses

Specialized Ministries Support Courses
Required courses:
BINT 1203 Introduction to the New Testament
BINT 3303 Romans
BINT 3303 Introduction to the Old Testament
HIST 3703 Church History I
HIST 3803 Church History II
PHIL 2103 Introduction to Philosophy and Ethics
PMIN 3103 Homiletics I
THEO 1103 Biblical Life and Witness
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Specialized Ministries Major Requirements

Bible/Theology (18 Hrs)
BINT 4903 How to Teach the Bible
BIOT 3513 Isaiah
THEO 2103 Systematic Theology I
THEO 2203 Systematic Theology II
THEO* 4303 Church of God Theology
THEO 4403 Theology of Ministry

*If a student is not a Church of God student, there is an option to take a 3 hour directed reading or honors course.

Specialized Ministries (27 Hrs)
PMIN 1103 Foundations of Ministry
PMIN 1203 Christian Education Ministry
PMIN 3123 Evangelism and Discipleship
PMIN 3203 Homiletics II
PMIN 3303 Christian Worship
PMIN 3343 Church Growth and Health
PMIN 4103 Pastor's Role in Church Administration
PMIN 4303 Leadership Formation
PSYC 4603 Pastoral Counseling
At the time a student designates Specialize Ministries as a program of study as a major, the student must also choose an area of concentration or a discipline as offered on the reverse side of this form.

Specialized Ministry Contractions listed below include:
Christian Education (Ced) Music Ministry (Mus) Pastoral Care (Pas), World Missions/Urban Evangelism (Miss) and Youth Ministry (Yth)

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Additional Degree Requirement:

___ Completion of required Community Service

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Mid-America Christian University 2014-2015

Page 2 - Specialized Ministries Concentrations

**Christian Education (24 Hrs)**
- PMIN 3113 Principles of Classroom Teaching
- PMIN 3313 Children’s Ministry
- PMIN 3713 Workshop Ordinances and Special Services
- PMIN 4503 The Church’s Ministry to Families

**Christian Education Ministry Electives (Select 9 hrs)**
- PMIN 3623 Dynamics of the Family in Crisis
- PMIN 3813 Adult Ministry
- PMIN 4113 Internship in Professional Ministries
- PMIN 4313 The Role of the Associate Pastor in Ministry
- SOCI 2203 Marriage and Family

**Electives (Select 3 hrs)**
- BUAD 4203 Nonprofit and American Church Law
- ENGL 3503 Advanced Composition
- ENGL 4313 Life and Teachings of C.S. Lewis
- PMIN 2803 Church Camping/Recreation Ministry
- PMIN 2903 Rural/Urban Church Ministry
- PMIN 2913 Women in Ministry
- PMIN 4893 Practicum in Pastoral Care I
- PSYC 3603 Gerontology
- PSYC 3903 Stress Management
- PSYC 4403 Small Groups: Principles and Practices

**Youth Ministry (24 Hrs)**
- PMIN 3153 Youth Ministry Methods and Curriculum
- PMIN 3513 Youth Ministry
- PMIN 3713 Workshop Ordinances and Special Services
- PSYC 3633 Intro to Alcohol and Drug Counseling

**Youth Ministry Electives (Select 9 Hrs)**
- PMIN 2703 Church Multi-Media Ministry
- PMIN 4113 Internship in Prof Ministries
- PMIN 4313 The Role of the Associate Pastor in Ministry
- PMIN 4503 The Church’s Ministry to Families
- PSYC 4403 Small Groups: Principles/Practices

**Electives (Select 3 hrs)**
- BUAD 4203 Nonprofit and Amer. Church Law
- ENGL 3503 Advanced Composition
- ENGL 4313 Life and Teachings of C.S. Lewis
- PMIN 2803 Church Camping/Rec Ministry
- PMIN 2903 Rural/Urban Church Ministry
- PMIN 2913 Women in Ministry
- PMIN 4893 Practicum in Pastoral Care I
- PSYC 3603 Gerontology
- PSYC 3903 Stress Management
- PSYC 4403 Small Groups: Principles and Practices

**Pastoral Care (24 Hrs)**
- PMIN 4503 The Church’s Ministry to Families
- PMIN 4893 Practicum in Pastoral Care I
- PMIN 4973 Pastoral Care in the Local Church
- PMIN 4983 Practicum in Pastoral Care II

**Pastoral Care Electives (Select 12)**
- PMIN 3643 Stephen Ministry
- PSYC 2203 Marriage and Family
- PSYC 2403 Child and Adolescent Psychology
- PSYC 3603 Gerontology
- PSYC 3623 Dynamics and Family Crisis
- PSYC 3633 Intro. to Alcohol and Drug Counseling
- PSYC 4403 Small Groups: Principles and Practices
- PSYC 4703 Psychology of Abnormal Behavior
- PSYC 4803 Personality Development
- PSYC 4813 Professional Ethics and Conduct

**Music Ministry (28 Hrs)**
- MUSI 2102 Aural Skills I
- MUSI 2103 Music Theory I
- MUSI 2202 Aural Skills II
- MUSI 2203 Music Theory II
- MUSI 3152 Conducting
- MUSI 3252 Advanced Conducting
- MUSI 4242 Music Ministry

**Applied Music**
- AMUE 1211-2241 Concert Choir (4 Hrs)
- AMUS 1111-1321 Piano (2 Hrs)
- AMUS 1311-1321 Voice (2 Hrs)
- AMUE 1411-1421 Praise Band (2 Hrs)
- IMUS 1611-1621 Guitar or other instr. (2 Hrs)

**Music Endorsement Only:**
1. Students must pass a piano proficiency exam.
2. Music majors must attend 6 recitals each semester.

**World Missions/Urban Evangelism (24 Hrs)**
- MISS 2203 Introduction to Missions
- MISS 3023 World Religions and Heretical Movements
- MISS 3403 Cross Cultural Communications
- MISS 3903 Intro. to Cultural Anthropology

**World Missions/Urban Evangelism Elect. (Select 9 Hrs)**
- MISS 3203 Social Work in the Church
- MISS 3243 Church Planting
- PMIN 2903 Rural/Urban Church Ministry
- PMIN 4113 Internship in Professional Ministries

**Electives (Select 3 hrs)**
- BUAD 4203 Nonprofit and American Church Law
- ENGL 3503 Advanced Composition
- ENGL 4313 Life and Teachings of C.S. Lewis
- PMIN 2803 Church Camping/Recreation Ministry
- PMIN 2903 Rural/Urban Church Ministry
- PMIN 2913 Women in Ministry
- PMIN 4893 Practicum in Pastoral Care I
- PSYC 3603 Gerontology
- PSYC 3903 Stress Management
- PSYC 4403 Small Groups: Principles and Practices
COLLEGE OF ARTS AND SCIENCES

School of Music

The School of Music’s degree programs are designed to enhance students’ musical abilities and biblical knowledge so they may to lead others in worship through church programs and various ministry opportunities or to pursue graduate studies. Degree programs offered in the School of Music include:

- B.S. in Music Business
- B.S. in Music Performance
- B.S. in Music and Worship Ministry

Music Business, B.S.

Designed for those seeking administrative careers within the music industry, the B.S. in Music Business program provides a greater depth of understanding and study of music within this field, equipping graduates with a competitive edge in the dynamic and ever-evolving professional music marketplace, whether Christian or secular. While improving competence in the areas of musical performance, theory, aural skills, conducting, composing and arranging music, this program recognizes contemporary shifts in the professional marketplace and, thus, includes study in the areas of artist and event management, recording engineering and production, contracts and negotiation, marketing, fundraising, and other areas of arts administration.

Music Performance, B.S.

The B.S. in Music Performance focuses on the various aspects of leading worship. Building upon the foundational general education and biblical coursework, students will study music theory, music history, music ministry, aesthetic expression, conducting, and performing as they further hone their musical talent and develop their worship leadership skills to guide congregations into meaningful and devotional worship or pursue graduate studies.

Music and Worship Ministry, B.S.

The B.S. in Music and Worship focuses on the various aspects of music ministry within the church or ministry. In addition to the comprehensive general education and biblical coursework, students will study history and literature of music, class voice, hymnology, conducting, music theory, and electronic music and media so they may become successful members and leaders of a music ministry team or pursue graduate studies.
Major: Music Business
Degree: Bachelor of Science (B.S.)
Effective Date: 08/01/2013
Major Code: 079

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Music Business Major Requirements

Music (38 Hrs)
MUSI 2102 Aural Skills I
MUSI 2103 Music Theory I
MUSI 2202 Aural Skills II
MUSI 2203 Music Theory II
MUSI 3152 Conducting
MUSI 3252 Advanced Conducting
MUSI 4242 Music Ministry
MUSI 4133 History and Literature of Music I
MUSI 4233 History and Literature of Music II
AMUE 1211 Concert Choir
AMUE 1221 Concert Choir
AMUE 2231 Concert Choir
AMUE 2241 Concert Choir
AMUE 1411 Praise Band

Major Instrument (6 Hrs)
AMUS 1311-3361 Major Instrument

Piano (5 Hrs)
AMUS 1111-3151 Piano

Business Administration (21 Hrs)
BUAD 2103 Principles of Accounting I
BUAD 2203 Principles of Accounting II
BUAD 2303 Macroeconomics
BUAD 2403 Microeconomics
BUAD 3103 Principles of Marketing
BUAD 3203 Principles of Management
BUAD 4103 Business Law

Music Business (15 Hrs)
MBUS 3113 Recording Techniques I
MBUS 3123 Recording Techniques II
MBUS 3133 Arts Administration
MBUS 3143 Music Industry Internship
BUAD 4203 Nonprofit and American Church Law

Total University Core 58
Total Music 38
Total Business Admin 21
Total Music Business 15
Total Orientation 01
Total Required Hours 133

Additional Degree Requirement:

___ Completion of Required Community Service
___ Students must pass a piano proficiency exam.
___ Music majors must attend 6 recitals each semester.
___ Students must present a Junior level recital.
___ Students must complete internship.
Major: Music Performance  
School: Music
Degree: Bachelor of Science (B.S.)  
College: Arts and Sciences
Effective Date: 08/01/2013  
Major Code: 013P

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
*Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Music Performance Required Support Courses (3 Hrs)
Required courses:
MUSI 3833 Appreciation of Music and Fine Arts

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Elective Courses

Electives (5 Hrs)
Any Electives (5 Hrs)

Additional Degree Requirement:
____ Completion of Required Community Service.
____ Students must pass a piano proficiency exam.
____ Music majors must attend 6 recitals each semester.
____ Students must present a Junior and Senior level recital.

Music Performance Major Requirements

Music Performance Major (47 Hrs)
AMUS 1141 Class Voice
MUSI 4133 History and Literature of Music I
MUSI 4233 History and Literature of Music II
MUSI 2102 Aural Skills I
MUSI 2103 Music Theory I
MUSI 2202 Aural Skills II
MUSI 2203 Music Theory II
MUSI 3152 Conducting
MUSI 3252 Advanced Conducting
MUSI 3302 Aural Skills III
MUSI 3303 Music Theory III
MUSI 3403 Counterpoint
MUSI 3502 Vocal Pedagogy
MUSI 3612 Vocal Diction
MUSI 4242 Music Ministry
MUSI 4262 Vocal Literature
MUSI 4802 Electronic Music/Media
PMIN 3303 Christian Worship

Select 5 additional hours from other courses within the discipline.

Applied Music Requirements (26 Hrs)

Major Ensemble/Concert Choir (10 Hrs)
AMUE 1011-1021 Vocal Ensemble (2 Hrs)
AMUE 1211-3261 Concert Choir (6 Hrs)
AMUE 1411-1421 Praise Band (2 Hrs)

Piano or other Instrument (8 Hrs)
AMUS/IMUS 1111-3151 Piano/Instrument

Voice (8 Hrs)
AMUS 1111-3151 Voice

Total University Core 58
Total Music Performance 47
Total Applied Music 26
Total Electives 05
Total Orientation 01
Total Required Hours 137
Major: Music and Worship Ministry
Degree: Bachelor of Science (B.S.)
Effective Date: 08/01/2013

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (52 Hrs)
*Bible/Theology (12 hrs)
Written Communication (6 hrs)
*Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (3 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
Cultural Analysis (6 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Music and Worship Required Support Courses (18 Hrs)
Required courses:
BINT 1203 Introduction to the New Testament
BINT 3303 Romans
BIOT 1103 Introduction to the Old Testament
PMIN 3103 Homiletics I
THEO 1103 Biblical Life and Witness
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1 Hr)
UNIV 1121 Critical Thought and Popular Culture

Additional Degree Requirement:

__Completion of Required Community Service
__Students must pass a piano proficiency exam.
__Music majors must attend 6 recitals each semester.
__Students must present a Junior and Senior level recital.

Music and Worship Ministry Requirements

Bible/Theology (18 Hrs)
BINT 4903 How to Teach the Bible
BIOT 3113 Psalms and Poetic Literature
THEO 2103 Systematic Theology I
THEO 2203 Systematic Theology II

Select 6 Additional Hrs from within the Bible and Theology discipline

Professional Ministries (18 Hrs)
PMIN 1103 Foundations of Ministry
PMIN 1203 Christian Education Ministries
PMIN 3303 Christian Worship
PMIN 3513 Youth Ministry
PMIN 4803 Professional Staff Relations
PSYC 4303 Principles of Counseling

Music and Worship (35 Hrs)
AMUS 1141 Class Voice
MUSI 4133 History and Literature of Music I
MUSI 4233 History and Literature of Music II
MUSI 2102 Aural Skills I
MUSI 2103 Music Theory I
MUSI 2202 Aural Skills II
MUSI 2203 Music Theory II
MUSI 3152 Conducting
MUSI 3252 Advanced Conducting
MUSI 3302 Aural Skills III
MUSI 3303 Music Theory III
MUSI 3403 Counterpoint
MUSI 4242 Music Ministry
MUSI 4602 Hymnology/Music Text
MUSI 4802 Electronic Music/Media

Applied Music (11 Hrs)
AMUE 1211-3261 Ensemble/Concert Choir (6 hrs)
AMUS 1111-3151 Piano/Instrument (4 hrs)
AMUS 1111-3151 Voice (1 hr)

Total University Core 52
Total Bible and Theology 18
Total Professional Ministries 18
Total Music and Worship 35
Total Applied Music 11
Total Orientation 01
Total Required Hours 135
COLLEGE OF ARTS AND SCIENCES

School of Teacher Education

The School of Teacher Education develops professional educators committed to excellence and, as a result, have a positive impact on student learning. Therefore, the school offers education degree programs that are state-approved and align with rigorous Oklahoma state and national standards, thus, qualifying teacher candidates for teaching licenses at the elementary and secondary levels.

Through the Teacher Education Global Vision Conceptual Framework and the state and national programs noted in the program descriptions below, the school’s education degree programs develop the intellectual, social, moral, and spiritual domains of the teacher candidate that creates the professional educator. These domains are developed in a global pluralistic perspective through the use of current research and wisdom of practice to develop successful lifelong learners who will teach in public (urban and rural) and private schools.

Programs offered through the School of Teacher Education include:

- Alternative Certificate in Teacher Education
- B.A./B.S. in Early Childhood Education
- B.A./B.S. in Elementary Education
- B.A./B.S. in Elementary/Secondary Vocal Music Education
- B.A./B.S. in Secondary English Education
- B.A./B.S. in Secondary Mathematics Education
- B.A./B.S. in Secondary Social Studies Education

Alternative Certification in Teacher Education

The Alternative Certification in Teacher Education is designed for those who have a degree, but need a teaching license/certificate to teach. Oklahoma requires at least two years of work experience in the field of his or her degree, or one college course posted as post-baccalaureate in the teaching field or in education.

Anyone seeking alternative certification must also pass the Oklahoma General Education Test (OGET) and an Oklahoma Subject Area Test (OSAT) based on his or her bachelor’s degree field. The Oklahoma State Department of Education determines which OSAT must be passed, as well as any additional education requirements that must be completed prior to licensure.

Each applicant must complete an application for alternative licensure including a resume and official transcript. Also, applicants must pass an interview and background check.

More details about alternative certification can be found on the Oklahoma State Department of Education website.

Early Childhood Education, B.A./B.S.

Designed for those dedicated to developing the hearts and minds of young children for future success, the B.A./B.S. in Early Childhood Education equips students to identify and address each child’s individual needs so they may positively impact and guide them through these critical years of development. Students will examine traditional theory as well as contemporary teaching methods to gain the knowledge and practical skills required to become effective teachers in the classroom, whether in a public or private school setting.
Elementary Education, B.A./B.S.

Designed to align with the rigorous standards set forth by the Association for Childhood Education International (ACEI), the B.A./B.S. in Elementary Education focuses on traditional theory, fundamental coursework and contemporary teaching methods so students may gain comprehensive knowledge blended with real-world classroom experience and biblical principles to positively teach and guide children through the all-important elementary years. Students will be equipped to identify and address each child’s individual needs, seek licensure in elementary education, and ultimately become effective teachers in the classroom, whether in a public or private school setting. In addition to covering the traditional course subjects of math, social studies and English, to name a few, the program also includes: child/adolescent and educational psychology, instructional technology, instructional strategies, and exceptional children.

Elementary/Secondary Vocal Music Education, B.A./B.S.

The B.A./B.S. in Elementary/Secondary Vocal Music Education follows the rigorous standards set forth by the Oklahoma Commission for Teacher Preparation (OCTP). This degree program focuses on teaching music at the elementary and secondary levels, thereby developing children in grades K-12 through music. Students will not only gain theoretical knowledge of music and its importance in educating children, but will also gain practical skills through experiential learning, so they may seek licensure in elementary/secondary vocal music education and become effective teachers in the classroom, whether in a public or private school setting. In addition to covering the subjects of child/adolescent and educational psychology, instructional technology, instructional strategies, and exceptional children, the program also includes: music teaching methods, history of music literature, music theory, aural skills, conducting, electronic music/media, and vocal diction, pedagogy and history.

Secondary English Education, B.A./B.S.

Designed to align with rigorous standards set forth by the National Council of Teachers of English (NCTE), the B.A./B.S. in Secondary English Education equips those called to teach secondary English in a public or private school setting. Students will gain theoretical knowledge and practical methodologies for successfully teaching English to this age group as they prepare for a future beyond high school. Through experiential learning, students will gain hands-on experience so they may become effective teachers in the classroom. In addition to covering the subjects of child/adolescent and educational psychology, instructional technology, instructional strategies, and exceptional children, the program also includes: English teaching methods, literature, composition, creative writing, modern grammar, language and culture, and critical approach to literature.

Secondary Mathematics Education, B.A./B.S.

The B.A./B.S. in Secondary Mathematics Education aligns with the rigorous standards set forth by the National Council of Teachers and Mathematics (NCTM). Designed for those called to teach secondary mathematics in a public or private school setting, this program focuses on the theories and practical teaching strategies associated with teaching math to this age group as they prepare for a future beyond high school. Through experiential learning, students will gain hands-on experience so they may become effective teachers in the classroom. In addition to covering the subjects of child/adolescent and educational psychology, instructional technology, instructional strategies, and exceptional children, the program also includes: secondary math methods, calculus, algebra, statistics, discrete math, and the history of math.
Secondary Social Studies Education, B.A./B.S.

Rigorous standards set forth by the National Council for the Social Studies (NCSS) are built into the curriculum for the B.A./B.S. in Secondary Social Studies Education degree program, equipping students to successfully teach social studies at the secondary level in a public or private school setting. Students focus their studies on the various theories and practical teaching strategies associated with teaching social studies to this age group as they prepare for a future beyond high school. Experiential learning through student teaching practicums will provide hands-on experience so students will become effective teachers in the classroom. In addition to covering the subjects of child/adolescent and educational psychology, instructional technology, instructional strategies, and exceptional children, the program also includes: social studies teaching methods, world geography, U.S. history, American and Oklahoma history, macroeconomics, state and local government, historiography/research, cultural anthropology, and social psychology.
Major: Early Childhood Education
Degree: Bachelor of Arts (B.A.)
Effective Date: 08/01/2013

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (52 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (3 hrs)
*Critical Inquiry and Aesthetic Analysis (3 hrs)
*Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
*Cultural Analysis (9 hrs)
*American History and Political Analysis (6 hrs)

Support Courses

Early Childhood Education Support Courses (31 Hrs)
Required courses:
EDUC 2101 MACU Teacher Ed. Orientation
EDUC 2102 Education Foundations
ENGL 2303 World Lit Sur: Ancient World-Renaissance
ENGL 2403 World Lit Sur: Renaissance to Modern Era
GEOG 2603 Human World Geography
HIST 2103 American History I OR
HIST 2203 American History II
MATH 1513 College Algebra
NATS 2201 Earth Science Lab
NATS 2103 Earth Science
NATS 2203 Biology
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred unless approved by the Department).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

*Foreign Language Competency – scored at the Novice High Level in one of the following methods:
___ CLEP Exam credit, Approved Foreign Language Test, or College credit in Foreign Language (B.A)

Additional General Education (17 Hrs)
MATH 2103 Algebra for Teachers
MATH 2203 Math for Teachers I
MATH 2303 Math for Teacher II
NATS 2201 Biology and Lab
NATS 3401 Ecology for Teachers Lab
NATS 3403 Ecology for Teachers
HIST 1103 History of World Civilization I OR
HIST 1203 History of World Civilization II

Early Childhood Education (28 Hrs)
ECED 3103 Nutrition and Physical Development in Early Childhood
ECED 3203 Early Childhood Development and Learning
ECED 4103 Family and Community Relationships in Early Childhood Education
ECED 4203 Guidance, Observation and Assessment of Young Children
EDEL 3103 Methods of Read Primary Grade
EDEL 3403 Children’s Literature
EDEL 4304 Diagnostic and Prescriptive Reading/Pract
EDEL 4503 Methods of Elementary Language Arts
EDEL 4803 Methods of Elementary Math

Professional Education (27 Hrs)
EDUC 2403 Child/Adolescent Psychology
EDUC 3103 Educational Psychology
EDUC 3203 Instructional Technologies
EDUC 4223 The Exceptional Child
EDUC 4203 Instructional Strategies I
EDUC 4213 Instructional Strategies II
EDUC 4909 Student Teaching

Total University Core 52
Total Additional Gen. Ed 17
Total Elementary Education 28
Total Professional Ed 27
Total Orientation 01
Total Required Hours 125

Additional Degree Requirements:
___ One Hundred (100) hours of Field experience in classrooms.
___ Completion of program requirements identified in the Teacher Ed. Handbook
___ Completion of required Community Service
Major: Elementary Education
Degree: Bachelor of Arts (B.A.)
Effective Date: 08/01/2013

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (52 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (3 hrs)
*Critical Inquiry and Aesthetic Analysis (3 hrs)
*Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
*Cultural Analysis (9 hrs)
*American History and Political Analysis (6 hrs)

Support Courses

Elementary Education Support Courses (31 Hrs)
Required courses:
EDUC 2101 MACU Teacher Education Orientation
EDUC 2102 Education Foundations
ENGL 2303 World Lit Sur: Ancient World-Renaissance
ENGL 2403 World Lit Sur: Renaissance to Modern Era
GEOG 2603 Human World Geography
HIST 2103 American History I OR
HIST 2203 American History II
MATH 1513 College Algebra
NATS 2101 Earth Science Lab
NATS 2103 Earth Science
NATS 2203 Biology
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred unless approved by the Department).

Orientation Requirement

Orientation (1 Hr)
UNIV 1121 Critical Thought and Popular Culture

Elementary Education Requirements

Additional General Education (17 Hrs)
MATH 2103 Algebra for Teachers
MATH 2203 Math for Teachers I
MATH 2303 Math for Teachers II
NATS 2201 Biology Lab
NATS 3401 Ecology for Teachers Lab
NATS 3403 Ecology for Teachers
HIST 1103 History of World Civilization I OR
HIST 1203 History of World Civilization II

Elementary Education (28 Hrs)
EDEL 3103 Methods of Reading for Primary Grades
EDEL 3203 Methods of Read. in Intermediate Grades
EDEL 3303 Methods of Elementary Science
EDEL 3503 Methods of Elementary Music/Art Integ.
EDEL 4304 Diagnostic and Prescriptive Reading/Pract
EDEL 4503 Methods of Elementary Language Arts
EDEL 4603 Methods of Elementary Social Studies
EDEL 4803 Methods of Elementary Math
EDEL 3403 Children’s Literature

Professional Education (27 Hrs)
EDUC 2403 Child/Adolescent Psychology
EDUC 3103 Educational Psychology
EDUC 3203 Instructional Technologies
EDUC 4223 The Exceptional Child
EDUC 4203 Instructional Strategies I
EDUC 4213 Instructional Strategies II
EDUC 4909 Student Teaching

Total University Core 52
Total Additional Gen. Ed 17
Total Elementary Education 28
Total Professional Ed 27
Total Orientation 01
Total Required Hours 125

*Foreign Language Competency – scored at the Novice High Level in one of the following methods:
___ CLEP Exam credit, Approved Foreign Language Test, or College credit in Foreign Language (B.A.).
___ Ninety (90) hours of Field experience in classrooms.
___ Completion of program requirements identified in the Teacher Ed. Handbook.
___ Completion of required Community Service.
Major: Elementary/Secondary Vocal Music Education

Degree: Bachelor of Arts (B.A.)

Effective Date: 08/01/2013

School: Teacher Education

College: Arts and Sciences

Major Code: 014E

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**University Core**

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

**University Core (52 Hrs)**

- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (3 hrs)
- *Critical Inquiry and Aesthetic Analysis (3 hrs)*
- *Scientific Methods (7 hours – including 1 lab)*
- *Social and Behavioral Analysis (3 hrs)*
- *Cultural Analysis (9 hrs)*
- *American History and Political Analysis (6 hrs)*

**Support Courses**

**Elem/Sec Vocal Music Education Support Courses (31 Hrs)**

Required courses:

- EDUC 2101  MACU Teacher Education Orientation
- EDUC 2102  Education Foundations
- ENGL 2303  World Lit Sur: Ancient World-Renaissance
- ENGL 2403  World Lit Sur: Renaissance to Modern Era
- GEOG 2603  Human World Geography
- HIST 2103  American History I  OR
- HIST 2203  American History II
- MATH 1513  College Algebra
- NATS 2101  Earth Science Lab
- NATS 2103  Earth Science
- NATS 2203  Biology
- PSYC 1103  Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred unless approved by the Department).

**Orientation Requirement**

**Orientation (1Hr)**

- UNIV 1121  Critical Thought and Popular Culture

**Additional General Education (3 hrs)**

- HIST 1103  History of World Civilization I  OR
- HIST 1203  History of World Civilization II

**Elem/Sec Vocal Music Education Requirements**

**Elem/Sec Music (51 Hrs)**

- HIST 4133  History and Literature of Music I
- HIST 4233  History and Literature of Music II
- MUSI 2102  Aural Skills I
- MUSI 2103  Music Theory I
- MUSI 2202  Aural Skills II
- MUSI 2203  Music Theory II
- MUSI 3152  Conducting
- MUSI 3252  Advanced Conducting
- MUSI 3302  Aural Skills III
- MUSI 3303  Music Theory III
- MUSI 3403  Counterpoint
- MUSI 3502  Vocal Pedagogy
- MUSI 3612  Vocal Diction
- MUSI 4242  Music Ministry
- MUSI 4262  Vocal Literature
- MUSI 4802  Electronic Music/Media
- AMUE 1211-3261 Concert Choir (4 Hrs)
- AMUS 1111-3151 Piano (5 Hrs)
- AMUS 1111-3151 Voice (6 Hrs)

**Professional Education (33 Hrs)**

- EDUC 2403  Child/Adolescent Psychology
- EDUC 3103  Educational Psychology
- EDUC 3203  Instructional Technologies
- EDUC 4223  The Exceptional Child
- EDUC 4203  Instructional Strategies I
- EDUC 4213  Instructional Strategies II
- EDUC 4403  Methods of Teaching Music in the Elementary School
- EDUC 4503  Methods of Teaching Music in the Secondary School
- EDUC 4909  Student Teaching

Total University Core  52
Total Additional Gen. Ed  03
Total Elem/Sec Vocal Music  51
Total Professional Ed  33
Total Orientation  01
Total Required Hours  140

**Additional Requirements:**

- ___ CLEP Exam credit, Approved Foreign Language Test, or College credit in Foreign Language (B.A.).
- ___ One Hundred (100) hours of Field experience in classrooms.
- ___ Completion of program requirements identified in the Teacher Ed. Handbook.
- ___ Completion of required Community Service.
Major: Secondary English Education
Degree: Bachelor of Arts (B.A.)
Effective Date: 08/01/2013

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (52 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (3 hrs)
*Critical Inquiry and Aesthetic Analysis (3 hrs)
Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
*Cultural Analysis (9 hrs)
*American History and Political Analysis (6 hrs)

Support Courses

Secondary English Support Courses (21 Hrs)
Required courses:
EDUC 2101 MACU Teacher Education Orientation
EDUC 2102 Education Foundations
ENGL 2303 World Lit Sur: Ancient World-Renaissance
ENGL 2403 World Lit Sur: Renaissance to Modern
GEOG 2603 Human World Geography
HIST 2103 American History I OR
HIST 2203 American History II
MATH 1513 College Algebra
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Additional General Education (3 hrs)
HIST 1103 History of World Civilization I OR
HIST 1203 History of World Civilization II

Secondary English Requirements

Professional Education (30 Hrs)
EDUC 2403 Child/Adolescent Psychology
EDUC 3103 Educational Psychology
EDUC 3203 Instructional Technologies
EDUC 4223 The Exceptional Child
EDUC 4203 Instructional Strategies I
EDUC 4213 Instructional Strategies II
EDUC 4803 Methods of Teaching English
EDUC 4909 Student Teaching

Secondary English (42 Hrs)
ENGL 2103 Eng Lit Sur: Mid Age-Restoration
ENGL 2203 Eng Lit Sur: Romantic Period to Present
ENGL 2503 Amer Lit Sur: Before 1865
ENGL 2603 Amer Lit Sur: Since 1865
ENGL 3503 Advanced Composition
ENGL 3703 Creative Writing
ENGL 4203 Modern Grammar
ENGL 4303 Shakespeare
ENGL 4503 History of English Language
ENGL 4523 Young Adult Literature
ENGL 4533 Critical Approach to Literature
ENGL 4543 Language and Culture
ENGL 3513 Major Figures
ENGL 3713 Ethnic American Literature

Total University Core 52
Total Additional General Education 03
Total Professional Education 30
Total Secondary English 42
Total Orientation 01
Total Required Hours 128

*Foreign Language Competency – scored at the Novice High Level in one of the following methods:
___ CLEP Exam credit (B.A. awarded), or
___ Approved foreign language test, or
___ College credit in Foreign Language (B.A. awarded).
___ Ninety (90) hours of Field experience in classrooms completed.
___ Completion of program requirements identified in the Teacher Ed. Handbook.
___ Completion of Community Service Requirements.
Major: Secondary Mathematics Education
Degree: Bachelor of Arts (B.A.)
Effective Date: 08/01/2013

University Core

Specific courses within the University Core are listed on the first page of this catalog section. *Courses from the major may apply to the areas marked in the University Core.

University Core (52 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (3 hrs)
*Critical Inquiry and Aesthetic Analysis (3 hrs)
*Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
*Cultural Analysis (9 hrs)
*American History and Political Analysis (6 hrs)

Support Courses

Secondary Mathematics Support Courses (21 Hrs)
Required courses:
EDUC 2101 MACU Teacher Education Orientation
EDUC 2102 Education Foundations
ENGL 2303 World Lit Sur: Ancient World-Renaissance
ENGL 2403 World Lit Sur: Renaissance to Modern Era
GEOG 2603 Human World Geography
HIST 2103 American History I OR
HIST 2203 American History II
MATH 1513 College Algebra
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Additional General Education (3 hrs)
HIST 1103 History of World Civilization I OR
HIST 1203 History of World Civilization II

Secondary Mathematics Requirements

Profession Education (30 Hrs)
EDUC 2403 Child/Adolescent Psychology
EDUC 3103 Educational Psychology
EDUC 3203 Instructional Technologies
EDUC 4223 The Exceptional Child
EDUC 4203 Instructional Strategies I
EDUC 4213 Instructional Strategies II
EDUC 4703 Secondary Math Methods
EDUC 4909 Student Teaching

Secondary Mathematics (41 Hrs)
MATH 1303 Plane Trigonometry
MATH 2114 Calculus I and Analytic Geometry
MATH 2214 Calculus II
MATH 2313 Calculus III
MATH 3103 Linear Algebra
MATH 3303 History of Math
MATH 3403 Discrete Math
MATH 3703 Introduction to Statistics
MATH 4003 College Geometry I
MATH 4103 Abstract Algebra
MATH 4203 Mathematical Statistics
MATH 4303 College Geometry II

Select 3 Additional Hours from within the Math discipline.

Total University Core 52
Total Additional General Education 03
Total Professional Education 30
Total Secondary Math 41
Total Orientation 01
Total Required Hours 127

*Foreign Language Competency – scored at the Novice High Level in one of the following methods:
___ CLEP Exam credit (B.A. awarded), or
___ Approved foreign language test, or
___ College credit in Foreign Language (B.A. awarded)
___ Ninety (90) hours of Field experience in classrooms completed.
___ Completion of program requirements identified in the Teacher Ed. Handbook
___ Completion of Community Service Requirements
Major: Secondary Social Studies Education  
Degree: Bachelor of Arts (B.A.)  
Effective Date: 08/01/2013  

University Core

Specific courses within the University Core are listed on the first page of this catalog section. *Courses from the major may apply to the areas marked in the University Core.

University Core (52 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (3 hrs)
*Critical Inquiry and Aesthetic Analysis (3 hrs)
*Scientific Methods (7 hours – including 1 lab)
*Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
*Cultural Analysis (9 hrs)
*American History and Political Analysis (6 hrs)

Support Courses

Secondary Social Studies Support Courses (21 Hrs)
Required courses:
EDUC 2101 MACU Teacher Ed. Orientation
EDUC 2102 Education Foundations
ENGL 2303 World Lit Sur: Ancient World-Renaissance
ENGL 2403 World Lit Sur: Renaissance to Modern Era
GEOG 2503 Physical World Geography
HIST 1103 History of World Civilization I
MATH 1513 College Algebra
PSYC 1103 Introduction to Psychology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Requirement

Orientation (1Hr)
UNIV 1121 Critical Thought and Popular Culture

Additional General Education (6 hrs)
HIST 1203 History of World Civilization II
SOCI 1103 Introduction to Sociology

Secondary Social Studies Requirements

Professional Education (30 Hrs)
EDUC 2403 Child/Adolescent Psychology
EDUC 3103 Educational Psychology
EDUC 3203 Instructional Technologies
EDUC 4223 The Exceptional Child
EDUC 4203 Instructional Strategies I
EDUC 4213 Instructional Strategies II
EDUC 4603 Methods of Teaching Social Studies
EDUC 4909 Student Teaching

Secondary Social Studies T. Ed. Major (39 Hrs)
ECON 2303 Macroeconomics
GEOG 2603 Human World Geography
POLS 2203 State and Local Government
HIST 2103 American History I
HIST 2203 American History II
HIST 3903 Oklahoma History
HIST 4103 Colonial Period
HIST 4203 19th Century U.S. History
HIST 4213 20th Century U.S. History
HIST 4313 Latin American History
HIST 4403 Historiography/Research
SOCI 2303 Social Psychology
SOCI 3903 Introduction to Cultural Anthropology

Total University Core 52
Total Additional General Education 06
Total Professional Education 30
Total Sec. Social Science 39
Total Orientation 01
Total Required Hours 128

*Foreign Language Competency – scored at the Novice High Level in one of the following methods:
___ CLEP Exam credit (B.A. awarded), or
___ Approved foreign language test, or
___ College credit in Foreign Language (B.A. awarded).
___ Ninety (90) hours of Field experience in classrooms completed.
___ Completion of program requirements identified in the Teacher Ed. Handbook.
___ Completion of Community Service Requirements.
The MACU College of Adult and Graduate Studies (CAGS) recognizes the needs of working adults who desire to further their education through a biblically-based curriculum to positively transform lives throughout their communities and the world. Therefore, each program within is designed to provide an exceptional education that is flexible and convenient. Students may take their courses on campus, online or a combination of both.
COLLEGE OF ADULT AND GRADUATE STUDIES

Adult School of Arts and Sciences

The Adult School of Arts and Sciences offers both an associate and a baccalaureate degree program that provide a synthesis of courses in general studies, biblical studies and professional ministries. This comprehensive foundation hones student’s critical thinking, analytical, problem-solving, and communication skills for effective service, career development or advanced studies. Degrees offered in the Adult School of Arts and Sciences include:

- A.A.E. of Arts and Ethics
- B.S. in Communication, Public Relations and Ethics

Associate of Arts and Ethics, A.A.E.

This two-year degree of general education forms the backbone of MACU’s Christian-based bachelor’s degree completion program. It provides the student with their general elective required courses, preparing them to advance into an adult bachelor’s degree program or to transfer to another four-year institution. Once completed, the general education hours can be combined with additional study in specific programs that lead to the baccalaureate degree.

Communication, Public Relations and Ethics, B.S.

The B.S. in Communication with a major in Public Relations and Ethics prepares students to craft powerful messages and direct effective campaigns within the current and emerging communication environments. Courses examine social movements, new and emerging technology, communication practices and principles. Internship and understudy programs provide opportunities for hands-on, real-world application.

Criminal Justice Administration and Ethics, B.S.

This Criminal Justice Administration and Ethics program equips students for leadership as it addresses contemporary issues critical to the profession and focuses on the administrative, supervisory and field-specific skills required for success in the criminal justice arena. Course topics include: criminology, constitutional law, anti-terrorism and homeland security, criminal procedures, management and administrative communication.
Major: Associate of Arts and Ethics  
Degree: Associate of Arts and Ethics (A.A.E.)  
Effective Date: 07/01/2014  
Major Code: 016C

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<thead>
<tr>
<th>Orientation Course (6 Hrs)</th>
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<tbody>
<tr>
<td>UNIV 1113 Introduction to E-Learning</td>
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<td>UNIV 1123 Success in College</td>
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<tbody>
<tr>
<td>BINT 1223 Introduction to the Bible</td>
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<tr>
<td>BINT 3713 Foundations of Ethics: The Life and Teachings of Jesus</td>
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<tr>
<td>BINT 3813 Foundations of Ethics: The Life and Teachings of Paul</td>
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<tr>
<td>THEO 1103 Biblical Life and Witness</td>
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<td>THEO 3813 Judeo-Christian Ethics</td>
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<tr>
<td>THEO 3823 Biblical Concepts in Leadership</td>
</tr>
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<td>THEO 2303 Introduction to Christian Theology</td>
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<th>Written Communication (6 Hrs)</th>
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<tr>
<td>ENGL 1103 English Composition I</td>
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<tr>
<td>ENGL 1203 English Composition II</td>
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<th>Oral Communication (6 Hrs)</th>
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<tr>
<td>COMM 1103 Fundamentals of Public Speaking (Required)</td>
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<td>COMM 2603 Professional Communication</td>
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<td>COMM 1203 Communication in Interpersonal Relationships</td>
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<td>COMM 2113 Media, Culture and Social Influence</td>
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<td>COMM 3613 Intercultural Communication</td>
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<th>Critical inquiry and aesthetic analysis (6 Hrs)</th>
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<td>PHIL 1203 Critical Thinking</td>
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<td>PHIL 3203 Making of the Modern Mind</td>
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<td>PSYC 3713 Psychological Statistics OR</td>
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<td>RSCH 3713 Statistics for Research</td>
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<tr>
<th>Elective Courses</th>
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<table>
<thead>
<tr>
<th>Scientific Methods (7 Hrs. – including one hour of lab)</th>
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<tbody>
<tr>
<td>NATS 2204 Biology and Lab OR</td>
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<tr>
<td>NATS 2503 Introduction to Meteorology OR</td>
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<table>
<thead>
<tr>
<th>Scientific Methods (7 Hrs. – including one hour of lab)</th>
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<td>____ ____ Natural Science Elective with Lab</td>
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<tr>
<td>____ ____ Natural Science Elective</td>
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<tr>
<td>MATH 2503 Business Math OR</td>
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<td>MATH 1103 College Math</td>
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<th>Social And Behavioral Analysis (3 Hrs)</th>
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<tr>
<td>PSYC 1103 Introduction to Psychology</td>
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<td>SOCI 1103 Introduction to Sociology</td>
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<th>Cultural Analysis (9 Hrs) (at least 3 hrs. literature)</th>
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<tr>
<td>ENGL 2603 Amer. Literature Survey: After 1865-Required</td>
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<td>ENGL 2903 Essay Writing</td>
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<td>ENGL 3703 Creative Writing</td>
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<td>SOCI 1203 Social Problems</td>
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<tr>
<td>SOCI 3023 World Religions and Heretical Movements</td>
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<th>American History and Political Analysis (6 Hrs)</th>
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<tr>
<td>HIST 2203 American History II</td>
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<td>POLS 1103 National Government</td>
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<thead>
<tr>
<th>Elective Courses</th>
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<table>
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<tr>
<th>Electives (6 Hrs)</th>
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<tbody>
<tr>
<td>Any Electives (6 Hrs)</td>
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Total Orientation 06  
Total Electives 06  
Total University Core 52  
Total Required Hours 64
Major: Communication, Public Relations and Ethics
Degree: Bachelor of Science (B.S.)
Effective Date: 11/01/13

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Course

Orientation (6 Hrs)
UNIV 1113 Introduction to E-Learning
UNIV 1123 Success in College

Elective Courses

Electives (18 Hrs)
Any Electives (18 Hrs)

Communication, Public Relations Major Requirements

Communication, Public Relations Major (33 Hrs)
COMM 2113 Media, Culture, and Social Influence
COMM 2213 Introduction to Public Relations
COMM 2803 Writing for Mass and Social Media
COMM 3213 Organizational and Corporate Communication
COMM 3233 Law and Ethics for Public Relations
COMM 3603 Media Effects
COMM 3613 Intercultural Communication
COMM 3903 Advanced Public Relations
COMM 4413 Communication and Cultural Change
COMM 4513 Persuasion, Motivation, and Social Influence
COMM 4603 Creating Social Media Presence and Cultural Movements

Research Requirements (9 Hrs)
COMM 3433 Public Relations Research and Design
COMM 3533 Public Relations Research and Management
COMM 4533 Public Relations Research and Presentation

Total University Core 58
Total Comm., Public Relations/Ethics 33
Total Research 09
Total Electives 18
Total Orientation 06
Total Required Hours 124
Major: Criminal Justice Administration and Ethics
Degree: Bachelor of Science (B.S.)
Effective Date: 11/01/13

University Core

Specific courses within the University Core are listed on the first page of this catalog section.
*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

Support Courses

Criminal Justice Administration and Ethics Required

Support Courses

Required Courses:
- PSYC 1103 Introduction to Psychology
- SOCI 1203 Social Problems

Orientation Courses

Orientation (6 Hrs)
- UNIV 1113 Introduction to E-Learning
- UNIV 1123 Success in College

Elective Courses

Electives (21 Hrs)
Any Electives (21 Hrs)
COLLEGE OF ADULT AND GRADUATE STUDIES

Adult School of Business Science

Designed for the development of exceptional business leaders, the Adult School of Business Science equips students for a multitude of careers suitable to various industries and organizations in both the public and private sectors. Its blend of traditional theory and contemporary strategies grounded on biblical truths prepares students to confidently address challenges in the ever-evolving field of business. Programs offered through the Adult School of Business Science include:

- B.B.A. in Accounting and Ethics
- B.B.A. in Business Administration and Ethics
- B.S. in Health Care Administration and Ethics
- B.S. in Management and Ethics
- B.S. in Management Information Systems and Ethics
- MBA (Master of Business Administration)
  - Health Care Administration Emphasis
  - International Business Emphasis
  - Accounting Emphasis
- M.A., Leadership
  - Business Management
  - Higher Education Administration
  - Public Administration

Accounting and Ethics, B.B.A.

Designed to help prepare students for a variety of accounting careers and fulfill the education requirements for taking the Certified Public Accountant (CPA) exam, the Accounting and Ethics program provides a broad foundation in accounting procedures and theory. Courses cover vital areas, including: taxation, auditing, managerial/cost, financial and accounting law, ethical guidelines, and accounting information systems.

Business Administration and Ethics, B.B.A.

Designed to prepare students to pursue a variety of positions in the field of business, the Business Administration and Ethics degree enhances students’ understanding of business and features specific business dynamics and competencies that are critical to the success of any business or organization.

Health Care Administration and Ethics, B.S.

Health care administration offers one of the most prominent career opportunities in today’s economy. The B.S. in Health Care Administration and Ethics prepares students in the principles and application of management in the day-to-day administration of health care organizations, including hospitals, physicians’ offices, nursing homes, and other medical facilities. Courses address Business fundamentals, communication, ethics, and organizational training.
Management and Ethics, B.S.

Designed to develop students’ knowledge, analytical and communication skills, the B.S. in Management and Ethics program prepares graduates to lead a variety of organizations in the private and public sectors, as well as non-profits so they may address future challenges, and interpret and convey financial information.

Management Information Systems and Ethics, B.S.

The Management Information Systems and Ethics degree program combines the fast-paced world of technology with organizational and business management as it prepares students to understand and direct emerging technologies, services, practices and trends, which are influencing information technology and business. Courses cover the key concepts of information management, project management, financial management, ethical business practices, and technical training.

Master of Business Administration, MBA

The Master of Business Administration (MBA) program is a dynamic course of study geared toward today’s rapidly changing business environment. Grounded in traditional business theory, the program is integrated with practical application, timeless biblical principles and Christian values. Professionals enhance their existing knowledge with a deeper understanding of effective business practices, including: strategic planning and execution, resource management, and how to lead new and expanding enterprises, businesses, and organizations. The MBA program is designed for working adults and can be completed in 18-20 months while students maintain full-time employment. Classes are held on campus one night per week and are sequenced where students take only one class at a time.

Master of Leadership, M.A.

Designed for those who desire to be transformative, visionary leaders in a variety of professional settings around the world, the Master of Arts in Leadership program deepens understanding of theoretical foundations and applies practical principles to develop effective leadership skills that can immediately be applied within the workplace. The program is comprised of 36 credit hours that can be completed in a minimum of 18 months while maintaining full-time employment. It includes course topics such as: organizational culture and behavior, training and development, leading change, communication, project management, research methods, financial development, resource management and decision making. Successful completion of 36 credit hours is required to earn the Master of Arts in Leadership.

Leadership, Business Management, M.A.

Designed for those who desire to enhance their own leadership skills and abilities, and who are involved in adult education, training and development, the Master of Arts in Leadership program provides a blend of theory and practical application to enhance students’ knowledge and skills to effectively transform their leadership and the leadership of others.

Leadership, Higher Education Administration, M.A.

The Master of Arts in Leadership, Higher Education Administration program equips students to lead ethically in the field of higher education administration by exercising fiscal responsibility, social equity, and strategic communication. Students are equipped to meet the challenges of higher education in a global society, will develop their collaboration, diplomacy and diversity skills, and will advance in their knowledge through quantitative and qualitative research and problem solving, practical application and mentorships with higher education professionals.
Leadership, Public Administration, M.A.

Designed for those who desire to develop leadership skills for a career in government, the Master of Arts in Leadership, Public Administration program equips students to lead ethically at all levels of government service through exercising fiscal responsibility, social equity and strategic communication. The program focuses on leadership skills such as collaboration, diplomacy and diversity, writing and public speaking, while advancing knowledge through quantitative and qualitative research and problem-solving, mentorships with professionals in the field of public administration.
Major: Accounting and Ethics

School: Adult School of Business Science

Degree: Bachelor of Business Administration (B.B.A.)

College: Adult and Graduate Studies

Effective Date: 03/01/14

Major Code: 038

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

University Core (58 Hrs)

Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Accounting and Ethics Major Requirements

Accounting and Ethics Major (72 Hrs)

Accounting and Ethics Major (72 Hrs)

Elective Courses

Select 3 Additional Hours from within the Accounting and Ethics discipline.

Research Requirements (6 Hrs)

Total University Core 58
Total Accounting and Ethics 72
Total Research 06
Total Electives 12
Total Orientation 06
Total Required Hours 154
Major: Business Administration and Ethics  
Degree: Bachelor of Business Administration (B.B.A.)  
Effective Date: 11/01/13  
Major Code: 021

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

**University Core (58 Hrs)**
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

Orientation Courses

**Orientation (6 Hrs)**
- UNIV 1113 Introduction to E-Learning
- UNIV 1123 Success in College

Elective Courses

**Electives (15 Hrs)**
- Any Electives (15 hrs)

**Business Administration and Ethics Major Requirements**

**Business Administration and Ethics Major (39 Hrs)**
- ACCN 3703 Introduction to Financial Accounting
- ACCN 3803 Introduction to Managerial Accounting
- ECON 3503 Applied Macroeconomics
- ECON 3603 Applied Microeconomics
- MGMT 2103 Computer Based Information Systems
- MGMT 3213 Applied Business Management
- MGMT 3313 Principles of Human Resources Administration
- MGMT 3603 Principles of Business Administration
- MGMT 4233 Principles of Business Law
- MGMT 4403 Marketing Concepts and Applications
- MGMT 4413 Operations Management
- MGMT 4503 Financial Analysis for Managers

Select 3 Additional Hours from within the Business Administration and Ethics discipline.

**Research Requirements (6 Hrs)**
- BUAD 2503 Business and Professional Communications
- MGMT 3703 Applied Business Statistics

**Total University Core** 58  
**Total Business Administration** 39  
**Total Research** 06  
**Total Electives** 15  
**Total Orientation** 06  
**Total Required Hours** 124
Major: Health Care Administration and Ethics

School: Adult School of Business Science

Degree: Bachelor of Science (B.S.)

College: Adult and Graduate Studies

Effective Date: 11/01/13

Major Code: 060

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

University Core (58 Hrs)

Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Orientation Course

Orientation (6 Hrs)

UNIV  1113   Introduction to E-Learning
UNIV  1123   Success in College

Elective Courses

Electives (18 Hrs)
Any Electives (18 Hrs)

Health Care Administration and Ethics Major Requirements

Health Care Administration Major (36 Hrs)

HCA  3203   Introduction to Health Care Management
HCA  3213   Medical Terminology for Managers
HCA  3303   Current Issues in Health Care Management
HCA  3313   Health Care Human Resource Management
HCA  3503   Legal Aspects of Health Care Management
HCA  4103   Health Care Economics
HCA  4203   Health Care Operations Management
HCA  4303   Health Care Information Systems
MGMT  3303   Management Principles
MGMT  4303   Accounting for Managers
MGMT  4503   Financial Analysis for Managers

Select 3 Additional Hours from within the Health Care Administration and Ethics discipline.

Research Requirements (6 Hrs)

BUAD  2503   Business and Professional Communications
MGMT  3703   Applied Business Statistics

Total University Core    58
Total Health Care Administration 36
Total Research 06
Total Electives 18
Total Orientation 06
Total Required Hours 124
Major: Management and Ethics

Degree: Bachelor of Science (B.S.)

Effective Date: 7/1/14

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

*Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)

Bible/Theology (12 hrs)
Written Communication (6 hrs)
Oral Communication (6 hrs)
Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
*Social and Behavioral Analysis (3 hrs)
*Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Management and Ethics Required Support Courses

Required courses:
PSYC 1103 Introduction to Psychology

SOCI 1203 Social Problems

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Course

Orientation (6 Hrs)

UNIV 1113 Introduction to E-Learning
UNIV 1123 Success in College

Elective Courses

Electives (15 Hrs)

Any Elective - 15 hrs

Management and Ethics Major Requirements

Management and Ethics Major (39 Hrs)

BUAD 2503 Business and Professional Communications
MGMT 2103 Computer Based Information Systems
MGMT 2203 Goals Priorities, and Attitudes
MGMT 2303 Management Principles
MGMT 3313 Principles of Human Resource Administration
MGMT 3603 Principles of Business Administration
MGMT 4103 Organizational Communication
MGMT 4203 Managing People: Groups and Leadership
MGMT 4303 Accounting for Managers
MGMT 4403 Marketing Concepts and Applications
MGMT 4503 Financial Analysis for Managers
MGMT 4523 Case Studies in Management Ethics
PSYC 3123 Industrial Organizational Psychology

Research Requirements (8 Hrs)

MGMT 3403 Research and Ethical Decision Making
MGMT 3501 Research and Ethical Decision Making
MGMT 4604 Management and Ethics Research Project

Total University Core 58
Total Management and Ethics 39
Total Research 08
Total Electives 15
Total Orientation 06
Total Required Hours 126
Major: Management Information Systems and Ethics
Degree: Bachelor of Science (B.S.)
Effective Date: 11/01/13

University Core

Specific courses within the University Core are listed on the first page of this catalog section.

University Core (58 Hrs)
- Bible/Theology (12 hrs)
- Written Communication (6 hrs)
- Oral Communication (6 hrs)
- Critical Inquiry and Aesthetic Analysis (6 hrs)
- Scientific Methods (7 hours – including 1 lab)
- Quantitative Reasoning (3 hrs)
- Social and Behavioral Analysis (3 hrs)
- Cultural Analysis (9 hrs)
- American History and Political Analysis (6 hrs)

Management Information Systems

Major Requirements

Management Information Systems
- MISE 2103 Computer Based Information Systems
- MISE 3203 Telecommunications/Networking/Architecture
- MISE 4103 Programming Concepts
- MISE 4203 Information Resource
- MISE 4303 ERP/Database Design I
- MISE 4313 ERP/Database Design II
- MISE 4403 Project Planning and Implementation
- MISE 4603 Languages
- MISE 4613 Web Languages
- MISE 4703 System Analysis Design
- MISE 4803 Emerging Technology Seminar

Select 3 Additional Hours from within the Management Information Systems and Ethics discipline.

Research Requirements (6 Hrs)
- BUAD 2503 Business and Professional Communications
- MGMT 3703 Applied Business Statistics

Elective Courses

Electives (18 Hrs)
- Any Electives (18 hrs)

Total University Core 58
Total Management Inf. Sys. 36
Total Research 06
Total Electives 18
Total Orientation 06
Total Required Hours 124
Major: Business Administration
Degree: Master of Business Administration (MBA)
Effective Date: 08/01/2011

Degree Requirements:

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<tr>
<td>ECON 5223</td>
<td>Managerial Economics in a Globalized Environment</td>
</tr>
<tr>
<td>FINC 5333</td>
<td>Modern Corporate Finance</td>
</tr>
<tr>
<td>MGMT 5113</td>
<td>Organizational Behavior</td>
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<tr>
<td>MGMT 5233</td>
<td>Marketing Analysis and Strategy</td>
</tr>
<tr>
<td>MGMT 5323</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>MGMT 5413</td>
<td>Legal Environment</td>
</tr>
<tr>
<td>MGMT 6313</td>
<td>Management Science</td>
</tr>
<tr>
<td>MGMT 6423</td>
<td>Business Strategic Management</td>
</tr>
<tr>
<td>MGMT 6433</td>
<td>Executive Seminar Series: International Business</td>
</tr>
<tr>
<td>PMIN 5123</td>
<td>Business Management from a Christian Worldview</td>
</tr>
<tr>
<td>PMIN 5233</td>
<td>Servant Leadership and Business Ethics</td>
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MBA, Accounting Emphasis
Required Additional Hours: 12

<table>
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ACCN 5143</td>
<td>Cost Accounting</td>
</tr>
<tr>
<td>ACCN 5153</td>
<td>Accounting Information Systems</td>
</tr>
<tr>
<td>ACCN 5163</td>
<td>Business Taxation</td>
</tr>
<tr>
<td>ACCN 5173</td>
<td>Auditing</td>
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Total Required Hrs – 48

MBA, Health Care Administration Emphasis
Required Additional Hours: 12

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>HCA 5213</td>
<td>Health Care Management</td>
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<tr>
<td>HCA 5223</td>
<td>Health Care Legal Environment</td>
</tr>
<tr>
<td>HCA 5233</td>
<td>Health Care Finance</td>
</tr>
<tr>
<td>HCA 5243</td>
<td>Health Care Information Systems</td>
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Total Required Hrs – 48

MBA, International Business Emphasis
Required Additional Hours: 12

<table>
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<th>Course Code</th>
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<tbody>
<tr>
<td>MKTG 5113</td>
<td>Global Marketing and Multi-Cultural Communications</td>
</tr>
<tr>
<td>MGMT 6403</td>
<td>International Business Law</td>
</tr>
<tr>
<td>ECON 5233</td>
<td>International Economics</td>
</tr>
<tr>
<td>MGMT 6443</td>
<td>Strategic Global Strategy</td>
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Total Required Hrs – 48

Total Required Hours: 36
**Mid-America Christian University 2014-2015**

<table>
<thead>
<tr>
<th>Major: Leadership</th>
<th>School: Adult School of Business Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree: Master of Arts (M.A.)</td>
<td>College: Adult and Graduate Studies</td>
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<tr>
<td>Effective Date: 08/01/2013</td>
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**Degree Requirements:**

- ML 5111 Program Orientation
- ML 5123 Organizational Culture and Behavior
- ML 5133 Introduction to Quantitative Methods of Administrative Data
- ML 5143 Leadership Theory and Practice
- ML 5163 Training and Development
- ML 5243 Leading Change
- ML 5263 The Adult Learner
- ML 5313 Project Management
- ML 5333 Research Methods
- ML 5343 Financial Development and Resource Management
- ML 5353 Decision Making
- ML 5363 Communication for Leadership
- ML 6021-4 Research Presentation

**Total Required Hours: 36**
Major: Leadership, Business Management  School: Adult School of Business Science
Degree: Master of Arts (M.A.)  College: Adult and Graduate Studies
Effective Date: 08/01/2013  Major Code: 057

Degree Requirements:

ACCN 5183  Survey of Financial Accounting
ECON 5213  Survey of Economics
MGMT 5233  Marketing Analysis and Strategy
MGMT 5413  Legal Environment
ML 5111  Program Orientation
ML 5123  Organizational Culture and Behavior
ML 5143  Leadership Theory and Practice
ML 5163  Training and Development
ML 5243  Leading Change
ML 5313  Project Management
ML 5363  Communication for Leadership
ML 6112  Case Study Presentation
PMIN 5123  Business Management from a Christian Worldview

Total Required Hours: 36
Major: Leadership, Higher Education Administration  
School: Adult School of Business Science  
Degree: Master of Arts (M.A.)  
College: Adult and Graduate Studies  
Effective Date: 08/01/2013  
Major Code: 056  

**Degree Requirements:**

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<th>Course Code</th>
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<tr>
<td>HEA 5313</td>
<td>Higher Education History and Administration</td>
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<tr>
<td>HEA 5323</td>
<td>Higher Education Law</td>
</tr>
<tr>
<td>HEA 5333</td>
<td>Higher Education Budgeting and Finance</td>
</tr>
<tr>
<td>ML 5111</td>
<td>Program Orientation</td>
</tr>
<tr>
<td>ML 5123</td>
<td>Organizational Culture and Behavior</td>
</tr>
<tr>
<td>ML 5133</td>
<td>Introduction to Quantitative Methods of Administrative Data</td>
</tr>
<tr>
<td>ML 5143</td>
<td>Leadership Theory and Practice</td>
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<tr>
<td>ML 5163</td>
<td>Training and Development</td>
</tr>
<tr>
<td>ML 5243</td>
<td>Leading Change</td>
</tr>
<tr>
<td>ML 5263</td>
<td>The Adult Learner</td>
</tr>
<tr>
<td>ML 5313</td>
<td>Project Management</td>
</tr>
<tr>
<td>ML 5333</td>
<td>Research Methods</td>
</tr>
<tr>
<td>ML 6021-4</td>
<td>Research Presentation</td>
</tr>
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</table>

**Total Required Hours:** 36
Major: Leadership, Public Administration  
Degree: Master of Arts (M.A.)  
Effective Date: 08/01/2013  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ML 5111</td>
<td>Program Orientation</td>
</tr>
<tr>
<td>ML 5123</td>
<td>Organizational Culture and Behavior</td>
</tr>
<tr>
<td>ML 5133</td>
<td>Introduction to Quantitative Methods of Administrative Data</td>
</tr>
<tr>
<td>ML 5143</td>
<td>Leadership Theory and Practice</td>
</tr>
<tr>
<td>ML 5153</td>
<td>Public Budgeting and Finance</td>
</tr>
<tr>
<td>ML 5163</td>
<td>Training and Development</td>
</tr>
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<td>ML 5233</td>
<td>Public Policy Implementation</td>
</tr>
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<td>ML 5243</td>
<td>Leading Change</td>
</tr>
<tr>
<td>ML 5253</td>
<td>Legislative Process and Behavior</td>
</tr>
<tr>
<td>ML 5313</td>
<td>Project Management</td>
</tr>
<tr>
<td>ML 5333</td>
<td>Research Methods</td>
</tr>
<tr>
<td>ML 5363</td>
<td>Communication for Leadership</td>
</tr>
<tr>
<td>ML 6021-4</td>
<td>Research Presentation</td>
</tr>
</tbody>
</table>

**Total Required Hours: 36**
COLLEGE OF ADULT AND GRADUATE STUDIES

Adult School of Christian Ministries

The Adult School of Christian Ministries offers various levels of study from certificate through the master’s level so as to strengthen and enhance the knowledge and skills of individuals who are called to minister in their churches, communities and around the world. Programs offered through the Adult School of Christian Ministries include:

- B.S. in Christian Ministries
- M.Min. in Ministry

Christian Ministries, B.S.

Providing a solid foundation in biblical and theological studies from a Wesleyan tradition, the Christian Ministries degree equips students to pursue advanced ministry-related studies, and is a stepping stone to MACU’s Master of Ministry degree for those who want to pursue the next level of study.

Ministry, M.Min.

Designed for pastors, lay leaders and those dedicated to serving others through Christian ministry, the Master of Ministry degree develops a theological foundation in biblical Exegesis, spiritual formation and church history while delving into contemporary leadership, strategic planning, and evangelism techniques that can immediately be applied. Required practicums allow students to apply their newfound knowledge within a church setting. This degree is not for those seeking to teach theology at the university level, but rather, it prepares students to effectively teach, mentor, preach, evangelize, disciple and serve as administrators within the local church, para-church or other church-related ministry as they train and encourage others in Christian service.
University Core

Specific courses within the University Core are listed on the first page of this catalog section. *Courses from the major may apply to the areas marked in the University Core.

University Core (58 Hrs)
* Bible/Theology (12 hrs)
  Written Communication (6 hrs)
* Oral Communication (6 hrs)
* Critical Inquiry and Aesthetic Analysis (6 hrs)
  Scientific Methods (7 hours – including 1 lab)
  Quantitative Reasoning (3 hrs)
* Social and Behavioral Analysis (3 hrs)
  Cultural Analysis (9 hrs)
* American History and Political Analysis (6 hrs)

Support Courses

Christian Ministries Required Support Courses
Required courses:
BINT 1203 Introduction to the New Testament
BINT 3303 Romans
BIOT 1103 Introduction to the Old Testament
HIST 3703 Church History I
PHIL 1203 Critical Thinking
PMIN 3103 Homiletics I
PSYC 1103 Introduction to Psychology
THEO 2303 Introduction to Christian Theology

Upon completion of the above courses, corresponding University Core requirements will be satisfied. (These courses are required for this major regardless of previous degrees conferred).

Orientation Courses

Orientation (6 Hrs)
UNIV 1113 Introduction to E-Learning
UNIV 1123 Success in College

Elective Courses

Electives (15 Hrs)
Any Electives (15 Hrs)
**Mid-America Christian University 2014-2015**

<table>
<thead>
<tr>
<th>Major:</th>
<th>Ministry</th>
<th>School:</th>
<th>Adult School of Christian Ministries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree:</td>
<td>Master of Ministry (M.Min)</td>
<td>College:</td>
<td>Adult and Graduate Studies</td>
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<tr>
<td>Effective Date:</td>
<td>08/01/2013</td>
<td>Major Code:</td>
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</table>

**Degree Requirements:**

- BINT 5103 Bible Interpretation
- BINT 5113 Exegesis of Representative Passages
- BINT 5213 Parables of Jesus
- MMIN 5000 Graduate Seminar
- MMIN 5203 Spiritual Formation from a Wesleyan Perspective
- MMIN 5313 Homiletics
- MMIN 5323 Biblical Leadership, Coaching and Ethics
- MMIN 5333 Church History and Christian Movements
- MMIN 5453 Christian Education
- MMIN 5463 Evangelism in a Post Modern Era
- MMIN 5473 Strategic Planning for Strategic Change
- MMIN 6211 Ministry Integration Practicum I
- MMIN 6321 Ministry Integration Practicum II
- MMIN 6431 Ministry Integration Practicum III
- THEO 5213 Wesleyan-Arminian Theology
- THEO 5223 Theological Method

**Total Required Hours: 39**
COLLEGE OF ADULT AND GRADUATE STUDIES

Adult School of Psychology and Counseling

Offering both a bachelor’s and a master’s degree, the Adult School of Psychology and Behavioral Science equips students in preparation for licensure and/or work within a church or ministry setting, as well as related positions in education, social services, government or medical facilities. The school offers the following degree programs:

- B.S. in Psychology and Ethics
- M.S. in Counseling
  - Addiction and Substance Abuse Counseling
  - Marital and Family Therapy
  - Pastoral/Spiritual Direction
  - Professional Counselor

Psychology and Ethics, B.S.

The Psychology and Ethics program provides students with an in-depth perspective of human behavior and psychological principles, and an introduction to common psychological issues. Designed to equip students for the fields of education, social, government, or medical agencies, the program lays the groundwork for advanced study in the field and the pursuit of counseling licensure.

Master of Science in Counseling

Graduate study in the field of counseling is designed to strengthen the academic and professional competence of the student by developing the capacity for independent study, mastering research skills appropriate to the field of study and building the analytical creative, integrative, and evaluative techniques as applied to a specialized field of study.

Each of the counseling program’s four emphases are designed to instruct students in the scientific method, to enhance professional counseling skills, to integrate knowledge of the discipline along with a Christian faith-based perspective and to prepare students for success in the workplace and in ministry settings. Students may choose to focus their study in one of the following emphases:

- Professional Counselor
- Addiction and Substance Abuse Counseling
- Applied Behavioral Science
- Marital and Family Therapy
- Pastoral/Spiritual Direction

Professional Counselor Emphasis

The Professional Counselor emphasis in the Master of Science in Counseling program is designed to provide a broad-based in-depth education in the discipline of professional counseling to prepare students for licensure as a Licensed Professional Counselor, to instruct in professional critical thinking skills and the scientific method, to train for leadership, to orient to practical application, and to integrate knowledge of the discipline along with a Christian faith-based perspective in order to prepare students for success in secular and ministry settings.
Addiction and Substance Abuse Counseling Emphasis

The Addiction and Substance Abuse Counseling emphasis in the Master of Science in Counseling program is designed to provide a thorough and integrated psychological and psychotherapeutic knowledge for being an addictions and substance abuse counselor and preparing students for licensure as a licensed Alcohol and Drug Counselor. This program is focused on ensuring both breadth and depth of knowledge in a comprehensive understanding of this professional field by including a strong emphasis on academic and professional performance.

Applied Behavioral Science

The Applied Behavioral Science concentration is designed for students seeking the knowledge of counseling and psychology without seeking licensure. Students who have been pursuing a degree program leading to one of the licensure concentrations (Professional Counseling – LPC, Marital and Family Therapy – LMFT, or Addiction and Substance Abuse Counseling – LADC) can elect to choose the Applied Behavioral Science concentration, which will not lead to licensure. In addition to the initial 30 hours of the concentration, students will take between 6 and 12 additional hours of their choosing with the approval of the School Chair. Students will form a plan of study with the School Chair specifying the requirements for the completion of the degree with between 36 and 42 hours. Students do not participate in a practicum/internship and will not qualify for licensure. Students can apply this degree towards other types of human services occupations to potentially include a counseling agency or business activity such as case management, rehabilitation, triage assessment, human relations, human resources, and teaching.

Marital and Family Therapy Emphasis

The Marital and Family Therapy emphasis in the Master of Science in Counseling program develops a solid foundation for individual, marital and family therapy for licensure as a licensed Marital and Family Therapist. This program focuses on critical thinking skills, scientific method, practical application and the integration of discipline-specific knowledge, blended with a Christian faith-based perspective to equip students for success in both secular and ministry settings.

Pastoral and Spiritual Direction Emphasis

The Pastoral and Spiritual Direction emphasis in the Master of Science in Counseling program is designed to meet the needs of those in ministry who desire significant improvement in performing pastoral counseling and spiritual direction. The program provides a broad-based education in the discipline preparing students for expanding their pastoral care in church and other ministry settings, to instruct students in the scientific method, to integrate knowledge of the discipline of counseling along with a Christian faith-based perspective. The curriculum includes courses that focus on pastoral counseling and professional counselor skills.
Major: Psychology and Ethics

Degree: Bachelor of Science (B.S.)

Effective Date: 11/01/13

University Core

Specific courses within the University Core are on listed
the first page of this catalog section.
*Courses from the major may apply to the areas marked in the
University Core.

University Core (58 Hrs)
Bible/Theology (12 hrs)
Written Communication (6 hrs)
*Oral Communication (6 hrs)
*Critical Inquiry and Aesthetic Analysis (6 hrs)
Scientific Methods (7 hours – including 1 lab)
Quantitative Reasoning (3 hrs)
Social and Behavioral Analysis (3 hrs)
Cultural Analysis (9 hrs)
American History and Political Analysis (6 hrs)

Support Courses

Psychology Required Support Courses (6 Hrs)
Required courses:
COMM 2603 Professional Communication
PSYC 3713 Psychological Statistics

Upon completion of the above courses, corresponding
University Core requirements will be satisfied. (These courses
are required for this major regardless of previous degrees
conferred).

Orientation Courses

Orientation (6 Hrs)
UNIV 1113 Introduction to E-Learning
UNIV 1123 Success in College

Elective Courses

Electives (21 Hrs)
Any Electives (21 Hrs)

Psychology and Ethics Major Requirements

Psychology and Ethics Major (33 Hrs)
PSYC 1103 Introduction to Psychology
PSYC 3113 History and Systems of Psychology
PSYC 3303 Development Across the Life Span
PSYC 4803 Personality Development
PSYC 4703 Psychology of Abnormal Behavior
PSYC 3813 Cognitive Psychology
PSYC 4313 Multicultural Psychology
PSYC 4213 Physiological Psychology and Neuroscience
PSYC 4333 Positive Psychology
PSYC 4813 Professional Ethics and Conduct
PSYC 4343 Psychology of Motivation and Emotions

Integrative Research Requirements (6 Hrs)
PSYC 3413 Experimental Psychology
PSYC 4833 Psychology Integration Project

Total University Core 58
Total Psychology 33
Total Orientation 06
Total Electives 21
Total Integrative Research 06
Total Required Hours 124
Major: Counseling, Professional Counselor
School: Adult School of Psychology and Counseling
Degree: Master of Science (M.S.)
College: Adult and Graduate Studies
Effective Date: 08/01/2011
Major Code: 053

Degree Requirements:

PSYC 5113 Psychopathology
PSYC 5123 Career Assessment and Counseling
PSYC 5213 Theories and Principles of Counseling and Psychotherapy
PSYC 5313 Individual Psychotherapy Techniques
PSYC 5413 Psychology of Interpersonal Communication and Relationships
PSYC 5513 Marriage and Family Systems and Treatment
PSYC 5613 Marital and Family Treatment Techniques
PSYC 5713 Human Development
PSYC 5813 Tests and Measurement
PSYC 5913 Research Methods
PSYC 6133 Multi-Cultural Treatment Planning for Individuals and Families
PSYC 6233 Ethics and Professional Studies
PSYC 6333 Advanced Psychotherapy Techniques
PSYC 6433 Psychological Family Assessment
PSYC 6533 Dynamics and Intervention of Individuals and Families in Crisis
PSYC 6633 Chemical Dependency Counseling
PSYC 6733 Child/Adolescent Psychopathology and Treatment
PSYC 6833 Group Dynamics and Psychotherapy
PSYC 6933-9 Professional Counselor Practicum/Internship

Total Base Hours: 54

3 Credit hour Practicum Total Hours: 57
6 Credit Hour Practicum Total Hours: 60
9 Credit Hour Practicum Total Hours: 63
Major: Counseling, Addiction and Substance Abuse

School: Adult School of Psychology and Counseling

Degree: Master of Science (M.S.)

College: Adult and Graduate Studies

Effective Date: 08/01/2011

Major Code: 058

Degree Requirements:

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<td>PSYC 5113</td>
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<tr>
<td>PSYC 5213</td>
<td>Theories and Principles of Counseling and Psychotherapy</td>
</tr>
<tr>
<td>PSYC 5233</td>
<td>Alcohol and Drug Addiction</td>
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<tr>
<td>PSYC 5313</td>
<td>Individual Psychotherapy Techniques</td>
</tr>
<tr>
<td>PSYC 5333</td>
<td>Addiction in the Family and Assessment Theory</td>
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<tr>
<td>PSYC 5433</td>
<td>Addiction in the Family Counseling</td>
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<tr>
<td>PSYC 5513</td>
<td>Marriage and Family Systems and Treatment</td>
</tr>
<tr>
<td>PSYC 5533</td>
<td>Pharmacology of Drugs of Abuse</td>
</tr>
<tr>
<td>PSYC 5643</td>
<td>Addiction and Substance Abuse Counseling Theory &amp; Techniques</td>
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<tr>
<td>PSYC 5713</td>
<td>Human Development</td>
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<td>PSYC 5913</td>
<td>Research Methods</td>
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<td>PSYC 6133</td>
<td>Multi-Cultural Treatment Planning of Individuals and Families</td>
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<td>PSYC 6233</td>
<td>Ethics and Professional Studies</td>
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<td>PSYC 6433</td>
<td>Psychological Family Assessment</td>
</tr>
<tr>
<td>PSYC 6943-9</td>
<td>Addiction and Substance Abuse Counseling Practicum/Internship</td>
</tr>
</tbody>
</table>

Total Base Hours: 42

3 Credit Hour Practicum Total Hours: 45

6 Credit Hour Practicum Total Hours: 48

9 Credit Hour Practicum Total Hours: 51
Select 30 hours from the following courses:

PSYC 5113  Psychopathology
PSYC 5213  Theories and Principles of Counseling and Psychotherapy
PSYC 5233  Alcohol and Drug Addiction
PSYC 5313  Individual Psychotherapy Techniques
PSYC 5333  Addiction in the Family and Assessment Theory
PSYC 5413  Psychology of Interpersonal Communication & Relationships
PSYC 5433  Addiction in the Family Counseling
PSYC 5513  Marriage and Family Systems and Treatment
PSYC 5613  Marital and Family Treatment Techniques
PSYC 5713  Human Development
PSYC 5913  Research Methods
PSYC 6233  Ethics & Professional Studies *(Required)*
PSYC 6733  Child/Adolescent Psychopathology and Treatment

Elective Courses (6-12 credit hours)

Additional 6 to 12 hours will be determined in collaboration with the School Chair or designee.

**Required Major Credits 30**

Elective Credits  6-12

**Total Credits:**  36-42
Major: Counseling, Marital and Family Therapy  
School: Adult School of Psychology and Counseling

Degree: Master of Science (M.S.)  
College: Adult and Graduate Studies

Effective Date: 08/01/2011  
Major Code: 054

Degree Requirements:

- PSYC 5113 Psychopathology
- PSYC 5123 Career Assessment and Counseling
- PSYC 5213 Theories and Principles of Counseling and Psychotherapy
- PSYC 5313 Individual Psychotherapy Techniques
- PSYC 5413 Psychology of Interpersonal Communication and Relationships
- PSYC 5513 Marriage and Family Systems and Treatment
- PSYC 5613 Marital and Family Treatment Techniques
- PSYC 5713 Human Development
- PSYC 5913 Research Methods
- PSYC 6133 Multi-Cultural Treatment Planning for Individuals and Families
- PSYC 6233 Ethics and Professional Studies
- PSYC 6433 Psychological Family Assessment
- PSYC 6533 Dynamics and Intervention of Individuals and Families in Crisis
- PSYC 6733 Child/Adolescent Psychopathology and Treatment
- PSYC 6953-9 Marital and Family Therapy Practicum/Internship

Total Base Hours: 42

3 Credit hour Practicum Total Hours: 45
6 Credit Hour Practicum Total Hours: 48
9 Credit Hour Practicum Total Hours: 51
Major: Counseling, Pastoral and Spiritual Direction     School: Adult School of Psychology and Counseling
Degree: Master of Science (M.S.)       College: Adult and Graduate Studies
Effective Date: 08/01/2011       Major Code: 055

Degree Requirements:

PSYC 5113    Psychopathology
PSYC 5133    Advanced Principles and Techniques of Pastoral Counseling
PSYC 5213    Theories and Principles of Counseling and Psychotherapy
PSYC 5223    Spiritual Direction and Spiritual Formation
PSYC 5313    Individual Psychotherapy Techniques
PSYC 5413    Psychology of Interpersonal Communication and Relationships
PSYC 5513    Marriage and Family Systems and Treatment
PSYC 5613    Marital and Family Treatment Techniques
PSYC 6143    Prayer, Spirituality, and Ministry
PSYC 6233    Ethics and Professional Studies
PSYC 6963-9 Pastoral Counseling and Spiritual Direction Practicum/Internship

Total Base Hours: 30

3 Credit Hour Practicum Total Hours: 33
6 Credit Hour Practicum Total Hours: 36
9 Credit Hour Practicum Total Hours: 39
COURSE DESCRIPTIONS

All courses are identified by numbers composed of four digits. Courses numbered 1000-2999 are referred to as “lower division,” those numbered 3000-4999 are “upper division,” and those numbered 5000 and above are “graduate-level.”

Lower division courses are considered to be introductory, survey, and foundational courses. As a general rule, lower division courses are prerequisites to upper division work. Upper division courses are indicated by the 3000 and 4000 or higher numbers. These are considered to be more specialized, abstract, and concerned with evaluation of critical issues and questions and the application of principles of scholarship. At least fifty percent of courses in any major must be in upper division courses.

The first digit of the course number indicates the class year in which the subject is ordinarily taken, although enrollment is not exclusive as to student classification:

Course descriptions are listed alphabetically by course number and include the combined course offerings of the College of Arts and Sciences and the College of Adult and Graduate Studies.

Course Levels:
• 0000 to 0999 are developmental courses offering no college credit.
• 1000 to 1999 are primarily freshman level.
• 2000 to 2999 are primarily sophomore level.
• 3000 to 3999 are primarily junior level.
• 4000 to 4999 are primarily senior level.
• 5000 to above are primarily for post-baccalaureate students, except by academic dean permission.

Understanding the Course Numbers:
The first number of a course indicates the course level. The middle two numbers are the departmental sequence, and the last number of a course indicates the number of semester hours credit assigned to the course.

ACCN [Accounting]

ACCN 3703 Introduction to Financial Accounting (3 cr.) This course analyzes business financial documents including the Statement of Income, the balance sheet, the statement of changes in owner’s equity and cash flow statement, and how they are used by stakeholders in a corporation or small business. Each document presents a picture and a measuring device for help in evaluating a company’s financial health. The internal stakeholders such as management of a corporation use the information to help plan and direct the company as it moves forward. External stakeholders, including auditors and financial interest holders, use the documents to analyze a business’s health and future potential. In short, the financial documents of a company provide a broad range of information to all stakeholders in the business. This course will also introduce each of the primary financial documents used by stakeholders and provide a good level of understanding as to how to develop each document and how to evaluate what the documents are showing.

ACCN 3803 Introduction to Managerial Accounting (3 cr.) Managerial Accounting discusses the documents that are used in the internal workings of a small company or large corporation. For example, the inventory controls necessary in business for maximizing the effectiveness of production and cost controls. Good internal (managerial) controls help produce effective projections for the future growth of a company and can provide valuable information on relevant company issues. For example, should a product line be continued or discontinued based on its current performance and future expectations. This course introduces the student to the value of strong internal controls and will develop insights into planning for future success within an organization. Prerequisite: ACCN 3703.

ACCN 3903 Intermediate Accounting I (3 cr.) This course will focus on valuation and other theoretical problems in accounting for cash, temporary investments, receivables, inventories, long-term investments, plant and equipment, and intangible assets. Prerequisites: ACCN 3703 and MGMT 4413.

ACCN 3913 Intermediate Accounting II (3 cr.) This course will focus on the study of stockholders’ equity, dilutive securities, investments, issues related to income determination including revenue recognition, accounting for income taxes, pensions, leases and error analysis, preparation and analysis of financial statements, including price level changes and statement of changes in financial position. Prerequisite: ACCN 3903.

ACCN 3923 Cost Accounting (3 cr.) This course will study the development of cost accumulation and reporting systems that complement a firm’s strategy and structure; how activity-based cost management systems increase competitiveness by helping a firm manage its costs, processes, and people. Prerequisite: ACCN 3913.

ACCN 3933 Income Tax Accounting I (3 cr.) This course will examine Federal income taxation and individual, corporate, and partnership income tax laws and regulations. Emphasis will be on developing a broad perspective on structure, administration, rationale of federal income tax system. Prerequisite: ACCN 3803.

ACCN 3943 Income Tax Accounting II (3 cr.) This course will focus
on the study of taxation of corporations, partnerships from organization through liquidation; relative merits of conducting business through partnership, corporation, proprietorship, S corporation; introduction to tax research. **Prerequisite:** ACCN 3933

**ACCN 3953 Accounting Information Systems (3 cr.)** A study of the structure, flow, and use of financial and non-financial data in computer-based environments with a heavy emphasis on ensuring data integrity. Conceptual data modeling using business rules, normalization, structured query language (SQL), and physical database design and data administration. Course includes cross-functional team project with phased deliverables. **Prerequisite:** ACCN 3803.

**ACCN 4243 Business Law, Professional Responsibility and Ethics for Accountants (3 cr.)** This course focuses on the legal, regulatory and ethical context of professional accounting practices. The course will consider the law and the legal environment within which certified public accounts practice and the most important areas of the law affecting clients. Topics covered in this course are the law of administrative agencies, the regulation of professions generally and of accounting specifically; ethics and professional responsibilities, including an introductory survey of the Treasury's Circular 230, the AICPA's code of Professional Conduct and the IMA's Statement of Ethical Professional Practice. Corporate governance, Sarbanes Oxley, and securities law will be emphasized. **Prerequisite:** ACCN 3913.

**ACCN 4443 Advanced Financial Accounting (3 cr.)** This course is designed to impart a detailed understanding of alternative accounting principles and practices and their effects on balance sheet valuation and income statements, including critical evaluation of these alternatives. Subjects covered include: foreign currency transactions, partnership accounting and accounting for non-profit organizations and governmental entities. **Prerequisite:** ACCN 3913.

**ACCN 4623 Accounting Legal Environment (3 cr.)** This course familiarizes students with the fundamentals of external financial reporting for business enterprises and not-for-profit entities. The financial accounting segment of the course focuses on the preparation, analysis, and limitations of financial statements in accordance with generally accepted accounting principles (GAAP). The conceptual framework that serves as the basis on which financial reporting standards are developed is also discussed. The managerial accounting segment of the course covers such internal reporting issues as break-even analysis, capital budgeting, cost behavior patterns, and cost allocation. The legal component of the course addresses the formation of different types of business entities (e.g., corporation and partnership) and the regulatory role that the SEC, PCAOB, and Sarbanes-Oxley play in financial reporting. **Prerequisite:** ACCN 4243.

**ACCN 4633 Auditing (3 cr.)** This course will study the general framework underlying auditing, role of audit standards in planning and conduct of audits, effect of regulation, ethics, liability, and audit practices. **Prerequisite:** ACCN 3803.

**ACCN 4903 CPA Exam Preparation (3 cr.)** The course is designed to assist students in preparing for the CPA exam. It is designed to cover a portion of the topics covered on the national examination required to become a certified public accountant. This course will focus on a review of ethics, a CPA's professional and legal responsibilities, federal tax law, and business law. The class will include requirements designed to test understanding of these subjects as required on the CPA examination.

**ACCN 5133 Managerial Accounting (3 cr.)** This course introduces the financial statement, their sources and functions, and managerial control systems involved with the accounting process, including variance analysis and budgeting. It serves as an overview of the accounting function and its use in the management of the functional units within the organization.

**ACCN 5143 Cost Accounting (3 cr.)** This course will study the development of cost accumulation and reporting systems that complement a firm's strategy and structure; how activity-based cost management systems increase competitiveness by helping a firm manage costs, processes, and people. **Prerequisite:** ACCN 3913.

**ACCN 5153 Accounting Information Systems (3 cr.)** This course studies the framework of accounting information systems by combining knowledge about the accounting transaction cycles, information technology, and business process design.

**ACCN 5163 Business Taxation (3 cr.)** This course reviews organizational tax strategies for capital structures, business operations, new business, business domestic expansion, international growth.

**ACCN 5173 Auditing (3 cr.)** This course examines auditing principles, concepts, and standards including a review organizational decision financial reporting and resolution of ethical issues.

**ACCN 5183 Survey of Financial Accounting (3 cr.)** This three credit course deals with accounting and financial reporting procedures used by business and not-for-profit entities; emphasis on accounting concepts and use of accounting information in making economic decisions.

**AMUE [Applied Music Ensembles]**

**AMUE 1011-4081 Vocal Ensemble (1 cr. each)** The group will be required to have regular practice sessions and to have one session each week with a member of the music faculty. Music major may count only (2) two hours toward ensemble requirements. **Prerequisite:** Approval of music instructors. Offered every semester.

**AMUE 1111 Music Ensemble Lab (1 cr.)** The Music Ensemble Lab will consist of a series of lectures and video presentations dealing with the subject of developing both vocal and instrumental ensembles, and the artistic side of music in today's world. It will include a portion of musical rehearsals to help musicians develop their rehearsal skills. This Lab will work on group dynamics as well as artistic temperament.

**AMUE 1211-4281 Concert Choir (1 cr. each)** An organization of mixed voices that studies and performs sacred works selected for their spiritual value as well as their intrinsic worth. Performances include a spring concert tour. Membership is selected. Meets two periods a week. **Prerequisites:** Approval of music instructors. Offered every semester.

**AMUE 1311-4381 Instrumental Ensemble (1 cr. each)** To further develop instrumental skills, gain a broader appreciation for instrumental music, and increase poise through public performance. Offered every semester.
AMUE 1401 Praise Band Lab (1 cr.) The Praise Band Lab will consist of a series of lectures and video presentations dealing with the subject of music ministry and relational skills. It will include a portion of musical rehearsals to help musicians develop their rehearsal skills. The purpose of this class will be to help the student develop their ability to lead a group of instrumentalists and singers in a productive and efficient team effort. In this class, the student will develop greater skills in rehearsal techniques as they pertain to the use of multiple instruments.

AMUE 1411-2441 Praise Band (1 cr. each) The purpose of this class will be to help the student develop their ability to manage multiple musical instruments used in performance and rehearsal settings for church worship applications. In this class, the student will develop greater skills in rehearsal techniques as they pertain to the use of multiple instruments. Cross-training on various instruments in order to communicate more clearly the proper blends and stylistic nuances will be gained. In addition, the set-up and proper use of sound systems will be addressed. Offered every semester.

AMUE 1511-4581 Handbell Choir (1 cr. each) This ensemble will teach handbell repertoire, both sacred and secular. Performances will include chapel and assemblies in area schools. Also, the mechanics of developing a handbell choir in the local church will be learned. Emphasis will be on developing personal skills and conducting handbell choirs. Prerequisites: Approval of music instructors. Offered on demand.

AMUE 4242 Music Ministry Lab (2 cr.) The Music Ministry Lab will consist of a series of lectures and video presentations dealing with the subject of music ministry and management skills. It will include a portion of musical rehearsals to help musicians develop their rehearsal skills. This course is designed to sharpen the student’s skills as a participant and leader of music ministries. This course will aid music students in dealing with specific problems they will face as a worship leader in the local church. Emphasis is given to their role as minister, personnel relationships, development of graded choir program, evaluation of music, and establishing a music library.

AMUS [Applied Music]

AMUS 1011-4081 Preparatory Piano (1 cr. each) A class piano environment to prepare students up to a fourth-grade level based on the ten-grade system. Offered every semester.

AMUS 1111-4181 Intermediate Piano (1 cr. each) One half-hour lesson per week. Music from the standard piano literature fourth- through sixth-grade level. Prerequisite: Proficiency at sight-reading a hymn. Offered every semester.

AMUS 1141 Class Voice (1 cr.) A course for the beginning voice student, giving an overview of the basic techniques involved in good standing, laying a foundation for private vocal instruction, and defining the terminology of singing. Solo and group singing of exercises and songs. Offered every semester.

AMUS 1511 Class Piano (1 cr.) This is an introductory course offered to provide students an opportunity to learn basic piano skills, technique, and to provide a foundation for the proficiency skills required of all music majors.

AMUS 1211-4281 Advanced Piano (1 cr. each) One half-hour lesson per week. Music from the standard piano literature seventh- through tenth-grade level. Prerequisite: AMUS 1111-4181. Offered every semester.

AMUS 1311-4381 Voice (1 cr. each) One half-hour lesson per week. Prerequisite: AMUS 1141. Offered every semester.

AMUS 1411-4481 Organ (1 cr. each) One half-hour lesson per week. Prerequisite: Ability to play the piano at the fifth-grade level and sight-read hymns. Offered every semester.

AMUS 1611-4681 Music Theater – Minor Roles and Chorus (1 cr. each) Admission to this class is by approval of the director. Study, preparation, and public performance of entire Broadway musicals or selected portions thereof. Coaching in dramatic as well as musical aspects is included. Prerequisite: Approval of director. Offered on demand.

AMUS 1712-4782 Music Theater – Lead Roles and Minor Roles (1 or 2 cr. each) Admission to this class is by approval of the director. Study, preparation, and public performance of entire Broadway musical or selected portions thereof. Coaching in dramatic as well as music aspects. The number of credit hours is determined by the instructor and is based upon the demands of the roles. Prerequisite: Approval of director. Offered on demand.

AMUS 1811-1821 Keyboard Harmony (1 cr. each) Designed to teach the principles of playing for congregational singing, accompanying, and preludes, offertories, and postludes for the worship service. Includes the principles of pedaling, techniques of improvising, transposing, and modulation. Prerequisite: Ability to play piano music at a fourth-grade level. Offered every semester.

AMUS 4221 Accompanying (1 cr.) Practical experience in accompanying vocal and instrumental solos and ensembles, with special emphasis on sight-reading. Prerequisite: Level 4 piano. Offered on demand.

BILA [Bible Languages]

BILA 2103-2203 New Testament Greek (3 cr. each) A study of the fundamentals of Koine Greek. Emphasis is placed upon development of ability to translate. Prerequisite: ENGL 1103 and ENGL 1203. 2103 is offered every fall and 2203 is offered every spring semester.

BILA 3103-3203 New Testament Greek Exegesis (3 cr. each) Exegesis of selected portions from the Greek New Testament, word studies and a further mastery of the basic principles of syntax. Both semesters will count toward the Bible major. Prerequisites: BILA 2103-2203. Offered every fall and spring semester.

BILA 4303-4403 Advanced New Testament Greek Exegesis (3 cr. each) Further study of the principles of Greek syntax. Exegesis of selected portions from the Greek New Testament. Prerequisites: BILA 3103-3203. Offered on demand.

BINT [Bible New Testament]

BINT 2103 Introduction to the New Testament (3 cr.) An introduction to the inter-testamental period to the beginnings of Christianity will be surveyed. A survey of the content and meaning of each New Testament book will be studied against the religious, literary, social, political, and economic background of the first century. Offered every spring semester.

BINT 2123 Introduction to the Bible (3 cr.) Introduction to the Bible is an interactive course written to engage each student in a clear understanding and application of the 66 books of the Judaic-Christian protestant Bible. In this course, the student will be
BINT 3103 The Synoptic Gospels (3 cr.) An exegetical study of selected passages in the Gospels of Matthew, Mark, and Luke. Attention is also given to the Synoptic relationship, authorship, date, and message of each book. Prerequisite: BINT 1203. Offered fall semester: even numbered years.

BINT 3203 Acts (3 cr.) A study of the Book of Acts with emphasis upon its origin and relationship to the New Testament writings. This study on Acts focuses particularly on the function of the apostolic ministry and the working of the Holy Spirit in the early church. Prerequisite: BINT 1203. Offered fall semester: even numbered years.

BINT 3303 Romans (3 cr.) An exegetical and expository study of the book of Romans. The date and place of writing, destination, and occasion are studied, but primary emphasis centers on discussion and studies which will directly help the student appreciate the value, strength, and theological importance of this particular letter. Prerequisite: BINT 1203. Offered fall semester: even numbered years.

BINT 3403 The Corinthian Correspondence (3 cr.) An analytical study of the two letters with emphasis upon Paul’s counsel to a particular congregation regarding specific problems. Prerequisite: BINT 1203. Offered on demand.

BINT 3503 Prison Letters of Paul (3 cr.) A thorough study of Colossians, Philippians, and Ephesians as representatives of the prison writing of Paul. Doctrinal teachings and practical values relating to Christian life and leadership are given prime consideration. Prerequisite: BINT 1203. Offered spring semester: even numbered years.

BINT 3603 Hebrews and General Letters (3 cr.) A thorough study of the letters to the Hebrews, along with James I and II; Peter I and II; III John, and Jude. The study of Hebrews includes consideration of the letters’ relationship to Old Testament backgrounds and of the concept of Jesus as the great high priest of the new covenant. Doctrinal and practical teachings of each book are examined and homiletical and teaching values are given special attention. Prerequisite: BINT 1203. Offered fall semester: odd numbered years.

BINT/HIST 3703 Church History I (3 cr.) A study of the historical founding and development of the Christian church from apostolic times to the events of the Protestant Reformation. This will include study of the persons and movements significant to the spread of Christianity and its effects on world history. Offered every fall semester.

BINT/HIST 3803 Church History II (3 cr.) A continuation of BINT/HIST 3703 from 1517 to the present with a special study of the development of Christianity in America. The history and traditions of the Church of God Reformation Movement will be examined. Offered every spring semester.

BINT 3713 Foundations of Ethics: The Life and Teachings of Jesus (3 cr.) A study of the Gospels focusing upon the life and ministry of Jesus Christ and His death and resurrection, with a view toward applying His life-changing principles to one’s everyday life.

BINT 3733 Life and Ministry of Jesus (3 cr.) A comparative study of the four Gospels focusing on the life, teachings, and ministry of Jesus Christ, His death and resurrection, with a view toward applying His life-changing principles to one’s everyday life. Offered every semester.

BINT 3813 Foundations of Ethics: The Life and Teachings of Paul (3 cr.) A study of the letters written by the Apostle Paul noting the ethical implications, including practical applications, for contemporary society.

BINT 4103 Daniel/Revelation (3 cr.) These two prophetic/apocalyptic books are studied together. Both are given careful consideration in light of the great themes of prophecy. The many inspiring and helpful lessons for Christian living are noted. Prerequisite: BIOT 1103, BINT 1203, and 12 hours Bible/Theology. Offered fall semester: odd numbered years.

BINT/PMIN 4903 How to Teach the Bible (3 cr.) A Bible study skill course which examines and applies appropriate methods and materials for teaching the Bible. A book will be chosen and exegetical and isogical techniques will be used for laying out a unit of study. This Bible-centered course will also include student input and lab session development of one’s personal skills for teaching and leading small group Bible studies, prayer meetings, and special training sessions. Prerequisites: BINT 1203, BIOT 1103, and THEO 2103 - 2203. Offered every semester.

BINT 4993 Honor Studies (3 cr.) Honor Studies are open only to advanced upper division students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them under the supervision of a selected member of the faculty. The offering of the course and its format must be approved by the instructor of the course. All work must be completed within one regular semester or one summer. Prerequisites: Ninety (90) hours and approval of instructor and school chair. Offered on demand.

BINT 5103 Biblical Interpretation (3 cr.) This course examines the various methodologies in biblical studies and evaluates them as to their relevance and usefulness for teaching and preaching without sacrificing a high view of Scripture and its authority for faith and practice. Students will identify and evaluate their own assumptions about the Bible while developing tools and methods for proper Biblical interpretation.

BINT 5113 Exegesis of Representative Passages (3 cr.) Hermeneutical work and inductive methodology will be explored as foundational to accurate study, interpretation and teaching/preaching of the Biblical text.

BINT 5213 Parables of Jesus (3 cr.) The topic of this course provides in-depth exploration to the significance of the parables of Jesus in the Synoptic Gospels. The history of parable interpretation,
application of literary methodologies and the core of Jesus’ life and message will be presented.

**BIOT [New Testament]**

**BIOT 1103 Introduction to the Old Testament (3 cr.)** A general introduction to the background and history of the Hebrew people in the Old Testament period. This embraces the sacred writings, prophets, and culture of the Hebrew people against the historical, social, political, literary, economic, and religious background of mankind to the end of the Old Testament period. Offered every fall semester.

**BIOT 3013 History of the Israelite People (3 cr.)** The history of Israel from the time of entrance into Canaan until the time of the exile and restoration is studied in detail. A short survey of the four hundred years between the Testaments is included. **Prerequisite:** BIOT 1103. Offered on demand.

**BIOT 3113 Psalms and Poetic Literature (3 cr.)** A study of the Psalms and selected poetry as representative of Hebrew poetic writings. Particular attention is given to the content, lyrical structure, historical background, use in worship, doctrinal and prophetic significance, and devotional values of Old Testament poetic literature. **Prerequisite:** BIOT 1103. Offered fall semester: odd numbered years.

**BIOT 3313 Jeremiah, Lamentations, and Ezekiel (3 cr.)** Special attention is given to the meaning of Hebrew prophecy. A study of the two prophets, Jeremiah, and Ezekiel, and their contribution to prophetic literature. An expositional study of the principal portions of the books in light of their historical setting, showing the relevancy of each prophet’s message to present-day life situations. **Prerequisite:** BIOT 1103. Offered fall semester: odd numbered years.

**BIOT 3413 Minor Prophets (3 cr.)** An expositional study of each of the twelve Minor Prophets, giving special attention to the central message of each book and its relevancy for today’s world. **Prerequisite:** BIOT 1103. Offered spring semester: odd numbered years.

**BIOT 3513 Isaiah (3 cr.)** A study of Isaiah and his contribution to Hebrew prophecy. An analytical treatment of the book of Isaiah, including its history, critical problems, main ideas, and thought. Particular attention is given to the messianic passages. **Prerequisite:** BIOT 1103. Offered fall semester: odd numbered years.

**BIOT 3613 Foundations of Ethics: Hebrew Wisdom Literature (3 cr.)** A study of Job, selected Psalms, Proverbs, and Ecclesiastes, emphasizing the doctrinal depth, spiritual value, and ethical implications of these books.

**BIOT 3713 Prophetic Books/Eschatology (3 cr.)** A study of prophetic literature in the Old and New Testaments, and the biblical teaching on the kingdom of God, Christ’s second coming, and theories on Christ’s return. **Prerequisites:** BINT 1203 and THEO 2303.

**BIOT 3903 The Pentateuch (3 cr.)** A study of the first five books of the Old Testament with special emphasis on historical background, beginnings of the Israelite nation, and Hebrew worship. **Prerequisite:** BIOT 1103. Offered spring semester: even numbered years.

**BIOT 4993 Honor Studies (3 cr.)** Honor Studies are open only to advanced upper division students who have demonstrated initiative and capability in individual study and research. The course is designed to give students the opportunity to do advanced work in an area of particular interest to them under the supervision of a selected member of the faculty. The offering of the course and its format must be approved by the instructor of the course. All work must be completed within one regular semester or one summer. **Prerequisites:** Ninety (90) hours and approval of instructor and school chair. Offered on demand.

**BUAD [Business]**

**BUAD 1103 Introduction to Business (3 cr.)** A survey of the field of business administration. How business is owned, organized, managed, and controlled. Offered every fall semester.

**BUAD 2103 Principles of Accounting I (3 cr.)** Fundamental accounting relationships; completion of the accounting cycle; accounting process for merchandising enterprises; receivables, payables, and inventories; deferrals, accruals, and intangible assets; and formation. **Prerequisite:** odd numbered years.

**BUAD 2203 Principles of Accounting II (3 cr.)** Accounting systems, concepts, and principles; formation, organization, and operations of corporations and partnerships; departments and branches, statement analysis, cost, and management. **Prerequisite:** BUAD 2103. **Offered spring semester: even numbered years.**

**BUAD/ECON 2303 Macroeconomics (3 cr.)** Macroeconomics principles, such as national income, production, employment, the money and banking system, the modern theory of national income, economic growth, inflation, and the problems of economic stabilization. **Offered spring semester: odd numbered years.**

**BUAD/ECON 2403 Microeconomics (3 cr.)** Surveys microeconomic principles, applications to the firm, concepts of demand, supply, pricing, and resource allocation under various competitive conditions. **Offered spring semester: even numbered years.**

**BUAD 2503 Business and Professional Communications (3 cr.)** Principles of effective communication in a business environment. Practice in the preparation of letters, reports, and other forms of business writing. **Prerequisites:** ENGL 1103 and ENGL 1203. **Offered spring semester: odd numbered years.**

**BUAD 2603 Personal Finance (3 cr.)** A general education course dealing with the problems of the consumer in the American economic system; sales promotion, buying habits, health and medical care, housing, government aid, income, budgeting, savings, insurance, and personal financial planning are included. **Offered fall semester: even numbered years.**

**BUAD 3103 Principles of Marketing (3 cr.)** An introduction to the marketing of goods and services in advanced market economics; study of the marketing mix, pricing, distributional activities, consumer behavior, and marketing research. **Offered fall semester: odd numbered years.**

**BUAD 3203 Principles of Management (3 cr.)** Management principles with emphasis on organizational theory, human relations, interpersonal communications, production, business ethics, and the development of management thought. **Offered spring semester: even numbered years.**

**BUAD 3303 Computer Application in Business (3 cr.)** Computer
systems including machine functions and computer organization is included. Course examines the uses of computers in dynamic environments and business applications of the microcomputer through hands-on experience. Offered spring semester: even numbered years.

BUAD 3313 Fund Accounting (3 cr.) Exploration of the inflows and outflows of spendable resources in nonprofit settings. Studies accounting methods which cluster data into separate fund entities to account for each body of resources restricted to specially designated uses, as well as enterprise accounting systems related to auxiliary services. The course objective is to review generally accepted accounting principles as a base on which to examine the differences necessitated by fund accountability, such as fund balances, encumbrances, appropriations, and internal control of auxiliary services. Specialized accounting principles that relate to such nonprofit entities of the tax-exempt sector as religious, charitable, educational, civic, health care and governmental units and agencies will be included. Offered on demand.

BUAD 3403 Business Finance (3 cr.) Financial principles and functions with applications to business organizations, including investment, dividend decision, and an introduction to the models and tools used for financial analysis. Offered fall semester: even numbered years.

BUAD/MATH/PSYC 3703 Introduction to Statistics (3 cr.) The course is a complete introduction to basic statistics as a method of analysis. Statistics is a powerful tool that is used in the business world and in the behavioral science area extensively. This course will provide the student with a working knowledge of statistical terms and formulas. The student will use Microsoft Excel as the medium technology throughout the course. Microsoft Excel spreadsheet program is required for this course. Offered every fall semester.

BUAD 4103 Business Law (3 cr.) Law and the legal system, social forces that make the law, business response to the social and legal environment; governmental regulation and federal regulatory agencies which impact business decision-making; the study of the legal concepts of torts and contracts. Offered spring semester: even numbered years.

BUAD 4203 Nonprofit and American Church Law (3 cr.) The major focus is the legal rights, duties, and liabilities of nonprofit organizations and directors, officers, employees and volunteers relevant to (1) forming a nonprofit organization and establishing and maintaining tax-exempt status; (2) designated funds, reporting requirements, fiduciary duties and responsibilities, and liability; (3) clergy-penitent privilege, child and elder abuse reporting, and confidentiality; and (4) sexual misconduct, risk management, and lawsuits between Christ-followers. Some attention will be given to alternative means of conflict resolution and selected church and clergy tax and first amendment issues. Offered spring semester: even numbered years.

BUAD 4303 Human Resource Management (3 cr.) Human relations and adjustment in all forms of institutional and business organizations. The course deals with such problems as proper placement of the individual, training, incentive, methods of supervision, discipline, promotion, and retirement. Offered spring semester: odd numbered years.

BUAD 4403 Church and Nonprofit Finances (3 cr.) A managerial course that includes nonprofit property and church property management with emphasis on those activities necessary to acquire, dispose, maintain, repair, and use nonprofit facilities; legal requirements; managerial policies and procedures relative to site location, building committees, inspections, and scheduling. Offered spring semester: odd numbered years.

BUAD 4503 Small Business Management (3 cr.) Designed to acquaint the student with the problems encountered in a small business enterprise. Managerial functions and processes as related to the small business environment are covered. Offered fall semester: even numbered years.

BUAD 4603 Administrative Policy and Management (3 cr.) A study of administrative processes under conditions of uncertainty including integrative analysis and formulation of strategy and supporting policy at administrative/executive levels. Prerequisite: Permission of the department head. Offered fall semester: even numbered years.

BUAD 4703 Business Ethics (3 cr.) Designed to raise the moral recognition level of students; to provide them with the apparatus to make moral decisions in a business context; to consider ethical problems in advertising, accounting, finance, marketing, and personnel as illuminated by Christian principles. Offered fall semester: odd numbered years.

BUAD 4803 Management of Nonprofit Organizations (3 cr.) Basic control concepts are the same in both profit-oriented and nonprofit organizations, with a strong thrust in the latter to provide a maximum of service at an acceptable quality level, as evaluated by cost-benefit analyses. This course covers the peculiar constraints on goals and strategies, the dominance of professional personnel, and difference in governance. The objective is to define and outline performance measurement of NOP’s and to explore political and constituency influence on goals and objectives. Prerequisite: Permission of the department head. Offered spring semester: odd numbered years.

BUAD 4901-4903 Honor Studies (1-3 cr.) Honor Studies in business administration related topics are open to students who have demonstrated the initiative and capability to take part in individual study and research. The course(s) is/are designed to give students opportunity to do advanced work in an area of particular interest to them, under supervision of a selected member of the faculty. The instructor, the department head, and the dean must approve the offering of the course and its format. All work must be completed within one regular semester or one summer. Prerequisite: Approval of instructor and school chair. Offered on demand.

COMM [Communications]

COMM 1103 Fundamentals of Public Speaking (3 cr.) This course prepares students to research, write, and deliver speeches that can influence across a variety of professional settings, purposes, occasions, and audiences. Students will review and analyze recent and historical speeches, and learn to recognize, formulate, and present compelling and informative persuasive speeches. Digital presentation methods will also be discussed.

COMM 1203 Communication in Interpersonal Relationships (3 cr.) This course stresses communication as the basis for all relationships. The goal of the course is twofold: To present current interpersonal communication theory and to provide insights as to our relationships with others. Offered every semester.
COMM 2103 Speech (3 cr.) This class is designed to teach different communication techniques, conversation skills, and to assist the student in evaluating his/her presentation style. The course will involve the student in group discussion and activities, and support the student in making a class presentation.

COMM 2113 Media, Culture, and Social Influence (3 cr.) This course encourages students to examine and analyze the media’s influence on groups and individuals in today’s society. Students will expand their media literacy through a critical evaluation of mass media including, but not limited to journalism, television, the entertainment industry, publishing, advertising, radio, and social media. Traditional media will be examined as well as rapid technology. By course end, students will have a firm understanding of mass communication as a social, political, cultural and economic force in modern society.

COMM 2203 Oral Interpretation (3 cr.) This course is designed to develop the student’s ability to project an enthusiasm for the oral performance of scripture and other forms of literature. The skills developed include material selection, analysis, and performance procedures. Prerequisite: COMM 1103. Offered fall semester: odd numbered years.

COMM 2213 Introduction to Public Relations (3 cr.) This course takes a contemporary look at the integrated world and functions of public relations, one of the fastest-growing career fields in our global information society. Through class discussion and case studies, the course will explore the essential practices of public relations including: writing for print, electronic, and social media; workplace communication. An introduction to PR databases such as Bacons, MediaMap, and Lexis-Nexis will also be included.

COMM/PMIN 2503 Introduction to Play Production (3 cr.) This course of study is designed to provide the learner with a basic knowledge of the rudiments of the art and craft of play production. The units of study to which the learner is introduced are: play selecting, play directing, tryouts and casting, lighting, staging, costuming and make-up, properties, management and backstage organization. Active involvement of the learner in all aspects of play production is expected. Lab fee required. Prerequisite: COMM 1103 or COMM 2203. Offered spring semester: even numbered years.

COMM 2601 Play Production (1 cr.) This course deals with the basic principles of play production, i.e. characterization, character interaction, set design, makeup, costuming, etc. Students produce a three-act play. Offered on demand.

COMM 2603 Professional Communication (3 cr.) This course focuses on writing about technical or specialized topics describing how one composes written presentations clearly describing research or performing of some activity. The focus of technical writing includes the analysis and description of tasks and information used in professional and work settings to support empowering readers to accomplish goals or perform task requirements. Oral communication, a critical part of most jobs, will involve students making professional oral presentations of reports.

COMM 2803 Writing for Mass and Social Media (3 cr.) This course serves as an introduction to and an examination of the various writing styles and techniques required by communication professionals in our digital age. Students will learn how to meet the demands of the marketplace for persuasive, professional writing skills for broadcast, print, web, or social media. Careful attention will be given to the roles of informing, persuading, and motivating while learning to communicate with clarity and impact. Includes basic interview skills and an introduction to journalistic ethics.

COMM 2901 Pre-Professional Internship I (1 cr.) This course is designed to provide introductory-level application experience for the communication major emphasizing public relations. Students will work in public relations campaigns primarily at the clerical level. This experience, coupled with group meetings to contextualize the campaign tasks, is designed to prepare the student for the next level of internship, which involves decision making roles in a public relations campaign. Weekly participation in internship group with other student interns and a communication faculty member is an integral part of this course. Prerequisites: Chair approval. Offered every semester.

COMM/PMIN 3103 Homiletics I (3 cr.) The thrust of this course will be a study of the fundamental principles of sermon preparation. The lives and works of renowned speakers will be studied via video, audio, and printed texts. The emphasis will be on analyzing the content, methods, and skills that have distinguished these noted speakers. The steps of learning from the text, interpreting a text, arriving at a message, and designing a sermon will be followed in preparing the message. Students will gain experience in the preparation of their own sermons. Prerequisite: COMM 1103. Offered every fall semester.

COMM 3113 Interpersonal Communication in the Workplace (3 cr.) This course helps students understand the basic theories and principles associated with one-on-one (dyadic) communication. Students will learn to identify the barriers to effective communication; use body language (nonverbal communication) to reinforce the meanings you wish to convey; recognize, appreciate, and work with different personality types; and overcome personal barriers to communicate effectively and persuasively. Classic and emerging theories, as well as "real-life" practice, equip students with the skills of effective interpersonal communication for professional and day-to-day life.

COMM/PMIN 3203 Homiletics II (3 cr.) Students will be guided in the techniques and skills of sermon delivery. They will gain experience in the preparation and delivery of their own sermons in class and in chapel services. Videotaping facilities of the university will be utilized in recording a student’s performance for the benefit of review and improvement of skills in oral delivery. Prerequisite: COMM/PMIN 3103. Offered every spring semester.

COMM 3213 Organizational and Corporate Communication (3 cr.) Students examine the complex interaction of social and psychological forces operating in the workplace—as well as the broader context of human communication. Coursework will reveal how image and identity are fundamental to core practices of corporate communication, advertising, press releases, internal communication, fundraising, among other types of communications. Students will learn to develop effective strategies for a communicating effectively within organizations, and between organizations and their constituencies.

COMM 3233 Law and Ethics for Public Relations (3 cr.) Students will be introduced to legal and ethical practices in the public relations discipline. Copyright, liability, and contracts in public relations will be emphasized.

COMM 3303 Visual Communication (3 cr.) This course examines the elements of good design, the power of messages to inform,
educate and persuade, and to become memorable. To this end, the course will explore a variety of visual communication expressions including advertising, graphic design, web design, film and video, digital presentation, social media, print and publication, point of purchase and exhibit design, and interactive design, to name a few. Students learn to apply what they learn in their own practice designs and will contribute to real-world projects.

COMM 3413 Research Methods for Communication (3 cr.) Students will study the goals, objects, and methods of communication research. Some terms and applications of statistics are introduced with the goal of equipping students to evaluate the effectiveness of communication driven projects.

COMM 3433 Public Relations Research and Design (3 cr.) Students will use client interview skills and subsequent research to develop strategies to meet identified public relations needs for a client assigned to the student. The results of the research are used to design specific, implementable components of a public relations campaign that will be presented to the client for approval. Clear, measurable goals of the public relations campaign will be articulated. The course will culminate in a draft of a contract for public relations work between the student and the client. Prerequisite: COMM 3233.

COMM 3533 Public Relations Research and Management (3 cr.) Students will oversee the implementation of the public relations campaign components designed in COMM 3433. Elements of the campaign will be assigned to students in other relevant courses. The COMM 3533 student will be responsible for establishing timelines, working with other students who are engaged in implementing the campaign components, maintaining communication with the client, and generally overseeing the progress of the campaign. Prerequisite: COMM 3433.

COMM 3603 Media Effects (3 cr.) This course examines the relationships between media, culture, and society, and reveals how various media platforms are used to influence individuals, groups, and society at large. Students will be exposed to the roles and responsibilities of media in relation to societal, political, and economic institutions. Close attention will be given to media’s influence on human behavior, including voting behaviors, and violent and antisocial behavior. Prerequisite: COMM 2113.

COMM 3613 Intercultural Communication (3 cr.) This course examines the relationships between media, culture, and society, and reveals how various media platforms are used to influence individuals, groups, and society at large. Students will be exposed to the roles and responsibilities of media in relation to societal, political, and economic institutions. Close attention will be given to media’s influence on human behavior, including voting behaviors, and violent and antisocial behavior. Prerequisite: COMM 2113.

COMM 4513 Persuasion, Motivation, and Social Influence (3 cr.) This course examines the role of communication in the process of influencing human behavior, including voting behaviors, and violent and antisocial behavior. Prerequisite: COMM 2113.

COMM 4113 Political Communication in the Digital Age (3 cr.) This course examines the role of communication in the process of influencing human behavior, including voting behaviors, and violent and antisocial behavior. Prerequisite: COMM 2113.

COMM 4203 Conflict and Communication (3 cr.) This course examines the role of communication in the process of influencing human behavior, including voting behaviors, and violent and antisocial behavior. Prerequisite: COMM 2113.

COMM 4413 Communication and Cultural Change (3 cr.) This course examines the role of communication in the process of influencing human behavior, including voting behaviors, and violent and antisocial behavior. Prerequisite: COMM 2113.

COMM 4513 Persuasion, Motivation, and Social Influence (3 cr.) This course examines the role of communication in the process of influencing human behavior, including voting behaviors, and violent and antisocial behavior. Prerequisite: COMM 2113.
interpersonal theories and their social influences. **Prerequisite:** COMM 2113.

**COMM 4533 Public Relations Research and Presentation (3 cr.)** Students will utilize a variety of tools to measure the effectiveness of the public relations campaign implements in COMM 3533. The measurements will account for specific goals outlined for the campaign in COMM 3433. Basic data collection and analysis skills will be emphasized along with techniques for how to effectively design and deliver presentations to clients regarding the results of the analysis. The course will culminate in a presentation to the client. **Prerequisites:** COMM 3433 and COMM 3533.

**COMM 4603 Creating Social Media Presence and Cultural Movements (3 cr.)** This course reviews one of the most significant shifts in consumer media behavior in history, social media. Students will develop the practical knowledge required to create and manage a successful social media presence; learn the new definitions of “community” in a digital culture; and learn to use this media to move constituents toward their cause or to act on their organization’s behalf. Theories of motivation and influence will be examined.

**COMM 4803 Capstone Seminar (3 cr.)** This course is designed to provide leadership level application experience for the communication major emphasizing public relations. Students will work in public relations campaigns at a design and directing level. Weekly participation in internship group with other student-interns and a communication faculty member is an integral part of this course. **Prerequisites:** Chair approval and COMM 3702. Offered every semester.

**COMM 4993 Honor Studies (3 cr.)** Honor studies in communications are open only to student who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them, under the supervision of a selected member of the faculty. The instructor of the course must approve the offering of the course and its format. All work must be completed within one regular semester or summer. **Prerequisite:** Ninety (90) hours and approval of instructor and school chair. Offered on demand.

**CRJS [Criminal Justice]**

**CRJS 3113 Criminology (3 cr.)** Criminology is an introductory course in the study of criminal behavior, focusing on the various theories of crime causes. This course focuses on criminal behavior, intercultural aspects, societal reaction to crime, and criminological methods of inquiry.

**CRJS 3203 Effective Personal Management for Criminal Justice Professionals (3 cr.)** A study to assist the criminal justice professional in managing self-perception, positive attitudes, and personal and career goals.

**CRJS 3303 Criminal Justice Philosophy and Practice (3 cr.)** A social, political, legal, and philosophical examination of contemporary criminal justice policy. Includes an analysis of ethical issues confronting the police, courts, and corrections and their impact on criminal justice practitioners.

**CRJS 3403 Management Principles for Criminal Justice Agencies (3 cr.)** A study of the five parts of managing organizations: planning, organizing, staffing, leading, and controlling/evaluating with the presentation of principles for application to criminal justice agencies.

**CRJS 3413 Domestic Violence (3 cr.)** Domestic violence between adults including spousal abuse and elder abuse are examined. Aspects include the psychological and sociological factors of violence, dominance, and control. The officer’s communication in such a setting including intercultural aspects are stressed. The legal perspective includes discussion of proactive arrest policies, restraining orders, and anti-stalking legislation.

**CRJS 3503 Constitutional Law in Criminal Justice (3 cr.)** Emphasizes the provisions of the Constitution which directly relate to the powers of both federal and state law enforcement officers and prosecutors, and limitations on these officers. Decisions and constitutional issues relevant to the first, fourth, fifth, sixth, eighth, and fourteenth amendments will be stressed.

**CRJS 3703 Criminal Procedures (3 cr.)** Students will study the entire criminal justice process, from police investigation to post-conviction appellate review of convictions.

**CRJS 4103 Crime Scene Investigation (3 cr.)** This course exposes students to crime scene evidence, collection techniques, protection of the scene, interview skills, and the various uses of modern technology in preserving and analyzing evidence.

**CRJS 4203 Administrative Communications (3 cr.)** A study of key managerial communication concepts and skills used to diagnose communication problems and to communicate agency information and policies. Includes oral and written communication systems and techniques for the manager with emphasis on interviews, conferences, discussions, listening, small group, and intra- and interagency communications.

**CRJS 4303 Methods of Operations Supervision (3 cr.)** Emphasis is on the functions of the supervisor as the link between middle management and the operative work force. To supervise is to oversee people, and supervision is, therefore, a function of all managers. The first-line supervisor is in a unique position to influence positively the productivity and morale of rank-and-file workers. This course focuses on three major functions of the supervisor: leading, producing, and training. It applies methods and techniques that have been used successfully in government and business to develop effective supervisors.

**CRJS 4402 Operations Planning and Control (2 cr.)** This course is designed to acquaint the student with the methods of planning and control for operations. Topics include planning for personnel, equipment, supplies, and facilities; budget development and administration; scheduling; equipment and facilities maintenance; and quality control and maintenance.

**CRJS 4503 Contemporary Issues in Criminal Justice (3 cr.)** An analysis of issues germane to criminal justice in a changing society. Explores topics relevant to issues and trends in law enforcement, courts, and corrections.

**CRJS 4513 Interview and Interrogation Techniques (3 cr.)** This course is designed to familiarize students with basic communication concepts as well as basic concepts, processes, techniques, and legal aspects of interview and interrogation used in the field of criminal justice. The course will address the differences and similarities between interview and interrogation; different types, uses, and processes of interviews; various forms of verbal and nonverbal communication; and specialized types of interviews, such as probing, selection, counseling, and persuasive.
ECON/BUAD 2003 Intermediate Accounting (3 cr.) An introduction to basic accounting concepts. It will relate principles such as cost accounting, opportunity cost, and financial statements to current events. This practical non-major course provides tools for economic analysis. (humanities, social/behavioral science, general education elective, elective)  

ECON/BUAD 2303 Macroeconomics (3 cr.) Macroeconomics principles, such as national income, production, employment, the money and banking system, the modern theory of national income, economic growth, inflation, and the problems of economic stabilization. Offered fall semester: odd numbered years.  

ECON/BUAD 2403 Microeconomics (3 cr.) Surveys microeconomic principles, applications to the firm, concepts of demand, supply, pricing, and resource allocation under various competitive conditions. Offered spring semester: even numbered years.  

ECON 2603 Personal Finance (3 cr.) A general education course dealing with the problems of the consumer in the American economic system; sales promotion, buying habits, health and medical care, housing, government aid, income, budgeting, savings, insurance, and personal financial planning are included. Offered spring semester: odd numbered years.  

ECON 3503 Applied Macroeconomics (3 cr.) This course is an overview of the field of macroeconomics emphasizing how national income, unemployment, inflation, and economic growth are determined. Additional topics reviewed include taxation, the multiplier model, money and banking, and business cycles. The effects of government policy on the economy are also discussed. The course will also include the study of international economics and globalization.  

ECON 3603 Applied Microeconomics (3 cr.) This course is an examination of basic economic principles with application to current economic situations. Emphasis is on understanding how households and business firms make decisions in the economy. Topics include how prices are determined and how they help solve economic problems of scarcity, the distribution of income and wealth, problems of monopoly power, labor unions and labor problems, environmental and energy concerns, and how other aspects of the economy affect businesses and individuals.  

Prerequisite: CRJS 3113 and COMM 1103.  

CRJS 4523 Patrol, Criminal Interdiction and Drug Trafficking (3 cr.) All traffic stops are unpredictable situations that can lead to a simple warning or citation to the apprehension of violent and dangerous suspects. The student will learn how to detect various types of criminals on traffic stops, including drug and contraband smuggling. Additionally, the course will examine the current interdiction strategies being used at the local, state, and federal levels. Prerequisite: CRJS 3113.  

CRJS 4533 Anti-Terrorism and Homeland Security (3 cr.) This course examines emergency planning, risk analysis of communities, and creation of comprehensive plans. Threat assessment, staffing, agency coordination, and communication are addressed to create resilient and vigilant communities. Case studies are examined and discussed, including natural and manmade disasters, radicalism, and acts of terrorism. The course bridges the core strategies and philosophies of community policing and homeland security. Prerequisite: CRJS 3503.  

ECON [ECONOMICS]  

ECON 1103 Introduction to Economics (3 cr.) An introduction to basic economics concepts. It will relate principles such as scarcity, opportunity cost, and markets to current events. This practical non-major course provides tools for economic analysis. (humanities, social/behavioral science, general education elective, elective)  

ECON 2603 Personal Finance (3 cr.) A general education course dealing with the problems of the consumer in the American economic system; sales promotion, buying habits, health and medical care, housing, government aid, income, budgeting, savings, insurance, and personal financial planning are included. Offered spring semester: odd numbered years.  

ECON 3503 Applied Macroeconomics (3 cr.) This course is an overview of the field of macroeconomics emphasizing how national income, unemployment, inflation, and economic growth are determined. Additional topics reviewed include taxation, the multiplier model, money and banking, and business cycles. The effects of government policy on the economy are also discussed. The course will also include the study of international economics and globalization.  

ECON 3603 Applied Microeconomics (3 cr.) This course is an examination of basic economic principles with application to current economic situations. Emphasis is on understanding how households and business firms make decisions in the economy. Topics include how prices are determined and how they help solve economic problems of scarcity, the distribution of income and wealth, problems of monopoly power, labor unions and labor problems, environmental and energy concerns, and how other aspects of the economy affect businesses and individuals.  

ECON 5213 Survey of Economics (3 cr.) This course is a survey of economics. The course covers how modern economics evolved, supply and demand, national income accounting, money and banking, market structures and contemporary economic issues. Both macroeconomic and microeconomic principles are covered.  

ECON 5223 Managerial Economics in a Globalized Environment (3 cr.) This course applies the principles of economics to rational business operations. The course will focus on managerial economics: demand theory, pricing and elasticity, forecasting and production levels, costs, capital allocation, distribution, and consumption. Students will explore such economic concepts as opportunity costs, the concepts of supply versus demand, profit maximization, and monetary systems. Economic geopolitical events with cause and effect relationships will be highlighted throughout the course.  

ECON 5233 International Economics (3 cr.) This course surveys the determinants of aggregate output, employment, wages, unemployment, consumption, investment, international trade flows, interest rates, exchange rates, prices and inflation in open economies; sources and nature of economic growth; effects of domestic and foreign monetary and fiscal policies; effects of trade and exchange rate policies.  

ECED [Early Childhood Education]  

ECED 2102 Methods of Early Childhood Education/Introduction to Early Childhood (2 cr.) This course helps students identify developmentally appropriate programs for young children including: child care, Head Start, special education and public school early childhood programs. Students should be able to describe and apply concepts in ages and stages of child development, the value of play, state and national standards related to developmentally appropriate early childhood education, and issues and trends in the early childhood education profession.  

ECED 3103 Nutrition and Physical Development in Early Childhood (3 cr.) This course examines basic health, safety and nutrition concepts that meet the needs of the young child in group settings. Psychological issues related to the nutrition of children, recognition of communicable diseases in young children, child abuse prevention and recognition, age-appropriate safety issues as well as state and federal regulations will be studied. Content also includes a study of the principles of creating developmentally appropriate physical development curriculum for young children.  

ECED 3203 Early Childhood Development and Learning (3 cr.) This course addresses developmentally appropriate practices and the teacher’s role in supporting the education and development of young children ages birth through eight. An emphasis is placed on curriculum planning including goals and objectives, environment, materials, and settings which meet standards set forth by the National Association for the Education of Young Children (NAEYC) and the Oklahoma Priority Academic Student Skills. Field experiences required.  

ECED 4103 Family and Community Relationships in Early Childhood Education (3 cr.) This course is an overview of the roles and relationships of the family and community related to early childhood education as well as the physical, cognitive, social, and emotional growth of the child in a diverse society. The content includes benefits of and strategies for developing positive, collaborative relationships with families in an early childhood setting ages birth through eight.
ECED 4203 Guidance, Observation and Assessment of Young Children (3 cr.) This course examines observation/assessment techniques and the incorporation of information gathered in an effort to implement a high quality early childhood classroom. Observations and assessments are key elements in planning and differentiating instruction that fosters growth and development in young children. This course is designed to introduce and support students’ development of skills related to the observation and interpretation of children’s daily activities and behaviors. Child guidance and classroom management issues will be addressed as they pertain to general education, special education and children from diverse backgrounds.

ED [Master of Education]

ED 5111 Program Orientation (1 cr.) Introduction to graduate studies and requirements for the School Principal program.

ED 5113 Research Methods (3 cr.) This course is an introduction to historical, experimental, descriptive, and survey research as they relate to seeking solutions to problems within the field of education. Research techniques, the analysis of research results, and the uses of research are examined in this course.

ED 5123 Fundamentals of Public School Leadership (3 cr.) Basic principles and practices in modern school administration will be studies including: Basic Theories of Administration and Leadership, Developing a Strong School Climate and Culture, Improving School Climate and the Learning Environment, Elements of School Culture and How to Mold Organizational Culture, The Principal as an Instructional Leadership, The Organizational Leadership Role of the Principal, Ethical Decision-Making, and Leadership and Student Success - Data Driven Decision-Making.

ED 5133 Current Issues In Public Education (3 cr.) A study of the trends, issues, and problems in education related to the student, program, school organization, staff, material and Master of Education, the school building, and the process of innovation and change.

ED 5213 Public School Law (3 cr.) Examination of federal and state constitutional provisions, statutes, judicial decisions, and agency regulations which affect education. Special emphasis upon current and emerging issues. Topics will include: Governance of Education at the State and Local Levels, Special Education, Dismissal and Nonrenewal of Employees, Tort Liability, Church-State Issues, Pupil Discipline Issues, and Freedom of Expression for Employees and Students.

ED 5223 Evaluation and Supervision of Personnel and Instruction (3 cr.) The role of the administrator as an instructional leader. Topics will include: Application of leadership theory to clinical supervision, evaluation of faculty and staff and an examination of the administrator’s role as an instructional leader; Evaluation of instructional approaches and programs; and Curriculum evaluation, development, current issues, and trends related to elementary, middle/junior high, and high schools.

ED 5233 The Principalship (3 cr.) A study of principles of K-12 public school administration with an emphasis on organizational structure and the leadership role of the principal. Approaches to problem-solving are also stressed. Topics will include: Visionary and Instructional Leadership, Developing a Strong School Climate and Culture, Developing a School Improvement Plan, Promoting Community Collaboration and Public Relations, Politics of Education, and Leading Organizational Change.

ED 5313 Public School Finance (3 cr.) Sources of school finance control of expenditures, and general principles of financial administration. Topics will include: Education Finance Issues including Bond Issues, Insurance, Basic Budgeting Procedures, and Risk Management; Strategic Planning, and Personnel Issues.

ED 5323 Advanced Educational Psychology (3 cr.) Advanced study of psychological principles and theories related to education.

ED 5332 School Administration Practicum and Portfolio I (2 cr.) Supervised practical experiences dealing with the administration of public schools. Students will develop and refine competencies in the application of theory to administration practices. A program portfolio will also be submitted and reviewed according to departmental guidelines. (130 practicum/internship hours)

ED 5423 Measurement and Evaluation in Public Schools (3 cr.) An introductory course in statistical methods designed primarily for graduate students in the behavioral and social sciences. The class presents basic statistical concepts with an emphasis on the logic of inferential statistics.

ED 5432 School Administration Practicum and Portfolio II (2 cr.) Supervised practical experiences dealing with the administration of public schools. Students will develop and refine competencies in the application of theory to administration practices. A program portfolio will also be submitted and reviewed according to departmental guidelines. (130 practicum/internship hours)

EDEL [Elementary Education]

ACEI and IRA Standards are instrumental in designing the focus of all EDEL classes.

EDEL 3103 Methods of Reading for Primary Grades (3 cr.) This course is specifically designed to focus on research-based language acquisition, pre-reading skills, at-risk learners, and the reading process. Emphasis is on the five non-negotiable elements in reading instruction (phonemic awareness, phonics, vocabulary, fluency, and comprehension) and different approaches for teaching reading (visual and standard phonics, sight method, language experience approach, whole language, individualized and group instruction, and tutoring systems). Factors that influence child development and learning (uniqueness, family, teacher, multi-culture, the brain and learning styles) will also be studied. Oklahoma Academic Standards (C3) will be basic to the class content. Five (5) hours of field experience is required in reading, grades K-3. Prerequisite: EDUC 2101, EDUC 2102, and acceptance into the Teacher Education Program. Offered every fall semester.

EDEL 3203 Methods of Reading in the Intermediate Grades (3 cr.) This class is specifically designed to incorporate techniques for teaching reading to students in the intermediate (fourth through eighth) grades. Attention will be given to the five components of reading instruction, especially fluency, comprehension and vocabulary, reading approaches, reading as it relates to language and literature, reading in the content area, study skills, and readers with special needs. Classroom management, motivational techniques, rights of students, teachers, and parents will be studied. Oklahoma Academic Standards (C3) will be basic to the classroom content. Five (5) hours of field experience is required. Prerequisite: EDUC 2101, EDUC 2102, and EDUC 4203 and acceptance into the Teacher Education program. Offered every spring semester.
EDEL 3303 Methods of Elementary Science (3 cr.) This course includes the study of curriculum, concepts, methods, and materials in science and health education in the elementary school. Emphasis will be placed on cognitive development for children in primary grades and intermediate/middle school grades, objectives designed to increase understanding of scientific methods, laws and principles, classroom management, community/parent relations, and the use of technology in the science classroom. Oklahoma Academic Standards (C3) will be basic to the class content. Five (5) hours of field experience is required. Prerequisite: EDUC 2101, EDUC 2102, NATS 2101, NATS 2103, NATS 2201, NATS 2203, and acceptance into the Teacher Education program. Offered every fall semester.

EDEL 3403 Children's Literature (3 cr.) This course is designed to help the student acquire a wide acquaintance with children's literature, both old and new, and to learn ways and means to develop, stimulate and guide children's reading of literature presented. In addition, it will assist future teachers in guiding children toward a more comprehensive creative and insightful utilization of literary materials. Prerequisite: EDUC 2101, EDUC 2102, and acceptance into the teacher education program.

EDEL 3503 Methods of Elementary Music and Art Integration (3 cr.) This course is designed to teach methods of general music and visual art in grades K-8. The emphasis will be to integrate music and art into the core subjects to enhance students’ academic performance, social skills, content learning, and to become an integral part of the students’ lives. The six essential components needed for an elementary classroom music program will be addressed (listening, moving/dancing, singing, reading, making and playing instruments, and creating). Classroom management of time, materials, and students will be included. Art/music appreciation and creativity will be taught and encouraged. The Priority Academic Student Skills (PASS) will be basic to the class content. Five (5) hours of field experience is required in art/music classes K-8. Prerequisite: EDUC 2101, EDUC 2102, EDUC 4203 and EDUC 4213 and accepted into the Teacher Education Program. Offered every fall semester.

EDEL 4304 Diagnostic and Prescriptive Reading with Reading Practicum (4 cr.) Teacher candidates enrolled in this course will explore a wide range of issues and factors related to language and literacy assessment and instruction. They will also examine the best practices for and develop proficiency in supporting children’s language and literacy development from first through eighth grades. In the practicum, teacher candidates will assess a student; interpret assessment findings; identify their strengths and needs as language and literacy learners; and choose instructional strategies for tutoring purposes in order to develop their students’ ability to become strategic readers and writers. Oklahoma Academic Standards (C3) Five (5) hours of field experiences is required. Prerequisites: EDUC 2101, EDUC 2102, EDUC 4203 and EDUC 4213 and accepted into the Teacher Education Program. Offered every fall semester.

EDEL 4503 Methods of Elementary Language Arts (3 cr.) This course includes methods of instruction in grammar, spelling, handwriting, purposeful writing, listening, speaking, visual literacy, and reading the genre of children’s literature for the elementary language arts program. Attention is given to evaluation of curriculum, classroom management and organization, assessment of reading and writing, educational media, and the importance of language arts skills in all subject areas. Oklahoma Academic Standards (C3) will be basic to the class content. Five (5) hours of field experience is required in K-8 language arts classrooms. Prerequisite: EDUC 2101, EDUC 2102, EDUC 4203, and EDUC 4213 and acceptance into the Teacher Education Program. Offered every spring semester.

EDEL 4603 Methods of Elementary Social Studies (3 cr.) This course draws upon the various disciplines of social studies. Technology resources, classroom diversity needs, classroom management, character values including respect and responsibility, and citizenship education will be studied. Models of civic courage, democratic ideals and practices, tragedies and victories of the American way (liberty and justice for all) will be subjects of study. Debate and decision making are part of the Social Studies curriculum. The competencies of National Council for the Social Studies are incorporated into the objectives of the course. Oklahoma Academic Standards (C3) will be basic to the class content. Five (5) hours of field experience in social studies classrooms are required. Prerequisites: EDUC 2101, EDUC 2102, EDUC 4203 and EDUC 4213 and acceptance in the Teacher Education Program. Offered every spring semester.

EDUC [Professional Education]

EDUC 2101 MACU Teacher Education Orientation (1 cr.) This course is intended to introduce teacher candidates to the requirements for state certification set forth by the Oklahoma Commission for Teacher Preparation (OCTP). Teacher candidates will also be introduced and learn the Global Vision Conceptual Framework and other MACU education requirements. Before being accepted in the School of Teacher Education, all students are required to pass this course. Prerequisite: Completed 21 hours of general education. Co-requisite: EDUC 2102. Offered every semester.

EDUC 2102 Educational Foundations (2 cr.) This course is intended to introduce teacher candidates to the field of education. Historical, philosophical, sociological, and curricular foundations of American education; current issues of multicultural education, governance, and support of American education; and legal issues will be explored. Co-requisite: EDUC 2101. Offered every semester.

EDUC/PSYC 2403 Child and Adolescent Psychology (3 cr.) This course is a study of human development from conception through adolescence. Major theoretical approaches of physical, cognitive, and psychosocial development will be examined. This study will include parent/child, sibling, and other relationships as they relate to developmental processes and stages. Study will be divided into
five periods of childhood: prenatal, infancy and toddlerhood, early childhood, middle childhood, and adolescence. **Prerequisite:** PSYC 1103 or SOCI 1103. Offered every spring semester.

**EDUC 3103 Educational Psychology (3 cr.)** This course includes basic and current learning theories, psychological principles applied to learning, and classroom management and assessment. Twenty-five (25) hours of field experience is required. **Prerequisite:** PSYC 1103, EDUC 2101 and EDUC 2102. Offered every spring semester.

**EDUC 3203 Instructional Technologies (3 cr.)** This course is an applications and theory course designed to familiarize participants with various technologies and their uses in education. Teacher candidates will evaluate computer systems and software applications and examine networking, audio/visual technologies, digital/analog video technologies, and distance education to determine its use in the classroom. Candidates will prepare and present an instructional design integrating technology in the classrooms. **Oklahoma Academic Standards (C3)** will be basic to the class content. Five (5) hours of field experience is required. Offered every fall semester.

**EDUC 4203 Instructional Strategies, Management, and Assessment I (3 cr.)** This course provides practice in the educational theories of effective instructional strategies, classroom management, and a variety of assessments, especially alternative and authentic assessments; and the involvement of parents/caregivers and the community in the learning process. Offered every spring semester.

**EDUC 4213 Instructional Strategies, Management, and Assessment II (3 cr.)** This course further develops the knowledge base ad skills from EDUC 4203 Instructional Strategies, Management, and Assessment I. **Prerequisite:** EDUC 4203. Offered every fall semester.

**EDUC/PSYC 4223 The Exceptional Child (3 cr.)** This course is an introduction to the characteristics, needs, problems, and behavior patterns of exceptional children; and the various educational approaches used with them. Topics central to special education today – inclusion, diversity, assistive technology, collaboration, and multidisciplinary teams, will all be studied. The intellectual, physical, emotional, and behaviorally handicapped children will be studied, as well as gifted children and handicapped adults. Five (5) field experiences in special education and gifted classes will be required. Offered every fall semester.

**EDUC/MUSI 4403 Methods of Teaching Music in the Elementary School (3 cr.)** Basic principles, theories, procedure, lesson planning, introduction to (but NOT certification of) Orff and Kodaly, and materials necessary for teaching general vocal music at the elementary level. Evaluation, curriculum, media, research applications and implications of music. Twenty (20) hours of field experience is required. **Prerequisite:** EDUC 2101, EDUC 2102, EDUC 4203 and EDUC 4213 and acceptance into the Teacher Education Program. Offered fall semester: odd numbered years.

**EDUC 4703 Methods of Teaching Secondary Mathematics (3 cr.)** A course that provides familiarization with the goals and techniques of teaching mathematics, current research on mathematics education, and materials associated with teaching mathematics at the secondary level. This course is designed to be taken the semester before student teaching. **Prerequisites:** EDUC 2101, EDUC 2102, EDUC 4203 AND EDUC 4213, and MATH 2313. Offered spring semester: even numbered years.

**EDUC 4803 Methods of Teaching Secondary English (3 cr.)** This course is designed for prospective secondary English teachers. This course concentrates on teaching English as a written form of communication. The focus will be on inquiry, reflection, and design; the processes of writing; the relationship of reading and writing; grammar and usage; development of teaching units and curriculum; classroom applications; authentic assessment of writing; writing and instructional media; the relationship between writing and other forms of communication; the development of the teacher as researcher; the teacher as model; and research and professional issues in this area. **Oklahoma Academic Standards (C3)** will be basic to the class content. Thirty (30) hours of Field experience is required. **Prerequisites:** EDUC 2101, EDUC 2102, EDUC 4203 AND EDUC 4213 ENGL 4203, and acceptance into the Teacher Education Program. Offered fall semester: even numbered years.

**EDUC 4909 Student Teaching (9 cr.)** This course gives the student firsthand experience in the school setting through observation/teaching in an accredited school. He or she will spend fourteen weeks in this course with twelve weeks in the actual classroom under the supervision of both a cooperating teacher at a cooperating public school and the university supervisor. Portfolios and video tapes will be completed. **Prerequisite:** completion of classes in specialization and professional education. Offered every semester.

**ENGL [English]**

**ENGL 0103 Introduction to College English (3 cr.)** This is a study in the essentials of English grammar, usage, sentence structure, mechanics, spelling, and paragraph writing. Students who score below 17 on either the English or Reading subtest of the ACT will be placed in this class. Concurrent enrollment in ENGL 1023 is required. Offered every semester.

**ENGL 0113 Introduction to College Composition (3 cr.)** This course provides continued review of grammar, sentence structure, and paragraph writing with an emphasis on essay writing and an
Introduction to critical thinking strategies. **Prerequisite:** ENGL 1003. Offered every semester.

**ENGL 0123 Introduction to College Language Arts (3 cr.)** This course is a study of English language arts skills and their application to college writing. It includes study of the essentials of English grammar, sentence structure, mechanics, spelling, and paragraph writing. The course also includes introduction to essay writing and critical thinking strategies. Students who score below 17 on either the English or Reading subtest of the ACT will be enrolled in this class. Concurrent enrollment in ENGL 1023 is required. Offered every semester.

**ENGL 0133 Readings (3 cr.)** This course focuses on strategies to improve reading rate and comprehension, critical thinking skills, and vocabulary skills. Students who score below 17 on either the English or Reading subtest of the ACT will be enrolled in this class. Concurrent enrollment in ENGL 1003 is required. Offered every semester.

**ENGL 1103 English Composition I (3 cr.)** This is a study of the essentials of writing for audience and purpose with an emphasis on persuasive writing, critical thinking, and style. **Prerequisite:** ACT score of 17 or higher or a "C" or above in ENGL 1003. Offered every semester.

**ENGL 1203 English Composition II (3 cr.)** This course emphasizes research writing techniques, persuasive writing, critical thinking, style, and the influence of language. **Prerequisite:** Grade of a "C" or above in English 1103. Offered every semester.

**ENGL 1403 Honors English Composition (3 cr.)** This course focuses on a systematic analysis of the components of effective writing including critical thinking skills, idea generating, essay pre-planning, drafting, and revising of writing projects. Additionally, students will write critical responses to assigned readings. Open to students with an ACT English score of 22 or higher. The course will fulfill the ENGL 1103 requirements. Credit may be earned for only one of the courses ENGL 1103 or ENGL 1403. Offered on demand.

**ENGL 2103 English Literature Survey: Middle Ages to Restoration and 18th Century (3 cr.)** This course is a study of English literature from the old English period to the restoration and 18th century with an emphasis on literary analysis, literary theory, and the relationship of literature and cultural milieus. **Prerequisite:** ENGL 1103 and ENGL 1203. Offered fall semester: even numbered years.

**ENGL 2203 English Literature Survey: Romantic Period to the Present (3 cr.)** This course is a study of both western and nonwestern literature from the Romantic period to the present with an emphasis on the relationship between literature, historical setting and cultural milieus. **Prerequisite:** ENGL 1103 and ENGL 1203. Offered every fall semester.

**ENGL 2303 World Literature Survey: The Ancient World to the Renaissance (3 cr.)** This course is a study of both western and nonwestern literature from antiquity to 1650 with an emphasis on literary analysis, and the relationship between literature, historical setting and cultural milieus. **Prerequisite:** ENGL 1103 and ENGL 1203. Offered every fall semester.

**ENGL 2403 World Literature Survey: The Renaissance to the Modern Era (3 cr.)** This course is a study of both western and nonwestern literature from 1650 to the present with an emphasis on literary analysis, and the relationship between literature, historical setting and cultural milieus. **Prerequisite:** ENGL 1103 and ENGL 1203. Offered every spring semester.

**ENGL 2503 American Literature Survey: Before 1865 (3 cr.)** This course is a study of American literature from the pre-colonial era to 1865 with an emphasis on literary analysis, and the relationship between, literature, historical setting and cultural milieus. Offered fall semester: odd numbered years.

**ENGL 2603 American Literature Survey: Since 1865 (3 cr.)** This course is a study of American literature from 1865 to the present with an emphasis on literary analysis, literary theory, and the relationship of between, literature, historical setting and cultural milieus. Offered spring semester: even numbered years.

**ENGL 2723 American Nobel Prize Winning Authors (3 cr.)** This course will be a study of Nobel Prize-Winning authors. Particular attention will be given to their literary contributions, personal backgrounds, the historical contexts that engendered their writing. American authors such as Toni Morrison (1993), Czeslaw Milosz (1980), Isaac Bashevis Singer (1978), Saul Bellow (1976) John Steinbeck (1962), Ernest Hemingway (1952) William Faulkner (1949), Pearl S. Buck (1938), Eugene O’Neill (1936) and Sinclair Lewis (1930) will be studied.

**ENGL 2903 Essay Writing (3 cr.)** Essay writing assumes that the student has basic mastery of English usage and mechanics. After a brief review of usage and mechanics, this course will spend a great deal of time emphasizing critical thinking and logic skills which are necessary in order to critique or write a college level essay. This course will also emphasize the writing styles appropriate for various audiences. The majority of the writing assignments will consist of journal entries and five-paragraph essays. There will also be an emphasis on basic research methods and techniques for writing research essays. Required for any College of Adult and Graduate Studies undergraduate student who did not earn a B or better in ENGL 1103 and ENGL1203.

**ENGL 3503 Advanced Composition (3 cr.)** This course is a study of practice, theory, research, and assessment of writing strategies with emphasis on style, editing, the range of print and non-print text, and the relationship between, literature and the social environment. **Prerequisites:** ENGL 1103 and ENGL 1203. Offered fall semester: even numbered years.

**ENGL 3513 Major Figures (3 cr.)** This course provides in-depth study of specific authors and their associated literary movements. Content will vary but will emphasize major authors and their works organized around a theme or era. **Prerequisites:** Junior standing or special permission. Offered every fall semester.

**ENGL 3523 Special Topics (3 cr.)** This course is designed to address topics of special interest in the language arts content field. Topics will vary according to student interest and/or curriculum improvement needs. **Prerequisites:** Junior standing or special permission. Offered every spring semester.

**ENGL 3703 Creative Writing (3 cr.)** This course provides instruction in the scope of the creative experience in language arts with an emphasis on writing short stories, poetry, and drama. **Prerequisites:** ENGL 1103 and ENGL 1203. Offered spring semester: odd numbered years.

**ENGL 3713 Ethnic American Literature (3 cr.)** This course studies the literature of American ethnic groups, particularly African Americans, Asian Americans, Hispanic Americans, and Native Americans and may include works by peoples identified with other societal groups. Various genres as written by these groups will be
studied. Offered spring semester: even numbered years.

ENGL 3733 Native American Literature (3 cr.) A study of Native American literature including the oral tradition, storytelling and mythology, focusing on selections by contemporary writers. The class will emphasize works by Native American writers and works associated with Oklahoma and by Oklahoma by Native American nations. Offered fall semester: odd numbered years.

ENGL 3923 Literature and Culture (3 cr.) A study of the relationship between literature and culture. The course will survey a variety of texts such as memoir, folk writing, and traditional fictive genres as they relate to culture. Analysis and contextualization of contemporary media such as film, television, music and hypertexts will also be included. Prerequisite: ENGL 1103 and ENGL 1203. Offered fall semester: even numbered years.

ENGL 4203 Modern Grammar (3 cr.) This course is a study of semantics, syntax, morphology, phonology, and grammars of the English language with emphasis on the role of cultural contexts. Prerequisite: ENGL 1103, ENGL 1203, and six (6) hours of literature. Offered spring semester: even numbered years.

ENGL 4303 Shakespeare (3 cr.) This is a study of a selection of Shakespearean tragedies and a tragi-comedy comedies, and histories with emphasis on literary analysis and the moral and spiritual value of the works. Prerequisite: ENGL 1103 and ENGL 1203. Offered fall semester: even numbered years.

ENGL 4313 Life and Teachings of C.S. Lewis (3 cr.) C.S. Lewis is widely recognized as not only one of the 20th century’s greatest Christian thinkers and apologists, but also as a man of immense literary talent. This course will seek to explore the thoughts and ideas of Lewis and the impact of his writings through study of both his fiction and nonfiction works. Offered spring semester: odd numbered years.

ENGL 4503 History of the English Language (3 cr.) This course is a study of the development of the English language, stressing changes in phonology, morphology, vocabulary, syntax, and orthography of Old, Middle, and Modern English. Authors and works important to the history and development of the English language will also be studied. Prerequisites: ENGL 1103, ENGL 1203, and six (6) hours of literature. Offered fall semester: odd numbered years.

ENGL 4523 Young Adult Literature (3 cr.) This course concentrates on the evaluation and analysis this course concentrates on the evaluation and analysis works written for and by young adults. The interests, problems and attitudes of young adults in contemporary society, as they impact the literature, will be considered. This course concentrates on the evaluation and analysis of works written for and by young adults. The interests, problems, and attitudes of young adults in contemporary society, as they impact the literature, will be considered. Offered fall semester: odd numbered years.

ENGL 4533 Critical Approaches to Literature (3 cr.) This course is a survey of literary critical theory with deeper study of selected schools of literary criticism. Study of major literary critics and their contributions. Offered spring semester: even numbered years.

ENGL 4543 Language and Culture (3 cr.) This course concentrates on the complexities of teaching the English language to both first language and second language learners with focus on the interrelationship of reading, writing, speaking, listening, viewing, and thinking; visual forms of language; the many varieties of the English language; the impact of cultural and societal events on language; the impact of language on teachers, students and curriculum design; language and self-image; and research and professional issues in this area. Prerequisite: ENGL 4203. Offered spring semester: odd numbered years.

ENGL 4653 Capstone Research (3 cr.) A culminating research project for the English: Literary and Cultural Studies major. In consultation with English faculty, the student will complete a research project exploring literary and cultural studies in an aspect specific to the student’s interests and goals. To be taken during the student’s final semester of enrollment. Offered on demand.

ENGL 4993 Honor Studies (3 cr.) Honor Studies in English are open only to students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them under the supervision of a selected member of the faculty. The offering of the course and its format must be approved by the instructor. All work must be completed within one regular semester or one summer. Prerequisites: Ninety (90) hours and approval of instructor and school chair. Offered on demand.

FINC [Finance]

FINC 1103 Financial Planning (3 cr.) This course is designed to develop student knowledge required to become an advisor in the retiree marketplace and for advisors who want a comprehensive understanding of the issues faced during the distribution phase of life. The program is not only designed as an educational program but also contains elements which address marketing education and a marketing programs methods for organizations involved in the retirement advising business. The mission of the class is to produce the financial advisors to retirees in the US marketplace.

FINC 5333 Modern Corporate Finance (3 cr.) This course examines corporate utilization and allocation of monetary resources. Capital budgeting, the time value of money, security valuation, debt-equity structure, international finance weighted average cost of capital, and other financial issues are examined with a view toward providing the student with decision-making tools for risk and investment analysis.

GEOG [Geography]

GEOG 2503 Physical World Geography (3 cr.) This course focuses upon the physical earth and its natural environment. This includes an exploration of cartography, natural and artificial divisions of land and other non-human dimensions of geography. Special attention will be given to the landmass of Oklahoma. Offered every spring semester.

GEOG 2603 Human World Geography (3 cr.) This course focuses upon the distribution of humanity upon the earth. This includes a discussion of the nature and location of cultures, economies, and populations. Special attention will be given to the people, culture, and industry of Oklahoma. Offered every fall semester.

HCA [Health Care Administration]

HCA 3203 Introduction to Health Care Management (3 cr.) A study of the five parts of managing health care organizations—planning, organizing, staffing, leading, and controlling/evaluating—with the study of principles for application to both not-for-profit and for-profit organizations. Prerequisite: MGMT 2303.
HCA 3213 Medical Terminology for Managers (3 cr.) This course will focus on the medical terminology utilized by health care managers. The course will review the vocabulary of medical terms associated with body systems, medical specialty fields, disease processes, laboratory tests, and clinical procedures utilized in health care settings.

HCA 3303 Current Issues in Health Care Management (3 cr.) A review of how health care policies are initiated, formulated, and implemented in the United States. The course includes a comparative, national and cross-state perspective analysis of political, cultural, interest group, political party, legislative, and executive aspects of health care.

HCA 3313 Health Care Human Resource Management (3 cr.) This course reviews the management of human resources, with particular focus on healthcare services environments. It is designed to provide an understanding of the key concepts, principles and practices of Human Resource Management. Topics include recruitment, selection and retention practices, performance evaluation, employee evaluation, employee training and development, compensation and benefit issues, promotion, job design and analysis, legal issues affecting the healthcare workplace, management/labor relations and workplace safety within contemporary health care service organizations. Trends in human resource management in healthcare are also addressed.

HCA 3503 Legal Aspects of Health Care Management (3 cr.) This course is structured to present an overview of the general legal rules and concepts governing numerous aspects of the health care industry. The main focus of this course will be on the law as it relates to the delivery of health care in hospitals, nursing homes, medical offices and other medical care environments. The course will analyze the concepts associated with modern tort law as it applies to health care and will also review other areas of law that impact health care including contracts, criminal law, employment law, and other laws governing business organizations.

HCA 3506 Medical Operations Management (3 cr.) This course provides an introduction to the management of health care organizations. It includes an overview of the health care financial issues and explores the impact of budget activities on all areas of administration for higher-education institutions. The course will also include the following topics: the political processes involved. The course will also include the impact of budget activities on all areas of administration for higher-education and university administrators.

HCA 4103 Health Care Economics (3 cr.) Course provides an overview of health care markets. Topics reviewed include supply and demand of medical care, economic tools for health care institutions, impact of government on the health care market, industry market studies, and health care reform. Prerequisite: ECON 1103.

HCA 4203 Health Care Operations Management (3 cr.) Course focuses on organizational structure of the health care delivery system and administrative processes including productivity and quality improvement, planning, problem solving, decision making, marketing, human resources management, and counseling.

HCA 4303 Health Care Information Systems (3 cr.) An examination of the application of computer and communication technologies for analyzing, forecasting, planning, and health care management functions.

HCA 5213 Health Care Management (3 cr.) This course will review the unique nature of planning, organizing, and leading performed by managers in health care organizations. The course will include a review of the functional disciplines of management including: marketing, accounting, finance, legal, information systems, human resource behavior and management, and management science and their application in the health care environment.

HCA 5223 Health Care Legal Environment (3 cr.) This course will focus on the law as it relates to the delivery of health care in hospitals, nursing homes, medical offices and other medical care environments. The course will analyze the concepts associated with modern tort law as it applies to health care and will also review other areas of law that impact health care including contracts, criminal law, employment law, and other laws governing business organizations.

HCA 5233 Health Care Finance (3 cr.) This course provides an overview of the health care financial issues and explores the current financial climate. Issues in reimbursement structures, regulatory mechanisms, and cost controls are discussed. For profit and not for profit financial statements and annual audits are reviewed and analyzed.

HCA 5243 Health Care Information Systems (3 cr.) This course provides an introduction to technological tools that support health care administration, management, and decision making.

HEA/ML Healthcare Administration

HEA/ML 5133 Intro to Qualitative Methods of Administrative Data (3 cr.) Introduction to the basis and use of quantitative methods in government administration. Subjects include systematic research in public administration, measurement theory, bivariate analysis, and hypothesis testing and statistical inference.

HEA/ML 5134 Adult Learner and Instructional Design (4 cr.) Students explore the basic theories and current research in adult education. This course draws from both developmental psychology and adult education to explore the stages of human development, issues concerning adult learning ability, how and why adults learn, and how to determine that learning has taken place.

HEA 5323 Higher Education Law (3 cr.) The course examines U.S. law and court cases pertaining to higher education institutions including an overview of the legal issues involving college and university personnel. Pertinent state and federal statutes will also be used to explain the legal rights and responsibilities of college and university administrators.

HEA 5333 Higher Education Budgeting and Finance (3 cr.) Problems and issues of finance on post-secondary institutions will be addressed. Examines how to develop successful fiscal policy initiatives. A sufficient understanding of the technical material and the political processes involved. The course will also include the impact of budget activities on all areas of administration for higher-education.

HEA 5314 Higher Education History and Administration (3 cr.) This course examines the development of American higher education. It will help students understand the origins of contemporary practices and problems in higher education. The course also gives an overview of organization and administration operations and analyses of social, political and legal influences on colleges and universities.

HIST [History]

HIST 1103 History of World Civilization I (3 cr.) Significant events, persons, details and cultural patterns from the beginnings of civilization to 1650. The Greco-Roman, medieval, Renaissance, and Reformation periods are carefully examined, with careful attention also given to African, Asian, and Western Hemisphere
a historical emphasis not only upon the United States’ colonial roots and political development, but also its social structures and cultural institutions. **Prerequisites:** HIST 2103 and HIST 2203. Offered fall semester: odd numbered years.

**HIST/MUSI 4133 History and Literature of Music I (3 cr.)** A basic background source for music majors in the elements of history, styles of writing, literature, and lives of composers. The heritage of great music is studied thoroughly. Includes music from pre-Christian through the baroque period (1750). **Prerequisite:** Junior standing in Music. Offered fall semester: even numbered years.

**HIST 4203 19th Century United States History (3 cr.)** This course seeks to understand the history of the United States in the 19th century. While generally focusing on America’s territorial, political, industrial and international maturation, this class also explores pivotal events and movements, such as the Civil War, Populism, and the Second Great Awakening. **Prerequisites:** HIST 2103 and HIST 2203. Offered fall semester: even numbered years.

**HIST 4213 Twentieth Century United States History (3 cr.)** A close examination of the United States in this century, beginning with the assassination of William McKinley and coming forward to the present. Special attention will be given to such major events as World Wars I and II, the Great Depression and the New Deal, America’s position of world leadership, and the Civil Rights movement. **Prerequisites:** HIST 2103 and HIST 2203. Offered fall semester: even numbered years.

**HIST/MUSI 4233 History and Literature of Music II (3 cr.)** A basic background source for music majors in the elements of history, styles of writing, literature, and lives of composers. The heritage of great music is studied thoroughly, includes music from pre-Christian through the 20th Century. **Prerequisite:** Junior standing in Music. Offered fall semester: odd numbered years.

**HIST 4313 Modern Latin American History (3 cr.)** This course is a historical survey and analysis of Mexico, Central America and the Caribbean. Temporally, the course begins with the Columbian-Native American encounter, proceeds to study the conquest and colonization of the region, the struggles for national independence and nation building and then more recent hemispheric relationships. **Prerequisites:** HIST 1103, HIST 1203, and GEOG 2503. Offered spring semester: even numbered years.

**HIST 4403 Historiography/Research (3 cr.)** This course possesses two goals. First, the class desires to introduce the student to the critical issues of the discipline of history. This includes issues of both methodology and theory. Second, the course seeks to develop the student’s competence in the area of historical research. This includes being able to develop a topic, securing and evaluating sources, and producing a coherent and insightful academic paper. **Prerequisites:** HIST 1103 and HIST 1203, and at least junior standing. Offered spring semester: odd numbered years.

**HIST/HUMN 4413 The Hispanic-American Experience (3 cr.)** This course is a multi-disciplinary exploration of the major contours of Hispanic-American history, literature, and arts. Temporally, it begins with the Spanish conquest of North America through the recent explosion of the Hispanic population in the United States. The class seeks to include contributions to the subject from the areas of history, sociology, literature, and the arts. Offered on demand.
HUMN/HIST 4613 History/Literature of the Native American Southwest (3 cr.) This course has two focuses – first to explore the major features of Native American history of the southwest and second, to explore the religious affirmations of this group through a literary review of their mythology. Offered on demand.

HIST 4993 Honor Studies (3 cr.) Honor Studies in History are open only to students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them, under the supervision of a selected member of the faculty. The offering of the course and its format must be approved by the instructor of the course. All work must be completed within one regular semester or one summer. Prerequisite: Ninety (90) hours and approval of instructor and school chair. Offered on demand.

HUMN [Humanities]

HUMN/HIST 2113 The African-American Experience (3 cr.) This course is a multi-disciplinary exploration of the major contours of African-American history, literature, and arts. Temporally, it covers the introduction of Africans to America as slaves through the civil rights movement. The class seeks to include contributions to the subject from the areas of history, sociology, literature, and the arts. Offered on demand.

HUMN 3111 Global Issues (1 cr.) In this course, students recognize and understand important issues affecting cultures globally and the consideration of these issues as students interact with citizens from different global areas. This course will explore intercultural awareness of issues of food, energy, and/or water through the lens of gender, the economy, and power. The course will also explore issues involved in international travel and communication. At the end of the course, students will reflect on these issues as they travel internationally and interact with global communities. This course is a requirement for students who participate in a study abroad program.

HUMN 3213 Publishing Digital Images (3 cr.) This course addresses the technical, aesthetic, and conceptual challenges implicit with creating and publishing digital photographs and video online on various forms of social media such as blogs, microblogs and websites. The class is structured on a studio model, in which students can expect to be spending most of their time in the field taking pictures and in class or online working on projects as they learn to utilize visual images for presentation of digital images in various forms of social media.

HUMN/MISS 3303 World Religions in America (3 cr.) This course focuses on the world’s major religions – Islam, Buddhism, Hinduism, Animism within an American context. Utilizing a comparative religions approach, and will seek to provide an intellectual and experiential understanding of these faiths’ theology and worship. Of special interest will be the adaptation of these religions to an American setting as well as American cultural interactions with these faiths.

HUMN/SOCI 4203 The Ethnicity in America (3 cr.) This course seeks to give an overview of the major ethnic groups in America with an emphasis upon their arrival and integration with American society at large. In addition, this course also covers the issues of race relations, the source and nature of group tensions, as well as communication and cross-cultural issues that would inform interaction with, and evaluation of, various groups. Offered on demand.

HUMN/HIST 4413 The Hispanic-American Experience (3 cr.) This course is a multi-disciplinary exploration of the major contours of Hispanic-American history, literature, and arts. Temporally, it begins with the Spanish conquest of North America through the recent explosion of the Hispanic population in the United States. The class seeks to include contributions to the subject from the areas of history, sociology, literature, and the arts. Offered on demand.

HUMN/HIST 4613 History/Literature of the Native American Southwest (3 cr.) This course has two focuses – first to explore the major features of Native American history of the southwest and second, to explore the religious affirmations of this group through a literary review of their mythology. Offered on demand.

IMUS [Instrumental Music]

IMUS 1311-4381 Strings (1 cr. each) One half-hour lesson per week. Emphasis will be placed on scales, bowing, sight-reading, reading rhythm charts, theory, and performing standard repertoire. Open to all levels, beginner to advanced. Offered every semester.

IMUS 1511-4581 Woodwinds (1 cr. each) One half-hour lesson per week. Emphasis will be placed on scales, sight-reading, reading rhythm charts, theory, and performing standard repertoire. Open to all levels, beginner to advanced. Offered every semester.

IMUS 1611-4681 Guitar (1 cr. each) One half-hour lesson per week. Emphasis will be placed on scales, chording, reading rhythm charts theory, and performing standard guitar literature. Open to all levels, beginner to advanced. Offered every semester.

IMUS 1711-4781 Brass (1 cr. each) One half-hour lesson per week. Emphasis will be placed on scales, arpeggios, theory, and performing standard musical literature. Open to all levels, beginner to advanced.

MATH [Mathematics]

MATH 0113 Intermediate Math (3 cr.) This course is a multi-disciplinary exploration of the major contours of Hispanic-American history, literature, and arts. Temporally, it begins with the Spanish conquest of North America through the recent explosion of the Hispanic population in the United States. The class seeks to include contributions to the subject from the areas of history, sociology, literature, and the arts. Offered on demand.

MATH 0103 Basic Math (3 cr.) This course covers basic principles and practice in math for those who are not yet ready for college math. An ACT score below 16 may mean placement in this class or 75% or higher on Math Placement Exam. Offered every fall semester.

MATH 0113 Intermediate Math (3 cr.) This course allows students to progress in mastery of basic arithmetic operations and develop intermediate math skills to solve problems that involve fundamental concepts applicable to daily living and work related activities. Prerequisite: Score of 75% on Math Placement Exam or MATH 0103.

MATH 1103 College Math (3 cr.) The study of essential arithmetic, intermediate algebra, and geometry, including a survey of linear equations, polynomials, algebraic fractions, and quadratic equations. Emphasis is given to problem solving and the practical application of mathematical concepts. (This course may not meet the general math requirement of other colleges for students intending to transfer from MACU.) Prerequisite: ACT score of 16 or above. Offered every fall semester.

MATH 1303 Plane Trigonometry (3 cr.) In the first part of this course, properties of triangles and trigonometric functions and their applications are explored. Topics include: trigonometric
functions, identities, graphs, inverses, and laws. In the second part of this course, a graphical approach to functions will be explored with extensive use of graphing calculators to explore problems and solutions, not just rote memorization. Problem-solving techniques and the programming of graphing calculators will also be taught. **Prerequisite:** MATH 1513 or ACT Math score of 26. Offered on demand.

**MATH 1513 College Algebra (3 cr.)** This course is a study of the processes of algebra, polynomials, algebraic fractions, graphing linear systems. It is designed for students planning to major in business and natural science programs. **Prerequisite:** ACT Score of 24 or above or complete MATH 1103 with a grade of "B" or approval of Instructor. Offered every semester

**MATH 2103 Algebra for Teachers (3 cr.)** The elementary major will be presented with a tactile approach to Algebraic concepts. Students will reason mathematically, solve problems, and encourage full participation, design and present lessons that use the hands-on approach to teaching an algebraic concept. Students will develop portfolios and grade lab homework. The (NATM) standards are presented and explored. Offered every fall semester.

**MATH 2114 Calculus I and Analytic Geometry (4 cr.)** An introduction to the basic concepts of Calculus including limits, derivatives and integrals using graphical, numerical, recurrence relations and symbolic points of view. Emphasis will be placed on using Calculus in problem solving and problem solving techniques will be taught. **(lab included)** **Prerequisites:** Grade of "A" or "B" in MATH 1303 or credit for AP Calculus. Offered every semester.

**MATH 2203 Math for Teachers I (3 cr.)** This course is concerned with the professional development of future elementary teachers in areas of mathematics such as: the nature of mathematics, the contributions of different cultures toward the development of mathematics, and the role of mathematics in culture and society. Mathematical concepts will include but not be limited to: problem solving, sets, numbers, numeration, whole number operations, computation, number theory, fractions, decimals, ratio, proportions, percent and integers. Calculators, computers, and other technological devices will be evaluated. Offered every spring semester.

**MATH 2214 Calculus II (4 cr.)** A continuation of Calculus I. A rigorous development of differential and integral Calculus. Topics on limits, continuity, differentials, and integration theory will be covered. Applications of derivatives and integrals and infinite series and power series will be explored. Problem solving techniques will be used and the basics of logic will be used to prove theorems vital to Calculus. **(lab included)** **Prerequisite:** MATH 2114. Offered every spring semester.

**MATH 2303 Math for Teachers II (3 cr.)** This course is concerned with the planning for and teaching mathematical experiences, dispositions toward teaching mathematics, and teacher responsibilities. Geometric shapes, measurement, geometry using triangle congruence and similarity, geometry using coordinates and transformations, fractals, and geometric constructions. Calculators, computers, and the internet will be utilized. Offered every fall semester.

**MATH 2313 Calculus III (3 cr.)** A continuation of Calculus II. Vectors in the plane, parametric equations, three-dimensional vectors, solid analytic geometry, differential Calculus of functions of more than one variable with applications to directional derivatives, gradients, and line integrals are some of the topics covered. Multiple integrals will be introduced in rectangular, polar, cylindrical, and spherical coordinates. Proofs of certain theorems will be explored. **Prerequisite:** MATH 2214. Offered every fall semester.

**MATH 2503 Business Math (3 cr.)** Business Math provides solid, practical, and up to date coverage of fractions, formulas, and algebra. It will introduce business topics such as bank services, payroll, taxes, risk management, interest, annuities, depreciation, and financial statements. **Prerequisite:** Act score of 16 or above.

**MATH 3103 Linear Algebra (3 cr.)** A study of the generalization of the properties of straight lines. Topics include: linear equations, matrices, determinants, vectors, vector spaces, linear transformations, eigenvalues and eigenvectors. **Prerequisite:** MATH 2114. Offered every spring.

**MATH 3303 History of Math (3 cr.)** A survey of the historical development of mathematics. The focus of the course is on the progression of mathematical concepts from their origin to the present. Mathematicians who made significant contributions are highlighted. **Prerequisite:** MATH 2214. Offered fall semester: even numbered years.

**MATH 3403 Discrete Math (3 cr.)** An introduction to the fundamental ideas of discrete mathematics and a foundation for the development of more advanced mathematical concepts. Some topics covered include: Number Theory, Sets and operations on sets, logic, permutations and combinations, functions, trees, graph theory and groups. **Prerequisite:** MATH 2313. Offered spring semester: even numbered years.

**MATH/BUAD/PSYC 3703 Introduction to Statistics (3 cr.)** The course is a complete introduction to basic statistics as a method of analysis. Statistics is a powerful tool that is used in the business world and in the Behavioral Science area extensively. This course will provide the student with a working knowledge of statistical terms and formulas. The student will use Microsoft Excel as the medium technology throughout the course. The textbook provides a CD for data as well as a Data Disk/XL, add-in for computers with Microsoft Excel. Microsoft Excel spreadsheet program is required for this course. Offered fall semester: odd numbered years.

**MATH 3713 Statistics Review (3 cr.)** This course is a review of basic statistical terms and processes. This class will prepare the student for a post-graduate level Quantitative Methods course if they have not had a statistics course at the undergraduate level or have not had a statistics course for a long period of time and need to be refreshed on the statistical analysis processes. This course will review statistical terms and formulas. If a student has not had an undergraduate Statistics course it will give them the background in statistics that will be necessary to be successful at the postgraduate level. The student will be using Microsoft Excel as the medium of technology throughout this statistics course. The textbook will provide you with a CD for data as well as a Data Disk/XL add-in for computers with Microsoft Excel. Microsoft Excel spreadsheet program is required for this course.

**MATH 4003 College Geometry I (3 cr.)** This course is designed to be a "voyage" through plane geometry and its various branches. The student will be introduced to properties of axiomatic systems and investigate each system. Discussions on Euclidean and non-Euclidean Geometries will be included. Extensive use of Geometer's Sketchpad software will be required with several laboratory
investigations. Prerequisite: MATH 2313. Offered spring semester: even numbered years.

MATH 4013 Differential Equations (3 cr.) Ordinary differential equations of first order, higher order linear equations, Laplace transform methods, series methods; numerical solution of differential equations. Application to physical sciences and engineering. Prerequisite: MATH 2214 and MATH 3103. Offered on demand.

MATH 4103 Abstract Algebra (3 cr.) A study of three themes: arithmetic, congruence, and abstract structures which are developed for integers, polynomials, rings and groups. Numbers, number theory and number systems will be taught. Prerequisite: MATH 2313. Offered fall semester: odd numbered years.

MATH 4113 Mathematical Modeling (3 cr.) Mathematical modeling is a mathematical tool for solving real world problems. In this course students study a problem-solving process. They learn how to identify a problem, construct or select appropriate models, figure out what data needs to be collected, test the validity of a model, calculate solutions and implement the model. Emphasis lies on model construction in order to promote student creativity and demonstrate the link between theoretical mathematics and real world applications. Prerequisite: MATH 2313. Offered on demand.

MATH 4203 Mathematical Statistics (3 cr.) Introduction to statistical analysis including populations, samples, descriptive statistics, regression, correlation, probability, discrete and continuous distributions, sampling methods, estimation, hypothesis testing, and analysis of variance. Prerequisites: MATH 3703 and MATH 2313. Offered fall semester: odd numbered years.

MATH 4303 College Geometry II (3 cr.) This course is designed to be a "voyage" through plane geometry and its various branches. The student will be introduced to properties of axiomatic systems and will investigate each system. Discussions on non-Euclidean geometries will be included. Extensive use of Geometer's SketchPad software will be required with several laboratory investigations. Prerequisite: MATH 4003. Offered spring semester: odd numbered years.

MBUS [Music Business]

MBUS 3113 Recording Techniques I (3 cr.)
Recording Techniques I introduces students to the recording environment. It allows the student to become familiar with recording equipment, procedures and techniques, and to gain an awareness of the music recording process. Recording Techniques I and II fosters skills in the use of recording equipment such as microphones, mixing consoles, signal processing and noise reduction devices, and sound recorders (stereo and multi-track). Students will gain an understanding of studio/live recording, and acoustics. Prerequisite: MBUS 3113. Offered spring semester: odd numbered years.

MBUS 3133 Arts Administration (3 cr.)
This course concerns the management of nonprofit side of the music and arts businesses, including symphony orchestras, schools, theatre, opera, museums, foundations, churches, and other not for profit institutions related to music and the arts. All aspects of what defines a successful arts program will be considered: grant research and writing, organizational structures, strategic and business planning, sponsorship proposals, special events production, marketing, and legal issues. Offered fall semester: odd numbered years.

MBUS 3143 Music Industry Internship (3 cr.)
This course provides students with the opportunity and responsibility to work in various companies in the music industry during their participation in the Music Business Program. Internships are essential to the understanding of how the theory of the classroom is applied to the practices of particular business; they are the key to placement. Internships may be local, national or international. Internships are encouraged in all years after the freshman year of a student's participation in the Music Business program; all will count towards the course requirements. Offered Every Semester.

MGMT (Management)

MGMT/MISE 2103 Computer Based Information Systems (3 cr.)
Covers theory and practice for design and use of computer based information systems in organizations. Project work includes using a relational database and designing a personal web page. Students demonstrate their ability to use a personal computer for word processing, spreadsheet, database, and presentation applications by passing a competency exam.

MGMT 2203 Goals, Priorities and Attitudes (3 cr.)
An introduction to 1) developing personal and career goals, 2) the setting of priorities within these goals, and 3) building a positive self-concept along with the attitudes incumbent with this personal regard that will allow the goals and priorities to be realized.

MGMT 2303 Management Principles (3 cr.)
A study of the five parts of managing organizations: planning, organizing, staffing, leading, and controlling/evaluating with the presentation of principles for application to both for-profit and not-for-profit organizations.

MGMT 2503 Research Methods for Professional Development (3 cr.)
Professional development guides students through the process of documenting college level learning that took place outside a college setting in order to earn college credit for that learning.

MGMT 3213 Applied Business Management (3 cr.)
This three-credit-hour course provides an introduction to the principles of management. The emphasis is on understanding organizational theory, human relations, interpersonal communications, production, business ethics, and the development of management thought.

MGMT 3313 Principles of Human Resources Administration (3 cr.)
This course provides an overview of the human resource management function. It includes the theories, research, and issues
related to human resource management within modern organizations. The roles, responsibilities, relationships, functions, and processes of human resource management are discussed from a systems perspective. Expectations of various stakeholders such as government, employees, labor organizations, staff/line management, and executive management are explored.

**MGMT 3403 Research and Ethical Decision Making**
The course introduces to the student the principles and functions of business. Business will be studied as a part of a total social, political, and economic environment. The various functional areas of business will be discussed: economic systems, forms of business ownership, small business, management, human relations, marketing, accounting, finance, stock market and business law.

**MGMT 3603 Principles of Business Administration (3 cr.)**
This course is designed to introduce the student to the principles and functions of business. Business will be studied as a part of a total social, political, and economic environment. The various functional areas of business will be discussed: economic systems, forms of business ownership, small business, management, human relations, marketing, accounting, finance, stock market and business law.

**MGMT 3703 Applied Business Statistics (3 cr.)**
This course will introduce students to the basic concepts in statistics, probability theory, and basic quantitative research methods. Students will learn how to collect, organize, summarize, describe, and analyze data as well as how to use spreadsheet and statistical software. Students will learn how to formulate and test hypotheses, interpret statistical information and to perform some basic forecasting.

**MGMT 4103 Organizational Communication (3 cr.)**
An introduction to the concepts of effective oral and written communication to include functioning in teams and other organizational settings as well as interpersonal exchanges.

**MGMT 4203 Managing People: Groups and Leadership (3 cr.)**
Groups are the building blocks of organizations. Nearly everyone participates in both formal and informal groups at work. It is essential that managers understand groups because group processes directly affect creativity, problem solving, decision-making, and productivity. This module provides insight into group formation and process, their power and influence in organizations and varying styles of leadership.

**MGMT 4233 Principles of Business Law (3 cr.)**
This course provides a general introduction to the legal environment that affects individuals, businesses, and business transactions. In addition to providing a general introduction to the American legal system, this course will focus on specific legal topics such as contracts and the Uniform Commercial Code.

**MGMT 4303 Accounting for Managers (3 cr.)**
The acquisition, analysis, and reporting of financial information are important to the individual manager and the organization. Special attention will be given to the planning and control responsibilities of practicing managers. Individuals should gain confidence in their ability to interpret and use financial information for effective decision-making.

**MGMT 4403 Research and Ethical Decision Making (3 cr.)**
Rational decisions are always related to access pertinent information. In this module the students ensure they have the ability to access this information, to organize and analyze data, and have necessary statistical tools to draw conclusions and make decision. Each student will select a topic and review the expectations and due dates for the research project.

**MGMT 4503 Financial Analysis for Managers (3 cr.)**
Finance is the art and science of handling money. In the modern world virtually every organization, public and private, runs on money. That includes families, businesses, governments, and nonprofit enterprises. The study of finance will be broadly divided into two areas: (1 cr.) Investments and financial markets and (2 cr.) the financial management of companies. These are separate but related. A financial system involves flows of money and paper between them.

**MGMT 4523 Case Studies in Management Ethics (3 cr.)**
Reading, discussion, and development of papers pertaining to relevant case studies involving personal and organizational ethical issues and problems to actual situations.

**MGMT 4604 Management and Ethics Research Project**
A continuation of the process begun in Module 5. The research project is the culmination of more than a year’s research and writing on a topic of employer or community interest. During the module, students are expected to begin the research and writing, and make the first oral presentation.

**MGMT 4703 Entrepreneurship (3 cr.)**
This course will explore the options available and means by which an entrepreneurial venture may be created and will help to develop an understanding of all functional areas of a small business as they relate to managing operations. Emphasis will be placed on the importance of the business plan and how to develop one.

**MGMT 5113 Organizational Behavior (3 cr.)**
This course covers the theories of behavior in human management. A critical analysis is performed on the contributions to the organizational behavior discipline and its research as applied to the business environment. The student will apply the theories of its research as applied to the business environment. The student will apply the theories of culture development, time management, job design, change, motivation, leadership development, communication, small group dynamics, and negotiation in the business setting.

**MGMT 5233 Marketing Analysis and Strategy (3 cr.)**
This course examines the marketing functions and strategies related to the product, place, price, and promotion of goods or services provided by the organization. The student will become familiar with the elements of a marketing plan and will be capable of analyzing complex situations leading to feasible solutions.
MGMT 5323 Human Resource Management (3 cr.) This course focuses on the human resource management functions in profit and nonprofit organizations. Major topics include: human resource planning, legal requirements, job analysis and design, recruitment, selection, placement, training and development, performance appraisals, career development, compensation and benefits, and reward systems. It will examine how diverse human resource management functions contribute to corporate profitability and why they are critical to an organization’s long-term survival. Students will explore the interdependencies between human resource and organizational strategies.

MGMT 5413 Legal Environment (3 cr.) This course examines the impact of laws and the legal system on the business environment and managerial decision making. Major topics include: contracts, commercial transactions, agency relationships, organization choices, federal-state-local governance with special emphasis on EEOC and ADA issues, property law, and hiring practices. Special emphasis will be placed on recent court cases impacting the business arena.

MGMT 6313 Management Science (3 cr.) This course is an in-depth study of the application of the scientific approach to managerial decision making. Students will become familiar with the quantitative methods used in solving business problems. Using mathematical modeling, the student will formulate computer-based solutions to problems related to operations, marketing, finance, and other functions encountered in organizations.

MGMT 6403 International Business Law (3 cr.) This course introduces students both to the central concepts of comparative legal systems and to major contemporary political economic trends that are reshaping the context in which private international transactions are conducted in North America, Europe, East Asia, and other countries.

MGMT 6423 Business Strategic Management (3 cr.) This course demonstrates the strategic linkage between the functional disciplines (marketing, accounting, finance, legal, information systems, human resource behavior and management, and management science) within the strategic management process. This course focuses on how managers originate, implement, and assess strategies and serves as a capstone for the MBA program.

MGMT 6433 Executive Seminar Series: International Business (3 cr.) Seminar A: Business Case Study, Seminar B: MBA Major Field Test. This course explores the impact of international economic, political, cultural, technological, and governmental environments on world trade and business competition. Topics reviewed include trade practices, industry structure, value creation, free trade and trade agreements, national ethical behavior, branding strategies, and promotional practices.

MGMT 6443 Strategic Global Strategy (3 cr.) This course focuses on strategic frameworks and skills that are critical to successfully compete in the global marketplace. Topics include the content of an economic environment, and the cultural, ethical and legal issues that arise when conducting business internationally. Students will learn how companies enter foreign markets and grow international subsidiaries, succeed in mergers and acquisitions, and cooperate in joint ventures and strategic alliances.

MISE [Management Information Systems]

MISE/MGMT 2103 Computer Based Information Systems (3 cr.) Covers theory and practice for design and use of computer based information systems in organizations. Project work includes using a relational database and designing a personal web page. Students demonstrate their ability to use a personal computer for word processing, spreadsheet, database, and presentation applications by passing a competency exam.

MISE 3203 Telecommunications/Networking/Architecture (3 cr.) A study of the basic concepts of telecommunications and distributed processing, including data communication equipment, protocols, local and wide area networks and the associated topologies. Stresses structure, interoperability, load analysis, and performance analysis.

MISE 4103 Programming Concepts (3 cr.) This course introduces computer concepts and procedures. Simple, commonly encountered data processing algorithms will be used as examples. Program organization will be introduced from the perspective of sequence, selection, iteration and modular programming techniques. The development of effective documentation will be introduced and required with each programming assignment. Prerequisite: MISE 4703.

MISE 4203 Information Resource (3 cr.) This course applies the management principles developed in the common business courses to the specific requirements of managing the information resources of the organization. This includes the management of the information systems department and its functions as a “Business within the business.” The course includes a project, which synthesizes the content developed throughout the curriculum.

MISE 4303 ERP/Data Base Design I (3 cr.) This course covers database design concepts from a business perspective. Areas covered include: data analysis, the principal database, models with emphasis on the relational model, entity relationship diagrams, logical design, and normalization. Related topics include structured query language (SQL), transaction management, and industry trends in database management systems. This course will involve Data Design and Informational Retrieval. In all computer systems, data storage plays an essential role. This course covers file structures from an application system perspective. Areas covered include sequential and direct access files, record blocking, sort/merge techniques, indexing, and file updating methods.

MISE 4313 ERP/Data Base Design II (3 cr.) Enterprise Resource Planning (ERP) attempts to integrate all departments and functions across a company onto a single computer system that can serve all those different departments’ particular needs. ERP automates the tasks involved in the following: integrating financial data, standardizing manufacturing processes, and standardizing HR information. Prerequisite: MISE 4303.

MISE 4403 Project Planning and Implementation (3 cr.) This course provides the foundation for understanding the broad concepts of successful planning, organization, and implementation within the realm of software development, enhancement, and reconfiguration. This course uses real-world examples and identifies common mistakes and pitfalls. Topics covered include project scoping, estimating, budgeting, scheduling, tracking, and controlling.

MISE 4603 Languages (3 cr.) The student will learn various computer languages to solve typical business computer problems involving Input/Output definitions, program loops, control structures, and use of Sequential and Indexed file organizations.
MISS 2203 Introduction to Missions (3 cr.) An introductory study of the biblical basis of missions. Matters relating to the call to mission, history of missions, and communication in the cultural context will be explored. Offered every fall semester. Miss 2303 models of home, urban, and foreign missions ministry (3 cr.) A study of the major issues and forces on the missions scene today. Features an investigation into various models of ministry which have been used in various mission contexts with a view to developing models of missions ministry for the coming decade. Offered on demand.

MISS/PMIN/SOCI 3203 World Religions and Heretical Movements (3 cr.) A study of the major living religions of today: Animism (Folk Religions), Hinduism, Buddhism, Confucianism, Shintoism, Taoism, Islam, and Judaism. Also some typical American cults are included. Offered fall semester: even numbered years.

MISS/SOCI 3203 Social Work in the Church (3 cr.) A survey of the special efforts of the church in the field of social work in the alleviation of human need. Attention is given to the church’s role in the rapidly changing social structures of world cultures and the manifestation of the Gospel through Christian charity. Prerequisites: SOCI 1103 and 1203. Offered fall semester: even numbered years.

MISS/PMIN 3243 Church Planting (3 cr.) A study of the need for planting new churches and of some typical methods used in this work. Prerequisite: PMIN 1103. Offered spring semester: odd numbered years.

MISS/HUMN 3303 World Religions in America (3 cr.) This course focuses on the world’s major religions – Islam, Buddhism, Hinduism, Animism – within an American context. Utilizing a comparative religions approach, and will seek to provide an intellectual and experiential understanding of these faiths’ theology and worship. Of special interest will be the adaptation of these religions to an American setting as well as American cultural interactions with these faiths.

MISS 3403 Cross Cultural Communications (3 cr.) A study of communicating the Christian message cross-culturally. Special attention will be given to cultural adaptations of Christianity in the light of Biblical faith. Concerns related to cross-cultural living will also be explored. Offered spring semester: even numbered years.

MISS 3423 Missions Strategy (3 cr.) A study of those considerations which must be taken into account in mapping out a good strategy for missions projects including a survey of those theories and principles which have been propounded by great mission enterprises of the past and present. Prerequisite: PMIN 1103. Offered on demand.

MISS/PMIN/SOCI 3903 Introduction to Cultural Anthropology (3 cr.) A study of the cultures of people throughout the world, including the principles behind the various aspects of culture. The course is designed to provide an understanding of cross-cultural problems which can assist in a more effective communication of Gospel as well as a better understanding of the person’s own culture. Prerequisites: SOCI 1103 and PSYC 1103. Offered spring semester: Odd numbered years.

MISS 4303 Teaching Theology Across Cultures (3 cr.) A study of the Biblical and Theological implications for missionary work in the coming decades with attention given to teaching theology cross-culturally. Prerequisite: Twelve (12) hours in missions. Offered on Demand.

MISS 4313 Theology of Missions (3 cr.) This class provides a biblical, cultural, and strategic overview of missions and evangelism. The class includes contemporary methodologies and philosophy of Christian missions. Offered on demand.

MISS 4513 Internship (3 cr.) Guided field experience in missions ministry. All students anticipating a career in the missions enterprise are encouraged to participate. Prerequisite: Twelve (12) hours in Missions. Offered on demand.

MISS 4993 Honors Studies (3 cr.) This guided study is selected in consultation with the professor. It will focus on areas of ministry in the mission enterprise related to the student’s degree program and anticipated field of service. Prerequisite: Nine (9) hours in Missions and approval of instructor and school chair. Offered on demand.

MKTG [Marketing]

MKTG 3133 Retailing (3 cr.) The study of merchandising and store operations in retail organizations. Prerequisite: BUAD 3103.

MKTG 3143 Consumer and Market Behavior (3 cr.) A study of personal and group behavior patterns in the acquisition of goods and services in the marketing environment. Prerequisite: BUAD 3103.

MKTG 3153 Promotional Strategies (3 cr.) An introduction to advertising and sales promotion including the various communication channels used to spread product information about goods, services, and ideas to prospective customers. Prerequisite: BUAD 3103.

MKTG 3163 Sales (3 cr.) This course includes the study of marketing research theory and technique with special emphasis on the use of scientific methods to solve marketing problems. The course seeks to develop the student’s analytical ability, familiarize the student with basic market research tools, and introduce the student to creating market research reports and presentations.
Prerequisite: BUAD 3103.

MKTG 4233 Marketing Research (3 cr.) This course includes the study of marketing research theory and technique with special emphasis on the use of scientific methods to solve marketing problems. The course seeks to develop the student's analytical ability, familiarize the student with basic market research tools, and introduce the student to creating market research reports and presentations. 

Prerequisite: BUAD 3103.

MKTG 4333 Marketing Management (3 cr.) This course includes topics related to the decision making process in marketing including marketing research, product development, advertising and promotion, cost and demand analysis, completion, pricing, packaging, and sales forecasting. 

Prerequisites: BUAD 3103, MKTG 3133, MKTG 3143, MKTG 3153, and MKTG 3163.

MKTG 5113 Global Marketing and Multi-Cultural Communications (3 cr.) This course analyzes domestic versus international perspective; identification and evaluation of opportunities and risks in non-U.S. markets; research problems in global markets; effects of international organizations, foreign exchange, macroeconomic policies, local law, and cultural differences on consumer behavior and marketing decisions; multinational versus global marketing strategies (entry, product adaptation, channel logistics, pricing, promotion); emphasis on practical applications.

ML [Master of Arts Leadership]

ML 5111 Program Orientation (1 cr.) This course serves as an orientation to the Master of Leadership and Master of Leadership Public Administration degree programs explaining the program elements of mentorship, research, scholarly writing, collaboration and the Christian worldview including social equity.

ML 5121 Business Management Program Orientation (1 cr.) This course serves as an orientation to the Master of Arts in Leadership Business Management emphasis degree program. The objective of this course is to help students develop the skills to analyze and address leadership challenges and opportunities in the business environment. Achievement of this goal will be accomplished by introducing the student to some of the central ideas and frameworks in the field of management and the application of these ideas and frameworks to analyze managerial and organizational situations.

ML 5123 Organizational Culture and Behavior (3 cr.) This course examines organizational culture in terms of its history, setting, characteristics, components, and different types of interventions. Students will consider the perspectives of sociology and other social sciences as they explore personal and organizational values, communication and social networks, community trends, and forecasting for the future. Every leader who has served more than one organization is well aware of the likelihood of differences, but is often inadequately trained to diagnose and create workable solutions to the problems facing the particular group they are leading.

ML/HEA 5133 Intro to Qualitative Methods of Administrative Data (3 cr.) Introduction to the basis and use of qualitative methods in government administration. Subjects include systematic research in public administration, measurement theory, bivariate analysis, and hypothesis testing and statistical inference.

ML 5143 Leadership Theory and Practice (3 cr.) This course explores the history and development of leadership theory as well as the role of leadership in the students' current organizational settings. Although leadership and management are not the same, they are often confused. The unique features of each are studied along with practical application of case studies of current leaders as well as from history. Managers develop subordinates, leaders develop followers, and the most highly successful leaders develop leaders. Students will evaluate their own leadership style using the Leadership Practices Inventory developed by Kouzes and Posner. Students will gain hands-on experience by analyzing their performance in a current or new leadership role.

ML 5153 Public Budgeting and Finance (3 cr.) Examines how to develop successful fiscal policy initiatives. A sufficient understanding of the technical material and the political processes involved in making tax and spending policy. Economic policy and the impact on a state or municipality will be studied.

ML 5163 Training and Development (3 cr.) This course addresses the core aspects of instructional systems design as applied to workforce learning and performance. Learners apply key principles involved in assessing, designing, developing, implementing, and evaluating employee development and performance improvement programs. Learners gain hands-on experience by creating an active training event.

ML 5201-5203 Directed Studies (1-3 cr.) Directed Studies in the graduate discipline are to allow students who have demonstrated the initiative and capability to take part in individual study and/or research related to their major. Students enrolled in this course will be able to do advanced work in an area of particular interest to them, under the supervision of a selected member of the faculty. All work must be completed within one regular semester or one summer. 

Prerequisite: Permission of the Chair of the program and Dean of the College of Adult and Graduate Studies. 

Offered on demand.

ML 5233 Public Policy Implementation (3 cr.) Examines the ethical implementations of public law. Develops an understanding of different analytic strategies for assessing if a program is being instituted as designed and is reasonably connected to its articulated goals.

ML 5243 Leading Change (3 cr.) Leaders often attempt changes that they believe are critical to the survival of the organization only to find those changes are resisted by the very people the leader is attempting to help. People's response to change depends on the degree to which they understand the need for change, are involved in the change process, and understand the implications the change has for their roles. This class explores the processes necessary to identify the need for change using appropriate models, plan the process of change, obtain authorization for the change and motivate the appropriate stakeholders to ensure success.

ML 5253 Legislative Process and Behavior (3 cr.) Facilitates a better understanding of the: workings of the federal and state government; legislative process; relationship between bicameralism, federalism and the republican form of government; and the roles of elected representatives and the legislative staffs.

ML 5263 The Adult Learner (3 cr.) Learners explore the basic theories and current research in adult education. This class draws from both adult development and adult education to explore the stages of human development, issues concerning adult learning ability, how and why adults learn, and how to make sure that
learning has taken place.

ML 5313 Project Management (3 cr.) This course presents the technical, managerial and organizational concepts and tactics associated with managing projects. Topics include the skills, tools, and techniques for projecting activities to achieve project requirements while using processes of initiating, planning, executing, monitoring and controlling, and closing. Students will be required to evaluate a recent change process in which they participated, created a project management structure for a needed change project, and to initiate the change process in their own setting using project management models.

ML 5333 Research Methods (3 cr.) This course is designed to acquaint students with research methods including qualitative and quantitative procedures, sampling procedures, and survey design as well as how to design a study, ethical issues, data collection, and presentation of data.

ML 5343 Financial Development and Resource Management (3 cr.) Leaders must be able to find the money to fund the budget for the planned programs to accomplish the mission of the group they are leading. Funding, budgeting, and financial accountability are prerequisite to success in any organization. This class explores the skills necessary for budgeting, stewardship, donor development, funding, accountability and ethical use of resources. While not an accounting course the differences between for-profit, not-for-profit, and cash flow accounting requirements are explored.

ML 5353 Decision Making (3 cr.) Leadership decisions must often be made with incomplete evidence. This course provides an understanding of various forces which influence the process of making and implementing decisions. Students will learn leadership decision making from individual, small group, and social environment contexts, as well as values of good decisions and the unintended consequences of poor decisions.

ML 5363 Communication for Leadership (3 cr.) This course focuses on the philosophy and behaviors associated with leadership communication in various contexts. Emphasis is placed on unique aspects of messages as individuals enact leadership roles. Includes an overview of emerging technologies, use of social media and multimedia, and an analysis of the social and behavioral effect of these technologies on human interaction in intra- and inter-agency contexts.

ML 6112 Case Study Presentation (2 cr.) Students will present their case study. The written report of the case study will conform to APA standards. The project will include analysis of the data collected. Students will also present their findings orally from an outline.

ML 6021-4 Research Presentation (1-4 cr.) Students will present their research project. The written report of the project will conform to APA standards in accordance with the Research Guide. The project will include statistical analysis of the data collected. Students will also present their findings orally from an outline. Variable credit.

MMIN [Master of Ministry]

MMIN 5000 Graduate Seminar (0 cr.) The Graduate Seminar is the initial course of the degree program in which students are oriented to the entire program and are required to complete the following: essay writings, a personality assessment, spiritual gifts inventory, and a ministry skills preparedness type inventory. Director of the Ministry Integrative Practicum will be provided.

MMIN 5203 Spiritual Formation From a Wesleyan Perspective (3 cr.) This course will explore the personal spiritual disciplines of regular prayer, fasting, Bible study/ memorization, journaling, and other practices that when applied to the personal life of the minister, become life-changing.

MMIN 5313 Homiletics (3 cr.) A study of the methodology in organizing material into proper sermonic form. Students will apply valid methods of textual analysis and outline construction. (Content includes: Developing a Sermon Series; Steps in Sermon Preparation, Propositional Preaching; Outlining the Sermon; Developing the Theme of the Sermon; prepare for expository preaching; the process of expository preaching; and practice in sermon presentation) Guidance on preaching effectively to diverse groups of hearers in light of cultural challenges in a variety of congregational and community contexts is given.

MMIN 5323 Biblical Leadership, Coaching and Ethics (3 cr.) Essential biblical principles bearing on the purpose and character of leadership will be analyzed within the biblical context and in terms of the contemporary understanding of leadership and coaching others in a diverse society. Strategies for establishing and maintaining moral and ethical integrity in one’s life and ministry will be explored.

MMIN 5333 Church History and Christian Movement (3 cr.) The course will explore the rise of the Church under persecution, orthodoxy vs. heresy, doctrinal developments, the rise of the Roman Papacy and opposition to it during Middle Ages, Protestant Reformation, the develop of modern denominationalism, modern Roman Catholicism, the ecumenical movement and current developments. The range of various denominations and faith groups within Christianity will be explored.

MMIN 5453 Christian Education (3 cr.) Effective and purposeful educational programs are central to spiritual, social, and intellectual development of the individual and groups within the church and community. Materials, methods and administration of Christian educational programs will be explored.

MMIN 5463 Evangelism in a Post Modern Era (3 cr.) An emphasis is given in discovering how the entire church can be involved in ministries which produce a growing “discipling” Christian community. New Testament principles and strategies of evangelism and discipleship will be studied as well as their application through contemporary methodologies. Students will also be challenged to creatively develop evangelistic strategies applicable to their current church or ministry setting.

MMIN 5473 Strategic Planning for Strategic Change (3 cr.) “Where there is no vision, the people perish” (Proverb 29:18). These words formulate the theme for this course. In a changing world, church leaders and churches are called to examine and re-examine the vision and mission of their organization. This course will provide key administrative principles in not only strategically planning for change, but understanding when and how to implement change.

MMIN 6211 Ministry Integration Practicum I (1 cr.) An individualized, practical component that provides hands-on experience in the congregational context for students to increase their mastery in ministries within the local church (teaching, mentoring, preaching, and evangelism/discipleship). This
MUSI [MUSIC THEORY]

MUSI 1101 Basic Musicianship Lab (1 cr.) The Basic Musicianship Lab will consist of a series of lectures and video presentations dealing with the subject of the music theory. It will include a portion of musical rehearsals to help musicians develop their rehearsal skills. A basic course dealing with the nomenclature, notational symbols and organization of music.

MUSI 1103 Basic Musicianship (3 cr.) A basic course dealing with the nomenclature, notational symbols and organization of music. Drills to acquaint the student with sight singing and keyboard. Approximately one-third of the time will be used to develop basic conducting skills for congregational singing as well as knowledge of hymnology. Designed for the non-music majors with insufficient background to begin MUSI 2103. Course will not count toward the music requirements for the music major. Offered every semester.

MUSI 2001 Music Theory I Lab (1 cr.) The Music Theory Lab will consist of a series of lectures and video presentations dealing with the subject of the music theory. It will include a portion of musical rehearsals to help musicians develop their rehearsal skills. A basic course dealing with the nomenclature, notational symbols and organization of music. Melody writing based on the development of a motive, triads and inversions, tonal (V-I) and modal bases, harmonic progression, structure of the phrase and period, non-harmonic tones, writing for various non-transposing instruments and voices.

MUSI 2102 Aural Skills I (2 cr.) Basic technique of dictation, sight singing, and rhythmic reading. To be taken concurrently with MUSI 2103. Offered every fall semester.

MUSI 2103 Music Theory I (3 cr.) Melody writing based on the development of a motive, triads and inversions, tonal (V-I) and modal bases, harmonic progression, structure of the phrase and period, non-harmonic tones, writing for various non-transposing instruments and voices, text setting, keyboard, ear training, and sight singing drills. To be taken concurrently with MUSI 2102. Prerequisite: MUSI 1103. Offered every fall semester.

MUSI 2202 Aural Skills II (2 cr.) Sight-singing and dictation of major and minor scales, intervals, triads, rhythmic groups and tonal melodies. To be taken concurrently with MUSI 2203. Prerequisite: MUSI 2102 or passing grade on placement examinations. Offered every spring semester.

MUSI 2203 Music Theory II (3 cr.) Imitation and rhythmic independence in 2, 3, and 4 voice writing; second inversion triads; cadences; harmonic rhythm; modulation using a pivot chord; seventh and ninth chords; instrumental transposition, keyboard, ear training and sight singing drills. To be taken concurrently with MUSI 2202. Prerequisite: MUSI 2103. Offered every semester.

MUSI 3152 Conducting (2 cr.) A practical course designed to prepare the music major in the basic conducting patterns. The course includes a survey of the history of hymnology and some emphasis on the planning of services. Considerable emphasis is given to the practical physical aspects of conducting, leading to advanced conducting skills. Prerequisite: MUSI 1103. Offered fall semester: even numbered years.

MUSI 3252 Advanced Conducting (2 cr.) Continued emphasis on the techniques and skills required for the conducting of graded choirs. Choral literature of cantatas, major chorale works are examined and evaluated. Practical experience in choir directing is included. Some emphasis is given to the skills required in instrumental directing. Prerequisite: MUSI 3152. Offered spring semester: odd numbered years.

MUSI 3302 Aural Skills III (2 cr.) Sight-singing and dictation of chromatic chords, rhythmic groups, more difficult tonal melodies, and four-part work. To be taken concurrently with MUSI 3303. Prerequisite: MUSI 2202. Offered every fall semester.

MUSI 3303 Music Theory III (3 cr.) Sequence, eleventh, and thirteenth chords including augmented and Neapolitan sixth chord, melodies and harmonies with other bases including the serialization of pitch, alto, and tenor clefs, keyboard, ear training, and sight singing drills. To be taken concurrently with MUSI 3302. Prerequisite: MUSI 2203. Offered every fall semester.

MUSI 3403 Counterpoint (3 cr.) Two, three, and four voice contrapuntal writing after the style of Bach (18th Century). Prerequisite: MUSI 3303. Offered every spring semester.

MUSI 3422 Piano Pedagogy (2 cr.) Stressing comprehensive musicianship in the teaching of piano. Methods of teaching harmony, transposition, repertoire, and technique to the earliest beginner utilizing peer interaction for maximum results. Methods of establishing good business policies are also covered. Offered on demand.

MUSI 3502 Vocal Pedagogy (2 cr.) Vocal Pedagogy is the study of the anatomy and acoustics of the voice with a survey of teaching materials, and solo and ensemble repertoire, intended for music education majors, performance majors, and choral directors. This course will provide the vocal student with a deeper understanding of the vocal process, physiology, and nature of the vocal mechanism.

MUSI 3522 Survey of Piano Literature (2 cr.) An overview of the important repertoire for solo piano from the Baroque to the present. The various genres of composition written for the piano will be traced and students will be expected to Insightfully and sensitively critique various recordings and performances studies in this class. Prerequisite: Permission of the instructor is required to enroll. Offered on demand.

MUSI 3602 Singing Diction (2 cr.) A study of the sounds and rules of pronunciation of English, Italian, and Latin, and its application to song texts and libretti. Offered on demand.

MUSI 3612 Vocal Diction (2 cr.) Vocal Diction focuses on learning
correct singing diction in English, Italian, Latin, German and French through the learning and use of the International Phonetic Alphabet. Students will learn to use the International Phonetic Alphabet in which one symbol stands for a single sound, to "translate" pronunciation in each of the five languages studied from the orthographic letters into the IPA, applying this usage to performance of standard and contemporary art song and choral repertoire.

MUSI 3833 Appreciation of Music and Fine Arts (3 cr.) Contribution of the arts in the historical past to the present. There is some discussion of methods and procedures involved in the creation of an "art." Offered fall semester: odd numbered years.

MUSI 4113 Internship in Music (3 cr.) For the qualified student this program would be in cooperation with a church in short term full-time service. A prescribed amount of research and reports would be required from the student with an evaluation at the completion of the service both from the pastor and with the instructor. Prerequisite: Junior standing in Music and consent of instructor. Offered on demand.

MUSI/HIST 4133 History and Literature of Music I (3 cr.) A basic background source for music majors in the elements of history, styles of writing, literature, and lives of composers. The heritage of great music is studied thoroughly. Includes music from pre-Christian through the Baroque period (1750). Prerequisite: Junior standing in Music. Offered fall semester: even numbered years.

MUSI/HIST 4233 History and Literature of Music II (3 cr.) A basic background source for music majors in the elements of history, styles of writing, literature, and lives of composers. The heritage of great music is studied thoroughly, includes music from pre-Christian through the 20th Century. Prerequisite: Junior standing in Music. Offered spring semester: odd numbered years.

MUSI 4242 Music Ministry (2 cr.) A course for the music major with specific emphasis on meeting the particular problems a student will face as a minister of music in the local church. Emphasis is given to his role as minister, personnel relationships, development of graded choir program, evaluation of music, establishing a music library, and other ways in which the full church music program can be developed to help the entire congregation reach its full potential in Christian worship. Prerequisite: Junior/Senior standing. Offered spring semester: even numbered years.

MUSI 4262 Vocal Literature (2 cr.) Vocal Literature provides an introduction to art song literature for the solo voice. Repertoire in Italian, German, French, English, Spanish, and Russian will be included. The main emphasis will be on songs for the solo voice; some examples from opera, oratorio, and vocal chamber music will also be discussed.

MUSI/EDUC 4403 Methods of Teaching Music in the Elementary School (3 cr.) Basic principles, theories, procedure, lesson planning, introduction to (but NOT certification of) Orff and Kodaly, and materials necessary for teaching general vocal music at the elementary level. Evaluation, curriculum, media, research applications and implications of music. Twenty (20) hours of field experience is required. Prerequisite: EDUC 2101 and EDUC 2102 and acceptance into the Teacher Education Program. Offered fall semester: odd numbered years.

MUSI/EDUC 4503 Methods of Teaching Music in the Secondary School (3 cr.) Basic principles, theories, procedures, curriculum, evaluation, media, and materials necessary to teach choral/vocal music at the secondary level. Includes development of teaching units and the study of basic research and pedagogy of teaching choral music; Male Glee Club, Female Glee Club, Show Choir, A Cappella Choir/Concert Choir, and Mixed Chorus. Twenty (20) hours of field experience is required. Prerequisite: EDUC 2101 and EDUC 2102 and EDUC 4403. Offered fall semester: odd numbered years.

MUSI 4602 Hymnology/Music Text (2 cr.) This course is a study of the history and development of hymns and music texts in the church with a specific focus on the hymnology of the Church of God. Texts will be evaluated on the criteria of: worthy subject, literary quality, rhythmic flow, rhyme scheme, metrical patterns, and matching texts to music. Prerequisites: Junior/Senior standing. Offered fall semester: odd numbered years.

MUSI 4702 Arranging (2 cr.) This course is a study of arranging for various vocal ensembles with particular emphasis upon functional church music. Prerequisite: MUSI 3403. Offered on demand.

MUSI 4802 Electronic Music/Media (2 cr.) The focus of this class is on synthesizers and computers with Musical Instrument Digital Interface (MIDI) to compose, arrange, and publish music for local church applications as well as for personal use. There will also be a secondary emphasis on other technologies used in sound reinforcement and visual presentations useful in church, classroom and conference situations. Prerequisites: MUSI 1103 or pass placement exam. Offered every spring semester.

MUSI 4903 Honor Studies in Music (3 cr.) Honor Studies in Music are open only to students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them, under the supervision of a selected member of the faculty. The offering of the course and its format must be approved by the instructor of the course. All work must be completed within one regular semester or one summer. Prerequisite: Ninety (90) hours and approval of instructor and school chair. Offered on demand.

NATS [Natural Science]

NATS 1104 Chemistry I (4 cr.) This course consists of the general principles of inorganic, organic, and biochemistry and their applications to the health fields. Three hours lecture and Three hours laboratory sessions each week. Offered on demand.

NATS 1204 Chemistry II (4 cr.) This course is a continuation of NATS 1104 and consists of the general principles of inorganic, organic, and biochemistry and their applications to the health fields. Three hours lecture and Three hours laboratory sessions each week. Prerequisite: NATS 1104. Offered on demand.

NATS 1303 Health and Wellness (3 cr.) Addresses and explores the components of personal health blended with the presentation and understanding of information relating to fitness and wellness. Physical fitness and wellness along with the other ingredients of this course will create an understanding of how to improve health, have a higher quality of life, and longevity. (science, general education elective, elective)

NATS 2101 Earth Science Lab (1 cr.) Designed to provide more in-depth understanding and hands-on experiences relevant to the basic principles of physical science as applied to our solar system, the universe, geology, oceanography, and weather. Offered every
NATS 2103 Earth Science (3 cr.) An introductory study of the basic principles of physical science as applied to our solar system, the universe, geology, oceanography, and weather. Offered every fall semester.

NATS 2201 Biology Lab (1 cr.) Laboratory experiences designed to facilitate understanding of the biological concepts principles studied in NATS 2203. A two hour lab session each week.

NATS 2203 Biology (3 cr.) A study of past and present concepts regarding the origin, growth, reproduction, structure, genetics, evolution, and interrelations of biological life. Offered every spring semester.

NATS 2204 Biology and Lab (4 cr.) A study of past and present concepts regarding the origin, growth, reproduction, structure, genetics, evolution, and interrelations of biological life. Lab - Laboratory experiences designed to facilitate understanding of the principles of plant biology studied in Biology. A two hour lab session each week. Prerequisite: ENGL 1203.

NATS 2301 Plant Biology Lab (1 cr.) Laboratory experiences designed to facilitate understanding of the principles of plant biology studied in NATS 2303. A two hour lab session each week. Offered on demand.

NATS 2303 Plant Biology (3 cr.) A survey of the morphology, anatomy, physiology, biochemistry, and genetics of plants, emphasizing the similarities and differences that exist among the various types of plant life. Offered on demand.

NATS 2501 Introduction to Meteorology Lab (1 cr.) Laboratory experiences designed to facilitate understanding the relationship between geography and weather and the tools used in forecasting weather. Students will examine different types of weather data and the ways in which they are collected. Additionally, students will compile and present weather and climate data.

NATS 2503 Introduction to Meteorology (3 cr.) This course is intended to introduce students to the field of meteorology, teach them important and useful terminology and aspects of the atmosphere, and offer them a heightened understanding of solar radiation, global circulation, environmental issues, winds, stability, precipitation processes, weather systems and severe weather. Basic physical principles, societal impacts, and weather analysis will be explored. Prerequisite: ENGL 1203.

NATS 2601 Astronomy Lab (1 cr.) Laboratory experiences introduce students to astronomical observations to study objects in the sky. Some activities are designed to facilitate and introduce students to the field of Astronomy. As an introduction to astronomy, this course covers Earth-Sky relationships, and overview of the Solar System, the Sun, the stars, our Galaxy, other galaxies, the large-scale structure of the Universe and cosmology.

NATS 2603 Astronomy (3 cr.) This course intended to introduce students to the field of Astronomy. Nats 2601. Learning the rules and etiquette necessary for playing and understanding the game of golf. Offered every fall semester.

NATS 3304 Microbiology (4 cr.) An introductory course in microbiology, stressing the physiology, cultivation, classification, and distribution of microorganisms. Laboratory and lecture sessions are integrated to provide a general approach to the nature and functions of microorganisms. The role of microorganisms in the health sciences is stressed. Lecture and two hours laboratory sessions each week. Offered on demand.

NATS 3401 Ecology for Teachers Lab (1 cr.) Laboratory experiences designed to facilitate understanding of the principles of ecology as studies in NATS 3403. Offered every spring semester.

NATS 3403 Ecology for Teachers (3 cr.) An introductory course in the study of the relationships of organisms to the environment. Procedures used by ecologists to describe and analyze plant and animal communities will be experienced in the field and laboratory. Prerequisites: MATH 1513, NATS 2103, NATS 2101, NATS 2203, and NATS 2201. Offered every spring semester.

PHED [Physical Education]

PHED 1111-4081 Bowling (1 cr. each) A fundamental knowledge of the basic skills and techniques of bowling. Followed by league bowling. Offered every spring semester.

PHED 1411-4481 Jogging (1 cr. each) Study of the history of jogging followed by a series of physical tests. Actual jogging in as many different surroundings as possible. Offered every semester.

PHED 1511-4581 Team Sports (1 cr. each) Learning the rules and regulations of the major sports by lecture, followed by observing and participation in the sport. Offered every semester.

PHED 1602 Health and Nutrition (2 cr.) Presentation and discussion of health needs, problems of health encountered in today's society, an understanding of a healthy environment, and the need to become acquainted with health services available for students. It emphasizes health and nutritional needs of children from birth through the elementary grades. To develop in adults an understanding of their obligation for their own health as well as the health of others under their care. First aid, cardiopulmonary resuscitation (CPR), drugs, and policies will be discussed. Offered every semester.

PHED 1611-4681 Golf (1 cr. each) Basic Instruction in skills, rules and etiquette necessary for playing and understanding the game of golf. Offered every fall semester.

PHED 1711-4781 Tennis (1 cr. each) This course includes the basic skills of tennis, rules interpretation, and game play. Offered on demand.

PHED 2402-2412 Image Perception and Personal Care (Women) (2 cr. each) A course designed to assist the student in developing her most confident, attractive self. Instruction will include wardrobe planning, success dress, nutrition and fitness, personal care, etiquette, conversation arts, and color analysis. Offered on demand.

PHED 2422-2432 Image Perception and Personal Care (Men) (2 cr. each) A course designed to assist the student in developing his most confident, attractive self. Instruction will include wardrobe planning, success dress, nutrition and fitness, personal care, etiquette, conversation arts, and color analysis. Offered on demand.

PHED 3311-3381 Intercollegiate Sports (1 cr. each) Physical education credit will be given for participation in inter-collegiate athletics where a person is a member of the varsity athletics. Determination of the credit is made by the Athletic Director. Offered every semester.
PHED 4203 Children's Games, Playground Supervision, and Health Concepts (3 cr.) The purpose of this course is to prepare a non-physical education major to teach physical education to children grades K – 6. Students will participate in activities which integrate Christian values for elementary age children. Direction will be given in organizing, supervising, teaching and the use of safety procedures while including all students in the class. Offered spring semester of odd numbered years.

PHIL [Philosophy]

PHIL 1203 Critical Thinking (3 cr.) Designed to enhance students’ capacity to think clearly and critically. We will consider numerous real-world examples of how people reason well and how they reason poorly – including examples from editorials, news reports, billboards, television, movies, and everyday conversation. (philosophy and ethics, sociology, history, general education elective, elective)

PHIL 2103 Introduction to Philosophy and Ethics (3 cr.) Students will be challenged to think critically, clearly, correctly, and comprehensively about their basic values and beliefs and to defend a biblically sound Christian worldview through an introduction to selected issues in logic, epistemology, metaphysics, worldviews, and ethics. Prerequisite: Junior standing. Offered every fall semester.

PHIL 3203 Making of the Modern Mind (3 cr.) An understanding of philosophical concepts; beginning with the Greeks through Augustine and concluding with the significant philosophical system of the western world and eastern philosophy. Evaluation of these systems relative to personal faith and values will assist in developing a statement of philosophy by the individual student.

PHIL 4103 History and Philosophy of Education (3 cr.) An analysis of the historical, cultural, and psychological influences upon individual and group behavior in education. Secular and religious philosophies of education will be considered. Prerequisite: EDUC 3103 and junior/senior standing. Offered on demand.

PHIL 4993 Honor Studies (3 cr.) Honor Studies in Philosophy are open only to students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them, under the supervision of a selected member of the faculty. The offering of the course and its format must be approved by the instructor of the course. All work must be completed within one regular semester or one summer. Prerequisites: Ninety (90) hours and approval of instructor and school chair. Offered on demand.

PHYS [Physics]

PHYS 1131 Concepts of Physics I Lab (1 cr.) Laboratory experiences designed to facilitate understanding of the physics concept and principles studied in PHYS 1133. Offered every fall semester.

PHYS 1133 Concepts of Physics I Laboratory Physics I (3 cr.) This course uses algebra and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vectors, linear kinematics and dynamics, energy, power, momentum, fluid mechanics, and heat. Upon completion students should be able to demonstrate an understanding of the principles involved and display analytical problem solving ability for the topics covered. Offered every fall semester.

PHYS 2104 Physics I (4 cr.) An introduction to Physics, Mechanics, Work, Energy, Water, heat, sound. Laboratory experiments coordinated with lecture topics in Physics I (mechanics, work, energy, water, heat and sound. Prerequisite: MATH 2503 or consent of instructor. Offered every Fall Semester.

PHYS 2203 Mathematical Physics (3 cr.) An application of differential equations, vectors, and other techniques to physical problems. Physical principles of both classical and modern physics formulated as mathematical problems in differential and integral calculus. Prerequisite: PHYS 2204. MATH 2214. Offered every fall semester.

PHYS 2204 Physics II (4 cr.) An introduction to light, optics, magnetism and electricity. Laboratory experiments coordinated with lecture topics in Physics II (Light, optics, magnetism and electricity). Prerequisite: PHYS 2104. Offered every Spring semester.

PHYS 2213 Modern Physics (3 cr.) Introduction to relativity; atomic, molecular and solid state physics. Introduction to quantum mechanics, nuclear and elementary particle physics. Prerequisite: PHYS 2133. Offered every Fall semester.

PHYS 2211 Modern Physics Laboratory (1 cr.) Basic application of theories of measurement, instrumentation and error to laboratory research. Experiments in classical and modern physics including measurements of fundamental constants, vacuum technology, Mossbauer effect, and Hall effect and advanced experiments in nuclear and particle physics. Prerequisite: PHYS 1233 or consent of instructor. Offered every fall semester.

PHYS 2223 Classical Mechanics (3 cr.) Static and dynamic aspects of particle and rigid body mechanics, including Lagrange's equations and generalized coordinates will be explored. Prerequisite: PHYS 1233. Offered spring semester: even numbered years.

PHYS 3113 Thermodynamics (3 cr.) General theory and applications of thermodynamics, kinetic theory and statistical mechanics will be explored. Prerequisite: PHYS 1233. Offered spring semester: even numbered years.

PHYS 3123 Optics (3 cr.) Intermediate description of electromagnetic wave propagation; topics in geometrical and physical optics including interference diffraction, polarization, and laser physics; lab exercises in physical and geometrical optics. Prerequisite: PHYS 2213, PHYS 2203. Offered spring semester: even numbered years.

PHYS 3133 Electromagnetism (3 cr.) Electrostatics, electric and magnetic properties of matter, Maxwell's equations and their solutions, propagation and radiation of electromagnetic waves. Prerequisite: PHYS 2213, PHYS 2203. Offered Fall Semester: odd numbered years.

PHYS 4113 Quantum Mechanics (3 cr.) An introduction to nonrelativistic quantum mechanics; the Schrodinger equation and its application to simple systems. Prerequisite: PHYS 2213, PHYS 2203. Offered fall semester: even numbered years.

PHYS 4123 Electronics (3 cr.) An introduction to applications in electronics for scientists. Passive components, AC circuit theory, transistors and amplifiers, operational amplifiers and applications. Prerequisite: PHYS 3133. Offered spring semester: odd numbered years.
PMIN [Professional Ministries]

PMIN 1103 Foundations of Ministry (3 cr.) This is the first course in ministry for those who are preparing for ministry. Serious attention will be given to the nature of a call to ministry and an appropriate response. Through various testing instruments, observation and interview, the student will assess his/her temperament, interest, and gifts for ministry and/or other careers. Each person will receive assistance in setting personal and educational goals. Offered every semester.

PMIN 1203 Christian Education Ministries (3 cr.) An overview of what Christian Education is and how it is accomplished. Foundations, materials and methods, administration, and para-church organizations are examined. Prerequisite: PMIN 1103. Offered every spring semester.

PMIN/COMM 2503 Introduction to Play Production (3 cr.) This course of study is designed to provide the learner with a basic knowledge in the rudiments of the art and craft of play production. The units of study to which the learner is introduced are: play selecting, play directing, tryouts and casting, lighting, staging, costuming and make-up, properties, management, and backstage organization. Active involvement of the learner in all aspects of play production is expected. Lab fee required. Offered every spring semester.

PMIN 2603 Christian Education Ministry and Discipleship (3 cr.) An overview of the task and goals of Christian Education and its foundational role in the formation of Christian disciples. Historical, biblical, theological concepts will be utilized in practical applications. Prerequisite: PMIN 1103.

PMIN 2703 Church Multi-Media Ministry (3 cr.) Instruction and hands-on experience in the use of communication tools for local church ministry. Students will be instructed in the basic set-up and function of video projectors, sound systems and basic stage lighting. This will include the use of computers in ministry, power-point and other media programs. The use of drama, video and other worship aids will be included. Media in worship will be the focus of this course. This class will replace counterpoint and is an elective in the Specialized Ministry Major. Offered fall semester: odd numbered years.

PMIN 2803 Church Camping/Recreation Ministry (3 cr.) A study of the philosophy, administration and program planning for leaders of the local church and recreational ministries. The course provides a framework of both secular and theological perspectives of camping and recreation programs. Basic program covers structure, budgeting, scheduling and evaluation. Offered fall semester: odd numbered years.

PMIN 2903 Rural/Urban Church Ministry (3 cr.) Emphasis on the special needs and challenges of small town/rural churches and urban/city churches. Special attention will be given to small congregations with limited potential for growth. The course will develop or display how ministry is accomplished in each setting. Offered fall semester: odd numbered years.

PMIN 2913 Women in Ministry (3 cr.) The participation of women in the vocation of ministry has contributed greatly to the mission of the church. The class explores theological, sociological, psychological and political issues raised by the participation of women in the ministerial vocation. Offered spring semester: odd numbered years.

PMIN 3013 Program Orientation (3 cr.) This course is an Orientation to MACU and the Christian Ministries Degree Completion Program.

PMIN/MISS/SOCI 3023 World Religions and Heretical Movements (3 cr.) A study of the major living religions of today: Animism (Folk Religions), Hinduism, Buddhism, Confucianism, Shintoism, Taoism, Islam, and Judaism. Also some typical American cults are included. Offered fall semester: even numbered years.

PMIN/COMM 3103 Homiletics I (3 cr.) The thrust of this course will be a study of the fundamental principles of sermon preparation. The lives and works of renowned speakers will be studied via video, audio, and printed texts. The emphasis will be upon analyzing the content, methods, and skills that have distinguished these noted speakers. The steps of learning from the text, interpreting a text, arriving at a message, and designing a sermon will be followed in preparing the message. Students will gain experience in the preparation of their own sermons. Prerequisite: COMM 1103. Offered every fall semester.

PMIN 3113 Principles of Classroom Teaching (3 cr.) The basic principles involved in teaching in the church are given a thorough study. The course is designed to develop individual teaching skills, give guidance in the preparation of lesson plans and give experience in working with the needs and problems of learners. Prerequisites: PMIN 1103 and PMIN 1203. Offered fall semester: odd numbered years.

PMIN 3123 Evangelism and Discipleship (3 cr.) A study of the nature, purpose and process of biblical evangelism and its application to various ministries. A study of New Testament discipleship principles and their application, with a special emphasis upon building disciplined relationships and small group ministry. Offered every fall semester.

PMIN 3153 Youth Ministry Methods and Curriculum (3 cr.) A study of developing and arranging youth ministry methods, program activities, and curriculum content, and investigating scope and sequence in youth ministry. Principles for the effective organization, administration, and implementation of youth ministry in the local church or in a Para-church organization will be the focus of this course. Offered fall semester: even numbered years.

PMIN/COMM 3203 Homiletics II (3 cr.) Students will be guided in the techniques and skills of sermon delivery. They will gain experience in the preparation and delivery of their own sermons in class and in chapel services. Videotaping facilities of the university will be utilized in recording a student’s performance for the benefit of review and improvement of skills in oral delivery. Prerequisite: COMM/PMIN 3103. Offered every spring semester.

PMIN/MISS 3243 Church Planting (3 cr.) A study of the need for planting new churches and of some typical methods used in this work. Prerequisite: PMIN 1103. Offered spring semester: odd numbered years.

PMIN 3301 Christian Worship Lab (1 cr.) The Christian Worship Lab will consist of a series of lectures and video presentations dealing with the subject of Christian Worship and Spiritual Leadership. It will include a portion of musical rehearsals to help musicians develop their rehearsal skills. This course is designed to sharpen the student’s skills as a participant and leader of worship services.
PMIN 3303 Christian Worship (3 cr.) This course is designed to sharpen the student’s skills as a participant and leader of worship services. A study is made of the principles and foundations of worship, the history of liturgies and forms and current expressions of public and private worship. The elements of worship are noted with an emphasis upon maintaining a central theme. Prerequisite: PMIN 1103.

PMIN 3313 Children’s Ministry (3 cr.) A study of the characteristics and needs of children twelve years and under. The course involves an investigation of objectives, agencies, methods, materials, and equipment employed in ministering to them. Guidance in organizing, administrating, and supervising the children’s program in the church is given. Special attention is given to principles underlying the evangelization and spiritual growth of children. Prerequisite: PMIN 1103 and PMIN 1203. Offered fall semester: odd numbered years.

PMIN 3343 Church Growth and Health (3 cr.) Introduction to church growth is designed to explore biblical and theological basis for church growth and evangelism. Sociological and leadership factors inform the student of ministry growth and evangelism. Sociological and leadership factors inform the student of ministry growth and evangelism. Principles of church growth will be learned and prepared for future application. Prerequisite: PMIN 1103. Offered every spring semester.

PMIN/PSYC 3623 Dynamics of the Family in Crisis (3 cr.) An examination of various crises which a family can experience throughout its various states, and the resources both within the family and external to it that can help family members through the crisis. Prerequisite: PSYC 1103. Offered every fall semester.

PMIN 3643 Stephen Ministry (3 cr.) Practical training in providing distinctively Christian, one-on-one care giving is offered in this course. Students will be trained in a local church setting in the skills required in Christian care giving. Emphasis will be on providing an organized system of ongoing care for the local congregation. Offered every spring semester.

PMIN 3713 Workshop in the Ordinances and Special Services (3 cr.) This course will feature a study of the ordinances of the Christian church including baptism, foot-washing, and communion along with such special services as marriage, funerals, dedications, and ordination. Biblical and theological backgrounds and practical aspects are emphasized. Attention will be given to appropriate use of music, Scripture, prayer, and other worship aids. Students will be expected to participate in both simulated worship services and regular worship services conducted by the class members. Prerequisite: PMIN 1103. Offered spring semester: odd numbered years.

PMIN 3813 Adult Ministry (3 cr.) A study of the resources available for ministering to/by/with the adult learner, eighteen through eighty plus, that will aid them in adjusting to the tasks peculiar to the various stages of adulthood. Attention is given to developing methodology for adults to engage in continuing education and ministry. Prerequisite: PMIN 1103 and PMIN 1203. Offered fall semester: even numbered years.

PMIN/MISS/SOCI 3903 Introduction to Cultural Anthropology (3 cr.) A study of the cultures of people throughout the world, including the principles behind the various aspects of culture. The course is designed to provide an understanding of cross-cultural problems which can assist in a more effective communication of gospel, as well as a better understanding of the person’s own culture. Prerequisites: SOCI 1103 and PSYC 1103. Offered spring semester: odd numbered years.

PMIN 4103 The Pastor’s Role in Church Administration (3 cr.) This course provides information, guidelines, and procedures for effectively administering the work of the local church. Items addressed include: Biblical basis of pastor’s role in administration, setting objectives, bylaws and business meetings, office management, state and national relationships, financial stewardship, and the minister’s personal ethics. Prerequisite: PMIN 1103 PMIN 1203, and junior/senior standing. Offered fall semester: odd numbered years.

PMIN 4113-4213 Internship in Professional Ministries (3 cr. each) The advanced student is provided an opportunity to gain practical experience by working in the area of professional ministries in which he anticipates he will be most involved in his professional ministry. Any of the specialization concentration areas selected as a major or minor by the student may be strengthened by actual field experience in that area of vocational ministry. The student will work under a trained specialist in the chosen area to gain first-hand experience in his vocational choice. (Areas include: adult ministries, children’s ministries, Christian education, discipling ministries). Prerequisites: Advanced standing and approval of the department chairperson. Offered on demand.

PMIN 4303 Leadership Formation (3 cr.) This course will introduce the student to basic leadership principles and methods. Students will be exposed to various leadership styles. Students will understand the principles of a personal leadership style, vision, mission and purpose. The student will examine the role of change, inspiration/motivation and servant leadership. Prerequisites: PMIN 1103. Offered every spring semester.

PMIN 4313 The Role of the Associate Pastor in Ministry (3 cr.) From candidacy to ministry development, this course will enable the student to be effective from the first day of ministry. Key program issues will include recruiting, training, areas of specialization, being the second person, and serving on a staff. Offered fall semester: odd numbered years.

PMIN/PSYC 4503 The Church’s Ministry to Families (3 cr.) Major concern will be the biblical foundation, objectives, organization, and administration of a program of family life education in the local church. Includes an analysis of two parent, single parent, and other parental arrangements. Prerequisites: PMIN 1103, PMIN 1203, junior/senior standing. Offered fall semester: even numbered years.

PMIN/PSYC 4603 Pastoral Counseling (3 cr.) A study of counseling from a Christian perspective as it relates to helping persons deal more effectively with personal, spiritual, and non-pathological problems. Specific issues will be examined. Attention will be given to the development of counseling skills and role-playing. Prerequisites: PSYC 1103. Offered every spring semester.
PMIN 4803 Professional Staff Relationships (3 cr.) Principles, practice of successful relationships with senior pastor and staff personnel. **Prerequisite:** PMIN 1103 and junior/senior standing. Offered spring semester: even numbered years.

PMIN 4893 Practicum in Pastoral Care I (3 cr.) This course will focus on the development of skills and understanding in order to adequately provide Christian care for persons in life crisis. Through classroom lectures, required readings, and supervised work in the clinical environment, students will be given the opportunity to demonstrate the practices involved in providing appropriate pastoral care. Offered every semester.

PMIN/BINT 4903 How to Teach the Bible (3 cr.) A Bible study skill course which examines and applies appropriate methods and materials for teaching the Bible. A book will be chosen and exegetical and isogetical techniques will be used for laying out a unit of study. This Bible-centered course will also include student input and lab session development of one’s personal skills for teaching and leading small group Bible studies, prayer meetings, and special training sessions. **Prerequisites:** BIOT 1103, THEO 1103, BINT 1203, THEO 2103 - 2203. Offered every semester.

PMIN 4953 Christian Ministries Synthesis Project (3 cr.) The Christian Ministries-Synthesis project course is designed to show an integration of leadership skills, biblical/theological concepts and critical thinking skills in the student’s ministry, work environment, and community. The synthesis project will demonstrate application of the Christian Ministries program course work into the student’s ministry, be it vocational or volunteer. The student will register for synthesis project as their final degree requirement. Upon completion of the course, students will create a written document incorporating the integrated skills.

PMIN 4973 Pastoral Care in the Local Church (3 cr.) This course will focus on the advanced development of pastoral care skills and framing an understanding for adequately administrating a care giving ministry. Particular attention will be given to establishing and maintaining a community of care in a Christian congregation. Offered spring semester: even numbered years.

PMIN 4983 Practicum in Pastoral Care II (3 cr.) The goal of this course is to further develop each student’s ability to give quality pastoral care to persons in life crisis. Particular emphasis will be placed on experiences designed to aid the student in providing distinctively Christian care in times of medical and emotional trauma. **Prerequisites:** PMIN 4893. Offered on demand.

PMIN 4993 Honor Studies (3 cr.) Honor Studies are open only to students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them, under the supervision of a selected member of the faculty. **Prerequisite:** Ninety (90) hours and approval of instructor and school chair. Offered on demand.

PMIN 5123 Business Management from a Christian Worldview (3 cr.) This course examines the influence that social, cultural, and religious environments exert on institutional behavior, particularly focused on the development of an appreciation for the Christian worldview. Included are the changing nature of the business system, the policy process, corporate power, and organizational and societal reaction to these environmental forces. The roots of ethical behavior and the societal benefits of proper ethical behavior will also be examined.

PMIN 5233 Servant Leadership and Business Ethics (3 cr.) This course provides both a practical and philosophical structure for the multidisciplinary study of executive behavior, as well as an examination of the principles of leadership with a focus or the model of Servant Leadership. Global competition has heightened today’s corporate stressors along with managerial expectations resulting in a demand for well grounded, ethical, critical thinkers providing quality leadership. Case studies are incorporated so as to assist the student in gaining experience in analyzing problems, utilizing theory tools and models, and implementing ethical and rational outcomes.

**POLS [Political Science]**

POLS 1103 National Government (3 cr.) A study of national government within the United States, with emphasis on the background and development of the Constitution, administration and foreign relations, the functions of the various departments of the government, and the relation of state government. Offered every fall semester.

POLS 2103 Introduction to Public Administration (3 cr.) This course provides an introduction to public administration in America by examining theoretical foundations, traditional management functions and current issues in government and the non-profit sector.

POLS 2203 State and Local Government (3 cr.) Analysis of the position of the state in the federal system; state and local government in the United States; constitution of the state, constitutional development, functions and problems of state government. **Prerequisite:** POLS 1103. Offered spring semester: odd numbered years.

POLS 3104 Constitutional Law (4 cr.) The course includes preparation of powers, taxation, police powers of the government, zoning, and eminent domain. Also, the course examines the relationships between the federal, state, and local governments and how they are related to American Indian governments. Additionally, the course emphasizes provisions of the Constitution which directly relate to law enforcement powers.

POLS 3203 Effective Personal Management (3 cr.) This is a study to assist the Public Administration professional in managing self-perception, positive attitudes, and personal and career goals.

POLS 3213 Management Principles of Public Administration (3 cr.) A study of the five parts of managing organizations: planning, organizing, staffing, leading and controlling/evaluating with the presentation of principles for application to public administration.

POLS/HIST 3503 History of the Constitution of the United States (3 cr.) This class is an in-depth survey of the background of this nation’s basic governmental document and a careful examination of its authors (often referred to as the Founders), exactly what they wrote, and their intentions as they wrote it.

POLS 4113 Methods-Operations Supervision (3 cr.) Emphasis is on the functions of the supervisor as the link between middle management and the operative work force. To supervise is to oversee people and supervision is, therefore, a function of all managers. However, the first-line supervisor is in a unique position to influence positively the productivity and morale of rank-and-file workers. This course focuses on three major functions of the supervisor: leading, producing, and training. It applies methods and techniques that have been used successfully in government to
develop effective supervisors.

POLS 4313 Politics in Government Budgeting (3 cr.) Students will determine the stages of the government budget process, examine the various political factors that influence the budgeting process, and examine the resolution, reconciliation, and appropriations processes. The roles of the executive and the legislative branches will be examined as well as the complex rules and procedures that influence government policies and financial outcomes.

POLS 4613 Operations Planning and Control (3 cr.) This course is designed to acquaint the student with the methods of planning and control for operations. Topics include planning for personnel, equipment, supplies, and facilities; budget development and administration; scheduling; equipment and facilities maintenance; and quality control and maintenance.

POLS 4713 Administrative Communication in Public Administration (3 cr.) A study of key managerial communication concepts and skills used to diagnose communication problems and to communicate agency information and policies. Includes oral and written communication systems and techniques for the manager with emphasis on interviews, conferences, discussions, listening, small group, and intra- and interagency communications

PSYC [Psychology]

PSYC 1103 Introduction to Psychology (3 cr.) An introductory course designed to acquaint the student with a broad view of the field of psychology. It should introduce the student to the major concepts of the field including its history and development. Attention will be given to concepts such as learning, motivation, personality, stress, consciousness, intelligence and reasoning, as well as cognitive, social, moral and psychological development. Offered every semester.

PSYC/SOCI 2103 Introduction to Social Work (3 cr.) A survey of the fields of social work, their history, problems and techniques. Prerequisites: SOCI 1103 and SOCI 1203. Offered spring semester: even numbered years.

PSYC/SOCI 2203 Marriage and Family (3 cr.) Consideration of factors in self-understanding and interpersonal relations. Mate selection, changing roles of men and women and problems of marital adjustments are investigated. Socialization of children and problems of parenthood are considered. The effects of family violence including children and spousal abuse will be discussed. Prerequisite: PSYC 1103. Offered every fall semester.

PSYC/SOCI 2303 Social Psychology (3 cr.) A study of the nature of the social structures which man has developed and their influences on the functioning of human individuals and groups. Emphasis is given to interactive processes involved in socialization, leadership, attitude formation, motivation, cognition, and self-concept formation. Prerequisite: PSYC 1103 or SOCI 1103. Offered spring semester: even numbered years.

PSYC/EDUC 2403 Child and Adolescent Psychology (3 cr.) This course is a study of human development from conception through adolescence. Major theoretical approaches of physical, cognitive, psychosocial development will be examined. This study will include parent/child, sibling, and other relationships as they relate to developmental processes and stages. Study will be divided into five periods of childhood: prenatal, infancy and toddlerhood, early childhood, middle childhood, and adolescence. Prerequisite: PSYC 1103 or SOCI 1103. Offered every spring semester.

PSYC 3103 Psychology of Learning (3 cr.) Topics include basic learning theories, psychological principles applied to learning theories, psychological principles of behavioral, emotional, belief change and applications to psychology, instruction and educational practice. Prerequisite: PSYC 1103. Offered every fall semester.

PSYC 3113 History and Systems of Psychology (3 cr.) A survey of psychological thought from early philosophical roots to modern concepts of psychology as a science. Topics include the philosophy of mind, key psychological ideas that changed the world with an emphasis placed on developments since the first psychological laboratory in 1879.

PSYC 3123 Industrial Organizational Psychology (3 cr.) This course will serve as an introductory course to the area of Industrial Organizational Psychology as a potential career field. The course will offer a broad description and examination of the psychological principles used in the world of work. Students will examine major theories, their applications in the work place and research conducted on those theories. The role of psychologists in job analysis, employee selection processes, employee training, performance appraisal processes, worker motivation, job satisfaction and skills analysis, eliminating stress in the workplace, group and team communications as well as the leadership skills leading to maximal outcomes will all be discussed in this course. The course will move beyond theory to an overview of the applications of those theories in practice as well. Prerequisite: PSYC 1103. Offered Spring Semester: even numbered years.

PSYC 3303 Development Across the Life Span (3 cr.) This course is a study of human development and the nature of those social structures which impact it, especially the development of personality, attitudes, habits, intelligence, and Christian ideals. Prerequisite: PSYC 1103.

PSYC 3313 Behavior Modification and Applied Psychology (3 cr.) This course will introduce the application of scientific methodology to the resolution of problems in human behavior. The special focus of this course will be the research and theoretical advances in the field of behavior modification and its application to the modifying of behavior through systematic manipulation of the response-contingent environmental consequences. Prerequisite: PSYC 1103.

PSYC 3413 Experimental Psychology (3 cr.) The examination of fundamentals of the scientific method as applied to research in psychology to include: Research design, sampling, measurement, analytical, evaluative, and interpretive skills needed to understand the professional research literature. Both qualitative and quantitative methods will be explored to prepare learners for the integration project. Prerequisite: PSYC 3713 and COMM 2603.

PSYC/SOCI 3603 Gerontology (3 cr.) A study of human development from mature adulthood through retirement age until death with emphasis on the biological, personal, family, and sociological change affecting the aging adult. Prerequisite: PSYC 1103 or SOCI 1103. Offered spring semester: even numbered years.

PSYC/PMIN 3623 Dynamics of the Family in Crisis (3 cr.) An examination of various crises which a family can experience throughout its various stages, and the resources both within the family and external to it that can help family members through the crisis. Prerequisite: PSYC 1103. Offered every fall semester.

PSYC 3633 Introduction to Alcohol and Drug Counseling (3 cr.) This is an introductory course in alcohol and drug counseling. It will
focus on the historical, theoretical, and practical aspects of abuse, addiction and chemical dependency counseling. **Prerequisite:** PSYC 1103. Offered every spring.

**PSYC/BUAD/MATH 3703 Introduction to Statistics (3 cr.)** The purpose of this class is to introduce students to the statistics used in descriptive type research projects in the field of behavioral sciences. The emphasis is on descriptive rather than inferential statistics. Students will gain a basic understanding of the conceptual and computational principles of statistics. Students will study frequency distributions, graphs, use of averages, distributions, correlations, samples and other relevant topics. **Prerequisites:** PSYC 1103. Offered every fall semester.

**PSYC 3713 Psychological Statistics (3 cr.)** This course provides a foundation study of descriptive and inferential, parametric and non-parametric statistical techniques used in psychological research, including measures of central tendency, variability, correlation, regression analysis, hypothesis testing, t-tests, Chi-square and simple analysis of variance. **Prerequisite:** MATH 1103 or MATH 2503.

**PSYC 3803 Introduction to Research Methods (3 cr.)** The purpose of this class is to introduce students to the various methods of doing research in the behavioral sciences. Surveys, longitudinal, cross-sectional, naturalistic observations and experimental designs will be studied. Each student will complete a research project using knowledge gained from this class and the statistics class, which precedes it. **Prerequisites:** PSYC 1103 and PSYC/BUAD/MATH 3703. Offered every spring semester.

**PSYC 3813 Cognitive Psychology (3 cr.)** The exploration of the theory and application of how people accomplish complex cognitive tasks. Emphasis is on research based on human information processing theories which includes pattern recognition, attention, memory organization, language comprehension, problem solving, and decision making are among topics that are presented. **Prerequisite:** PSYC 1103.

**PSYC 3903 Stress Management (3 cr.)** This course is designed to acquaint students with the basic principles of stress management and their application to personal and occupational stress situations. **Prerequisite:** PSYC 1103.

**PSYC 4103 Biblical Concepts of Mental Health (3 cr.)** This course will be a study of biblical concepts of mental health. Applications will be made from the teaching of Jesus to personality, psychopathology, and developmental disorders. Special emphasis will be given to issues of shame, guilt, anger, resentment and the concept of forgiveness.

**PSYC 4233 Performance and Sports Psychology (3 cr.)** This course is designed to assist students to both learn and understand the application of psychological principles in the area of Sports Psychology and Performance. Various psychological theories and research in the areas of personality, motivation, arousal and regulation, anxiety, competition and cooperation, leadership and imagery will be explored as they relate to human performance as well as emotional, physical and psychological well-being. Psychological development will be discussed as it relates to character and sportsmanship development. The course will serve as an introduction to how these theories and principles are applied in the field of Performance and Sports Psychology. **Prerequisite:** PSYC 1103.

**PSYC 4213 Physiological Psychology and Neuroscience (3 cr.)** Survey of neuroanatomy and brain structures, neural activity, genetics, the neurochemical and biochemical basis related to emotions, behavior, mental disorders, and human development. **Prerequisite:** PSYC 3303.

**PSYC/EDUC 4223 The Exceptional Child (3 cr.)** This course is an introduction to the characteristics, needs, problems, and behavior patterns of exceptional children; and the various educational approaches used with them. Topics central to special education today – inclusion, diversity, assistive technology, collaboration, and multidisciplinary teams will all be studied. The intellectual, physical, emotional, and behaviorally handicapped children will be studied as well as gifted children and handicapped adults. Five (5) field experiences in special education and gifted classes will be required. Offered every fall semester.

**PSYC 4303 Principles of Counseling (3 cr.)** This class is designed to introduce students to the principles and practices of the counseling process. The techniques of major religious and secular approaches to counseling will be studied. **Prerequisite:** PSYC 1103. Offered every fall semester.

**PSYC 4313 Multicultural Psychology (3 cr.)** The course will explore ethnic and socio-cultural diversity from a psychological perspective. The study will focus on how diversity affects interpersonal and institutional processes along with its impact on psychological functioning and the utilization of psychological knowledge. **Prerequisite:** PSYC 1103.

**PSYC 4333 Positive Psychology (3 cr.)** Positive psychology is the study of how human beings prosper even in the face of adversity. Its goal is to identify and enhance the human strengths and virtues that make life worth living and allow individuals and communities to thrive. The study will examine the paradigm shift from pathology to strengths-based psychology. The focus will include pleasure and positive experience, happiness, positive thinking, flow, character strengths, values, and talents, wellness, and positive interpersonal relationships. **Prerequisite:** PSYC 1103.

**PSYC 4343 Psychology of Motivation and Emotions (3 cr.)** The research into motivational and emotional processes and their practical application will be studied. The areas of study include basic motivational concepts and theories, basic emotions, underlying physiological and neurological processes, and social and cultural concepts. **Prerequisite:** PSYC 1103.

**PSYC/COMM 4403 Small Groups: Principles and Practices (3 cr.)** This course deals with both the theoretical and practical processes of group relationships. Task accomplishment, decision making, leadership styles and member roles are examined. The course is designed as a learning laboratory stressing the practical application of the principle studies. **Prerequisite:** PSYC 1103. Offered every spring semester.

**PSYC/PMIN 4503 The Church's Ministry to Families (3 cr.)** Major concern will be the biblical foundation, objectives, organization, and administration of a program of family life education in the local church. Includes an analysis of two parent, single parent, and other parental arrangements. **Prerequisites:** PMIN 1103, PMIN 1203, and Junior/Senior standing. Offered fall semester: even numbered years.

**PSYC/PMIN 4603 Pastoral Counseling (3 cr.)** A study of counseling from a Christian perspective as it relates to helping persons deal
more effectively with personal, spiritual, and non-pathological problems. Specific issues will be examined. Attention will be given to the development of counseling skills and role-playing. Prerequisites: PSYC 4303. Offered every spring semester.

PSYC 4613 Advanced Pastoral Counseling (3 cr.) The class is designed to provide a practical supervised counseling experience for students who have successfully completed Pastoral Counseling 4603. Students will participate in simulated counseling situations, writing session plans and progress reports. Prerequisite: PSYC 1103, PSYC 4303, and PSYC 4603. Offered on demand.

PSYC 4703 Psychology of Abnormal Behavior (3 cr.) This class will provide students a general introduction to the study of abnormality and the disordered experiences making up such abnormality. The major diagnostic categories, clinical treatment approaches and problems of studying abnormal living will be examined. Prerequisite: PSYC 1103. Offered every spring semester.

PSYC 4803 Personality Development (3 cr.) This course provides a general introduction to the classical theories of personality in American psychology and introduces the student to the objectives and challenges of a scientific study of personal life. Emphasis will be given to a critical evaluation of personality theories in light of current knowledge and biblical perspectives. Prerequisite: PSYC 1103. Offered every spring semester.

PSYC 4813 Professional Ethics and Conduct (3 cr.) This course addresses the legal requirements and behavioral expectations for behavioral science professional. It is designed to equip students entering the field with necessary information with which to function in a professional manner as behavioral science practitioners. Prerequisite: PSYC 1103. Offered spring semesters: even numbered years.

PSYC 4833 Psychology Integration Project (3 cr.) Students will apply evaluation criteria to critique their review of the literature and the incorporation of content from the academic courses to identify and correct weaknesses in their analysis and proposed solution. Students will compose a written and integrated comprehensive report describing the review of the literature, the course content utilized in the project, the analysis of the issues, and the proposed solution culminating in an oral presentation of their Research Project. Prerequisite: PSYC 3413.

PSYC 4904 Internship: Field Experience (4 cr.) This course is designed to be the capstone experience for the behavioral science major. Students will work in a clinical setting under the supervision of a qualified on-site clinical supervisor. Weekly participation in internship group with other student-interns and a behavioral science faculty member is an integral part of this course. Prerequisites: Thirty (30) hours in behavioral science and senior standing. Offered every semester.

PSYC 4993 Honor Studies (3 cr.) Honor Studies are open to students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them, under supervision of a selected member of the faculty. The instructor of the course must approve the offering of the course and its format. All work must be completed within one regular semester or one summer. Prerequisites: Ninety (90) hours and approval of the instructor and School Chair. Offered on demand.

PSYC 5113 Psychopathology (3 cr.) The study of theory and principles of the etiology, diagnosis, and treatment of psychological problems according to the DSM-IV classifications as applied in the psychotherapeutic setting. The topics include the broad range of syndromes (mood, anxiety disorders, psychosis, etc.), personality disorders, and child adolescent onset disorders.

PSYC 5123 Career Assessment and Counseling (3 cr.) An investigation of career assessment theory, theories of career decision-making, the process of career counseling, and the application of career assessment information in career counseling. Major theories of career counseling are examined along with the presentation of major types of resource information, and research on trends in the world of work.

PSYC 5133 Advanced Principles and Techniques of Pastoral Counseling (3 cr.) This course is designed for students to acquire a systematic overview of Christian doctrines from various viewpoints and integrate these doctrines with psychological principles. The focus of the course is to identify the range of issues appropriate for a pastoral counselor and to develop strategies for addressing those issues. Prerequisite: PSYC 5113.

PSYC 5213 Theories and Principles of Counseling and Psychotherapy (3 cr.) This course is a comprehensive overview of personality theories, counseling theories, research on emotional intelligence, social intelligence, and spiritual intelligence include the Christian perspective. Students will explore frameworks for identifying and organizing the skills and abilities needed for the adaptive use of spirituality. Thus students will acquire a synthesis of a very complete approach to counseling and psychotherapy. The implications of these theories and research are presented within the context of counseling and psychotherapy.

PSYC 5223 Spiritual Direction and Spiritual Formation (3 cr.) Acquire methods for designing experiences to foster spiritual growth incorporating theological ideas such as grace, the Gospel Message, and reflection and meditation techniques. Special emphasis will be given to spiritual direction in a counseling format.

PSYC 5233 Alcohol and Drug Addiction (3 cr.) This course establishes the foundations of human behavior as it applies to addiction, elements involved in substance abuse and socialization. Ethical and legal issues involved in addiction and substance abuse counseling will be studied.

PSYC 5313 Individual Psychotherapy Techniques (3 cr.) A practical focus on the primary skills of counseling and psychotherapy including the Descriptive Counseling skills of Rapport building, Empathy training, and Eliciting causal factors to promote change; the Prescriptive Counseling skills of Reframing and Belief Restructuring Skills, Problem Patterns, and Treatment Planning, Intervention selection and implementation; Applied Positive Psychology skills of Strength and Character assessment, Optimal functioning, and increasing meaning and purpose in life; Spiritual skills for identifying common issues in working with religious clients. The research foundations for various counseling methods will be presented along with role-play practice of the skills.

PSYC 5333 Addiction in the Family and Assessment Theory (3 cr.) A primary focus on theories of addiction; assessment and diagnosis; treatment setting and planning; and the etiological theories of substance abuse. The Social aspects of addiction will be extensively studied to include: family risks and resiliencies; racial, ethnic, and cultural issues; gender and sexual orientation
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differences; mutual-help groups, and public policy. Students will be introduced to the major theories and methods currently employed in the assessment and treatment of substance abuse and addiction. The student will examine procedures by which a counselor/program identifies and evaluates individuals' strengths, weaknesses, problems, and needs, which will be used in the development of a treatment plan. Evaluation of substance abuse patterns and assessment of various treatment alternatives.

PSYC 5413 Psychology of Interpersonal Communication and Relationships (3 cr.) Extensive exploration of the research related to Social Intelligence: Emotions, rapport, neurology involved in interactions; altruism; bonding and connecting; nurturing; attachment and love, compassion, male/female differences. Foundational skills related to communication assessment, optimal functioning, and increasing meaning and purpose in life; Spiritual skills for identifying common issues in working with religious clients. The research foundations for various counseling methods will be presented along with role, play practice of the skills. Special emphasis will include family relationships and dynamics involving marital, parental, and sibling.

PSYC 5433 Addiction in the Family Counseling (3 cr.) The adaptation of individual, group, marital, and family treatments techniques to addiction and substance abuse counseling. Special emphasis will be given to prevention, retaining sobriety, and relapse prevention strategies. Treatment issues and characteristics of selected populations and working with diverse cultures will be studied. The focus of this course is to promote strengths-based therapeutic strategies; learn to perform interventions related to biology, addiction across the life span; interventions with substance abuse with co-occurring mental disorders or disabilities, eating disorders, gambling, shopping, sex, and other behavioral addictions. The Social aspects of addiction will be extensively studied to include: family risks and resiliencies; racial, ethnic, and cultural issues; gender and sexual orientation differences.

PSYC 5513 Marriage and Family Systems and Treatment (3 cr.) Foundational theories and principles of family development, the contemporary family; family subsystems, individual and interpersonal relationships (marital, parental, sibling); utilization of systemic theories to describe problems and solutions. Acquiring knowledge Models of Marital and Family counseling. Includes: Major clinical theories of marital and family therapy – communications, contextual, experiential, object relations, strategic, structural, systemic, and trans-generational.

PSYC 5533 Pharmacology of Drugs of Abuse (3 cr.) The focus of this course is basic behavioral pharmacology; the behavioral analysis of drug effects; tolerance and conditioning of drug effects; the nervous system and neurological functioning as it relates to psychological disorders, the effects of medications and other substances on the individual’s cognitive, social, emotional, and behavioral functioning; dependence and addiction. Examination of the pharmacokinetics of drug action(s); the side effects of psychoactive and psychotherapeutic drugs; the development of tolerance, dependency/withdrawal, cross addiction(s). Additional study will include: The self-administration of drugs; alcohol and its effects; tranquilizers and sedative hypnotics; inhaled substances; tobacco and nicotine; caffeine and the methylxanthines; psychomotor stimulants; the opiates; antipsychotic drugs, antidepressants and mood stabilizers; cannabis; and hallucinogens.

PSYC 5613 Marital and Family Treatment Techniques (3 cr.) Exploring the foundational skills and methodology of the practice of marital and family therapy towards theory and its application, technique formation, treatment intervention, technique delivery, and follow through. Techniques include: reframing, structure change, pattern enhancement, first and second order change, unpacking of idiosyncratic language, faith language framing, among others will be presented. Instruction in the assessment and utilization of the family’s language, rules, and structure will be provided. Skills for core-conflict resolution, pre-marital counseling, and counseling children and adolescents will be advanced.

PSYC 5643 Addiction and Substance Abuse Counseling Theory and Techniques (3 cr.) The application of theories and techniques of counseling with a special emphasis on models/methods of alcohol and substance abuse/addiction/dependency counseling. Current treatment research, theoretical model application, and successful methods in the treatment process will be examined. Causes, social implications, treatment, cultural competency and prevention methods/skills will also be examined.

PSYC 5713 Human Development (3 cr.) This course explores theoretical and research approaches in the study of the development of human abilities and behavior throughout the lifespan (child, adolescent, and adult). Topics include developmental research methodology, variables influencing development, and basic developmental processes in physical, motor, perceptual, cognitive linguistic, emotional, social, and personality development. Applications of developmental theory to counseling are emphasized.

PSYC 5813 Tests and Measurement (3 cr.) Study foundational principles, concepts, and procedures of test construction including validity and reliability. Learn how to do systematic appraisal and assessment for understanding and interpreting client needs, abilities, and characteristics.

PSYC 5913 Research Methods (3 cr.) A comprehensive course in various research methodologies used in the study of behavior. The course provides tools to analyze research data and draw appropriate conclusions. Both the theory of research and the practical process of performing research will be presented.

PSYC 6133 Multi-Cultural Treatment Planning for Individuals and Families (3 cr.) A course in the study of human abilities and behavior throughout the lifespan (child, adolescent, and adult). Topics include developmental research methodology, variables influencing development, and basic developmental processes in physical, motor, perceptual, cognitive linguistic, emotional, social, and personality development. Applications of developmental theory to counseling are emphasized.

PSYC 6143 Prayer, Spirituality, and Ministry (3 cr.) An in-depth exploration of “prayer as treatment” applied to the counseling session. This includes advanced approaches to designing individualized spiritual growth experiences appropriate to an individual’s needs. How to design ministry programs for church settings that promote spiritual formation.

PSYC 6233 Ethics and Professional Studies (3 cr.) This course is a detailed study of ethical standards for professional licensure. Surveying the ethical, legal, and professional issues counselors and other human service professional’s encounter in their practice by the study of case studies and the theoretical and philosophical

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issues behind the codes. Includes: Professional socialization, role of the professional organization, legal responsibilities and liabilities, independent practice and inter-professional cooperation, ethics and family law.

**PSYC 6333 Advanced Psychotherapy Techniques (3 cr.)** This is an in-depth acquisition of primary and advanced counseling and psychotherapy procedures along with detailed processes used in precise treatment planning for a range of topics including DSM-IV diagnoses and common client problem issues. Included will be brief psycho-therapy methods, evidence-based treatments, cognitive-behavioral treatment methods, schema therapy, and quality of life therapy. **Prerequisite:** PSYC 5113, PSYC 5213, and PSYC 5313

**PSYC 6433 Psychological Family Assessment (3 cr.)** Students explore the administration and interpretation of various assessment tools. The course includes diagnostic interviewing techniques, report writing, direct observation techniques, self report scaling along with learning testing theory and statistical considerations in the construction of psychological measurements.

**PSYC 6533 Dynamics and Intervention of Individuals and Families in Crisis (3 cr.)** Theoretical foundations for understanding theories and research of families in crisis and crisis intervention. Topics include the sociology of the family, families under stress, family in a social context, the cross-cultural family, youth/adult/aging and the family; Divorce; Child custody intervention; Child abuse and neglect; suicidality, homicidality, hospitalizations, and spousal abuse.

**PSYC 6633 Chemical Dependency Counseling (3 cr.)** Theoretical and practical acquisition of Models of Addiction and Recovery, alcoholism and substance abuse; the psychology of addiction and change; counseling methods for chemical dependency; and specific knowledge of alcohol and drug research and information about these.

**PSYC 6733 Child/Adolescent Psychopathology and Treatment (3 cr.)** An advanced counseling course focused on specific techniques used in diagnosis and treatment of children and adolescents. Normative and non-normative aspects of development are examined to assist in understanding appropriate interventions. DSM-IV diagnoses found in children and adolescents are evaluated. Legal and ethical issues related to intervention with minors are also explored.

**PSYC 6833 Group Dynamics and Psychotherapy (3 cr.)** A study of the theoretical foundations for small-group dynamics and psychotherapeutic applications. Students will participate in an applied lab course in order to participate in group process to acquire skills in group psychotherapy methods and effective facilitation of a psychotherapy group. Included is a review of literature for appropriate referrals to this modality and learning techniques to enhance the efficacy of group therapies in various settings including the Christian community.

**PSYC 6933-9 Professional Counselor Practicum/Internship (3-9 cr.)** Supervised clinical experience and practice in fieldwork in the Professional Counselor degree program. The internship occurs concurrently with course work and follows guidelines set forth in licensure preparation. Practicum/Internships will total a minimum of 300 hours of service. Maximum totals vary to accommodate various state practicum requirements for online students.

**PSYC 6943-9 Addiction and Substance Abuse Counseling Practicum/Internship (3-9 cr.)** Supervised clinical experience and practice in fieldwork in the Addiction and Substance Abuse Counseling degree program. The internship occurs concurrently with course work and follows guidelines set forth in licensure preparation. Practicum/Internships will total a minimum of 300 hours of service. Maximum totals vary to accommodate various state practicum requirements for online students. **Practicum:** This course provides the basic intervention skills for addiction counseling; counseling methods and techniques used across the continuum of treatment (screening, intake, assessment, goal setting, treatment planning and termination). Practical application of various models of addiction counseling (12 Step Facilitation, cognitive-Behavioral, Motivational Assessment and enhancement, etc.) will be emphasized. A portion of this course is devoted to a “consumer view” survey/evaluation of community resources (services/programs) available to drug/alcohol user and family. **Internship:** Supervised counseling field experience in mental health agency with a strong emphasis with substance abuse and addiction issues. Supervised by on-site, licensed mental health professional or licensed alcohol and drug counselor with at least a master’s degree in counseling. **Prerequisite:** Candidacy in the Addiction and Substance Abuse Counseling Program, completed the professional ethics course, have a 3.0 or better CGPA, application for internship, and permission of the Chair.

**PSYC 6953-9 Marital and Family Therapy Practicum/Internship (3-9 cr.)** Supervised clinical experience and practice in fieldwork in the Marital and Family Therapy degree program. The internship occurs concurrently with course work and follows guidelines set forth in licensure preparation. Practicum/Internships will total a minimum of 300 hours of service. Maximum totals vary to accommodate various state practicum requirements for online students.

**PSYC 6963-9 Pastoral Counseling and Spiritual Direction Practicum/Internship (3-9 cr.)** Supervised clinical experience and practice in fieldwork in the Pastoral Counseling and Spiritual Direction degree program. The internship occurs concurrently with course work and follows guidelines set forth in licensure preparation. Practicum/Internships will total a minimum of 300 hours of service. Maximum totals vary to accommodate various state practicum requirements for online students.

**RSCH [Research]**

**RSCH 3403 Research and Ethical Decision Making (3 cr.)** The first course in the research block focuses the fundamentals of research applied in a range of differing fields. Both quantitative data analysis and qualitative methods will be explored allowing students to form the foundations for their research project including selecting an appropriate researchable topic and performing a review of the literature – this will correspond to Chapters 1 and 2 in a formal research project. Students will continue the study of literature, descriptive and basic inferential statistical techniques along with parametric and non-parametric methods. Topics include frequency distributions, measures of central tendency, probability, and hypothesis testing. Introduction to the concepts related to t-tests, correlation, regression analysis, Chi-square, and simple analysis of variance will
be presented. **Prerequisite:** MATH 1103 or MATH 2503.

**SMGT [Sports Management]**

**SMGT 3113 Leadership and Ethics in Sports (3 cr.)** This course examines the ethical issues individuals face in Sport Management settings. Emphasis is placed on ethical dilemmas sport managers encounter in the daily operation of commercial, recreational, and educational athletic programs. In addition, students study leadership theories and practices as they relate to sports organizations and its effects on employee motivation in a athletic setting.

**SMGT 3123 Sociology of Sports (3 cr.)** This course examines diverse ways organized sports reflect and influence the values and social structures of society. Students analyze major political, economic, and social functions of sports in historical and cross-cultural contexts. Topics include women and sports, violence, race and sports, and the changing functions of collegiate and professional athletics.

**SMGT 3513 Sports Fundraising and Sponsorship (3 cr.)** This course examines skills, strategies and techniques needed for successful revenue generation in the sport industry. In addition, students examine corporate sponsorship and its impact on the sport industry from a sales and marketing perspective.

**SMGT 4123 Sports Facilities Management (3 cr.)** This course is designed to provide learning experiences in managing sport facility operations, planning new sport facilities, and renovating and maintaining new facilities. An understanding of sports facilities, their design, and management will be gained through field study, speakers, and standard classroom material.

**SMGT 4223 Sports Law and Risk Management (3 cr.)** This course provides a presentation of the basic legal system, its terminology, and principles as applied to professional and amateur sports. Emphasis is on identifying and analyzing legal issues, the ramifications of those issues, and the means of limiting the liability of sport organizations.

**SOCI [Sociology]**

**SOCI 1103 Introduction to Sociology (3 cr.)** A study of the nature of social relations, social institutions, social processes and the products of these relationships. The nature of culture, communication, socialization, mobility, social control and other sociological concepts are considered. Offered every fall semester.

**SOCI 1203 Social Problems (3 cr.)** The impact of technological change, social change, and mobility in Western society is examined. Conflicts concerning social values and social disorganization are studied as these apply to a variety of familial, economic, religious, and other interpersonal situations. **Prerequisite:** SOCI 1103. Offered every spring semester.

**SOCI/PSYC 2103 Introduction to Social Work (3 cr.)** A survey of the fields of social work, their history, problems and techniques. **Prerequisite:** SOCI 1103 and SOCI 1203. Offered spring semester: even numbered years.

**SOCI/PSYC 2203 Marriage and Family (3 cr.)** Consideration of factors in self-understanding and interpersonal relations. Mate selection, changing roles of men and women and problems of marital adjustments are investigated. Socialization of children and problems of parenthood are considered. The effects of family violence including children and spousal abuse will be discussed. **Prerequisite:** PSYC 1103. Offered every fall semester.

**SOCI/PSYC 2303 Social Psychology (3 cr.)** A study of the nature of the social structures which man has developed and their influences on the functioning of human individuals and groups. Emphasis is given to interactive processes involved in socialization, leadership, attitude formation, motivation, cognition, and self-concept formation. **Prerequisites:** PSYC 1103 and SOCI 1103. Offered spring semester: even numbered years.

**SOCI/MISS/PMIN 3023 World Religions and Heretical Movements (3 cr.)** A study of the major living religions of today: Animism (Folk Religions), Hinduism, Buddhism, Confucianism, Shintoism, Taoism, Islam, and Judaism. Also some typical American cults are included. Offered fall semester: even numbered years.

**SOCI/MISS 3203 Social Work in the Church (3 cr.)** A survey of the special efforts of the church in the field of social work in the alleviation of human need. Attention is given to the church's role in the rapidly changing social structures of world cultures and the manifestation of the Gospel through Christian charity. **Prerequisites:** SOCI 1103 and SOCI 1203. Offered fall semester: even numbered years.

**SOCI 3303 Food Insecurity (3 cr.)** This course provides an overview of the definition and scope of food insecurity at the local, national, and global levels. It will cover the concept of food insecurity, explain how it is defined and measured, and provide a picture of the extent of the issue at multiple levels. The course will also examine elements that contribute to food insecurity in these different contexts. Additionally, students will be exposed to intervention strategies that are designed to reduce food insecurity and some of the local and global organizations that are working to develop and implement them.

**SOCI 3403 Water Scarcity (3 cr.)** This course provides an overview of the definition and scope of water scarcity and conflict at the local, national, and global levels. It will cover the concept of water scarcity, explore the issue of water rights, examine causes for the current water shortages across parts of the globe, and provide a picture of the political and personal issues faced by countries and individuals when dealing with a shortage of clean water. Economic, political, and environmental factors will be examined. Additionally, students will be exposed to intervention strategies that are designed to increase the availability of clean water and some of the local and global organizations that are working to develop and implement them.

**SOCI/PSYC 3603 Gerontology (3 cr.)** A study of human development from mature adulthood through retirement age until death with emphasis on the biological, personal, family, and sociological change affecting the aging adult. **Prerequisite:** PSYC 1103 or SOCI 1103. Offered spring semester: even numbered years.

**SOCI/MISS/PMIN 3903 Introduction to Cultural Anthropology (3 cr.)** A study of the cultures of people throughout the world, including the principles behind the various aspects of culture. The course is designed to provide an understanding of cross-cultural problems which can assist in a more effective communication of the gospel, as well as a better understanding of the person's own culture. **Prerequisites:** SOCI 1103 and PSYC 1103. Offered spring semester: odd numbered years.
SOCI 4113 Internship in Sociology (3 cr.) Opportunities are provided for the student to gain practical experience in some field of social work related to the church. The student is supervised by the instructor and is required to make written reports and evaluation of his work. **Prerequisite:** Twelve (12) hours of sociology, approval of instructor, and approval of department head. Offered on demand.

SOCI/HIST 4203 The Ethnicity in America (3 cr.) This course seeks to give an overview of the major ethnic groups in America with an emphasis upon their arrival and integration with American society at large. In addition, this course also covers the issues of race relations, the source and nature of group tensions, as well as communication and cross-cultural issues that would inform interaction with, and evaluation of, various groups.

SOCI 4993 Honor Studies (3 cr.) Honor Studies are open to students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them, under supervision of a selected member of the faculty. The offering of the course and its format must be approved by the instructor of the course. All work must be completed within one regular semester or one summer. **Prerequisites:** Ninety (90) hours and approval of instructor and school chair. Offered on demand.

SPAN [Spanish]

SPAN 1104 Elementary Spanish I (4 cr.) Emphasis is placed on acquiring good pronunciation, building basic vocabulary, understanding elementary constructs, and learning simple conversational patterns. Offered every fall semester.

SPAN 1204 Elementary Spanish II (4 cr.) A continuation of the skill-building processes of elementary Spanish 1104, with an introduction to more difficult grammatical constructs, grammar, and the practice of more complex conversational patterns. **Prerequisite:** SPAN 1104. Offered every spring semester.

THEO [Theology]

THEO 1103 Biblical Life and Witness (3 cr.) An introduction to the basic teachings of the Bible, for the purpose of helping the student understand how to live a Christian life, and how to witness to others about what God can do. Offered every semester.

THEO 2103 Systematic Theology I (3 cr.) An introductory study of what it is possible for us to know about God, humanity, sin, salvation, sanctification, the church, and the end of the world. **Prerequisites:** BIOT 1103, BINT 1203, and THEO 1103. Offered every fall semester.

THEO 2203 Systematic Theology II (3 cr.) A continuation of the introductory study of what it is possible for us to know about god, humanity, sin, salvation, sanctification, the church, and the end of the world. **Prerequisites:** BIOT 1103, BINT 1203, and THEO 1103. Offered every spring semester.

THEO 2303 Introduction to Christian Theology (3 cr.) An introduction to the nature (what is it?), and the task (how do you do it?), and the shape (how does it fit together?) of Christian knowledge and God, humanity, sin, salvation, sanctification, the church, and the end of the world. **Prerequisites:** BINT 1203.

THEO 3203 Theology of the New Testament (3 cr.) A study of the way in which the various parts of the New Testament present the major topics of Christian theology. **Prerequisite:** THEO 2103 - 2203. Offered on demand.

THEO 3403 The Person and Work of the Holy Spirit (3 cr.) The person and work of the Holy Spirit is studied in the light of Biblical teaching (with an emphasis on a Wesleyan perspective). The activity of the Holy Spirit is traced through the Old and New Testaments, with special emphasis upon the teaching of Christ and Pauline Pneumatology. The historical development of the doctrine is also considered. **Prerequisite:** THEO 2103-2203. Offered fall semester: even numbered years.

THEO 3603 Spiritual Formation and Ministry (3 cr.) The purpose in this class will be to explore and practice disciplines of Christianity which are foundational for a dynamic Christian life and ministry. Such a lifestyle will ultimately lead to a life of holiness, as a part of the experience of sanctification and the ongoing process of holy living. **Prerequisite:** PMIN 3013.

THEO 3813 Judeo-Christian Ethics (3 cr.) A study of theoretical and practical problems of moral conduct and proposed solutions with an emphasis upon the nature of ethics, values, right obligations, and opportunities.

THEO 3823 Biblical Concepts of Leadership (3 cr.) A study of the concepts of leadership in the context of the scriptures. Applications of the concepts for both personal and career goals.

THEO 3833 Foundations of Ethics: Christian Theology (3 cr.) A systematic study of Bible doctrines such as God, Christ, the Holy Spirit, man, sin, salvation, and related topics. These themes will be examined through the focus of New Testament literature with an emphasis on their ethical implications.

THEO 4203 Eschatology (Last Things) (3 cr.) A study of the biblical teachings on the kingdom of God, the second coming of Christ, the Millennial theories and the final destiny of humankind. **Prerequisite:** Twelve (12) hours Bible/Theology. Offered spring semester: odd numbered years.

THEO 4303 Church of God Theology (3 cr.) This course studies the distinctive vision and contribution of writers in the Church of God Reformation Movement (Anderson) to the understanding of the Christian life and sanctification, the Church, the eschatology in their historical context. Issues of church polity and collaborative Ministries within this movement will also be considered. **Prerequisites:** BINT 1103 and BINT 1203. Offered fall semester: even numbered years.

THEO 4403 Theology of Ministry (3 cr.) This course clarifies and grounds the practical functions of pastoral ministry and congregational leadership in a biblical model of ministry as participation in God’s continuing activity of reconciliation. We will consider theologically the relationship between God’s and our ministry and some practical implications of this, as well as the role of personal formation in faithful ministry. **Prerequisites:** THEO 2103 and THEO 2203 (THEO 2303). Offered spring semester: odd numbered years.

THEO 4503 Ecclesiology (The Church) (3 cr.) A study of the biblical teaching concerning the people of God, the nature of the Church, subsequent ecclesiological developments, and church polity. **Prerequisite:** Twelve (12) hours Bible/Theology. Offered on demand.
THEO 4993 Honor Studies (3 cr.) Honor Studies are open to students who have demonstrated initiative and capability in individual study and research. The course is designed to give students opportunity to do advanced work in an area of particular interest to them, under supervision of a selected member of the faculty. The offering of the course and its format must be approved by the instructor of the course. All work must be completed within one regular semester or one summer. Prerequisites: Ninety (90) hours and approval of instructor and department head. Offered on demand.

THEO 5103 Reformation Theologians (3 cr.) A study of the chief theological concepts of the Protestant Reformation against the background of late medieval thought. Major attention will be given to the thought of Luther, Zwingli, Arminius, Knox and Calvin with extensive readings in their works. Prerequisites: THEO 2103 - 2203, HIST 3703/3803, or HIST 1103/1203, and senior standing. Offered on demand.

THEO 5203 Modern Theologians (3 cr.) A study of some of the major trends in contemporary thought. This course will discuss Barth, Bultmann/Kierkegaard, Tillich, Hegel, and the Niebuhrs. Several movements in theology, which are most contemporary, namely, process theology, theology of hope and theology of liberation will be examined. Prerequisite: THEO 2103 - 2203. Offered on demand.

THEO 5103 Reformation Theologians (3 cr.) A study of the chief theological concepts of the Protestant Reformation against the background of late medieval thought. Major attention will be given to the thought of Luther, Zwingli, Arminius, Knox and Calvin with extensive readings in their works. Prerequisites: THEO 2103, THEO 2203, HIST 3703/3803, or HIST 1103/1203 and senior standing. Offered on demand.

THEO 5203 Modern Theologians (3 cr.) A study of some of the major trends in contemporary thought. This course will discuss Barth, Bultmann/Kierkegaard, Tillich, Hegel, and the Niebuhrs. Several movements in theology, which are most contemporary, namely, process theology, theology of hope and theology of liberation will be examined. Prerequisite: THEO 2103 - 2203. Offered on demand.

THEO 5213 Wesleyan-Arminian Theology (3 cr.) The first half of this course will address the background and development of Arminian theology. It will demonstrate that classical Arminian theology has a rightful place in the Evangelical church in its relation to Reformed theology, and sustains important differences from Calvinism. The second half of this course will address the theology of John Wesley, focusing on God as “holy love” as a central theme and giving particular attention to the doctrine of Christian Perfection.

THEO 5223 Theological Method (3 cr.) The Wesleyan quadrilateral will provide the basis for lecture, readings and discussions on the role of Scripture, tradition, experience and reason in making theological decisions relating to ministry and church work. The implications of other contemporary theological methods for ministry will be explored.

UNIV [University Courses]

University Courses are designed to assist students in making a successful transition to the University and in building a solid foundation for further academic success.

UNIV 1101 Becoming a Master Student (1 cr.) This course provides the student with the opportunity to learn and adopt a variety of theories and techniques that promote success in academic pursuits and beyond. Offered every fall.

UNIV 1113 Introduction to E-Learning (3 cr.) Introduction to E-Learning will provide students with preparation for skills necessary for successful online instruction and communication. It is intended for students who are enrolling in Associate of Arts and Ethics and General Education to prepare them for online courses and/or web-enhanced courses. Required for all College of Adult and Graduate Studies undergraduate students unless waived by the Academic Dean or his/her designee. Offered every semester.

UNIV 1121 Critical Thought and Popular Culture (1 cr.) Designed for the first-year student, this course will explore the essential aspects of being a college student at MACU through the lens of a selected pop culture topic. Aspects to be explored include critical thinking, time management, goal setting, MACU’s mission and vision, and the unique aspects of being a MACU student and earning a MACU degree. Required for all College or Arts and Science students unless waived by the Academic Dean or his/her designee. Offered every semester.

UNIV 1123 Success in College (3 cr.) This course will include strategies to succeed in college and in life. The objective of the course is to improve student academic performance by empowering the student to become an active, responsible learner who will prosper in college. Required for all college of adult and graduate studies undergraduate students unless waived by the academic dean or his/her designee.

UNIV 1133 Study Skills for College Students (3 cr.) This course provides in-depth study of specific strategies to engage students in learning and to develop the intrinsic motivation and responsibility for academic success across all content areas including: reading, taking notes, organizing study materials, strategies for test taking, writing skills, and strategies to prioritize their time for learning. The course seeks to develop the student’s self-confidence and model proactive planning for learning. Required for all College of Adult and Graduate undergraduate on-ground students once placed on probation.

UNIV 1143 Study Skills for Online Learning (3 cr.) This course provides in-depth study of specific strategies to engage students in learning and to develop the intrinsic motivation and responsibility for academic success across all content areas including: reading, taking notes, organizing study materials, strategies for test taking, writing skills, and strategies to prioritize their time for learning. The course seeks to develop the student’s self-confidence and model proactive planning for learning. Required for all College of Adult and Graduate Studies undergraduate online students once placed on probation.
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Carol Fowlkes, M.Ed.
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School of Ministry
Cliff Sanders, D.Min.
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Adult School of Business Science
Greg laPat
Chair

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John McBee, Ed.D.  
Chair

Adult School of Christian Ministries  
Kimberly Thomas, D.Min.  
Chair

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Associate Director

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Director

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Co-Director
Elissa Patadal, M.L.I.S.  
Co-Director

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Steve Grove, M.B.A.  
Associate Director

Church Learning Partnership Development  
Michael Thigpen, B.S.  
Director

INFORMATION TECHNOLOGY  
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Chief Information Officer

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Vice President for Student Engagement and Success
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Director of Campus Ministries

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Meaghan Crump, B.A.  
Women’s Residence Director
Clint McKnight, M.A.  
Academic Success Coordinator
Drew Ruiz, B.A.  
Coordinator of Student Leadership and Activities
Michael Wilkinson, M.B.A.  
Director of Admissions

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Vice President for University Advancement
Carol Alsip  
Associate Director for Annual Campaigns
Morgan Alsip, B.S.  
Executive Director of Church Relations
ADMINISTRATION

Fozard, John, Ph.D.
President, Chief Executive Officer
B.S., Southern Illinois University; M.M., Anderson College School of Theology; Ph.D. Trinity College and Seminary, Newburg, Indiana.

Allen, Jody, M.A.
Chief Information Officer
B.A., Angelo State University; M.A., University of Oklahoma.

Alsip, Morgan, B.S.
Executive Director of Church Relations
B.S., Mid-America Christian University.

Bookout, Jayson, M.B.A.
Director of Enrollment, College of Adult and Graduate Studies
A.A., Western Oklahoma State College; B.A., University of Central Oklahoma; M.B.A., Mid America Christian University.

Cepeda, Enrique R., D.Miss.
Executive Director, Thomas School of International Studies
BTh., Gulf Coast Bible College; B.A., Warner Pacific College; M.Div., Asbury Theological Seminary; Th.M., Fuller Theological Seminary; D. Miss., Honorary Doctor in Divinity, Mid-America Christian University.

Clouse, Patty, M.S.
Manager of Scheduling and Testing Center, College of Adult and Graduate Studies
B.S. and M.S., Southern Nazarene University.

Curran, David, B.S.
Executive Director of Enrollment and Student Services, College of Adult and Graduate Studies
B.S., Mid-America Christian University.

Davidison, Jeff, B.S.
Assistant Director of Student Financial Services
B.S., Mid-America Christian University.

Grove, Stephen, M.B.A.
Associate Director of Enrollment, College of Adult and Graduate Studies.

Hall, Jason, Ph.D.
Director, Center for Curriculum, Learning, Technology and Institutional Assessment
B.A., Baylor University; M.Div., Southwestern Baptist Theological Seminary; M.A. and Ph.D., University of Oklahoma.

Joseph, Eric Anthony, Ph.D.
Vice President for Strategic Initiatives

Koerner, Joe, M.C.J.
Chief, Campus Police
A.A.S., Oklahoma State University; B.S., Southern Nazarene University; M.C.J., American Military University.

Lease, Sharon, Ed.D.
Vice President for Academic Affairs; Dean, College of Arts and Sciences
B.A., Oklahoma City University; M.Ed., Millersville University; M.Ed., The University of Guam; Ed.D., The University of Oklahoma.

Leavitt, Brian, M.S.
Director of Campus Ministries
B.A. and M.S., Mid-America Christian University.

McBee, John, Ed.D.
Chair, Adult School of Psychology and Behavioral Science; Senior Director of Academic Standards
B.S.E. and M.A., Truman State University; Ed.D., Oklahoma State University.

Dean, College of Adult and Graduate Studies
B.S., Wisconsin State University; M.S., University of Wisconsin; Ed.D., Oklahoma State University. Padilla, Christina, M.M.
Director, Student Financial Services
B.S. and M.M., University of Phoenix.

Park, Kerry, M.A.
Vice President for Strategic Communications
B.A., Wayland Baptist University; M.A., Regent University.

Reid-Martinez, Kathaleen, Ph.D.
Provost
B.A., University of Maryland, European Division; M.A. and Ph.D., University of Denver.

Rimmer, Jessica, M.Ed.
Associate Vice President for Student Affairs
B.A., Oklahoma Baptist University; M.Ed., The University of Oklahoma.

Roddy, Shirley, Ph.D.
Dean of the Office of Academic Scholarship
B.L.S., M.H.R., and Ph.D., University of Oklahoma.

Ruiz, Craig, B.S.
Athletic Director
B.S., University of Central Oklahoma.

Sartin, Susan “Mici,” M.A.
Chief Financial Officer

Seaton, Steve, M.M.
Vice President for University Advancement
B.A., Warner Southern College; M.M., Southwestern Baptist Theological Seminary.

Sevier, Owen S., M.Ed., M.B.A.
Chief Administration Officer
B.S., M.Ed., and M.B.A., Oklahoma City University.

Associate Dean, College of Adult and Graduate Studies
B.A., University of Arizona; M.A., Liberty University; Ed.D., Argosy University.

Spurgeon-Harris, Bobbie, Ed.D.
University Registrar
B.S., Northwestern Oklahoma State University; M.S.S., and Ed.D., United States Sports Academy.
Thomas, Kimberly S., D.Min.  
Chair, Adult School of Christian Ministries; Senior Director of Academics for Spiritual Formation  
B.S., Gulf-Coast Bible College;  
M.A., Texas Southern University;  
D.Min., Houston Graduate School of Theology.  
Wilson, Johanna, M.Psy.  
Director of Student Services,  
College of Adult and Graduate Studies  
B.A., University of Central Oklahoma; M.Psy., University of Phoenix.

Wilkinson, Michael, M.B.A.  
Director of Admissions, College of Arts and Sciences

COLLEGE OF ARTS AND SCIENCES FACULTY

FULL-TIME FACULTY
The date in parentheses represents the year of becoming full-time faculty at MACU.

Instructor: School of English  
B.A., Southwestern Christian University; M.A., University of Central Oklahoma.

Clark, Daniel, M.A. (2012)  
Assistant Professor: School of General Education  
B.A., Baylor University; M.A., Oklahoma State University.

Professor/Chair: School of Behavioral Science  
B.S., M.S., and Ed.D., Texas Tech University.

Instructor: School of Music  
B.M., Queensland Conservatorium of Music; M.M., Royal Conservatoire of Scotland; D.M.A., University of Oklahoma.

Flick, DaLeesa, M.M. (2012)  
Instructor: School of Music  
B.M., Oklahoma Baptist University; M.M., University of North Texas.

Fowlkes, Carol, M.Ed. (1998)  
Associate Professor/Chair: School of Math and Science  

Harris, Mark S., M.S., M.A. (2001)  
Associate Professor/Chair: School of English  
B.S. and M.S., Radford University; M.A., University of Central Oklahoma.

Harrison, David, M.A. (2012)  
Assistant Professor: School of Ministry  
B.S., Mid-America Bible College; M.A., Southern Nazarene University.

Associate Professor: School of Teacher Education  
B.S. and M.Ed., University of Central Oklahoma; Ph.D., University of Oklahoma.

Hoyt, Kristen, M.Ed.  
Assistant Professor: School of Teacher Education  
B.S., Cameron University; B.A. and M.Ed., University of Oklahoma.

Key, Justin, M.Div. (2012)  
Assistant Professor: School of Ministry  
B.A., Mid-America Christian University; M.Div., Asbury Theological Seminary.

Middlebrooks, Marvin L., M.Min. (1993)  
Associate Professor: School of Ministry  
B.S., Gulf-Coast Bible College; M.Min., Southern Nazarene University.

Associate Professor/Chair: School of Music  
B.M., Cameron University; M.M., Oklahoma City University; D.M.A., University of Oklahoma.

Pickens Jr., Mark S., M.A. (2011)  
Assistant Professor: School of English  
B.A., Oklahoma City University; M.A., University of North Texas.

Rahmat, Rahmat, Ph.D. (2013)  
Associate Professor: School of Math and Science  
B.Sc., University of Indonesia; M.Sc. and Ph.D., University of Oregon.

Rehbein, Esther, M.Ed. (2008)  
Assistant Professor/Chair: School of Teacher Education  
B.S., Gulf-Coast Bible College; M.A., Northern Arizona University.

Sanders, Clifford, D.Min. (1992)  
Professor/Chair: School of Ministry  
B.A., Gulf-Coast Bible College; M.Div. and D.Min., Asbury Theological Seminary.

Sloan, Stephen, J.D. (1991)  
Professor/Chair: School of Business Administration  
B.A. and M.S., Southern Nazarene University; M.S. and J.D., University of Oklahoma.
Assistant Professor: School of Business Administration
B.S. and M.B.A., University of Phoenix.

Professor: School of Ministry
B.S., Oklahoma State University; M.A., Southern Nazarene University; J.D., University of Oklahoma College of Law.

ADJUNCT FACULTY

Adams, Juanita, M.A.
B.A., Warner Pacific College; M.A., University of Houston.

Allen, Jody, M.A.
(See Administration)

Baker, Larry, D.Min.
B.A., The University of Texas at Austin; M.Div., Southwestern Baptist Theological Seminary; D.Min., American Christian College and Seminary.

Balch, Stanley, J.D.
L.L.B., and J.D., University of Oklahoma; M.B.A., Oklahoma City University.

Barth, Megan, M.M.
B.A., Ashland University; M.M., Kent State University.

Bland, Jonathan, M.A.
B.S., Southwestern Christian University; M.A., Southern Nazarene University.

Bradshaw, Rob, M.M.
B.M., University of Oklahoma; M.M., Longy School of Music.

Brown, Earnest Lee, M.A.
B.A., Mid-America Christian University; M.A., Liberty Baptist Theological Seminary.

Cepeda, Enrique R., D.Miss.
(See Administration)

Chancey, LaNese, M.A.
B.A., Mid-America Christian University; M.A., Southern Nazarene University.

Cherry, Lourdes, M.A.
B.A., University of Central Oklahoma; M.A., Mid-America Christian University.

Chavez-Anaya, Patricia, M.H.R.
B.S., Mid America Christian University; M.H.R., University of Oklahoma.

Conlon, Patrick, M.M.
B.M. and M.M., University of Oklahoma.

DeCarlo, Doug, B.B.A.
B.B.A., University of Oklahoma.

Deibert, Colin, B.S.
B.S., Southern Nazarene University.

Dukes, Allen, M.S.
B.S.E., Oklahoma Christian College; M.S., Oklahoma State University.

Flanagan, Sarah, M.M.
B.M., Northwestern University; M.M., Manhattan School of Music; Graduate Diploma in Voice Performance, Queensland Conservatorium of Music, Griffith University.

Forrester-Mock, Karen, M.Ed.
B.S. and M.Ed., University of Central Oklahoma.

Gordon, Arthur, M.A.
B.A., Southwestern Christian University; M.A., University of Central Oklahoma.

Griffith, Bobby, M.A.
B.S., Pensacola Christian College; M.Div., Covenant Theological Seminary; M.A., West Virginia University.

Hall, Jason, Ph.D.
(See Administration)

Harrison, Kylie, Ph.D.
B.A., California State University; M.A., Pepperdine University; Ph.D., University of Oklahoma.

Higgins, Alton E., M.S.
B.S., Gulf-Coast Bible College; B.S. and M.S., Arizona State University.

Holman, Thomas, M.A.
B.S. and M.A., University of Central Oklahoma.

Holt, Cayla, M.B.A.
B.S. and M.B.A., Regis University.

Holyfield, Tiney, M.A.
B.A., University of Central Oklahoma; M.A., University of Oklahoma.

Isaacs, Terry, B.M.
B.M., University of Central Oklahoma; Licensed Music Therapist, Phillips, University.

Joseph, Eric Anthony, Ph.D.
(See Administration)

Ledbetter, Spencer, Ph.D.
B.A., Oberlin College; M.T.S., Harvard Divinity School; Ph.D., Oxford Graduate School.

Kriesel, Deanna, M.Ed.
B.A., LaVerne College; M.Ed., Sam Houston State University.

Lanman, Kim, M.Div.
B.S., Gulf-Coast Bible College; M.Div., Christian Life School of Theology.

Long, Cheri, M.Ed.
B.A., Mid-America Bible College; M.Ed., University of Central Oklahoma.

Marlett, Brian, M.S.
(See Administration)

McMurry, William, M.L.A., M.B.A.
B.S., University of Central Oklahoma; M.B.A., University of Phoenix; M.L.A., Oklahoma City University.

**Muthalay, Alexander Koshy, Ph.D.**
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**Rimmer, Jessica, M.Ed.**
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**Spurgeon-Harris, Bobbie, Ed.D.**
(See Administration)

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**COLLEGE OF ADULT AND GRADUATE STUDIES FACULTY**

**FULL-TIME FACULTY**
The date in parentheses represents the year of becoming full-time faculty at MACU.

**Armstrong, Carol, Ph.D. (2013)**
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**Bruce, Sam, D.Min. (2012)**
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Adjunct Faculty

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Flanagan, Sarah, M.M.
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**Hood, Whitney, M.Ed.**

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