

and the rise of western scientific method, the Galileo affair, etc.) and contemporary controversial issues such as Big Bang and evolution.

*Prerequisite: Consent of instructor.*

### **REL 44823 The Life and Thought of Paul**

Examines the life of Paul in relation to his career and his epistles.

*Prerequisite: REL 10223 Introduction to the Gospels or consent of instructor.*

### **REL 49023 Comprehensive in Religion**

Capstone course focuses on the development of integrative projects that demonstrate achievement of learning outcomes.

### **SAC 41300 Introduction to Substance Abuse, Addiction, and Related Disorders**

Introduction to patterns, causes, assessment and treatment of substance abuse and other addictive disorders. Student begins preparation of required portfolio. Cross listed with PYC 8142.

*Prerequisites: PSY 12053 Principles of Psychology and acceptance to SAC major.*

### **SAC 41305 Psychophysiology and Pharmacology of Substance Abuse and Other Addictions**

Covers biopsychosocial components of addiction, such as risk factors; physiology of cravings, withdrawal, detox; physical effects of substance abuse and other patterns of addiction; dual diagnoses; psychopharmacology and treatment options.

*Cross listed with PYC 8152.*

*Prerequisites: Acceptance into Substance Abuse Counseling major; and SAC 41300 Introduction to Substance Abuse, Addiction and Related Disorders.*

### **SAC 41310 Prevention, Assessment, and Treatment of Substance Abuse and Related Addictions**

Covers biopsychosocial components of addiction, such as risk factors; physiology of cravings, withdrawal, detox; physical effects of substance abuse and other patterns of addiction; dual diagnoses; psychopharmacology and treatment options.

*Cross listed with PYC 8152.*

*Prerequisites: Acceptance into Substance Abuse Counseling major; and SAC 41300 Introduction to Substance Abuse, Addiction and Related Disorders.*

### **SAC 41315 Multicultural Competencies for Substance Abuse**

Promotes an understanding and appreciation of social, cultural and ethnic differences among individuals, groups, and families, and the impact of such differences on the theory and practice abuse prevention and treatment. *Prerequisites: Minimum of 8 hours in PSY, HUS, and/or SAC courses, including SAC 41300 Introduction to Substance Abuse or PSY 30554 Introduction to Addiction and Co-Dependency.*

### **SAC 41320 Group Dynamics and Substance Abuse**

Provides training in theory and dynamics of group leadership as applied to substance abuse prevention and treatment.

*Prerequisites: Acceptance into Substance Abuse Counseling major; and SAC 41300 Introduction to Substance Abuse, Addiction and Related Disorders.*

### **SAC 41325 Family Systems and Substance Abuse**

Presents family systems perspectives on substance abuse and treatment.

*Prerequisites: Acceptance into Substance Abuse Counseling major; and SAC 41300 Introduction to Substance Abuse, Addiction and Related Disorders.*

### **SAC 41330 Legal and Ethical Issues for Substance Abuse**

Study of ethical and legal standards and issues related to substance abuse counseling.

*Prerequisites: Minimum of 8 hours in PSY, HUS, and/or SAC courses, including SAC 41300 Introduction to Substance Abuse or PSY 30554 Introduction to Addiction and Co-Dependency.*

### **SAC 41400 Community Care I: Clinical FNDTNS**

Training in models of care in community mental health/substance abuse treatment, including practice models for strength-based and collaborative approaches used in Arizona public behavioral health agencies. In addition to academic credit, students will receive state certificate of training that will be accepted toward credentialing in the Arizona public behavioral health system. Students majoring in Psychology, Human Services or Substance Abuse Counseling may find this training helpful in preparation for employment in Behavioral Health Technician positions upon completion of their bachelor's degree. This course includes overview of mental health and substance-related DSM-IV-TR disorders.

*Prerequisites: PSY, HUS or SAC major who has completed a minimum of 12 hours in PSY, HUS and/or SAC courses.*

### **SAC 41405 Community Care II: General Assessment**

Training in models of care in community mental health/substance abuse treatment, including practice models for strength-based and collaborative approaches used in Arizona public behavioral health agencies. In addition to academic credit, students will receive state certificate of training that will be accepted toward credentialing in the Arizona public behavioral health system. Students majoring in Psychology, Human Services or Substance Abuse Counseling may find this training helpful in preparation for employment in Behavioral Health Technician positions upon completion of their bachelor's degree. This course includes protocols for evaluation and response.

*Prerequisites: PSY, HUS or SAC major who has completed a minimum of 12 hours in PSY, HUS and/or SAC courses; and SAC 41400 Community Care I: Clinical Foundations.*

### **SAC 41410 Community Care III: ADBHS Clinical**

Training in models of care in community mental health/substance abuse treatment, including practice models for strength-based and collaborative approaches used in Arizona public behavioral health agencies. In addition to academic credit, students will receive state certificate of training that will be accepted toward credentialing in the Arizona public behavioral health system. Students majoring in Psychology, Human Services or Substance Abuse Counseling may find this training helpful in preparation for employment in Behavioral Health Technician positions upon completion of their bachelor's degree. This course includes training on fraud and abuse, cultural competence and court-ordered treatment.

*Prerequisites: PSY, HUS or SAC major who has completed a minimum of 12 hours in PSY, HUS and/or SAC courses; and SAC 41400 Community Care I: Clinical Foundations and SAC 41405 Community Care II: Assessment/Clinical Liaison.*



## SAC 41415 Community Care IV: Service Planning

Training in models of care in community mental health/substance abuse treatment, including practice models for strength-based and collaborative approaches used in Arizona public behavioral health agencies. In addition to academic credit, students will receive state certificate of training that will be accepted toward credentialing in the Arizona public behavioral health system. Students majoring in Psychology, Human Services or Substance Abuse Counseling may find this training helpful in preparation for employment in Behavioral Health Technician positions upon completion of their bachelor's degree. This course discusses psychopharmacology, motivational interviewing, and strength-based approaches to care.

*Prerequisite:* PSY, HUS or SAC major who has completed a minimum of 12 hours in PSY, HUS and/or SAC courses; and SAC 41400 Community Care I: Clinical Foundations, and SAC 41405 Community Care II: General Assessment/Clinical Liaison.

## SAC 49000 Field Placement in Substance Abuse Counseling

Capstone course. Individual placement in a community substance abuse prevention/intervention setting. Student completes and submits final portfolio for evaluation.

## SOC 10153 Social Thought

Focus through sociological perspective on concepts fundamental to existence of society. Covers historical development and contemporary manifestation of ideas including freedom, inequality, ethnocentrism, belief, and individual responsibility as they relate to culture in the United States.

## SOC 10453 Introduction to Sociology

Introduces theory and method in social sciences as they relate to key concepts in the field of sociology including socialization, culture, status, stratification, conflict, and change.

## SOC 11753 Social Problems and American Values

Analysis of human maladjustments as they relate to culture of the United States, concentrating on the social factors operative in both personal and social problems. Additional analysis of programs to alleviate or eliminate social problems included.

## SOC 26052 Topics in Social Sciences

Designed around special theories, practices or interests of an individual or group of students.

## SOC 26053 Cultural Anthropology

Introductory course that surveys history, theory and method in the field through examination of basic concepts in anthropology including culture, adaptation, cooperation, social order, and change.

## SOC 30354 Contemporary Social Problems

Analysis of contemporary social problems including race relations, poverty and unemployment. Examines such issues from a cross-cultural perspective.

## SOC 30653 Ethnic Relations and Multiculturalism

Focuses on intergroup and intragroup experiences of various ethnic populations within the United States. Includes impact of integration,

discrimination, prejudice, and social dynamics of conflict and assimilation to various groups.

*CROSS LISTED WITH EDU 30634.*

*Prerequisite:* SOC 10153 Social Thought or SOC 10453 Introduction to Sociology.

## SOC 30753 Human Sexuality

Inter-disciplinary approach draws upon the scientific expertise of anthropologists, biologists, medical researchers, sociologists, social workers, and psychologists and the contributions of these fields to the study of human sexuality. Interest in this topic is based on the fact that sexual behavior reflects our biological capabilities, our psychological characteristics and social and cultural influences. Covers core topics in the field of human sexuality including anatomy, physiology, arousal and response, gender roles, attraction, love, intimate relationships, sexual communication, sexual techniques, sexual orientation, conception, birth control, prenatal development, childbirth, sexual behavior across the life-span, sexual dysfunction and therapy, sexually transmitted diseases, atypical variations in sexual behavior, sexual coercion, and commercial sex. Focuses on critical thinking as a tool for learning and taking action through diverse literature in the field of study. In addition, addresses gender roles, sexual attitudes, sexual behaviors, sexual health, and sexually responsible decision-making.

## SOC 31553 Directions of Social and Cultural Change

Analysis of processes of social change at various levels of society. Covers application of sociological theory regarding cause, manifestation and consequence of change agents.

## SOC 32054 Individual and Community in American Society

Reading course built around Habits Of The Heart by Robert Bellah, et al., which examines middle class America's beliefs and commitments in such areas as finding oneself, love, marriage, work, politics, religion, and health of our society. Explores all breadth areas.

## SOC 32253 Research Design and Analysis

Review of basic research methods focusing on the conceptual basis of experimentation. Includes basis design components such as control, sampling, data collection, and analysis.

*Prerequisite:* PSY 12053 Principles of Psychology, MAT 32044 Statistics.

## SOC 34154 Feminist Theory

Examines various schools of feminist theory and impact on psychology, sociology and anthropology. Particular emphasis on neo-Marxist and psychoanalytical feminist theories of gender development and role designation.

## SOC 34854 Sociology of Marriage

Focuses on challenges and concerns of contemporary marriage. Topics include myths and realities of relationship development, love and romance, sexuality, communication, power, jealousy, and conflict dynamics. Resources include clinical, social science, media, and participant insights.



**SOC 40154 Gender Roles**

Provides framework for investigating cultural and social processes of gender definition and identification in order that both genders achieve a sense of equality and attainment. Addresses socially constructed areas, stereotypical gender roles, communication, and deviant behavior.

**SOC 40254 Race, Class And Gender**

Examines context of modern sociological and anthropological theory and manner in which race, class and gender interface and interact.

**SOC 40453 Values and Issues in Social Behavior**

Examines our values in relation to social issues faced by our society, including what constitutes a social problem, causes of social problems, sociological understanding of social problems, manner of thinking used to understand social problems, meaning of particular social problems for quality of life, and ways to resolve or lessen the severity of social problems.

**SOC 40454 The Aging Process**

Describes aging process including sociological, psychological and biological aspects of aging. Examines basic principles of aging and implications of current demographic trends.

*CROSS LISTED WITH PSY 40454.*

**SOC 40753 Sociology of Deviance**

Explores various theoretical definitions and explanations of frequency and extent of deviance and crime in society. Includes treatment of criminology with consideration of social characteristics of offenders, victims, crime rates, and various punishment strategies.

*Prerequisite: SOC 30653 Ethnic Relations and Multiculturalism.*

**SOC 40854 Field Research**

Application of Social Science methods to a research question identified by the student in consultation with professor.

*Prerequisites: SOC 32253 Research Design And Analysis, SOC 30653 Ethnic Relations And Multiculturalism.*

**SOC 42053 Internship: Sociology**

Practical experience in major area of study. Arranged individually and taken after completion of major coursework.

**SOC 49053 Senior Comprehensive in Sociology**

Examination or project designed to assess student's achievement of goals of his/her major program.

*Prerequisite: Senior standing.*

**SOC 49500 Foundations of Social Science**

Focuses on study of society from integrated, social science perspective. Examine cultural and social issues as presented in history and the present. Strengthen knowledge of social science as it interweaves political, economic and social issues.

**SPA 10124 Elementary Spanish I**

Introduces pronunciation, basic language structure and vocabulary, simple conversation, reading, writing, and culture. Special emphasis on oral comprehension to serve as introductory model for speaking. Extensive practice with audiotapes outside of class.

**SPA 10224 Elementary Spanish II**

Continuation of Elementary Spanish I.

**SPA 20123 Intermediate Spanish I**

Advanced language structure, expanded vocabulary, intensive reading, continuing emphasis on oral comprehension and speaking, directed and free composition practice, and advanced study of Hispanic cultures. Extensive practice with audio tapes outside of class.

**SPA 20223 Intermediate Spanish II**

Continuation of Intermediate Spanish I with supplementary work in discipline specific vocabulary and style. Optional introduction to Hispanic literature.

**SPH 10121 Intercollegiate Forensics**

Provides students with active training in speech communications and includes traveling on competitive speech and debate teams. May be taken up to eight semesters.

*Prerequisite: Consent of instructor.*

**SPH 10923 Voice and Diction**

Study of speech organs and their functions, building awareness of the individual speaking voice. Study of International Phonetic Alphabet with goal of achieving Standard American speech. Training and development of articulation, projection, rhythm, and melody.

**SPH 11023 Speech Preparation and Delivery**

Provides instruction and practice in speaking before a group. Practical study of processes of development of a speech and its delivery with oral practice in various forms of public address. Development of criteria for judging and evaluating effective speaking.

**SPH 20323 Debate and Forensics**

Studies the principles of argumentation and practice in debate techniques with special emphasis on reasoning and research, case construction, refutation, and rebuttal. Uses collegiate debate question to give practical experience in various forms of debate.

*Prerequisite: SPH 11023 Speech Preparation and Delivery.*

**SPH 20523 Oral Interpretation**

Development and understanding of prose, poetry and dramatic literature from selection through analysis to performance, both individually and in groups.

**THE 11421 Applied Theatre**

Designed for students participating in, acting or backstage work, theatre productions of the University. Coursework arrangements made individually with theatre director.

**THE 14123 Stagecraft**

Examines theory and practice of technical phases of play production including stagecraft, lighting, costuming, makeup, design, and theatre management. Understand coordination and management of all phases of production. Includes practical work on productions.

**THE 14623 Introduction to Theatre**

Provides basic knowledge of theatre, its origins and development. Focuses on creative work and joy that are involved in theatre from



playwright, director and actor, to designer, technician and critic. Introduces some of the world's great dramas with emphasis on modern plays.

### THE 20023 Acting I

Covers basic techniques for comprehension of theory and practice of acting. Explores both "inner" and "outer" techniques to create a role. Follows working steps from analysis of script to the creation in performance of a fully realized characterization. Designed as an introduction for beginning students and basis for advanced study.

### THE 25523 Stage Makeup

Learn fundamental techniques used in creating successful makeup application for stage, including two- and three-dimensional processes.

### THE 31523 History of Theatre I

Study of origins and development of theatre from the Greeks to 17th century. Examines and analyzes major playwrights and plays with emphasis on European and Eastern works. Includes overview of the history of theatre criticism.

### THE 31623 History Of Theatre II

Focuses on development of theatre from the late 17th century and Realism through 20th century to contemporary movements. Examines and analyzes major playwrights and plays of Europe and America.

### THE 33023 Costume Design for the Theatre I

Topics include research of historically accurate clothing, elements of design, rendering of costume designs, following the concepts and style of a production to design appropriate costumes, developing creativity and imagination to enhance the artistic element, next step in progression of costumes for stage, and design of many costumes and productions. Final is a design product.

### THE 36000 Topic in Theatre

Designed around special theories, practices or interests of an individual or group of students.

### THE 40023 Acting II

Advanced acting course continuing development of skills acquired from Acting I. Emphasis on acting styles required for successful performance of historical period plays and genres and the techniques to interpret, analyze and portray roles from historic literature.

*Prerequisite: THE 20023 Acting I or consent of instructor.*

### THE 40624 Directing

Focuses on theory and practice of directing: composition, picturization, movement, rhythm, and pantomimic dramatization. Examines directing of last 100 years, from proscenium to central experimental staging. Requires final project.

*Prerequisites: THE 14123 Stagecraft, THE 14623 Introduction to Theatre, THE 20023 Acting I.*

### THE 41023 Internship: Theatre

Experience in theatrical production or internship. Requires definition of area of study and major project. May be taken for semester credit in Senior Comprehensive.

### THE 42023 Theatre Practicum

Experience in theatrical production or internship. Requires definition of area of study and major project. May be taken for semester credit in Senior Comprehensive.

*Prerequisite: Consent of instructor.*

### THE 45523 Playscript Analysis

Covers tools necessary to unpack and prepare a script for production. Focus on encouraging an engagement with the text through multiple analytical frameworks, including both formalist and non-formalist approaches.

### THE 49023 Senior Comprehensive in Theatre

Presents senior theatre performance majors with an opportunity to demonstrate their maturity of performance skills and techniques.

*Prerequisites: Senior status and a declared and approved major in theatre.*

### UNV 22312 Understanding and Appreciating Types

Introduces Myers-Briggs Type Indicator through a one-day workshop and directed study. Assists in understanding how different learning patterns and attitudes toward life can lead to different communication styles, work preferences and other interests and behaviors. Students learn their type and how to be more effective in dealing with people of differing types.

### UNV 22412 Type in Organizations

Concentrates on organizational applications of Myers-Briggs Type Indicator for those already familiar with psychological type. Covers identifying personal leadership style, learning conflict reduction through the understanding of type and assessment of work-group strength and liabilities.

### UNV 22313 Globalization

Present students with aspects of broad topic of globalization. Consideration of historical periods which experience surges in process of globalization. Recent globalization, immigration, trade and claims of proponents of economic globalization will be examined along with criticisms of this process.

### UNV 32314 Experiential Learning in Adult Education

Reviews history and patterns of experiential learning in adult education and enables clarification of the role that experiential learning plays in students' education. Provides criteria for preparing and evaluating claims for experiential learning and for designing future learning projects.



# GRADUATE COURSE DESCRIPTIONS

All courses are 3 semester credit hours unless otherwise indicated.

## BUS 7000 Organizational Behavior and Theory

Examines human behavior as it impacts the work organization. Includes theoretical foundations of motivation, group dynamics, leadership, decision-making, satisfaction, and performance.  
*Cross listed with HRC 7611.*

## BUS 7001 Contemporary Issues in Business Leadership

This course provides an opportunity to explore new and emerging issues in business leadership. Students will identify and read contemporary topics in journals published in the past two years.  
*Prerequisite: BUS 7000 Organizational Behavior and Theory or permission of Program Director.*

## BUS 7002 Foundations of Leadership

This course explores, analyzes, and compares key topics in developing leadership. Topics include: power, influence, values, motivation and coaching, contingency theories of leadership, leading change, and creating a culture of success.  
*Prerequisite: BUS 7000 Organizational Behavior and Theory or permission of Program Director.*

## BUS 7003 Developing Leaders and Leadership Capability

Course focuses on strategic and tactical approaches to developing comprehensive leadership, talent management, and succession planning processes for an organization. It involves defining leadership capabilities needed by a company at the individual, team, and organizational level.  
*Prerequisite: BUS 7000 Organizational Behavior and Theory or permission of Program Director.*

## BUS 7004 Leading Business to Create Value

Course focuses on how leaders create value for the organization and key stakeholders. Students will compare various "whole system" approaches to assessing organizations. Topics include strategy, values, norms of behavior, reward systems, decision-making and accountability, processes and systems, and the role the leader plays in managing and aligning those components to add value to the business. Dynamics within organizations, including those at a personal, interpersonal and organizational level, will be assessed. Various approaches a leader can use to align and focus and organization, such as strategic performance management or the Balanced Scorecard, will be considered for appropriate application and expected benefits to the business.  
*Prerequisite: BUS 7000 Organizational Behavior and Theory or permission of Program Director.*

## BUS 7100 Human Resource Planning and Administration

Integration of human resources with strategic business functions and planning. Examines issues of structure, staffing, effectiveness, performance and assessment, and diversity within organizations.  
*Cross listed with HRC 7411.*

## BUS 7200 Value Systems and Professional Ethics

Study of personal and corporate value systems. Investigates personal beliefs, purposes and attitudes and their effects on self and others. Examines role of human element in organizational structures.  
*Cross listed with HRF 7001.*

## BUS 7450 Strategic Marketing

Covers the identification and selection of marketing opportunities, target markets and design, and implementation and evaluation of marketing programs.

## BUS 7452 E-Commerce & Internet Marketing

Course examines the explosive phenomena of the Internet and E-Commerce on the economy and industry, both domestic and international. It provides insight into managerial challenges created by this evolution in products and services.  
*Prerequisite: BUS 7450 Strategic Marketing or permission of Program Director.*

## BUS 7453 Public Relations & Publicity

Course examines policy formulation and developing corporate image and identity by strategically disseminating ideas and information to the organization's public. Planning and executing public relations and publicity programs to address the concerns of the organizations' various public are examined. Topics addressed include message design, media selection, and audience differentiation.  
*Prerequisite: BUS 7450 Strategic Marketing or permission of Program Director.*

## BUS 7454 Distribution & Supply Chain Management

Course examines integrated supply chain models synthesizing demand forecasting, supply management, production, and enterprise systems. This course also differentiates supply chain models and distinguishes key supply chain issues within various industries.  
*Prerequisite: BUS 7450 Strategic Marketing or permission of Program Director.*

## BUS 7455 Marketing Research

Course explores data-driven strategies that evolve from diagnostic analysis of the issues facing organizations striving for competitive advantage with a complex, rapidly-changing environment. The course focus includes fundamental techniques of problem identification, research design and implementation, and preparation and presentation of a final report.  
*Prerequisite: BUS 7450 Strategic Marketing or permission of Program Director.*

## BUS 7460 International Business

Examines business practices and decision-making from a global perspective. Topics include market entry, strategy and operations appropriate for both multinational corporations and entrepreneurial international start-up firms. Emphasizes business-government relations and suggests alternative strategies for working effectively with governments to achieve corporate goals.

## BUS 7500 Managerial Economics

Application of economic theory to managerial decision-making. Emphasis on both quantitative and qualitative application of microeconomic principles to business analysis.  
*Prerequisite: Students are expected to have completed undergraduate coursework in fundamentals of economics.*



## BUS 7563 Quantitative Analysis for Business

Examines principles of business mathematics, algebra and statistics. Methods presented for applying quantitative problem-solving techniques to fundamental issues in business such as economic breakeven points, pricing with demand elasticities, financial ratios, capital asset pricing models, constructing budgets and analyzing accounting data.

## BUS 7600 Managerial Finance

Application of the theories and tools used in financial decision-making. Topics include present value and capital budgeting, financial analysis and forecasting, market efficiency, and capital structure.  
*Prerequisite: Students are expected to have completed undergraduate coursework in the fundamentals of accounting and economics.*

## BUS 7681 Project Management

Examines project management principles, methods and tools for planning and organizing and controlling non-routine activities. Develops skills needed to plan and execute projects to meet schedule, budget and performance objectives.

## BUS 7700 Management Information Systems

Examines the use of computer information systems in business organizations with emphasis on how information technology supports business functions and aids managerial decision-making. Explores current trends and emerging technologies.

## BUS 7702 Software Engineering

Course focuses on technology, operating systems, efficiencies and industry applications of various languages, operating systems evolving environments, and operating systems hardware/software environments, including support services and data centers. Speakers or field visits to company data centers or vendor sites may be incorporated.  
*Prerequisite: BUS 7700 Management Information Systems or permission of Program Director.*

## BUS 7703 Database Systems and Data Mining

Course examines the explosive nature of data warehousing, data mining, and data management. It also incorporates Knowledge Management and leveraging data as a dynamic asset that must be managed toward profit contribution. Topics include data ethics, security, and data integrity, as well as the legal issues associated with maintaining databases.  
*Prerequisite: BUS 7700 Management Information Systems or permission of Program Director.*

## BUS 7704 Networking and Telecommunications

Course explores fundamental concepts of data communications, networking, distributed applications, network management, and security as it relates to the business environment and business management. Additional topics include designing and implementing computer networks.  
*Prerequisite: BUS 7700 Management Information Systems or permission of Program Director.*

## BUS 7705 Operating Systems Management

Course goes beyond standard coverage in operating systems and focuses on multiprocessing, networking distributed systems, performance, and security. Students will engage in extensive, up-to-the-minute case studies on the latest operating systems.  
*Prerequisite: BUS 7700 Management Information Systems or permission of Program Director.*

## BUS 7706 Enterprise Architecture

Course focuses on the unique nature of designing an enterprise-wide information system that is responsive to the needs and demands of diverse operating departments.  
*Prerequisite: BUS 7700 Management Information Systems or permission of Program Director.*

## BUS 7800 Management Accounting

Explore use and application of accounting information for planning, control and decision-making. Topics include cost analysis and allocation, budgeting and behavioral aspects of accounting systems.  
*Prerequisite: Students are expected to have completed undergraduate coursework in accounting fundamentals.*

## BUS 7801 Money and Capital Markets

Course provides a comprehensive understanding and working aptitude of the structures, tools, and functions of monetary systems, both domestic and international. Special attention will be give to the U.S. Federal Reserve System, the World Bank, the International Monetary Fund and other government agencies dealing with global capital markets.  
*Prerequisites: BUS 7600 Managerial Finance and BUS 7800 Management Accounting or permission of Program Director.*

## BUS 7802 Working Capital Management

Course focuses on guidelines, objectives, and methodologies involved in managing corporate short-term assets, liabilities, and working capital. Liquidity levels, cash management, credit policies, bank relationships, factoring, inventory controls, and current asset and liability management will be emphasized.  
*Prerequisites: BUS 7600 Managerial Finance and BUS 7800 Management Accounting or permission of Program Director.*

## BUS 7803 Security Analysis

Course provides a comprehensive comparison of security valuation techniques. Historical growth patterns and valuation models utilized in domestic and global securities markets are also examined.  
*Prerequisites: BUS 7600 Managerial Finance and BUS 7800 Management Accounting or permission of Program Director.*

## BUS 7804 International Finance

Course presents advanced treatment and practice of financial theory and decision making in the international environment.  
*Prerequisites: BUS 7600 Managerial Finance and BUS 7800 Management Accounting or permission of Program Director.*

## BUS 7805 Financial Modeling Methodologies

Course applies financial theory to real-world scenarios. Students will utilize different modeling tools and techniques to forecast financial data.



*Prerequisites: BUS 7600 Managerial Finance and BUS 7800 Management Accounting or permission of Program Director.*

### **BUS 7806 Auditing**

Students are introduced to guidelines, methodologies, and processes central to analyzing corporate operations and key financial functions. The ongoing applications during this course involve advanced accounting standards, industry practices, documentation, and variation against standards in a practical case study environment. Particular attention will be paid to the impacts of changing ethics, government regulations, politics, and legal environments on auditing cases.

*Prerequisites: BUS 7600 Managerial Finance and BUS 7800 Management Accounting or permission of Program Director.*

### **BUS 7900 Social, Cultural, Legal, and Political Influences on Business**

Examination of social, legal, political, and cultural forces affecting organizations in both domestic and global environments. Emphasis on identification and development of strategies for dealing with threats and opportunities arising from the relationship between organizations and their operating environments.

### **BUS 7901 International Business Law**

Course focuses on the legal aspects of international trade, commercial law, private international law, and international arbitration as they affect conduct and capacity of multinational enterprises engaged in international business.

*Prerequisite: BUS 7900 Social, Cultural, Legal, and Political Influences on Business or permission of Program Director.*

### **BUS 7902 Managing in a Global Environment**

Course provides requisite knowledge and skills sets for managing multinational corporations dealing with different cultures and leading a diverse global work force. Topics examined include negotiations, strategic policy making, and best practices in global management.

*Prerequisite: BUS 7900 Social, Cultural, Legal, and Political Influences on Business or permission of Program Director.*

### **BUS 7903 International Marketing**

Course explores the application of advanced marketing concepts and techniques necessary in the resolution of global marketing issues. Exposure to challenges facing an international marketing manager and the development of a framework for solving marketing problems will also be examined. Particular attention will be paid to sensitizing students to special circumstances and situations encountered when marketing in various cultures.

*Prerequisite: BUS 7900 Social, Cultural, Legal, and Political Influences on Business or permission of Program Director.*

### **BUS 8000 Advanced Leadership Theory and Practice**

Covers theory and practice related to organizational leadership. Topics include organizational system thinking, living systems theory, leadership capacity development, and other advanced leadership theories. Includes application of theory to a variety of workplace settings.

### **BUS 8500 Graduate Seminar: Business Policies and Strategies**

Capstone course in which participants develop a major case study of business administration issues, programs and policies in a current organization. Draws from and utilizes concepts, theories and skills developed in previous courses.

*Prerequisite: Completion of all core courses in the MBA program or approval of advisor.*

### **EDC 7133 Counseling and the Helping Professions**

Examines the counseling process, instruction and practice in communication skills in counseling, history, development, and practice of counseling as a profession, and how and where counseling is provided.

*CROSS LISTED WITH PYF 7132.*

### **EDC 7153 Education Law**

Examines federal and state statutes, agencies, and court decisions in education, including administrative and teacher rights, responsibilities, relationships, and liabilities.

### **EDC 7173 Montessori Education: Philosophical Approach, Curriculum Design and Teaching Strategies (Early Childhood)**

Examines Montessori theories concerning the developing child and Montessori philosophy, principles and methods including words, events and people involved in the evolution of the philosophy. Integrates curriculum (mathematics, practical life, language, and sensorial) into the classroom for young children.

### **EDC 7183 Montessori Education: Philosophical Approach and Methods of Observation/Clinical Experiences (Elementary)**

Examines Montessori theories concerning the developing child and Montessori philosophy, principles and methods including words, events and people involved in the evolution of the philosophy. Other topics include developmental stages of children, observation as the basis of individual instruction and enhancement skills of parent-teacher communication, record keeping, observation, and classroom management.

### **EDC 7213 Classroom Management**

Exploration of various models, techniques and management systems that enhance teaching skills in the classroom. Focuses on adaptation of theories to develop an individualized classroom management plan for elementary or secondary classrooms. Must be taken concurrently with EDC 7214.

### **EDC 7214 Research and Field Activities: Classroom Management**

Includes assignments designed to increase student's awareness of the current practices and issues related to classroom management through field observation and research. Must be taken concurrently with EDC 7213.

*1 semester credit hour.*



## EDC 7223 Educational Tests and Measurements

Understand functions of testing and measurement in education. Emphasizes construction, selection, administration, and application of tests. Assessment instruments include aptitude, ability and intelligence measures and personality and interest inventories. Must be taken concurrently with EDC 7224.

## EDC 7224 Research and Field Activities: Educational Tests and Measurements

Includes assignments designed to increase student's awareness of current practices and issues related to education tests and measurements through field observation and research. Must be taken concurrently with EDC 7223.

*1 semester credit hour.*

## EDC 7233 History and Philosophy of Education

Investigation of school and its relationship to society and the learner in the past, present and future. Includes historical and philosophical perspectives, as well as approaches of major educational philosophers. Must be taken concurrently with EDC 7234.

## EDC 7234 Research and Field Activities: History and Philosophy of Education

Includes assignments designed to increase student's awareness of current practices and issues related to history and philosophy of education through field observation and research. Must be taken concurrently with EDC 7233.

*1 semester credit hour.*

## EDC 7243 Educational Psychology

Psychological focus on the learning process and its relationship to a diverse student body, motivation, theories, and strategies of effective teaching, lesson planning, individualization, classroom management, cooperative learning, and appropriate assessment methods. Must be taken concurrently with EDC 7244

## EDC 7244 Research and Field Activities: Education Psychology

Includes assignments designed to increase student's awareness of current practices and issues related to education psychology through field observation and research. Must be taken concurrently with EDC 7243.

*1 semester credit hour.*

## EDC 7283 Methods of Observation/Clinical Experiences/Child Development

Examines developmental stages of children and observation as the foundation for individualized instruction. Enhances skills of parent-teacher communication, record keeping, observation, and classroom management.

## EDC 7293 Instructional Theory and Techniques

Integration of educational theories and methods of instructional management through paradigms of individual and organizational motivation and development. Incorporation of education psychology learning principles through personal inventory, and in-depth study into teacher-teaching and student-learning styles and their applicability to organizations. Introduction of organizational management and

organizational assessment models, especially as they apply to principles of educational law.

*2 semester credit hours.*

## EDC 7343 Multicultural Concepts Impacting School and Community

Identification of socio-cultural concepts affecting school, community and family involvement of limited English proficient students.

## EDC 7363 Early Childhood/Montessori Methods

Understand Montessori practical life and sensorial materials through theories as they apply to the child. Examines the sequence of the practical life and sensorial materials. Demonstrates ability to support sensory motor development.

## EDC 7373 Early Childhood Language and Reading Methods

Understand Montessori language and reading theories as they apply to the child. Examines the sequence of presentation and purpose of each piece of language and reading materials. Develop appreciation for the creative nature of these areas of study.

## EDC 7383 Early Childhood Math Methods

Understand Montessori mathematics theories as they apply to the child. Examines the sequence of presentation and purpose of each piece of mathematics materials. Develop appreciation for the creative nature of this area of study.

## EDC 7433 Social and Cultural Concerns in Counseling

Study of social, cultural and gender differences and issues related to counseling clients with various backgrounds, beliefs and concerns.

Includes multicultural counseling techniques.

*CROSS LISTED WITH PYC 7422.*

## EDC 7553 Special Topics in Education

Includes topics of investigation and study designed around special theories, practices or interests in the field of education.

## EDC 7563 Montessori Math and Geometry Methods

Continued exploration of characteristics of the 6-9 year-old child. Exposure to range and rationale and successful use and creation of Montessori methods in the area of mathematics and geometry. Effectively match the child's needs to available developmental aids.

## EDC 7573 Elementary Language Arts and Reading Methods

Examines approaches needed to assist speaking, listening, reading, and writing abilities of 6-9 year-old child in a Montessori environment including various language, literature and reading approaches as they are integrated into a cosmic curriculum focus. Understand development and investigate strategies as they apply to the use of language materials.

## EDC 7583 Montessori Cultural Subjects Methods

Develop appreciation of Dr. Maria Montessori's philosophy of Cosmic Education. Understand purpose of materials used and their relationship to the total development of the child. Studies students' lessons in cultural areas of history, geography, biology, and physical science.



### **EDC 7603 Conflict Resolution in an Educational Environment**

Develop knowledge and skills leading to identification and description of conflicts in an educational setting. Includes application of conflict resolution techniques and other communication approaches with students, parents and school personnel.

*CROSS LISTED WITH HRC 7961.*

### **EDC 7613 Introduction to Educational Technology: Theory and Application**

Presents historical overview of instructional technology, exploring different applications of technology ranging from primary grades through higher education. Reviews techniques in determining learning needs, application of technology in meeting student needs, and outcome evaluation when using technology.

### **EDC 7623 Foundations in Distance Learning**

Focus on contemporary theoretical insights, research, and practices relating to the development and implementation of distance learning. Topics include application of current and accessible technology, wireless networking, and Internet use within a variety of academic situations and environments.

### **EDC 7633 Administration of the Technology Program**

Examines administrative planning, management and implementation of technology-enhanced educational programs. Major emphasis on legal and ethical parameters governing the use of technology in instruction, demonstration of skills in facilitating multimedia production by students and teachers, applying design principles to multimedia, and development of evaluation methods to determine instructional effectiveness.

### **EDC 7643 Computer Assisted Instruction**

Explores use of CAI to support traditional classroom instruction, with emphases on principles used to determine technology supported needs of students, implementation of CAI in meeting learning needs, evaluation methods in determining CAI effectiveness, and hands-on experience in developing CAI techniques.

### **EDC 7653 Theory and Techniques for Education Intervention**

Study of needs and theories underlying education intervention, role of the interventionist, and fundamental techniques in use. Includes relevant ethics, laws and policies.

### **EDC 7663 Technology Integration in K-12 Schools**

Explores use of technology in public and private schools from grades K-12, including use of the Internet and World Wide NET to examine instructional theory and application between students of another county, state or nation in providing more global perspectives in facilitating learning.

### **EDC 7673 Curriculum Design and Teaching Strategies (Montessori Elementary)**

Interpretation of child development and early education concepts to other staff, parents and community. Integrate elementary curriculum into the classroom. Demonstration of knowledge of varied learning

styles and the ability to plan and implement group activities. Demonstrate listening and interaction skills with parents and others. Examines a variety of record keeping, evaluation processes and curriculum materials.

### **EDC 7683 Instructional Theory and Strategy in Technology Integration**

Focus on development and implementation of educational technological policies that systematize the integration of technology throughout classrooms, within schools and between schools. Demonstrate ability to evaluate technologies, identify strategies for evaluation, and examine current trends in technology use to support learning, with emphasis on policy evaluation and interpretation.

### **EDC 7703 School and Community Resources for Education Intervention**

Examine networks, directories and guides for the identification and utilization of intervention resources found within school systems and in the community at large.

### **EDC 7753 Assessment Techniques for At-Risk Learners**

Review and evaluate various instruments and techniques used for identification and assessment of at-risk learners. Includes integration of test results, educational history and other sources of student information into the learning plan.

### **EDC 7773 Early Childhood Practicum (I) Ages 2 1/2-6**

Experience teaching children in a Montessori early childhood environment. Review cosmic curriculum based on Montessori material, philosophy and observation. Strengthen curriculum in art, music, drama, and physical education. Understand developmental needs of children and understand positive qualities of early childhood teaching as it relates to classroom management and discipline.

### **EDC 7783 Early Childhood Practicum (II) Ages 2 1/2-6**

Learn practical knowledge through daily experiences in the Montessori early childhood learning environment. Demonstrate ability to diagnose children's learning needs through variety of vehicles (observation, case studies, tests, developmental scales, and classroom products).

### **EDC 7793 Materials and Strategies for Success with At-Risk Learners**

Development of materials and their strategic applications to facilitate success-oriented attitudes and behaviors among at-risk learners. Integration of materials and strategies into curriculum, teaching methods and student-support services.

### **EDC 7803 Psychological Testing**

Examines use of standardized tests to study individuals including test development, selection, administration, and interpretation. Includes educational and mental health applications.

*CROSS LISTED WITH PYC 7802.*

### **EDC 7804 Educational Testing Seminar**

An overview of the tests used by the school psychologist in relation to emotional behavioral and learning disabilities of students in the elementary and high school settings.



**EDC 7823 Life Planning and Career Development**

Focus on theory, research, techniques, and tools used in life planning and career development.

*CROSS LISTED WITH PYC 7822.*

**EDC 7824 Life Planning and Career Development for School Counselors**

Focus on tools and techniques used in life planning and career development for elementary and high school students.

**EDC 7833 Human Growth and Development**

Examination of psychological, social, intellectual, and physical influences on the development of personality and behavior patterns in children, adolescents and adults.

*CROSS LISTED WITH PYC 7832.*

**EDC 7863 Elementary Practicum (I) Ages 6-9**

Practical experiences in a Montessori elementary environment. Plan for the continuity of learning experiences for children and demonstrate the ability to diagnose children's learning needs (through observation, case studies, tests, developmental scales, and classroom products). Develop suitable match between diagnosis and learning activities, demonstrate knowledge of various learning styles, demonstrate knowledge of environmental design and preparations, and provide opportunities for choice, problem-solving, decision-making, and responsibility for learning on part of the children.

**EDC 7883 Elementary Practicum (II) Ages 6-9**

Practical experience in the Montessori elementary environment. Continuation of Practicum I. Emphasis on development of methods toward implementation of various skills and programs into curriculum including learning assessment, design adaptation and problem-solving and decision-making as it applies to responsible learning and behavior on the part of children. Includes parental involvement toward goal-orientation and goal-completion.

**EDC 7923 Counseling Theories**

Examination of theories of personality development and therapeutic processes. Includes consideration of techniques for counseling applications and professional consultation.

*CROSS LISTED WITH PYC 7922.*

**EDC 7933 Group Counseling and Dynamics**

Study of theories of group counseling and techniques of observation, assessment and leadership in therapeutic groups.

*CROSS LISTED WITH PYC 7932.*

**EDC 8013 Professional and Ethical Issues in Counseling**

Study of ethical, legal and professional concerns in the practice of counseling including preparation for the first practicum.

*Prerequisites: At least 15 hours of coursework including PYF 7122, PYC 7922 and PYC 7932.*

*CROSS LISTED WITH PYF 8012.*

**EDC 8014 Professional and Ethical Issues in School Counseling**

Study of the ethical, legal and professional concerns of school guidance counselors and preparation for the school guidance practicum.

**EDC 8083 Fund/Thry Trauma, Abuse and Deprivation**

Introduces integrated view of the effects on personality development of childhood trauma, abuse and deprivation. Examines therapeutic interventions.

**EDC 8113 Theory and Techniques in Marriage and Family Counseling**

Examination of traditional and contemporary theories of family systems and approaches to marriage and family counseling.

*CROSS LISTED WITH PYC 8112.*

**EDC 8143 Introduction to Substance Abuse, Addiction and Related Disorders**

Course focuses on theory and research. Biopsychosocial risk factors for addiction/compulsive disorders such as disease concept, dual diagnosis, social/cultural factors, and developmental issues are studied.

Biological/genetic models and processes of addiction are studied such as addictive behavior and depression, anxiety, ADHD, gender and age.

*Cross listed with PSY 41355.*

**EDC 8213 Family Systems Theory**

In-depth study of major systems theories underlying family and relationship therapy.

*Prerequisite: Minimum of 15 semester credit hours of graduate counseling coursework.*

*CROSS LISTED WITH PYC 8212.*

**EDC 8273 Family and Societal Gender Issues**

Examines sex-role stereotyping, and its origins and consequences within the family, culture, and society. Includes counseling issues related to sex and gender-based prejudice and discrimination.

*Prerequisites: Completion of 21 hours of coursework including PYC 7422 and PYF 8012.*

**EDC 8283 Child and Adolescent Therapy**

In-depth didactic and experiential examination of family system-oriented therapies with children and adolescents.

*Prerequisite: PYC 8212.*

*CROSS LISTED WITH PYC 8282.*

**EDC 8284 Child and Adolescent Development**

In depth examination of child and adolescent development in relation to family systems for school guidance counselors.

**EDC 8453 Field Experience in Education**

Individually designed course offering opportunity to integrate course knowledge with practical experience in an educational setting.

Approved written proposal required.

**EDC 8454 Wellness Counseling: Risk Factors, PRV, MODF**

Course examines health promotion models, preventive management techniques, and models and techniques for behavior change.

Comprehensive inquiry focusing on psychological processes, and individual behaviors and lifestyles which affect a person's physical, emotional and social health. Topics include stress and illness, personality and disease, high-risk populations and behaviors, and gender and cultural issues.

*Dual listed with PYC 8452.*



### EDC 8463 Practicum in School Guidance Counseling

Individually designed course offering opportunity to practice individual and group counseling under professional supervision in an appropriate level school setting. Approved written proposal required.

*Prerequisite: 15 semester credit hours of counseling course work, including EDC 8013.*

### EDF 7103 Philosophy, Accountability and Change

Contemporary and traditional philosophies of education related to diversity, school outcomes and change. Develop and assess learning programs designed to integrate a philosophy of change with beliefs about learners, teachers, schools, and communities.

### EDF 7153 Methods and Models of Research

Examination of models of research and application of scientific methods to investigate, analyze and develop solutions relative to current issues in the field.

*CROSS LISTED WITH PYF 7162, HRF 7161.*

### EDF 7163 Research: Assessment and Evaluation

Develop conceptual and analytical skills and knowledge to assess organizational needs and program effectiveness through the use of research methodologies.

*Cross listed with HRF 7161.*

### EDF 7203 Diverse Community of Learners

In-depth study of variability among students in schools and other educational settings from preschool to adult learning. Special focus on the identification of and programming for at-risk students.

### EDF 7253 Educational Equity and Cultural Diversity for Multilingual Learners

In-depth study of variability among students in schools and other educational settings from preschool to adult learning. Special focus on the effects of cultural diversity and educational equity in the classroom. Provides overview of concepts from ESL/Bilingual courses, as well as an enrichment of new concepts through presentations and research. Includes concepts of instruction for cultural understanding to enhance student potential.

### EDF 7303 Leadership and Management of Change

Examines the role of the leader in assessing and responding to change and techniques of change management including consultation, site-based councils and conflict resolution. Topics also include organization, facilitation and communication for change.

### EDF 7403 School Counseling in a Changing Environment

Examination of the role of the counselor in elementary, secondary and community college settings including counselor, advisor, educator, advocate, and consultant. Study of exemplary models of school counseling programs effective with diverse and changing populations.

*CROSS LISTED WITH PYC 8022.*

### EDF 8503 Master's Research Project

Prepare major culminating scholarly project directly relevant to the program of study. Approved project proposal required.

### HRC 7000 Statistics Workshop

Examines fundamentals of descriptive and inferential statistics. Discuss advanced statistics topics such as hypothesis testing, small sample size statistics and analysis of variances (ANOVA). Includes lecture, class discussion and problem-solving using examples from education, human resources, counseling, and business administration.

*No semester credit.*

### HRC 7341 Emotional Intelligence in the Workplace

Research shows emotional intelligence (EI) is more important than IQ in determining outstanding job performance. Examines variety of instruments and writings used to build EI in workplace.

### HRC 7361 Managing Human Resource Costs

Monitor and assess financial achievements of human resources goals, as well as other financial planning and control mechanisms within the work organization.

### HRC 7411 Human Resource Planning and Administration

Integration of human resources planning with strategic business planning, issues of structure, staffing, effectiveness, performance and assessment.

*Cross listed with BUS 7100.*

### HRC 7461 Wage, Salary and Benefits Administration

Provides comprehensive overview of elements of compensation, legal ramifications, compensation design, and design of benefits programs and their impact on compensation and recruitment.

### HRC 7462 Employee Benefits: Design and Administration

Provides in-depth study in employee benefits planning and management, with focus on development, implementation, and management of employee benefits as a strategic component in a comprehensive human resources program. Topics include defining employee benefits, factors influencing benefits, historical and legal framework governing benefits, analysis and assessment of specific benefit programs, competitive issues, and communication and administration.

### HRC 7510 Professional Communication Styles, Tools and Techniques

Study of how organizations use a variety of communication tools to improve productivity and performance. Explore personal communication style and how to identify style of others. Other topics include facilitation, negotiation, and presentation skills.

### HRC 7511 Personnel and Labor Relations

Examines field of personnel and labor relations, problem aspects and external and internal factors that constrain and shape relationships. Includes labor management relations, union behavior, collective bargaining, and employee relations (non-union).

### HRC 7512 Workplace Leadership Coaching

Emphasis on theory and practice related to leadership coaching. Develop skills of personal and workplace coaching methods to create effective personal and workplace domains.



### HRC 7513 Learning Organizations

Examination of core concepts and principles essential to development of positive organizational culture. Emphasis on use of systems thinking and team learning to break through barriers to organizational change.

### HRC 7514 Business Skills for Human Resources Professionals

Examination of key business functions, processes and operations. Topics include basic accounting, finance, economics, leadership, decision-making, and role of HR as a strategic business partner.

### HRC 7515 Human Resource Information Systems

Overview of human resource information systems and their role in human resource functions. Exploration of current research and practice in development, implementation and application of HRIS.

### HRC 7561 Recruitment, Selection and Placement

Examine issues and methods for effective recruitment, employment selection and job placement. Compare various methods and procedures used as related to job requirements.

### HRC 7601 Training and Development

Cover fundamentals, purpose and role of training and development function in human resources. Includes needs assessment, program development, methods and technologies, management development, and evaluation of interventions.

### HRC 7605 Training in Human Resource Development

Surveys current theory and organizational models for human resource development with emphasis on selecting, organizing, evaluating, and managing training programs.

### HRC 7611 Organizational Behavior and Theory

Study of human behavior as it impacts the work organization and theoretical foundations of motivation, group dynamics, leadership, decision-making, satisfaction and performance.

*Cross listed with BUS 7000.*

### HRC 7661 Organization Consultation Skills

Emphasis on the consulting process in organizations including the role and skills of a consultant, internal versus external consulting, contracting for services, resistance to change, diagnosis, data collection, and interventions to improve organizational performance. Apply consulting skills to case simulation.

### HRC 7711 Organizational Change Theory and Strategy

Examines strategic interventions to change organizations from planning through implementation and assessment and theoretical models for change including organization development and total quality management.

*Prerequisite: HRC 7611.*

### HRC 7721 Management and Development of Teams

Discuss nature, function and creation of teams in the workplace. Includes implementation of team structure, communication and conflict management, managing team effectiveness, decision-making process, and impact of team structures on organizational culture.

### HRC 7741 Employment Law

Examination of Equal Employment Opportunity, Americans With Disabilities Act, Family Leave Act and other recent and forthcoming legislation. Discuss impact for employee relations and management training for compliance.

*Prerequisite: HRC 7561 or equivalent work experience.*

### HRC 7771 Instructional Design

Design training course, including needs assessment, objectives, training manual, and assessment for a work organization.

### HRC 7781 Strategies for Human Resource Development

Experiential investigation of advanced instructional design strategies. Develop presentation skills, group facilitation skills and assessment methods for organizational effectiveness.

*Prerequisite: HRC 7601 or HRC 7771 or equivalent work experience.*

### HRC 7811 Career Development

Studies issues and methods involved in career development, as well as the personal and organizational issues and practices relevant to individual careers. Examines career development methods and their application to specific work situations.

### HRC 7822 Life Planning and Career Development

Focuses on theory, research, techniques and tools used in life planning, transitions and career development.

*CROSS LISTED WITH EDC 7823, PYC 7822.*

### HRC 7841 Managing a Culturally Diverse Workforce

Study of how gender, ethnicity and other cultural diversity dimensions influence organizational behavior and outcomes. Includes theory and techniques for working with and leading diverse workforce in order to increase organizational effectiveness and to enable all members to reach their full potential.

### HRC 7861 Negotiation and Conflict Resolution

Examines process of negotiations as the major method by which normal conflict both in business and in life can be resolved. Works on gaining skills in negotiations to increase overall effectiveness in dealing with situations where rules and procedures are non-existent or poorly defined. Considers variety of negotiation strategies and techniques in management and everyday life.

### HRC 7871 Employee Assistance and Counseling

Exploration of issues, policies and practices related to employee assistance programs in business, education, health care, and other settings. Includes consideration of counseling theories and relevant counseling techniques for employee assistance programs.

### HRC 7911 Applying Statistics in Human Resources

Introduces statistical measures and methods commonly used in human resources and total quality management. Hands-on experience using personal computer statistics program to gather, analyze, interpret, and display statistics.

### HRC 7961 Managing Organizational Conflict

Develop practical skills through participation in an organizational simulation: a behavioral laboratory for the study of conflict. Develop



theoretical and conceptual bases for the applied skills learned in the simulation.

*CROSS LISTED WITH EDC 7603.*

### **HRC 8000 Advanced Leadership Theory and Practice**

Theory and practice related to organizational leadership. Topics include organizational systems thinking, living systems theory, leadership capacity development, and other advanced leadership theories.

Application of theory to a variety of workplace settings.

*CROSS LISTED WITH BUS 8000.*

### **HRC 8512 Advanced Team Facilitation**

Study of theory and practice of group facilitation as applied to team development, training or other organizational intervention. Emphasis on multidisciplinary approaches to group and team leadership.

### **HRC 8551 Advanced Special Topics in Human Resources**

Advanced elective graduate topics in the field of Human Resources.

### **HRC 8552 Advanced Special Topics: SHRM Certification Preparation**

Provides detailed review of Human Resource Management and preparation for the Human Resource Certification Institute certification examination using the Society of Human Resource Management Learning System Materials.

### **HRF 7001 Value Systems and Professional Ethics**

Study of personal and corporate value systems. Opportunity to investigate personal beliefs, purposes and attitudes and their effects on self and others. The role of the human element in organizational structures.

*Cross listed with BUS 7200.*

### **HRF 7111 Trends, Issues and Perspectives in Human Resources**

Provides extended overview of the role of human resources in organizations and existing theory and practice, as well as new and emerging topics in the field.

### **HRF 7161 Research: Assessment and Evaluation**

Develop conceptual and analytical skills and knowledge to assess organizational needs and program effectiveness through the use of research methodologies.

*Cross listed with EDF 7163*

### **HRF 8451 Field Experience in Human Resources**

Individually designed course offering opportunity to integrate human resources knowledge from previous courses with experiences in a work-related setting. Approved written proposal required.

### **HRF 8481 Applied Case Studies in Human Resources**

Seminar for graduating students in which participants develop a major case study of human resources issues, programs and policies in a current organization, most often their own. Draws from previous courses as issues are identified, analyzed and discussed.

*Prerequisite: Completion of minimum of 30 graduate program credits.*

### **HRF 8501 Master's Research Project**

Prepare thesis or other major culminating scholarly project directly related to the program of study. Approved research proposal required.

*Prerequisite: HRF 7161.*

### **PYC 7422 Social and Cultural Concerns in Counseling**

Study of social, cultural and gender differences, and issues related to counseling clients with various backgrounds, beliefs and concerns.

Includes multicultural counseling techniques.

*CROSS LISTED WITH EDC 7422.*

### **PYC 7423 Practice Based Evidence**

A review of Evidence Based Treatment approaches in behavioral health. The course will cover the current trend in counseling practice to require Evidence Based Treatments. Research in counseling outcomes over the past 40 years will be reviewed. Practice Based Evidence as used in the Client Directed and Arizona Public Behavioral Health Clinical Practice Models will be presented as perhaps the strongest Evidence Based Approach.

### **PYC 7552 Special Topics in Counseling**

Topics designed around special theories, practices or interests in the field of counseling.

### **PYC 7802 Psychological Testing**

Examines use of standardized tests to study individuals, including test development, selection, administration, and interpretation. Includes educational and mental health applications.

*CROSS LISTED WITH EDC 7803.*

### **PYC 7822 Life Planning and Career Development**

Focus on theory, research, techniques, and tools used in life planning, transitions and career development.

*CROSS LISTED WITH EDC 7823.*

### **PYC 7832 Human Growth and Development**

Examination of psychological, social, intellectual, and physical influences on the development of personality and behavior patterns in children, adolescents and adults.

### **PYC 7852 Abnormal Psychology**

Examination of major theories and systems pertaining to abnormal behavior. Studies implications for psychotherapy, treatment planning and diagnosis using DSM-IV.

*Prerequisite: Minimum of 15 semester credit hours of graduate counseling coursework.*

### **PYC 7862 Biological Bases of Abnormal Behavior**

Examination of current and classic research linking biological factors to deviation of human development and behavior from what is considered to be the norm. Includes the impact of revolution in neuroscience on etiology, diagnosis and treatment of abnormal behavior. Study physiology of the central nervous system and how it triggers behaviors associated with a variety of DSM-listed disorders including depression, anxiety, addiction, and psychosis.

*Prerequisite: Minimum of 15 semester credit hours of graduate counseling coursework.*



### **PYC 7922 Counseling Theories**

Examination of theories of personality development and therapeutic processes. Consideration of techniques for counseling applications and professional consultation.

*CROSS LISTED WITH EDC 7923.*

### **PYC 7932 Group Counseling and Dynamics**

Theories of group counseling. Includes techniques of observation, assessment and leadership in therapeutic groups.

*CROSS LISTED WITH EDC 7933.*

### **PYC 8022 School Counseling in a Changing Environment**

Examination of the role of the counselor in elementary, secondary and community college settings including counselor, advisor, educator, advocate, and consultant. Study of exemplary models of school counseling programs effective with diverse and changing populations.

*CROSS LISTED WITH EDF 7403.*

### **PYC 8032 Clinical Assessment**

Development of individual diagnostic and assessment skills using a clinical/holistic approach. Includes use of MMPI-2, as well as other standardized measures of personality.

*Prerequisite: PYC 7802.*

### **PYC 8040 Advanced Psychodiagnostic and Treatment Plan**

Covers multi-axial system, DSM-IV/DSM-IV-TR diagnostic categories, differential diagnosis, and treatment planning in preparation for Clinical Internship. Emphasis placed on clinical interview and other initial assessment techniques, and skills critical to selecting and evaluating treatment options.

### **PYC 8042 Family Dynamics and Shame**

Examines individual and family shame: its development, reinforcement, effects, and treatment.

*Prerequisite: PYC 8212 or PYC 8112.*

### **PYC 8062 Pre-Practicum in Counseling Skills**

Explores adult learning pedagogy, service-learning, and role-playing experiences to bridge the theory/practice gap in the preparation of students for practicum/internship/professional practice.

### **PYC 8082 Fundamental Theory for Treatment of Trauma, Abuse and Deprivation**

Introductory course presenting an integrated view of effects on personality development of childhood trauma, abuse and deprivation. Therapeutic interventions examined.

*Prerequisite: 15 semester credit hours of PYC/PYF courses.*

### **PYC 8092 Integration of Psychology and Christianity**

Exploration of ways to integrate science and ethics of psychology with social, cultural and faith contexts of the Christian mental health professional. Emphasis on historical, philosophical and theological perspectives of spiritual formation and growth.

*Prerequisite: 15 semester credit hours of graduate counseling coursework.*

### **PYC 8112 Theory and Techniques in Marriage and Family Counseling**

Examination of traditional and contemporary theories of family systems and approaches to marriage and family counseling.

*Prerequisite: 15 semester credit hours of PYC/PYF courses.*

*CROSS LISTED WITH EDC 8113.*

### **PYC 8122 Human Sexuality**

Introduction to human sexual development, dysfunction and treatment.

*Prerequisite: Minimum of 15 semester credit hours of graduate counseling coursework.*

### **PYC 8132 Expressive Arts Therapies**

Examines theories, techniques and applications of play, art, music, dance and other expressive therapeutic approaches.

*Prerequisite: Minimum of 15 semester credit hours of graduate counseling coursework.*

### **PYC 8142 Intro to Substance Abuse, Addiction and Related Disorders**

Introduction to theories concerning addictive behavior: causes, assessment, intervention, and treatment.

*Prerequisite: Minimum of 15 semester credit hours of graduate counseling coursework.*

### **PYC 8143 Current Trends in Addictions and Related Disorders**

Reviews concepts in substance abuse assessment, intervention and diagnosis, including theoretical models for understanding and treating chemically dependent and addictive disordered clients, various screening and assessment tools, multicultural and population-specific needs, and treatment settings and interventions.

### **PYC 8152 Psychophysiology and Pharmacology Addictions**

Covers genetic/biophysical components such as risk factors, effects of substance abuse, starvation/binge/purging, and excessive exercise; physiology of cravings, withdrawal, detox, and nutrition; dual diagnoses-possible psycho-physiological common factors; and psychopharmacology of treatment options, including psychotropics and nutrition therapy.

*CROSS LISTED WITH PSY 41356.*

### **PYC 8162 Prevention, Assessment and Treatment**

Explores a multidisciplinary/multidimensional discussion, with emphasis on "best practices" and care for select populations, on risk factors, outreach services, pretreatment, community education, referral networks and prevention activities in schools, the workplace, community groups, and health care delivery organizations.

*CROSS LISTED WITH PSY 41357.*

### **PYC 8172 Applications and Integration of Expressive Arts Therapy**

Integration of counseling foundational coursework and expressive arts applications and approaches. Content from individual and group counseling, human development, multicultural awareness, abnormal behavior, assessment, and professional ethics and practice. Multi-arts



expressions include, but are not limited to, art, play, music, dance/movement, drama, and writing.

*Prerequisite:* Minimum of 15 semester credit hours of graduate counseling coursework.

### **PYC 8192 Introduction to Art Therapy: History and Theory**

Introduces theoretical and experiential examination of the schools of art therapy and other expressive arts, presented in an historical context from early to contemporary practitioners. Includes settings in which art and other expressive therapies are utilized including case studies of typical applications.

*Prerequisite:* 12 semester credit hours of PYC/PYF courses.

### **PYC 8202 Legal and Ethical Issues in Marriage and Family Therapy**

Course provides knowledge and understanding of the ethical principles, laws, and regulations relating to the practice of marriage, family and child therapy.

### **PYC 8212 Family Systems Theory**

In-depth study of major systems theories underlying family and relationship therapy.

*Prerequisite:* Minimum of 15 semester credit hours of graduate counseling coursework.

*CROSS LISTED WITH EDC 8213.*

### **PYC 8222 Advanced Techniques in Marriage and Family Therapy**

Experiential course covering advanced assessment and therapeutic techniques used in marriage and family therapy.

*Prerequisites:* PYC 8112, 8212.

### **PYC 8232 Clinical Issues and Techniques in Marriage and Family Therapy**

Examination of theory and practice of techniques used to identify and treat special concerns encountered in marriage and family therapy, such as step parenting, divorce, addiction, chronic health, and loss issues within the family.

*Prerequisites:* PYC 8112, 8212.

### **PYC 8242 Family of Origin Therapy**

Includes techniques and applications of Family of Origin Therapy with individuals, families and couples. Students examine own family dynamics.

*Prerequisite:* PYC 8112 or 8212.

### **PYC 8252 Time-Sensitive Family Interventions**

Examination of problems encountered in managed care and other situations when number of sessions for family therapy is limited. Includes development and practice of effective interventions for such situations.

*Prerequisite:* PYC 8112 or 8212.

### **PYC 8262 Advanced Group Counseling: A Systems Approach**

In-depth study of systems theory applications to family and other therapy groups including brief review of traditional group counseling

theories. Participation in group process is a significant part of the course.

*Prerequisites:* PYC 7932 and PYC 8112 or 8212.

### **PYC 8272 Family and Societal Gender Issues**

Examination of sex-role stereotyping and its origins and consequences within the family, culture and society. Includes counseling issues related to sex- and gender-based prejudice and discrimination.

*Prerequisite:* Minimum of 15 semester credit hours of graduate counseling coursework.

### **PYC 8282 Child and Adolescent Therapy**

In-depth didactic and experiential examination of family system-oriented therapies with children and adolescents.

*Prerequisite:* PYC 8212 or 8112

*CROSS LISTED WITH EDC 8283.*

### **PYC 8292 Spiritual Growth Through Individual and Family Interventions**

Study of theories and techniques to foster individual spiritual development drawing from transpersonal psychology and family systems theories.

*Prerequisite:* PYC 8112 or 8212.

### **PYC 8312 Principles, Techniques and Practice of Expressive Arts Therapy**

Examines principles and techniques for clinical practice of art therapy in residential, outpatient and private practice settings. Includes potential in art for development of emotional, social, perceptual, and cognitive strengths in children and adults.

### **PYC 8322 Advanced Principles, Techniques and Practice in Expressive Arts Therapy**

Study of advanced study of traditional and innovative approaches in Expressive Arts Therapy. Emphasis on advanced applications in individual and group treatment settings.

*Prerequisites:* Admission to Expressive Arts Therapy specialty, PYC 8312.

### **PYC 8332 Assessment Techniques in Expressive Arts Therapy**

Examines tools and techniques used in diagnosis and treatment planning in Expressive Arts Therapy. Includes use of the current edition of the DSM-IV in clinical practice and interdependence and team membership between expressive arts therapists and other behavioral and mental health professionals.

*Prerequisites:* Admission to the Expressive Arts Therapy specialty, PYC 8312.

### **PYC 8342 Clinical Issues in Expressive Arts Therapy**

Advanced study of Expressive Arts Therapy assessment, treatment planning, and techniques as applied to selected client disorders and issues in education and clinical practice.

*Prerequisite:* Admission to Expressive Arts Therapy specialty, PYC 8312.

### **PYC 8352 Expressive Arts Therapy Thesis/Portfolio**

Capstone course covering development of professional portfolio demonstrating both a process of assessment and evaluation and creation of a product from experience as evidence of competency as a reflective practitioner. Portfolio integrates and utilizes concepts,



theories, trainings and specialization gained in previous Expressive Arts Therapy courses as well as within the Practia and Internships.

*Prerequisite: Completion of all core courses in the Expressive Arts Therapy program.*

### **PYC 8362 Counseling Adults I: Early to Middle Adulthood**

Examines strategies for understanding, assessing, and counseling adults in young to middle adulthood, with attention to social, emotional and physical stressors specific to these adult life cycle stages and the transition between stages. Emphasis placed on the individual within a systems context (family, organization, community, culture, etc.).

### **PYC 8372 Counseling Adults II: Late Adulthood**

Examines strategies for understanding, assessing and counseling adults in late adulthood, with emphasis on social, emotional and physical stressors specific to this adult developmental stage and related transitions, as well as on understanding the individual within a systems context.

### **PYC 8382 Brief Therapies**

Covers clinical processes of select brief therapies (e.g., assessment, treatment planning and techniques); the application of specific brief therapies (e.g., Cognitive-Behavioral, Solution-Focused, Redecision Therapy, Narrative, Hypnosis and Strategic Therapy); and implications for the measurement of success while using brief intermediate therapy throughout the life cycle.

*Prerequisites: MAPC student with a minimum of 20 hours completed in graduate counseling/psychology coursework.*

### **PYC 8412 Integrated Clinical Theory: Trauma, Abuse and Deprivation**

Integration of traditional theories of personality, pathology and dysfunction emphasizing a model for understanding the effects of trauma, abuse and deprivation in children and adults.

*Prerequisite: Admission to Trauma, Abuse and Deprivation specialty.*

### **PYC 8422 Clinical Assessment and Treatment TAD**

Examines techniques for assessing emotional health, pathology and dysfunction and time-sensitive techniques for treatment. Includes student observation and participation.

*Prerequisite: Admission to Trauma, Abuse and Deprivation specialty.*

### **PYC 8432 Advanced Clinical Theory TAD**

Continuation of PYC 8412. Examines contemporary time-sensitive clinical theory for mental health therapists. Includes applications for families and couples, sexual dysfunction and addiction, other addictive behaviors, and pathologies including violent offenders.

*Prerequisite: Admission to Trauma, Abuse and Deprivation specialty.*

### **PYC 8442 Advanced Clinical Application TAD**

Focus on advanced techniques and resources for assessing and treating the effects of trauma, abuse and deprivation on children and adults. Emphasis on holistic approach to recovery and growth.

*Prerequisite: Admission to Trauma, Abuse and Deprivation specialty.*

### **PYC 8452 Wellness Counseling: Risk Factors, Prevention and Modification**

Examines health promotion models, preventive management techniques, and models and techniques for behavior change, with focus on psychological processes and individual behaviors and lifestyles that affect a person's physical, emotional and social health. Covers stress and illness, personality and disease, high-risk populations and behaviors, and gender and cultural issues.

### **PYC 8462 Employee Assistance and Counseling**

Exploration of issues, policies and practices related to employee assistance programs in business, education, health care, and other settings, with consideration of counseling theories and relevant counseling techniques for employee assistance programs.

### **PYC 8552 Advanced Special Topics in Counseling**

Advanced elective graduate topics in the field of Counseling.

### **PYC 8553 Therapeutic Communication**

An examination of the communication process as the central agent in counseling psychology and mental healing; application of communication theories, processes, strategies and techniques to normal and pathological communicative behavior.

### **PYC 8554 Counseling Applications of EEG Biofeedback Technology**

Investigation of current applications of EEG biofeedback technology to selected non-psychotic physical, intellectual and emotional disorders.

### **PYC 8555 Design Project/Grant/Program Proposal**

Review of procedures for program development and evaluation, preparation of a proposal and evaluation plan, and initial development of tools for a project.

### **PYF 7132 Counseling and the Helping Professions**

Examines counseling process, instruction and practice in communication skills in counseling, history, development, and practice of counseling as a profession, and how and where counseling is provided.

*CROSS LISTED WITH EDC 7133.*

### **PYF 7162 Methods and Models of Research**

Examination of models of research and application of scientific methods to investigate, analyze and develop solutions relative to current issues in the field.

*CROSS LISTED WITH EDF 7153, HRF 7151.*

### **PYF 8012 Professional and Ethical Issues in Counseling**

Study of ethical, legal and professional concerns in the practice of counseling including preparation for the first practicum.

*Prerequisites: At least 15 hours of coursework including PYF 7122, PYC 7922 and PYC 7932.*

*CROSS LISTED WITH EDC 8013.*

### **PYF 8462 Practicum in Counseling**

Individually designed course (of at least 120 client contact hours) offering opportunity to practice individual and group counseling under professional supervision. Approved written proposal required.



*Prerequisites: 18 semester credit hours of coursework including PYF 8012. 2 to 6 semester credit hours (See page 22).*

### **PYF 8472 Internship in Counseling**

Advanced field experience (of at least 240 client contact hours) under professional supervision, providing the opportunity to practice and apply the principles and techniques of professional counseling in a clinical setting. An approved written proposal is required.

*Prerequisite: PYC 8462 or equivalent. 2 to 6 semester credit hours (See page 22).*

### **PFY 8482 Practicum in Counseling - Continuing**

Continuation of PYF 8462 (or EDC 8463) Practicum in Counseling for students who are completing required contact hours over more than one semester/term. May be repeated for 1 semester credit hour.

*Prerequisite: Permission of PYF 8462 (or EDC 8463) Group Supervisor.*

### **PYF 8492 Advanced Practicum/Internship in Counseling**

#### **–Continuing**

Continuation of PFY 8472 Advanced Practicum/Internship in Counseling for students who are completing required contact hours over more than one semester/term. May be repeated for 1 semester credit hour.

*Prerequisite: Permission of PYF 8472 Group Supervisor.*

### **PYF 8502 Master's Research Project**

Prepare thesis or other major culminating scholarly project directly related to the program of study. Approved research proposal required.

*Prerequisite: PYF 7161.*

### **PYF 8512 MA Comprehensive Examination**

200-question, multiple-choice examination taken at the end of the Professional Counseling graduate program. Equal number of questions given to each of the following eight areas of study:

- » Human Growth and Development
- » Social and Cultural Foundations and Multicultural Counseling
- » Helping Relationships and Counseling Theories
- » Group Counseling and Dynamics
- » Career and Lifestyle Development
- » Appraisal and Psychological Testing
- » Research and Program Evaluation
- » Professional Issues, Ethics and Practice

Structure and content of examination is similar to the National Counselor Examination (NCE) used by the Arizona Board of Behavioral Health Examiners. Registration for PYF 8512 is done in person with advisor. No academic semester credit offered for examination and grading is P/NC. Examination usually offered Saturday morning. Four hours allowed for completion.

### **PYF 8522 Comprehensive Examination and Portfolio in Expressive Arts Therapy**

A 200 question multiple-choice examination (see PYF 8512), selected essay questions on the history, theory and application of Expressive Arts Therapy, and presentation of a comprehensive portfolio

demonstrating the student's accomplishments in the skills and knowledge of the practice of Expressive Arts Therapy. No semester credit offered.



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Mary Ann Benner (1996)

Director of Teacher Education (Kansas City); BA, Webster University, 1969; MAT, Webster University, 1975; MA, Central Michigan State University, 1981; EdS, University of Missouri-Kansas City, 1984; EdD, University of Missouri-Columbia, 1991

Phillip Berra (2004)

Assistant Professor of Education and Director of Teacher Certification (Arizona); BA, Arizona State University, 1966; MA, Arizona State University, 1967; PhD, Arizona State University, 1978

James C. Billick (1968)

Professor of Political Science; University President (Interim) and Vice President for Academic Affairs (The College); BA, Ohio State University, 1963; MPIA, University of Pittsburgh, 1965; PhD, University of Pittsburgh, 1970; MHL, Ottawa University, 1972

Virginia Boyle (1992)

Professor of Education and Director of Professional Education Program (Arizona); BS, Youngstown State University, 1956; MEd, Westminster College, 1967; PhD, University of Pittsburgh, 1972

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Professor of Economics and Angell Distinguished Chair of Economics (The College); BA, University of North Carolina-Chapel Hill, 1967; MA, University of North Carolina-Greensboro, 1973; MSL, Yale University Law School, 1981; PhD, Virginia Polytechnic Institute and State University, 1976

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Instructor in Business Administration and Budget Manager (International); BSBA, Pittsburgh State University, 1976; BS, DeVry Institute of Technology, 1996; MBA, Keller Graduate School, 1991

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Professor Emeritus of Music; BM, Ottawa University, 1950; MMus, Indiana University, 1959; PhD, Indiana University, 1966; MHL, Ottawa University, 1972

**Daniel L. Foxx, Jr. (1982)**

Associate Professor Emeritus of History; BA, Brigham Young University, 1969; MA, Brigham Young University, 1970; MHL, Ottawa University, 1989

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Wallace R. Johnson (1978-1980)

Professor Emeritus of Education; BS, University of Kansas, 1942; MS, University of Kansas, 1952

Tom B. Lewis (1965-2003)

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Professor Emerita of English; BA, University of Kansas, 1961; BA, Ottawa University, 1983; MA, St. Louis University, 1965; PhD, University of Kansas, 1975; MHL, Ottawa University, 1972

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Assistant Professor Emeritus of Education and Librarian Emeritus; BA, Ottawa University, 1951; ME, University of Kansas, 1952; MLS, Kansas State Teachers College, 1972

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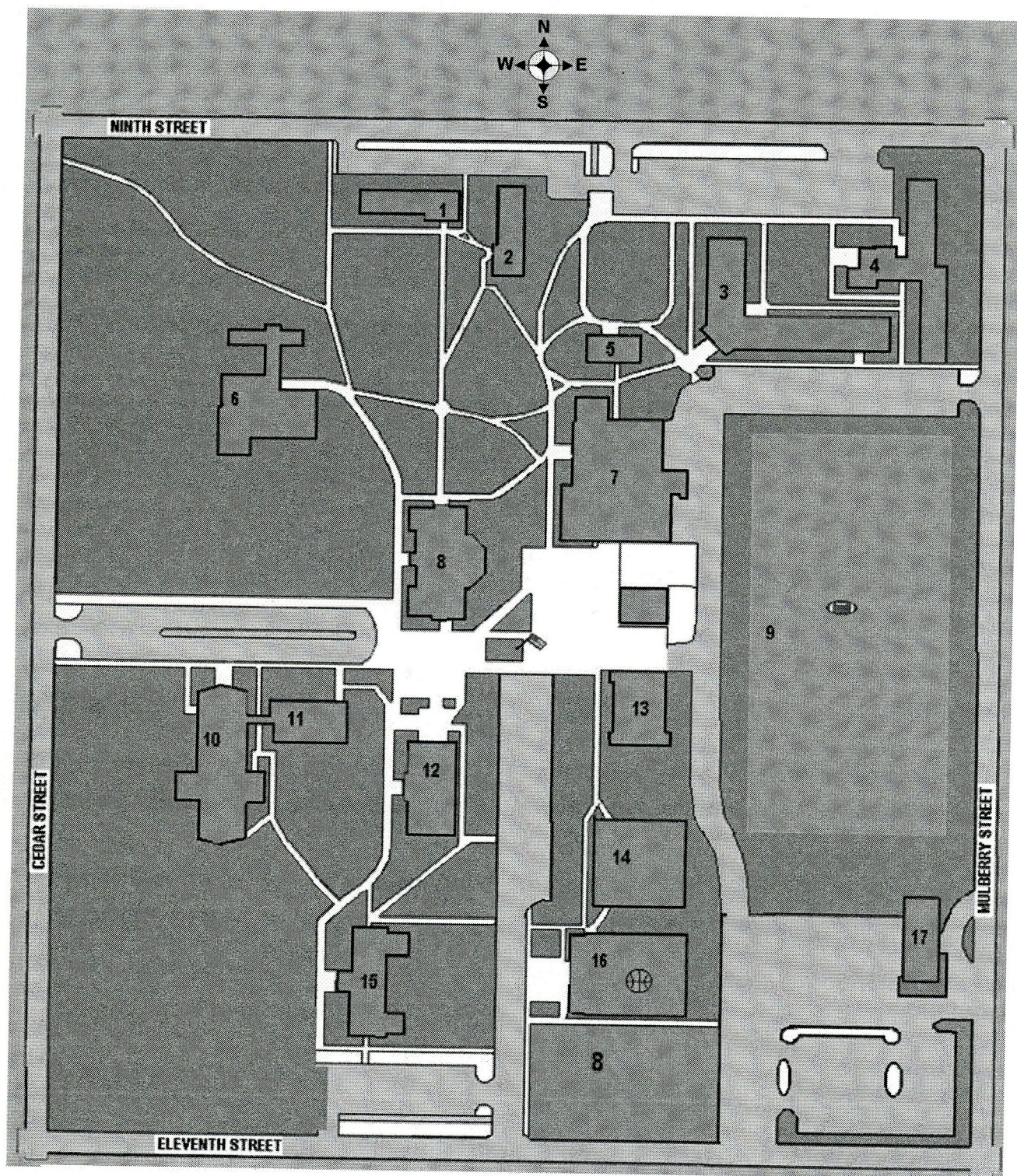
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15. Martin Hall
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