

Undergraduate Programs

Elective Courses

All Applied Art classes and courses in writing, theatre, music, and information technology systems.

Sculpture/Crafts/Design Emphasis

Required Courses

ART	13023	Art Fundamentals
ART	20623	Art History I
ART	20723	Art History II
ART	22023	Drawing and Composition I
ART	23023	Design I
ART	23723	Ceramics I
ART	33023	Design II
ART	33723	Ceramics II
ART	49024	Art Comprehensive

7-12 semester credit hours of advanced studio courses and/or internship.

Elective Courses

All Applied Art classes and courses in writing, theatre, music, and information technology courses.

ART	10121	Calligraphy
ART	10221	Watercolor
ART	10321	Photography
ART	10421	Cartooning
ART	10821	Illustration
ART	10921	Fibers
ART	11021	Collage
ART	11121	Crafts

The College Teacher Licensure in Art (PreK-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School

Licensure Requirements sections.

ART	10321	Photography
ART	10921	Fibers
ART	11021	Collage
ART	11121	Crafts
ART	13023	Art Fundamentals
ART	20623	Art History I
ART	20723	Art History II
ART	22023	Drawing and Composition I
ART	23023	Design I
ART	23423	Graphic Art
ART	23523	Painting I
ART	23723	Ceramics I
ART	24000	Computer Graphics
ART	30122	Art Methods
ART	33023	Design II
ART	49024	Art Comprehensive

Plus independent study in advanced/upper level studio work and/or internship.

Undergraduate Programs

BIOLOGY

Offered at: Arizona*, The College

****Secondary Education Certification Only.***

Biology fosters an understanding and respect for the patterns and processes of the living world. Students develop technical and analytical skills that allow them to identify and evaluate the significance of biological problems across all levels of organization from the cell to the biosphere. The curriculum integrates the societal implications and consequences of contributions made by the field with an understanding of the moral and ethical decisions related to the life sciences. In this manner, students develop a personal philosophy of the living world that includes compassion and responsible action toward all life. This major prepares graduates for a wide range of scientific careers including positions in the health professions, teaching, and research.

Arizona Campuses

Arizona Biology Teaching Certification

Students seeking certification to teach must have a major area of study. This major area must include 30 semester credit hours of courses. Students should consult their academic advisor for more information regarding their major area. Students seeking certification in areas of study additional to their major must have a minimum of 24 semester credit hours of courses in an area. Students should consult their academic advisor requiring additional areas of certification.

The College

Required Courses

A minimum of 32 semester credit hours in biology which must include:

BIO	10042	Principles of Biology Lab
BIO	10043	Principles of Biology
BIO	20042	Organismic Biology Lab
BIO	20043	Organismic Biology
BIO	20342	Human Anatomy and Physiology Lab
BIO	20343	Human Anatomy and Physiology
BIO	30242	Microbiology Lab
BIO	30243	Microbiology
BIO	30643	Environmental Biology OR
BIO	31141	Ecology Lab AND
BIO	31143	Ecology
BIO	38000	Biology Seminar
BIO	40350	Comparative Anatomy of Vertebrates OR
BIO	43000	Human Developmental Biology
BIO	49041	Integrative Survey

Other courses in the department are required to reach the minimum of 32 semester credit hours in biology. Elective courses may depend upon the academic and career goals of the student.

Elective Courses

BIO	21443	Introduction to Nutrition
BIO	31241	Genetics
BIO	31243	Genetics Lab
BIO	32100	Cell Biology and Immunology with Lab
BIO	42543	Animal Behavior
BIO	44042	Medical Terminology

CHE	12041	General Chemistry I Lab
CHE	12044	General Chemistry I
CHE	12141	General Chemistry II Lab
CHE	12144	General Chemistry II
CHE	33041	Organic Chemistry I Lab
CHE	33044	Organic Chemistry I
CHE	33141	Organic Chemistry II Lab
CHE	33144	Organic Chemistry II
PED	32533	Kinesiology
PED	34533	Exercise Physiology
PHY	22041	College Physics I Lab
PHY	22043	College Physics I
PHY	22141	College Physics II Lab
PHY	22143	College Physics II

The College Teacher Licensure in Biology

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School Licensure Requirements sections.

BIO	10042	Principles of Biology Lab
BIO	10043	Principles of Biology
BIO	20042	Organismic Biology Lab
BIO	20043	Organismic Biology
BIO	20342	Human Anatomy and Physiology Lab
BIO	20343	Human Anatomy and Physiology
BIO	30242	Microbiology Lab
BIO	30243	Microbiology
BIO	31141	Ecology Lab
BIO	31143	Ecology
BIO	31241	Genetics Lab
BIO	31243	Genetics
BIO	38000	Biology Seminar
BIO	49041	Integrative Survey

BUSINESS ADMINISTRATION

Offered at: Arizona, Jeffersonville, Kansas City, The College, Milwaukee, International

The Business Administration major focuses students on how a business firm can achieve its objectives in a competitive local, regional, national, or global environment while maintaining ethical principles and practices. This major integrates a broad range of theories, concepts, methods, policies, and practices through the study of finance, economics, law, ethics, marketing, human resources, management, and organizational behavior. Students analyze and evaluate business systems in terms of their efficiency, productivity, profit, and service. They study the challenges and opportunities facing existing companies and new ventures. As potential entrepreneurs, students synthesize their knowledge, analyze markets, and develop business plans. They learn to make convincing presentations to employees, customers, managers, board members, and investors. They appreciate how responsible business practices can improve economic standards, social stability, and international trade. Graduates are prepared for a range of career opportunities in both for-profit and nonprofit private entities as well as the public sector.

Undergraduate Programs

Arizona Campuses

Program Required Courses

ACC	20364	Accounting for Business Operations
ACC	30664	Managerial Accounting
ECO	30564	Economics for Managers
OAD	30063	Behavior in Organizations
OAD	30563	Management
OAD	31063	Business Law
OAD	31664	Business Ethics
OAD	31863	Marketing
OAD	49100	Strategies and Policies (CAPSTONE COURSE)

Jeffersonville Campus

Program Required Courses

ACC	20364	Accounting for Business Operations
ACC	30664	Managerial Accounting
ECO	30564	Economics for Managers
OAD	30563	Management
OAD	31063	Business Law
OAD	31664	Business Ethics
OAD	31863	Marketing
OAD	40063	Financial Administration
OAD	49100	Strategies and Policies (CAPSTONE COURSE)

Kansas City Campus

Program Required Courses

ACC	20364	Accounting for Business Operations
ACC	30664	Managerial Accounting
ECO	20163	Macroeconomics
ECO	20263	Microeconomics
OAD	30063	Behavior in Organizations OR
OAD	32563	Human Resources Administration
OAD	30563	Management
OAD	31063	Business Law
OAD	31664	Business Ethics
OAD	31863	Marketing
OAD	40063	Financial Administration
OAD	41064	International Business
OAD	49100	Strategies and Policies (CAPSTONE COURSE)

Undergraduate Programs

The College

Required Courses

OAD	30563	Management
OAD	31063	Business Law
OAD	31664	Business Ethics
OAD	31863	Marketing
OAD	40063	Financial Administration
OAD	49100	Strategies and Policies (CAPSTONE COURSE)

Plus 9 semester credit hours from the following:

ECO	30363	Money and Banking
ECO	40863	International Business
OAD	10163	Personal Finance
OAD	30063	Behavior in Organizations
OAD	32563	Human Resources Administration
OAD	40363	Advertising Strategies
OAD	40563	Public Relations

Other Required Courses

ACC	20364	Accounting for Business Operations
ACC	20464	Accounting for Financing and Investing Activities
ECO	20163	Macroeconomics
ECO	20263	Microeconomics
MAT	10643	College Algebra
MAT	32044	Statistics
PSY	12053	Principles of Psychology

Milwaukee Campus

Program Required Courses

ACC	20364	Accounting for Business Operations
ACC	30664	Managerial Accounting
ECO	30564	Economics for Managers
OAD	30563	Management
OAD	31063	Business Law
OAD	31664	Business Ethics
OAD	31863	Marketing
OAD	40063	Financial Administration
OAD	49100	Strategies and Policies (CAPSTONE COURSE)

International Instructional Sites

*Program Required Courses**

LAS	30012	Proseminar
COM	32663	Business Communication
OAD	30563	Management
OAD	31863	Marketing

Undergraduate Programs

OAD	30063	Behavior in Organizations
LAS	39000	Cross-Cultural Issues in International Business
OAD	30763	Business Statistics
ECO	40963	International Economics
OAD	40063	Financial Administration
OAD	49100	Strategies and Policies (CAPSTONE COURSE)
LAS	45012	Graduation Review

**Coursework is listed in enrollment sequence.*

Please see page 151 for more information on the international programs.

COMMUNICATION

Offered at: The College, Arizona, Milwaukee

The Communication major is designed to help students understand and master the concepts and methods of communication in a wide array of settings. It promotes analysis, synthesis and evaluation of communication contexts and strategies and solutions to achieve, effectively and efficiently, a desired outcome with a specific audience. Students in this major develop critical-thinking skills and an awareness of cultural, social, intergenerational, and political diversity as it relates to communication. They are encouraged to relate communication insights to their personal and professional lives as they become capable problem solvers. Students improve on their communication abilities and develop their own style, aesthetics and processes to achieve positive relationships in a variety of settings. As an integral part of the Communication major, students will develop a philosophy for ethical, moral and lawful treatment of communication stakeholders. The Communication major prepares graduates for a wide range of careers including public relations, marketing, advertising, mass media, technical writing, arts communication, government, business, and law.

The College

General Communication Emphasis

Required Courses

COM	10063	Survey of Mass Communication
COM	30124	Professional Writing
COM	30163	Interpersonal Communication
COM	30363	Organizational Communication
COM	40464	Persuasive Communication
COM	41063	Internship: Communication
COM	49062	Seminar in Media Issues

8 accumulated semester credit hours of required supporting activity with at least one semester in each of the following activities:

COM	10662	Radio Workshop
COM	20361	Newspaper Production
COM	20461	Yearbook Production
SPH	10121	Intercollegiate Forensics

Other Required Courses

ENG	23723	Intermediate Writing
ITS	12063	Introduction to Information Technology Systems
ITS	12100	Web Design
PSY	12053	Principles of Psychology
SPH	11023	Speech Preparation and Delivery

Professional Communication Emphasis

Required Major Courses

COM	10063	Survey of Mass Communication
COM	30124	Professional Writing
COM	30163	Interpersonal Communication
COM	30363	Organizational Communication
COM	40464	Persuasive Communication
COM	41063	Internship: Communication
COM	49062	Seminar in Media Issues

8 accumulated semester credit hours of Required Supporting Activity, with at least one semester in each of the following activities:

COM	10662	Radio Workshop
COM	20361	Newspaper Production
COM	20461	Yearbook Production
SPH	10121	Intercollegiate Forensics

Other Required Courses

ACC	20024	Fundamentals of Accounting
ENG	23723	Intermediate Writing OR
ENG	31023	Advanced Expository Writing
ITS	12063	Introduction to Information Technology Systems
ITS	12100	Web Design
OAD	30063	Behavior in Organizations
OAD	31063	Business Law
OAD	31863	Marketing
OAD	40563	Public Relations
PSY	12053	Principles of Psychology
SPH	11023	Speech Preparation and Delivery

Arts Communication Emphasis

Required Courses

COM	10063	Survey of Mass Communication
COM	30124	Professional Writing
COM	30163	Interpersonal Communication
COM	30363	Organizational Communication
COM	40464	Persuasive Communication
COM	41063	Internship: Communication
COM	49062	Seminar in Media Issues

*20 or more semester credit hours in the emphasized area of art, music and theatre.
Courses to be determined by the Department.*

Undergraduate Programs

Other Required Courses

ACC	20024	Fundamentals of Accounting
ENG	23723	Intermediate Writing OR
ENG	31023	Advanced Expository Writing
ITS	12063	Introduction to Information Technology Systems
ITS	12100	Web Design
OAD	30063	Behavior in Organizations
OAD	31063	Business Law
OAD	31863	Marketing
OAD	40563	Public Relations
PSY	12053	Principles of Psychology
SPH	11023	Speech Preparation and Delivery

Arizona and Milwaukee Campuses

Required Courses

COM	30163	Interpersonal Communication
COM	30263	Small Group Communication OR
PSY	32454	Group Dynamics
COM	30363	Organizational Communication
COM	40164	Intercultural and International Communication
COM	40464	Persuasive Communication
COM	49100	Seminar in Applied Communication and Leadership (CAPSTONE)

EDUCATION

Offered at: Arizona, Kansas City, The College

The Elementary Education major and Secondary Education Certification/Licensure program are designed to produce teachers who have the knowledge, social competencies, methods, communication skills, and sensitivity to be effective in the school environment. Students complete methods courses, professional education classes, and field experiences and observations. They develop critical thinking skills through an analysis of educational history, philosophy and psychology; measurement and evaluation of learning; and classroom management. They gain awareness of cultural diversity and the social and political contexts of education. Elementary Education majors must also demonstrate ability in liberal arts areas including mathematics, science, writing, communication, and the fine arts. The education major is based on state, regional and national certification/licensure criteria and testing competencies. The Ottawa University teacher education programs are state approved in Arizona and Kansas; the Kansas unit is also accredited by the National Council for the Accreditation of Teacher Education (NCATE).

Secondary Education Certification/Licensure is not an academic major, but rather a required companion program to an academic major for students who wish to teach at the high school level. Students must complete a major in a high school subject area approved by the state (e.g. English, history, biology, mathematics), as well as professional knowledge and secondary methods courses, prior to the student teaching field experience. Prospective high school teachers learn to be sensitive to the unique needs, challenges and learning styles of a diverse adolescent student population.

Undergraduate Programs

Graduates of the Elementary Education major and Secondary Education Certification/Licensure program are prepared to serve in a variety of school settings, both public and private.

Kansas

Kansas Teacher Education Program

The Ottawa University - Kansas Teacher Education Program's mission is to be a learning community in which committed teachers are reflective inquirers with knowledge and skills to use best practices in order to provide every student a quality education.

Governance

The Ottawa University - Kansas Teacher Education Committee (OU-KTEC) is an advising and consulting body to the Teacher Education Program. This committee is comprised of faculty members, representatives from local school districts and student representatives. See the Teacher Education Program handbook for details.

Admission to the Teacher Education Program

Students apply formally for admission to the Teacher Education Program during preprofessional education courses.

Criteria for admission to the Teacher Education Program are:

- Completion of an application to the program.
- A cumulative grade point average of 2.50.
- Preprofessional Skills Test (PPST) scores on file in the Teacher Education Department.
- Two letters of recommendation from a high school faculty member, college faculty member or professional who can verify the candidate's suitability for the teaching profession.
- Grade of C or higher in Introduction to Teaching/Orientation to the Teaching Profession.
- Provision of a current health certificate to the Teacher Education Department.

Required Coursework for Licensure

The Ottawa University Teacher Education Program handbook required in the Preprofessional education courses serves as the official document regarding specific requirements for licensure.

General Education Requirements

The Ottawa University Teacher Education Program requires that each person seeking licensure complete a program that includes coursework in the area of general education. This work is designed to develop a broad understanding of the characteristics of the disciplines in the arts, humanities, natural sciences, and social sciences. It is also designed to assist the student in becoming competent in written and oral communication and in the use of mathematical properties, processes and symbols.

Undergraduate Programs

Admission to Student Teaching

Students must make a formal application to the OU-KTEC for student teaching. Applications are reviewed and approved by the committee.

To be approved for student teaching, a student must have completed all Teacher Education Program requirements for the specific license being sought. The student must maintain a cumulative grade point average no less than the state licensure requirement (currently 2.50) and earn a 2.75 or greater grade point average for all Ottawa University professional education and content area coursework. The student also must have no grade lower than "C" in preprofessional, professional and content area courses and have passing PPST scores on file in the Teacher Education Department. Student teaching represents the capstone experience for the professional training and comes at the very end of all coursework.

Licensure

At the end of student teaching, students complete an application for licensure. Students must have fulfilled all requirements of the program and successfully completed their student teaching experience. Information concerning grade point averages, passing PPST scores, passing Professional Learning and Teaching Test (PLT) scores, and the passing scores on the state required content test(s) must also be on file in the Teacher Education Program Office. This application, with a recommendation from the Certification Officer of the University and accompanied by a fee paid by the student, is sent to the Kansas State Department of Education in Topeka. Teaching licenses are issued by the Kansas State Department of Education. Students seeking teaching licenses for states other than Kansas should consult with Teacher Education Program personnel for information.

The College

Licensure Programs

Art (PreK-12)
Biology (6-12)
Early Childhood – Late Childhood (K-6)
English Language Arts (6-12)
Health (6-12)
History and Government (6-12)
Mathematics (6-12)
Music (PreK-12)
Psychology (6-12)
Physical Education (PreK-12)
Speech/Theatre (6-12)

Preprofessional Requirements

Required for all Teacher Education Programs.

EDU	10932	Introduction to Teaching OR
EDU	10934	Orientation to Teaching (required for transfer students during their first semester at Ottawa University)
EDU	20000	Technology for Educators
PSY	20153	Survey of Developmental Psychology

Undergraduate Programs

Professional Education Requirements

Required for all Teacher Education Programs and must have completed all Preprofessional courses to enroll in the following:

EDU	31132	The Exceptional Child
EDU	31233	Educational Psychology
EDU	31633	Assessment in Today's Classroom
EDU	33035	Foundations of Schools in a Diverse Society
EDU	40632	Managing the Educational Environment

Student Teaching Semester

EDU	40932	Reflective Teaching and Action Research
EDU	49001	Elementary Student Teaching I AND
EDU	49002	Elementary Student Teaching II OR
EDU	49021	Secondary Student Teaching I AND
EDU	49022	Secondary Student Teaching II

Content Area Coursework

All secondary teacher candidate education students must develop an academic major in a chosen discipline and complete additional coursework required in that content area for licensure. Specific coursework for teacher licensure is defined in each content area section.

Licensure requirements are updated regularly. Student should consult with Teacher Education Program personnel for current requirements.

Elementary Education

Required Courses for Elementary Education Licensure:

All elementary majors must develop a 20 semester credit hour area of emphasis in a discipline outside the Teacher Education Program (e.g., mathematics, language arts, social studies, or science) plus the following courses.

All elementary majors must have been admitted to the Teacher Education Program and have taken the PPST to enroll in the following:

EDU	20033	Integrating Fine Arts
EDU	30432	Elementary Science Methods
EDU	32235	Elementary Math Methods and Practicum
EDU	32735	Elementary Reading/Language Arts Methods and Practicum
EDU	32834	Elementary Social Studies Methods
PED	30933	Health and Physical Education Methods for Elementary Classroom Teachers

Secondary School Licensure Requirements

Required Courses for Secondary Education Licensure:

Secondary level licensure students must develop an academic major in a particular discipline (see catalog requirements for the major) and take the following additional courses:

EDU	34500	Secondary Methods and Reading in the Content Area
EDU	34600	Specialized Methods and Practicum

Undergraduate Programs

Kansas City Campus

Licensure Programs

Elementary (K-6)

Preprofessional Requirements

EDU	20000	Technology for Educators
EDU	30731	The Teaching Profession Part I
EDU	30732	The Teaching Profession Part II
MAT	10543	Topics in Math
PSY	20153	Survey of Developmental Psychology

Professional Education Requirements

Required for all Teacher Education Programs and must have completed all preprofessional courses to enroll in the following:

EDU	31132	The Exceptional Child
EDU	31233	Educational Psychology
EDU	31633	Assessment in Today's Classroom
EDU	33035	Foundations of Schools in a Diverse Society
EDU	40632	Managing the Educational Environment

Content Area Coursework

Students seeking a bachelor's degree must also complete 12 semester credit hours of liberal arts studies and meet all other degree requirements, in addition to the courses below.

Students who already have a bachelor's degree from an accredited college must meet general education requirements and complete the courses below.

EDU	20033	Integrating Fine Arts
EDU	30000	Elementary Reading Methods and Practicum: Part I
EDU	30001	Elementary Reading Methods and Practicum: Part II
EDU	30030	Elementary Math Methods and Practicum: Part I
EDU	30031	Elementary Math Methods and Practicum: Part II
EDU	30530	Elementary Science Methods and Practicum: Part I
EDU	30531	Elementary Science Methods and Practicum: Part II
EDU	31632	Reading in the Content
EDU	32734	Elementary Language Arts Methods
EDU	32834	Elementary Social Studies Methods
EDU	40233	The Differentiated Classroom
PED	30933	Health and Physical Education Methods for Elementary Classroom Teachers

All students seeking Elementary Licensure must develop a 20 semester credit hour area of emphasis in a discipline outside the education program. This concentration of courses could be in mathematics, language arts, social studies, or science.

Undergraduate Programs

Student Teaching Block

EDU	40932	Reflective Teaching and Action Research
EDU	49001	Elementary Student Teaching I
EDU	49002	Elementary Student Teaching II

Licensure requirements are updated regularly. Students should consult with Teacher Education Program personnel for current requirements.

Arizona

Arizona Teacher Education Programs

Ottawa University has designed its undergraduate education programs to produce teachers who have the knowledge, social competencies, methodology, communication skills, and sensitivity to be effective instructors at the elementary, middle or high school level. Elementary and secondary education programs combine a liberal arts philosophy with state certification criteria and content covered in the Arizona Educator Proficiency Assessment (the State of Arizona exit exams required of all teacher certification candidates).

Admission to the Teacher Education Program

Students are encouraged to announce their intent to pursue teacher certification as part of their program of study during the initial coursework associated with their Proseminar class (the first formal class taken by all incoming undergraduate students). During this class, the student will work in harmony with his/her advisor to put together a program of study that will guide and direct the student through the required courses leading to student teaching and certification.

Criteria for admission to the Teacher Education Program(s) are:

- A 2.50 cumulative grade point average on all previously earned coursework prior to admission to Ottawa (this same 2.50 GPA is required as a program exit and admission to student teaching).
- All students of teacher education must be eligible for a Class 1 or Class 2 fingerprint clearance. The "fingerprint clearance card" must be in the possession of the student prior to applying for student teaching and, eventually, teacher certification.

Required Coursework for Certification

- The Ottawa University Teacher Education programs and the coursework associated for each are defined in detail in the handbook associated with teacher education licensing for the State of Arizona and Ottawa University – Arizona. Each program of study leading toward teacher certification must be aligned with a major (or majors) associated with the program of study.

In addition to the overall outcomes for the major(s), each content area has outcomes related to that discipline. These outcomes are provided to students by their academic advisor.

At Ottawa University – Arizona, the major consists of a minimum of 28 semester credit hours beyond the introductory level and prerequisite requirements. Each major consists of core courses (required courses) and electives (courses selected by the student and approved by the advisor) that are appropriate for the designated major. Both core and elective courses count toward the minimum required 28 semester credit hours.

Undergraduate Programs

Student performance in a core class must be at a grade of "C" or better. Further, a minimum of 28 semester credit hours in the major must be graded "C" or above.

Majors offered in the Bachelor of Arts Program include but may not be limited to:

- Elementary Education
- Biology
- English
- History
- Mathematics

General Education Requirements

The Ottawa University Teacher Education Program requires each person seeking teacher certification in the State of Arizona to complete a program of study that includes coursework in the area of general education. This work is designed to develop a broad understanding of the characteristics of the disciplines in the arts, humanities, natural sciences, and social sciences. The general requirements are also designed to assist the student in becoming competent in written and oral communication and in the use of mathematical properties, processes and symbols. Finally, these general education requirements are designed in part to prepare the teacher education student for a successful mastery of the required examinations associated with teacher certification in Arizona.

Certification

At the end of student teaching (the last requirement for education majors), students are issued an Institutional Recommendation form that alerts the State Department of Teacher Certification that the student has fulfilled all academic requirements associated with teacher certification in the State of Arizona. In addition to the Institutional Recommendation form, as part of the certification process, students must have successfully mastered the state competency exams associated with their area of certification and must possess a valid Class 1 or Class 2 fingerprint clearance card. Additionally, the student must have maintained a cumulative grade point average no less than the University requirement (currently 2.50). At Ottawa University – Arizona, the Institutional Recommendation is issued by the Dean of Education upon verification from the advisor of the student who certifies the program of study to be complete. The Dean requires proof of "passing performance" in the Arizona Educator Professional Assessment along with a valid fingerprint card.

With these documents in place, the student is eligible to approach the State Department for Teacher Certification, where he/she presents the appropriate fee before receiving his/her first teacher certification, which is valid for two years.

Professional Education Requirements for All Education Majors

- EDU 31233 Educational Psychology
- EDU 33034 History and Philosophy of Education
- EDU 33434 Educational Tests and Measurement
- EDU 41234 Classroom Management
- EDU 49001 Elementary Student Teaching I and 49002 Elementary Student Teaching II OR
- EDU 49021 Secondary Student Teaching I and 49022 Secondary Student Teaching II

Undergraduate Programs

Content Area Coursework

Education students must develop an academic major in a particular discipline and complete additional coursework required in that content area. Certification programs offered at Ottawa University – Arizona are listed above. Specific coursework for teacher certification is defined in each content area section.

Certification requirements are updated regularly. Students should consult with Teacher Education Program personnel for current requirements. It is also important for student to remain in touch with his/her advisor to assure that current issues are addressed in the program of study.

Elementary Education

Additional Education courses for Elementary teachers K-8:

- EDU 32734 Elementary Language Arts Methods
- EDU 33134 Elementary Math Methods
- EDU 32634 Elementary Reading Methods
- EDU 33132 Elementary Science Methods
- EDU 32834 Elementary Social Studies Methods

*18 semester credit hours in an area of emphasis in a discipline outside the teacher education program
(e.g. mathematics, language arts, social studies, science, etc)*

Secondary Education

Additional Education course for middle and high school teaching:

- EDU 42634 Secondary Methods and Curriculum Development

24 to 30 semester credit hours in an area of emphasis in a discipline outside the teacher education program and a subject that is a desired, teachable major (e.g. mathematics, English, history, etc.)

ENGLISH

Offered at: Arizona, The College

The English major promotes understanding, analysis, and evaluation of a wide range of authors, characters, themes, plots, and styles in world literature. Through varied approaches to literary criticism, students learn to appreciate the ways in which creative writing can capture the essence of the human condition. They are encouraged to relate literary insights to their own lives as they become productive, sensitive, and ethical problem-solvers. Students reflect on their values and discover what it means to be a socially responsible citizen. They are exposed to varied world views and learn to respect diversity and the opinions of others. By identifying the techniques and impacts of successful writers, students develop their expressive abilities, identify important personal issues, increase empathy for others, and discover their own voices and styles through the written word. The study of literature, composition, and linguistics is an important component of a liberal arts curriculum. English graduates may apply their abilities to a broad range of careers in law, journalism, advertising, public relations, publishing, communications, library science, technical writing, government, business, and education.

Undergraduate Programs

Arizona Campuses

Program Required Courses

ENG	31023	Advanced Expository Writing
ENG	31723	Multicultural Literature
ENG	31823	Shakespeare Seminar
ENG	32523	The English Language
ENG	32723	Creative Writing
ENG	35023	Seminar in American Literature
ENG	35123	Seminar in British Literature
ENG	40123	Literary Criticism
ENG	40323	Theory of Poetry
ENG	40524	Process Writing
ENG	49201	Integrative Seminar in English (CAPSTONE COURSE)

Arizona English Teaching Certification

Students seeking certification to teach must have a major area of study. This major area must include 30 semester credit hours of courses. Students should consult their academic advisor for more information regarding their major area. Students seeking certification in areas of study additional to their major must have a minimum of 24 semester credit hours of courses in an area. Students should consult their academic advisor requiring additional areas of certification.

The College

Required Courses

36-40 semester credit hours which include:

ENG	10223	Contemporary Literature
ENG	20123	World Literature
ENG	20323	American Literature I
ENG	20423	American Literature II
ENG	21923	Major British Writers I
ENG	22023	Major British Writers II
ENG	31023	Advanced Expository Writing
ENG	31723	Multicultural Literature
ENG	31823	Shakespeare Seminar OR
ENG	35123	Seminar in British Literature
ENG	32523	The English Language
ENG	35023	Seminar in American Literature
ENG	40123	Literary Criticism

Recommended Courses

Two courses in Spanish and two courses from the following:

HPS	11053	The American Experience I
PSY	30153	Theories of Personality

REL	20323	The Pentateuch
ART	13023	Art Fundamentals

Additional coursework in music and drama is encouraged.

The College Teacher Licensure in English Language Arts (6-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School

Licensure Requirements sections.

ENG	10223	Contemporary Literature
ENG	20123	World Literature
ENG	20323	American Literature I
ENG	20423	American Literature II
ENG	21923	Major British Writers I
ENG	22023	Major British Writers II
ENG	30924	Adolescent Literature
ENG	31023	Advanced Expository Writing
ENG	31723	Multicultural Literature
ENG	31823	Shakespeare Seminar OR
ENG	35123	Seminar in British Literature
ENG	32523	The English Language
ENG	35023	Seminar in American Literature
ENG	40123	Literary Criticism
SPH	11023	Speech Preparation and Delivery

Recommended additional participation in drama, newspaper and yearbook productions.

HEALTH CARE MANAGEMENT

Offered at: Arizona, Kansas City, The College, Milwaukee

The Health Care Management major promotes an understanding of complex, evolving, and integrated health care and reimbursement systems. Students analyze perspectives, methods, and values associated with the delivery and financing of health services. They evaluate client needs, fiscal constraints, management practices, ethical principles, public policies, promotional strategies, and system designs to discover ways to meet the growing demands for affordable, efficient, responsible, and effective health care. The major promotes organizational insight and managerial ability for those who desire leadership positions in health-related enterprises. It is especially suitable for health care professionals with technical/clinical degrees, nurses, reimbursement specialists, utilization review professionals, medical office or managed care personnel, and health insurance providers.

Arizona Campus

Program Required Courses

OAD	31664	Business Ethics OR
OAD	36164	Health Care as Social Policy
OAD	30063	Behavior in Organizations
OAD	32563	Human Resources Administration
OAD	40063	Financial Administration
OAD	49100	Strategies and Policies (CAPSTONE COURSE)

Undergraduate Programs

Kansas City Campus

Program Required Courses

OAD	38564	Behavior in Health Care Organizations
OAD	38663	Human Resources in Health Care Organizations
OAD	48001	Finance and Regulation in Health Care Organizations
OAD	49000	Planning, Organizing and Leading in Health Care Organizations (CAPSTONE COURSE)
PSC	40654	Health Care Law and Ethics

Health Care Specialty** Work done in health care training programs transfer as academic semester credit. Some of these semester credits are considered lower-division. For further information, please contact Ottawa University's Kansas City campus registrar.

The College

Required Courses

ACC	40464	Not-For-Profit Accounting
OAD	22563	Introduction to Health Care Delivery Systems
OAD	22564	Health Care and Social Behavior
OAD	30563	Management
OAD	32563	Human Resources
OAD	40063	Financial Administration
OAD	41065	Internship: Health Care
OAD	46064	Strategic Planning and Marketing in Health Care
OAD	48362	Health Care Policy
OAD	49000	Planning, Organizing and Leading in Health Care Organizations (CAPSTONE COURSE)

Other Required Courses

ACC	20364	Accounting for Business Operations
ACC	20464	Accounting for Financing and Investing Activities
ECO	20163	Macroeconomics
ECO	20263	Microeconomics
ENG	23723	Intermediate Writing OR
ENG	31023	Advanced Expository Writing
ITS	12063	Introduction to Information Technology Systems
MAT	32044	Statistics
OAD	31664	Business Ethics
PSY	12053	Principles of Psychology
SOC	10453	Introduction to Sociology

Milwaukee Campus

Program Required Courses

OAD	32563	Human Resources Administration
OAD	36164	Health Care as Social Policy
OAD	46264	Health Care Finance
OAD	46464	Understanding Complex Organizations and Evolving Health Care Delivery Systems
OAD	49100	Strategies and Policies (CAPSTONE COURSE)

HISTORY

Offered at: Arizona

The History major promotes an understanding of the impact of human events on the past and present. The study of United States history is supplemented with a review of Western Civilization and the historical legacy of other parts of the world. Students strive to comprehend the forces that have contributed to domestic and international stability and instability; consider economic, social, and political developments, and ongoing struggles for human rights; and contextualize events through an understanding of issues related to gender, race, and culture. Students gain skills in critical interpretation and historiography. This major provides a strong foundation in the liberal arts and also prepares students for careers in teaching, law, government service, journalism, and other positions requiring a broad understanding of the forces that impact and shape the world.

Arizona Campuses

Program Required Courses

(Except for the following four required courses, the History major offered in Arizona is individually designed and includes a mix of transfer work, U.S. and world history courses offered at The College and several electives developed in Arizona.)

HPS	31654	20th Century America
HPS	35555	History of America 1840-1890
HPS	35556	The Early Republic
HPS	49201	Integrative Seminar in History (CAPSTONE COURSE)

* Additional courses may be required. Please see your academic advisor.

Arizona History Teaching Certification

Students seeking certification to teach must have a major area of study. This major area must include 30 semester credit hours of courses. Students should consult their academic advisor for more information regarding their major area. Students seeking certification in areas of study additional to their major must have a minimum of 24 semester credit hours of courses in an area. Students should consult their academic advisor requiring additional areas of certification.

HISTORY AND POLITICAL SCIENCE

Offered at: The College

The combined History and Political Science major synthesizes the study of past human activity and the nature, purpose, and principles of governmental systems throughout the world. Students develop an understanding of public events and trends in both national and international spheres. Political, social, and economic transactions are evaluated in the context of religious, philosophical, and cultural influences. Students in this major analyze the impact of past events on vital contemporary problems, including the interrelationships between society and the environment, issues of war and peace, and movements for social and political change. Engagement with complex issues of policy, politics, and civic priorities helps students develop critical thinking skills and sound problem-solving abilities. While this academic field promotes broad and disciplined minds in the liberal arts curriculum, it also prepares students for a variety of careers in government, law, teaching, politics, business, administration, research, and journalism.

Undergraduate Programs

The College

Required Courses

HPS	10053	Introduction to World Geography
HPS	11053	The American Experience
HPS	13353	American Government
HPS	25353	World Civilization I
HPS	25453	World Civilization II
HPS	31653	Twentieth Century America
HPS	32253	Political Parties
HPS	33253	International Relations
HPS	34354	Seminar in American History and Government
HPS	35054	Seminar in World History

Other Required Courses

ENG	23723	Intermediate Writing OR
ENG	31023	Advanced Expository Writing
MAT	32044	Statistics
SPH	11023	Speech Preparation and Delivery

At least one course in ITS, ECO, SOC, and PSY.

The College Teacher Licensure in History and Government (6-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School Licensure Requirements sections.

BIO	30643	Environmental Biology
ECO	20163	Macroeconomics
HPS	10053	Introduction to World Geography
HPS	11053	The American Experience I
HPS	13353	American Government
HPS	21052	Kansas History and Politics
HPS	25353	World Civilizations I OR
HPS	25453	World Civilizations II
HPS	31653	20th Century America
HPS	32253	Political Parties
HPS	33253	International Relations
HPS	34354	Seminar in American History and Government I OR
HPS	34454	Seminar in American History and Government II
HPS	35054	Seminar in World History I OR
HPS	35154	Seminar in World History II
MAT	32044	Statistics
SOC	10453	Introduction to Sociology OR Cultural Anthropology
SOC	26053	Cultural Anthropology
SOC	30653	Ethnic Relations and Multiculturalism

Undergraduate Programs

HUMAN RESOURCES

Offered at: Arizona, Jeffersonville, Kansas City, Milwaukee

The Human Resources major helps students develop, support, and administer personnel in business organizations. Students understand the challenges of employment and staffing; the complexities of compensation and benefits; the policies and programs that promote employee responsibility, production, and satisfaction; and the methods to hire, retain, and terminate employees based on legal policies and ethical parameters, protecting both the rights of workers and the interests of the company. They learn the role of human dynamics in coordinating, training, and supporting a diverse workforce. As coordinators of human capital, students must become adept at communication, critical thinking and problem solving in such areas as data management, systems design, and conflict management within changing organizational structures and unstable economic conditions. Graduates are prepared for support or supervisory personnel positions in a range of corporate, civic, or nonprofit organizations.

Arizona Campuses

Program Required Courses

ACC	30664	Managerial Accounting OR
OAD	40264	Planning and Budgeting
OAD	30063	Behavior in Organizations
OAD	30264	Employment Law and Politics
OAD	32563	Human Resources Administration
OAD	41564	Compensation and Benefits
OAD	41764	Training and Development
OAD	49200	Seminar in Applied Human Resources (CAPSTONE COURSE)

Two additional courses must be completed. Please see your academic advisor for course options.

Jeffersonville Campus

Program Required Courses

ACC	30644	Managerial Accounting OR
OAD	40264	Planning and Budgeting
OAD	30063	Behavior in Organizations
OAD	30264	Employment Law and Politics
OAD	32563	Human Resources Administration
OAD	49200	Seminar in Applied Human Resources (CAPSTONE COURSE)

Undergraduate Programs

In addition, two courses must be completed from the following:

Adult Education (Please see your academic advisor for course options.)

OAD	30664	Labor Relations
OAD	32864	Employment and Staffing
OAD	41564	Compensation and Benefits
OAD	41764	Training and Development
OAD	41864	Managing Cultural Diversity
OAD	42464	Concepts of Career Development
OAD	44264	Employee Assistance

Kansas City Campus

Program Required Courses

ACC	30664	Managerial Accounting OR
OAD	40264	Planning and Budgeting
OAD	30063	Behavior in Organizations
OAD	30264	Employment Law and Politics
OAD	31664	Business Ethics
OAD	32563	Human Resources Administration
OAD	49200	Seminar in Applied Human Resources (CAPSTONE COURSE)

Two additional courses must be selected from the following list:

Adult Education (Please see your academic advisor for course options.)

OAD	30664	Labor Relations
OAD	41564	Compensation and Benefits
OAD	41764	Training and Development
OAD	42464	Concepts of Career Development
OAD	44264	Employee Assistance

Three additional courses must be selected from the following list:

COM	30163	Interpersonal Communication
COM	31864	Group Processes
OAD	30141	Emotional Intelligence in the Workplace
OAD	30563	Management
OAD	32064	Women in Management
OAD	39664	Managing Organizational Conflict
OAD	41664	Performance Appraisal
OAD	43264	Organizational Change
OAD	45664	Recruitment and Selection
PSY	34154	Adult Learning and Development

Undergraduate Programs

Milwaukee Campus

Program Required Courses

OAD	30063	Behavior in Organizations
OAD	30264	Employment Law and Politics
OAD	32563	Human Resources Administration
OAD	40264	Planning and Budgeting
OAD	49200	Seminar in Applied Human Resources (CAPSTONE COURSE)

In addition, two courses must be completed from the following:

Adult Education (Please see your academic advisor for course options.)

OAD	30664	Labor Relations
OAD	32864	Employment and Staffing
OAD	41564	Compensation and Benefits
OAD	41764	Training and Development
OAD	41864	Managing Cultural Diversity
OAD	44264	Employee Assistance

HUMAN SERVICES

Offered at: Arizona, The College, Milwaukee

The Human Services major provides an introduction to policies and programs designed to meet community needs among varied populations. Students think critically about issues of diversity and social equity; and learn to help people cope with personal challenges such as poverty, substance abuse, mental health, and relational crisis. They analyze the social, legal, political, and governmental forces that influence the delivery of human services; and gain abilities in program implementation, client interviewing, data gathering, counseling, consulting, and case management. Students may choose to specialize in advocacy, child and family services, corrections, gerontology, or mental health programs. This major follows guidelines of the National Organization for Human Service Education which promotes the knowledge and skills needed by professionals who plan to commit their lives to serving others. Careers in private and public sectors include welfare agencies; church ministries; community development programs; youth and adult group homes; senior centers; retirement and nursing homes; case management agencies; homeless shelters; poverty assistance programs; and government, corrections or law enforcement agencies.

Arizona Campuses

Program Required Courses

COM	30163	Interpersonal Communication
HUS	30000	Social Welfare: Issues in Human Services
HUS	30253	Social Policy and the Community
HUS	40553	Skills and Techniques in Human Services
PSY	12053	Principles of Psychology: General Psychology
PSY	30353	Psychology of Abnormal Behavior
SOC	30653	Ethnic Relations and Multiculturalism
HUS	49000	Seminar in Human Services (CAPSTONE COURSE)

Undergraduate Programs

The College

Required Courses

HUS	20553	Social Welfare: Introduction to Human Services
HUS	21253	The Family
HUS	30253	Social Policy and the Community
HUS	40553	Skills and Techniques in Human Services
HUS	41053	Internship: Human Services
HUS	42053	Internship: Human Services

Minimum requirement for internship is 8 semester credit hours.

Other Required Courses

ENG	23723	Intermediate Writing OR
ENG	31023	Advanced Expository Writing
PHL	33024	Ethics and Society
PSY	12053	Principles of Psychology
PSY	20153	Survey of Developmental Psychology
PSY	30353	Psychology of Abnormal Behavior
SOC	10453	Introduction to Sociology
SOC	26052	Topics in the Social Sciences
SOC	30653	Ethnic Relations and Multiculturalism

Elective Courses

ENG	20833	Children's Literature
EDU	31132	Psychology of the Exceptional Child
ENG	31723	Multicultural Literature
HPS	13353	American Government
HPS	25453	World Civilization II
ITS	12063	Introduction to Information Technology Systems
MAT	32044	Statistics
MUS	10323	Jazz in America
OAD	30563	Management
PAC	11231	Nontraditional Team Sports I
PED	21433	Introduction to Nutrition
PHL	11023	Basic Issues in Philosophy
PSY	32253	Research Design and Analysis
SOC	26053	Cultural Anthropology
SOC	30753	Human Sexuality
SPA	10124	Elementary Spanish I
SPH	11023	Speech Preparation and Delivery
THE	11421	Applied Theatre

Advocacy Emphasis

Required Courses

HUS	20153	Issues in Child Welfare
HUS	26001	Issues in Advocacy

Undergraduate Programs

Children and Families Emphasis

Required Courses

HUS	20153	Issues in Child Welfare
SOC	30753	Human Sexuality

Corrections Emphasis

Required Courses

HUS	20153	Issues in Child Welfare
SOC	40753	Sociology of Deviance

Gerontology Emphasis

Required Courses

HUS	30153	Issues in Gerontology
HUS	30953	Death and Dying

Mental Health Emphasis

Required Courses

HUS	26002	Issues in Case Management
SOC	40753	Sociology of Deviance

Other focus areas can be created and approved by the Social Sciences Department.

Milwaukee Campus

Program Required Courses

HUS	30000	Social Welfare: Issues Human Services
HUS	30253	Social Policy and the Community
HUS	40454	Ethics in Human Services
HUS	30353	Skills and Techniques in Human Services
HUS	49000	Seminar in Human Services (CAPSTONE COURSE)
PSY	30353	Psychology of Abnormal Behavior
SOC	30653	Ethnic Relations and Multiculturalism

INFORMATION TECHNOLOGY SYSTEMS

Offered at: Arizona, Kansas City, The College, Milwaukee

The Information Technology Systems major provides knowledge and skills related to the programming, storage, networking, and communication of information in an organization. This preparation also includes basic concepts and principles of business practices along with skills in planning, problem-solving, decision-making, and systems analysis. Students develop a computer proficiency and gain the ability to apply information systems in organizations effectively, efficiently, and responsibly with an understanding of the critical nature of information management in a global economy. Graduates are prepared for private or public sector careers in database administration, systems analysis, network administration, software programming, Internet technologies, and help desk management.

Undergraduate Programs

The College

Technical Core

ITS	16163	Programming
ITS	23470	A+ Core Hardware
ITS	23471	A+ Operating Systems Technologies
ITS	30163	Database Management
ITS	33470	Networking

Technical Architecture

ITS	48163	Systems Analysis and Design
ITS	49100	Methodologies of Project Development (CAPSTONE)

Technical Specialty

Minimum of 18 semester credit hours required:

ITS	12100	Web Design
ITS	17163	Game Programming
ITS	41063	Internship (<i>The internship experience should be no less than 3 semester credit hours.</i>)

Additional semester credit hours can include TechSkills courses or Topics in Information Technology.

Elective Courses

ITS	43000	Information Technology Project Management
ITS	48063	Management of Information Systems Management

Arizona, Kansas City and Milwaukee Campuses

Technical Core Courses

Minimum of 15 semester credit hours including all of the following:

Database Management
Introduction to Information Technology (includes end-user application tools)
Networking
Operating Systems
Programming

Technical Specialty Courses

Minimum of 20 semester credit hours.

Can be technical electives in programming, database management, operating systems, or networking
Can be industry-recognized certifications.
Can be an internship.

Technical Architecture Course

ITS	48163	Systems Analysis and Design
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Organizational Core Courses

Minimum of 15 semester credit hours including all of the following:

COM	30163	Interpersonal Communication
COM	30363	Organizational Communication OR
COM/ENG	30124	Professional Writing OR

COM	32663	Business Communication
OAD	30063	Behavior in Organizations
OAD	30563	Management
OAD	31664	Business Ethics Capstone Course
ITS	49100	Methodologies of Project Development (CAPSTONE COURSE)

**Additional courses may be required. Please see your academic advisor.*

MANAGEMENT

Offered at: Arizona, Jeffersonville, Kansas City, Milwaukee

The Management major promotes the conceptual awareness and practical abilities needed to supervise personnel and help organizations run efficiently, effectively, and ethically. Students learn how to plan, budget, coordinate, and influence within an organizational setting. They develop ways to analyze systems; interpret data; set priorities; administer human resources; improve customer service; adapt to internal and external changes; and understand how a manager's personal responsibility, integrity, and empathy can help motivate a diverse workforce. Communication, problem-solving, and decision-making are key skills that help students formulate strategic approaches to operational execution. Graduates are prepared for a wide range of leadership careers in business, government, and all types of organizations.

Arizona Campuses

Management Program Required Courses

ACC	30664	Managerial Accounting OR
ECO	30564	Economics for Managers
OAD	40264	Planning and Budgeting
OAD	30563	Management
OAD	30063	Behavior in Organizations
ACC	31664	Business Ethics
OAD	32563	Human Resources Administration
OAD	49300	Seminar in Applied Management (CAPSTONE COURSE)

In addition, two courses must be completed from the following:

COM	30163	Interpersonal Communication OR
COM	30363	Organizational Communication OR
COM	40464	Persuasive Communication OR
COM	40164	Intercultural and International Communication
LMR	30364	Conflict Resolution OR
OAD	32064	Women in Management
OAD	39664	Managing Organizational Conflict
OAD	41464	Project Management
OAD	41664	Performance Appraisal
OAD	43264	Organizational Change

Jeffersonville Campus

Program Required Courses

ACC	30664	Managerial Accounting OR
OAD	40264	Planning and Budgeting

Undergraduate Programs

OAD	30063	Behavior in Organizations
OAD	30563	Management
OAD	32563	Human Resources Administration
OAD	49300	Seminar in Applied Management (CAPSTONE COURSE)

In addition, two courses must be completed from the following:

COM	30163	Interpersonal Communication OR
COM	30363	Organizational Communication OR
COM	40164	Intercultural and International Communication
COM	40464	Persuasive Communication OR
OAD	30363	Organizational Communication
LMR	30364	Conflict Resolution OR
OAD	39664	Managing Organizational Conflict
OAD	31664	Business Ethics
OAD	32064	Women in Management
OAD	41464	Project Management
OAD	41664	Performance Appraisal
OAD	43264	Organizational Change

Kansas City Campus

Program Required Courses

ACC	30664	Managerial Accounting OR
OAD	40264	Planning and Budgeting
OAD	30063	Behavior in Organizations
OAD	30563	Management
OAD	31664	Business Ethics
OAD	32563	Human Resources Administration
OAD	44464	Seminar in Applied Management (CAPSTONE COURSE)

Two additional courses must be selected from the following list:

COM	30163	Interpersonal Communication
OAD	32064	Women in Management
OAD	39664	Managing Organizational Conflict
OAD	41464	Project Management
OAD	41664	Performance Appraisal
OAD	43264	Organizational Change

Three additional courses must be selected from the following list:

ACC	20364	Accounting for Business Operations
COM	31864	Group Processes
ECO	20263	Microeconomics
ITS	48163	Systems Analysis and Design
ITS	48064	Management Information Systems
OAD	30141	Emotional Intelligence in the Workplace
OAD	30264	Employment Law and Politics
OAD	30664	Labor Relations
OAD	31063	Business Law
OAD	40663	Total Quality Management

OAD	41564	Compensation and Benefits
OAD	41764	Training and Development
OAD	42464	Concepts of Career Development
OAD	42664	New Business Ventures
OAD	44264	Employee Assistance
OAD	45664	Recruitment and Selection

Milwaukee Campus

Program Required Courses

COM	30163	Interpersonal Communication OR
COM	30363	Organizational Communication OR
COM	40464	Persuasive Communication
OAD	30063	Behavior in Organizations
OAD	30563	Management
OAD	32563	Human Resources Administration
OAD	40264	Planning and Budgeting
OAD	49300	Seminar in Applied Management (CAPSTONE COURSE)

One course must be completed from the following:

LMR	30364	Conflict Resolution
OAD	31664	Business Ethics
OAD	32064	Women in Management
OAD	41464	Project Management
OAD	41664	Performance Appraisal

MANAGEMENT OF COMPUTER SERVICES

Offered at: Milwaukee

The Management of Computer Services major helps students develop and apply principles of administration, analysis, problem solving, and methods of information distribution across computer networks. The major promotes strong communication skills, ethical decision making, and a solid understanding of information technology. Students learn effective ways of managing and integrating people and computer information systems to meet the needs of complex and interconnected corporate, commercial, and governmental institutions. Graduates may be employed in the private and public sectors as information technology managers, project developers, team leaders, and computer service managers.

Milwaukee Campus

Required Courses

COM	30163	Interpersonal Communication OR
COM	30363	Organizational Communication OR
COM	40464	Persuasive Communication
OAD	30063	Behavior in Organizations
OAD	30563	Management
OAD	32563	Human Resources Administration
OAD	40264	Planning and Budgeting
ITS	48064	Management Information Systems (CAPSTONE COURSE)

Undergraduate Programs

One course must be completed from the following:

LMR	30364	Conflict Resolution
OAD	31664	Business Ethics
OAD	32064	Women in Management
OAD	41464	Project Management
OAD	41664	Performance Appraisal

Computer Technical Core

Minimum of 18 semester credit hours including all of the following:

- Introduction to Computer Concepts
- Computer Programming
- Operating Systems OR
- System Analysis and Design
- Database Management
- Networking

MATHEMATICS

Offered at: Arizona, The College*

**Secondary Teaching Certification Only.*

Mathematics is both a symbolic language and a way of thinking. A universal science and a key component of a liberal arts education, mathematics is a critical tool for technological advancement and practical problem-solving in a complex natural and social world. The major provides training in logic and critical thinking, and helps students gain mastery of calculus, algebra, geometry, statistics, and computer programming. Graduates are prepared for a wide range of careers including teaching, computer science, engineering, finance, actuarial science, business, investments, behavioral sciences, and research.

Arizona Campuses

Arizona Mathematics Teaching Certification

Students seeking certification to teach must have a major area of study. This major area must include 30 semester credit hours of courses. Students should consult their academic advisor for more information regarding their major area. Students seeking certification in areas of study additional to their major must have a minimum of 24 semester credit hours of courses in an area. Students should consult their academic advisor requiring additional areas of certification.

The College

Required Courses

MAT	21044	Calculus I
MAT	21144	Calculus II
MAT	22043	Linear Algebra
MAT	26043	College Geometry
MAT	30143	History of Mathematics
MAT	31044	Calculus III
MAT	32044	Statistics
MAT	33043	Differential Equations
MAT	42143	Abstract Algebra

MAT	43443	Numerical Methods
MAT	45143	Introduction to Real Analysis

Other Required Courses

ITS	16163	Computer Programming
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The College Teacher Licensure in Mathematics (6-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School Licensure Requirements sections.

ITS	16163	Computer Programming
MAT	21044	Calculus I
MAT	21144	Calculus II
MAT	22043	Linear Algebra
MAT	26043	College Geometry
MAT	30143	History of Mathematics
MAT	31044	Calculus III
MAT	32044	Statistics
MAT	42143	Abstract Algebra

Recommended courses

MAT	33043	Differential Equations
MAT	43443	Numerical Methods

MUSIC

Offered at: The College

The Music program promotes an understanding and appreciation of musical expression as part of a liberal arts education. Students increase their knowledge of theory and history across diverse musical cultures. Music majors develop their abilities through ear-training, sight-singing, harmony, orchestration, composition, and conducting. They may pursue emphases in music education, church music, or applied music. Music majors and other community members have a wide range of performance opportunities through college choirs, instrumental ensembles, and individual recitals. These performers develop a wide musical repertoire that reinforces spiritual values, promotes the university's mission, and provides an important outreach to local and regional audiences. Graduates may go on to be professional musicians; composers; arrangers; producers; music teachers; or creative associates in film, theatre, or television.

The College

Applied Music Emphasis

Required Courses

MUS	10123	Introduction to Creative Listening
MUS	25124	Styles I
MUS	25224	Styles II
MUS	32224	Styles III
MUS	32324	Styles IV
MUS	49023	Research and Performance

Participation in 2 semester credit hours of applied music each semester, participation in an ensemble each semester, demonstration of piano proficiency, and two recitals (Junior and Senior).

Undergraduate Programs

Church Music Emphasis

Required Courses

MUS	10123	Introduction to Creative Listening
MUS	16321	Applied Organ
MUS	22823	Church Music
MUS	23823	Hymnology
MUS	25124	Styles I
MUS	25524	Styles II
MUS	32223	Choral Conducting, Methods and Literature
MUS	32224	Styles III
MUS	32324	Styles IV
MUS	49023	Research and Performance

Participation in applied music and an ensemble each semester, demonstration of piano proficiency and internship within church setting, and senior recital.

The College Teacher Licensure in Music (PreK-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School Licensure Requirements sections.

MUS	10123	Introduction to Creative Listening
MUS	12922	Class Piano I (or Piano Proficiency)
MUS	13022	Class Piano II (or Piano Proficiency)
MUS	13121	Trumpet and Horn Class
MUS	13221	Clarinet and Double Reed Class
MUS	13321	Violin and Viola Class
MUS	13421	Percussion and Instrument Repair
MUS	13521	Trombone and Tuba Class
MUS	13621	Flute and Saxophone Class
MUS	XXXX	Applied Music (8 Semester Credit Hours)
MUS	XXXX	Instrumental and/or Vocal Emphasis
MUS	XXXX	Ensembles (8 Semester Credit Hours)
MUS	19721	PEP Band
MUS	25124	Styles I
MUS	25224	Styles II
MUS	32123	Instrumental Ensembles Conducting, Methods and Literature
MUS	32223	Choral Conducting, Methods and Literature
MUS	32224	Styles III
MUS	32324	Styles IV
MUS	34723	Music Methods
MUS	49023	Research and Performance

PHYSICAL EDUCATION

Offered at: The College

The Physical Education major prepares students with the knowledge and skills required for teaching motor skills, physical fitness, and designing, developing, and managing recreation and/or fitness programs. A multidisciplinary program that integrates principles and practices from the natural, social, and behavioral

sciences, the Physical Education major provides opportunities for men and women from different racial, ethnic, and cultural backgrounds to perform together in the spirit of competition, cooperation, and celebration. Students use their individual and collective abilities toward further development of their bodies, minds, values, and attitudes. Consistent with the university's mission statement, students' physical accomplishments and interactions are based on a commitment to sportsmanship and ethics. Students in this major play an important role in promoting physical fitness, preventive health care, stress management, healthy lifestyles, mental discipline, motivation, and teamwork. Graduates of this program are prepared for careers or further study in the fitness industry, sports, teaching, coaching, personal training, corporate fitness, occupational or physical therapy, and recreation administration.

The College

Health/Fitness Emphasis

Required Courses

PAC	10131	Coed Weight Training
PAC	11131	Lifetime Fitness
PAC	11231	Nontraditional Team Sports I
PAC	XXXX	Additional PAC
PAC	XXXX	Additional PAC
PED	10433	Personal and Community Health
PED	10732	First Aid OR Current First Aid and Adult and Infant CPR certification
PED	11133	History and Principles of Health, Physical Education and Recreation
PED	20533	Care and Prevention of Athletic Injuries
PED	30233	Psychology and Sociology of Sports
PED	30333	Advanced Athletic Training
PED	32533	Kinesiology
PED	33532	Adaptive Physical Education
PED	34533	Exercise Physiology
PED	34630	Athletic Training Practicum OR
PED	34640	Health and Fitness Practicum
PED	41033	Internship: Physical Education
PED	41733	Theory of Administration in Health, Physical Education and Recreation
PED	46000	Senior Seminar

Other Required Courses

BIO	10042	Principles of Biology Lab
BIO	10043	Principles of Biology
BIO	20342	Human Anatomy and Physiology Lab
BIO	20343	Human Anatomy and Physiology
BIO	21443	Introduction to Nutrition
CHE	10041	Concepts of Chemistry Lab and CHE 10044 Concepts of Chemistry OR
CHE	12041	General Chemistry I Lab and CHE 12044 General Chemistry I
COM	30163	Interpersonal Communication OR
SPH	11023	Speech Preparation and Delivery
ENG	23723	Intermediate Writing OR
ENG	31023	Advanced Expository Writing
HUS	30153	Issues in Gerontology
OAD	30563	Management
PSY	12053	Principles of Psychology

Undergraduate Programs

Elective Courses

ACC	20024	Fundamentals of Accounting
EDU	31132	Psychology of the Exceptional Child
ITS	12063	Introduction to Information Technology Systems
PED	31833	Recreation and Sports Programming

Additional courses in BIO, CHE, SOC, PSY, and/or OAD.

Recreation and Sports Administration Emphasis

Required Courses

PAC	10131	Coed Weight Training
PAC	11131	Lifetime Fitness
PAC	11231	Nontraditional Team Sports I
PAC	11331	Folk and Square Dancing
PAC	XXXX	<i>Additional PAC</i>
PED	10732	First Aid OR Current First Aid and Adult and Infant CPR Certification
PED	11133	History and Principles of Health, Physical Education and Recreation
PED	13733	Principles of Officiating Fall Sports OR
PED	14733	Principles of Officiating Spring Sports
PED	20533	Care and Prevention of Athletic Injuries
PED	23733	Teaching Fall Sports OR
PED	24733	Teaching Spring Sports
PED	30233	Psychology and Sociology of Sports
PED	30833	Elementary Physical Education Methods
PED	31833	Recreation and Sports Programming
PED	34610	Coaching Practicum OR
PED	34630	Athletic Training Practicum
PED	34650	Recreation Administration Practicum
PED	40433	Principles of Coaching
PED	41033	Internship: Physical Education
PED	41733	Theory of Administration in Health, Physical Education and Recreation
PED	46000	Senior Seminar

One coaching methods class.

Other Required Courses

BIO	10042	Principles of Biology Lab
BIO	10043	Principles of Biology
COM	30163	Interpersonal Communication OR
SPH	11023	Speech Preparation and Delivery
ENG	23723	Intermediate Writing OR
ENG	31023	Advanced Expository Writing
OAD	30563	Management
OAD	31063	Business Law
OAD	31863	Marketing
PED	33532	Adaptive Physical Education
PSY	12053	Principles of Psychology

One additional course must be selected from the following list:

HUS	21253	The Family
HUS	30153	Issues in Gerontology
PSY	32353	Developmental Psychology

Undergraduate Programs

Elective Courses

ACC	20024	Fundamentals of Accounting
HPS	13353	American Government
ITS	12063	Introduction to Information Technology Systems
PED	23733	Teaching Fall Sports
PED	34533	Exercise Physiology

Additional PAC and coaching methods classes.

Coaching

This is not a major. Courses designed to introduce students to and prepare them for coaching in organized athletic programs. It is a supplement to any other major field of study and is encouraged for students seeking teacher certification or pursuing other majors who desire to pursue a coaching position or career in an educational or recreation setting. Completion of the program results in coaching certification through the American Sport Education Program (ASEP).

Required Courses

PAC	10131	Coed Weight Training
PAC	11131	Lifetime Fitness
PED	10732	First Aid Or Current First Aid and Adult and Infant CPR certification
PED	13733	Principles of Officiating Fall Sports OR
PED	14733	Principles of Officiating Spring Sports
PED	20533	Care and Prevention of Athletic Injuries
PED	40433	Principles of Coaching

Two coaching methods courses.

Elective Courses

BIO	21443	Introduction to Nutrition
PED	32533	Kinesiology
PED	34533	Exercise Physiology
PED	41733	Theory of Administration in Health, Physical Education and Recreation

The College Teacher Licensure in Health (PreK-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School Licensure Requirements sections.

BIO	10043	Principles of Biology
BIO	10042	Principles of Biology Lab
BIO	20342	Human Anatomy and Physiology Lab
BIO	20343	Human Anatomy and Physiology
BIO	21443	Introduction to Nutrition
PAC	11131	Lifetime Fitness
PED	10433	Personal and Community Health
PED	10732	First Aid
PED	11133	History and Principles of Health, Physical Education, Recreation
PED	33532	Adaptive Physical Education
PED	41031	Internship: Health

The Health licensure for teaching may be only pursued in conjunction with licensure in another discipline. Dual licensure in Physical Education and Health is highly recommended. Most school districts require this dual licensure for employment.

Undergraduate Programs

The College Teacher Licensure in Physical Education (PreK-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School Licensure Requirements sections.

Required PAC Courses

PAC	10131	Coed Weight Lifting
PAC	11131	Lifetime Fitness
PAC	11231	Non-traditional Team Sports I
PAC	11331	Folk and Square Dancing
PAC	XXXX	Additional PAC

Required PED Courses

PED	10433	Personal and Community Health
PED	10732	First Aid
PED	11133	History and Principles of Health, Physical Education and Recreation
PED	20533	Care-Prevention of Athletic Injuries
PED	23733	Teaching Fall Sports
PED	24733	Teaching Spring Sports
PED	30032	Elementary and Secondary Rhythms and Dance
PED	30233	Psychology and Sociology of Sports
PED	30833	Elementary Physical Education Methods
PED	33532	Adaptive Physical Education
PED	34533	Exercise Physiology
PED	41733	Theory of Administration in Health, Physical Education, and Recreation

Required Supporting Courses

BIO	10042	Principles of Biology Lab
BIO	10043	Principles of Biology
BIO	20342	Human Anatomy and Physiology Lab
BIO	20343	Human Anatomy and Physiology

POLICE SCIENCE/LAW ENFORCEMENT ADMINISTRATION

Offered at: Online through Arizona Campuses

The Police Science/Law Enforcement Administration major promotes the knowledge and skills necessary to maintain social order, protect individual rights, meet public needs, and uphold the laws and institutions of democracy. Students study the theoretical, ethical, judicial, and practical issues related to the operations and responsibilities of a complex law enforcement organization. Within the contexts of current events, poverty, race, ethnicity, human relations, urban expansion, and public policy, students analyze the causes of deviant behavior in juvenile and adult offenders. In addition to critical thinking, problem solving, and communication skills, students develop increased empathy and a greater understanding of diversity. They evaluate scientific advances and new technologies that support effective crime detection, intervention, and prevention. Students explore ways to improve community relations and gain civic support for their critical mission to protect and serve. This program is delivered online. The Police Science Bachelor of Arts degree is intended for students who are graduates of a Rio Salado College-affiliated police academy and have successfully completed the community college's associate's degree in Law Enforcement Technology. All other students pursue a B.A. degree in Law Enforcement Administration. Graduates of these programs are prepared to advance in rank and leadership responsibility.

Online through Arizona Campuses

Program Required Courses

PLS	30000	Examination of the Criminal Justice System
PLS	30100	Individual Rights: Practices and Systems
PLS	30200	Police Responsibility, Ethics and Rights
PLS	30300	Understanding Criminal Behavior
PLS	40000	Race, Crime and Social Policy
PLS	40100	Public Safety Supervision
PLS	40200	Policing in Today's Communities
PLS	40300	Leadership in Law Enforcement
PLS	49100	Selected Contemporary Topics in Policing (CAPSTONE COURSE)

PSYCHOLOGY

Offered at: Arizona, Kansas City, The College, Milwaukee

Psychology is the study of human behavior. The major provides a foundation in human physiological, mental, intellectual, personality, and social development. Specific coursework is focused on research, theories and processes useful for understanding oneself and others both as individuals and as members of various societies, groups, cultures and organizations. Psychology students are encouraged to think critically, to analyze and integrate information from other disciplines and sources, and to draw conclusions which can lead to the application of psychology to the identification and realization of individual and group goals. The study of psychology partners well with liberal arts coursework and facilitates ethical thinking, self-awareness and empathy within a global community. Students are prepared for graduate study leading to professions in counseling and psychotherapy, teaching, church ministry, youth work, law enforcement, research, marketing, organizational development, personnel services, social advocacy, community services, rehabilitation, gerontology, and social work.

Undergraduate Programs

The College

Program Required Courses

PSY	12053	Principles of Psychology
PSY	20153	Survey of Developmental Psychology
PSY	30153	Theories of Personality
PSY	30353	Psychology of Abnormal Behavior
PSY	31354	Physiological Psychology
PSY	32153	Social Psychology
PSY	32253	Research Design and Analysis
PSY	40553	Counseling Theories and Dynamics
PSY	40854	History and Systems of Psychology

Elective Courses

BIO	10042	Principles of Biology Lab
BIO	10043	Principles of Biology
BIO	20342	Human Anatomy and Physiology Lab
BIO	20343	Human Anatomy and Physiology
HUS	30953	Death and Dying
ITS	12063	Introduction to Information Technology Systems
PHL	11023	Basic Issues of Philosophy
PHL	21723	Introduction to Logic
PHL	33024	Ethics and Society
SOC	10153	Social Thought
SOC	11753	Social Problems and American Values
SOC	26053	Cultural Anthropology

Other Required Courses

COM	30163	Interpersonal Communication
HUS	21253	The Family
MAT	32044	Statistics
SOC	10453	Introduction to Sociology
SOC	30653	Ethnic Relations and Multiculturalism
SOC	30753	Human Sexuality

The College Teacher Licensure in Psychology (6-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School Licensure Requirements sections.

PSY	12053	Principles of Psychology
PSY	20153	Survey of Development Psychology
PSY	30353	Psychology of Abnormal Behavior
PSY	30853	History and Systems of Psychology
PSY	31354	Physiological Psychology

The Psychology licensure for teaching may be only pursued in conjunction with licensure in another discipline. That is, a student must complete a teacher preparation program in a discipline such as English or History/Government, and then add to that program the courses required to Psychology licensure.

EDU 34600 Specialized Methods and Practicum requirements for Psychology licensure are met through the primary area of licensure.

Undergraduate Programs

Arizona Campuses

Program Required Courses

PSY	12053	Principles of Psychology
PSY	30153	Theories of Personality
PSY	30353	Psychology of Abnormal Behavior
PSY	31354	Physiological Psychology
PSY	32253	Research Design and Analysis
PSY	32353	Developmental Psychology
PSY	40854	History and Systems of Psychology
SOC	30653	Ethnic Relations and Multiculturalism
PSY	49201	Seminar in Psychology (CAPSTONE COURSE)

Kansas City and Milwaukee Campuses

Program Required Courses

PSY	30153	Theories of Personality
PSY	30353	Psychology of Abnormal Behavior
PSY	31354	Physiological Psychology
PSY	32253	Research Design and Analysis
PSY	40854	History and Systems of Psychology
PSY	49201	Seminar in Psychology (CAPSTONE COURSE)

**Additional courses may be required. Please see your academic advisor.*

PUBLIC ADMINISTRATION

Offered at: Arizona

The Public Administration major promotes an understanding of the policies, purposes, philosophies, responsibilities, management methods, and challenges of civic leadership. Students analyze complex organizational systems; learn budgeting processes; apply new technologies; identify ethical issues; and evaluate the goals of local, state, and national governmental agencies in a changing society. Critical thinking, problem-solving, and effective communication are important skills that students develop as they analyze case studies and commit themselves to continuous quality improvement. Graduates of this major are prepared to enter city, county, state, or national agencies that benefit from ethical management, efficient practices, positive public relations, and an empathetic response to the diverse social groups within and served by agencies.

Arizona Campus

Required Courses

HPS	49300	Public Policy (CAPSTONE COURSE)
OAD	30063	Behavior in Organizations
OAD	33064	Governmental Budgeting
OAD	43564	Administration of Public Organizations
PSC	40154	Philosophy of Ethics and Public Administration

** Additional courses may be required. Please see your academic advisor.*

Undergraduate Programs

RELIGION

Offered at: The College

The Religion major promotes an investigation of the basic questions of existence: human origin, meaning, purpose, spirituality, and divinity. It fosters a comprehension of religious beliefs and practices throughout the world. Students analyze sacred literature and historical contexts to understand the interactions of religion and culture. They consider the role of religion in contemporary America as they seek to clarify their own convictions and moral precepts. Study in this field can profoundly shape individual identity as students examine their personal attitudes, values, and beliefs. Students gain Biblical, theological, and philosophical knowledge that helps them develop respect and appreciation for diversity among persons of different religions, ideologies, and ethnicities. They are encouraged to become critical thinkers, expand their world views, and develop a personal sense of responsibility to minister to others. Graduates are prepared to continue their education at the graduate level, enter Christian ministry, teach, or pursue a wide range of careers dedicated to assisting and serving others.

The College

Required Courses

PHL	21023	Basic Issues in Philosophy
REL	20223	Introduction to the Gospels
REL	21023	Christian Thought I
REL	30123	The Biblical Book
REL	30323	The Pentateuch
REL	31023	Christian Thought II
REL	40224	Christian Ethics
REL	41523	Issues in Science and Religion
REL	43823	World Religions
REL	44823	The Life and Thought of Paul

Plus 3 hours from the following:

PHL	33024	Ethics and Society
REL	41223	Introduction to New Testament Greek

Other Required Courses (choose one)

ENG	23723	Intermediate Writing OR
ENG	31023	Advanced Expository Writing

SOCIOLOGY

Offered at: The College

The Sociology major promotes the systematic study of collective human behavior. Students are required to explore social processes within and among varied groups and societies; to analyze the beliefs and actions of individuals within the context of social norms, values, conventions, structures, institutions, and patterns of behavior; to develop a greater awareness of culture, race, and ethnicity and the sources of social conflict and misunderstanding; to explore methods for promoting group interaction and cooperation; to assess, evaluate, and explain social behavior, programs, and processes; to gather and interpret data in valid, reliable, and generalizable ways; and to think critically about social issues and develop ways to solve complex problems in a global community. Graduates are prepared for advanced study or careers in social research, consulting, teaching, law enforcement, community organization, urban planning, organizational development, and administration of social service agencies.

The College

Sociology Emphasis

Required Courses

SOC	10153	Social Thought
SOC	10453	Introduction to Sociology
SOC	11753	Social Problems and American Values
SOC	26053	Cultural Anthropology
SOC	26052	Topics in Social Sciences
SOC	30653	Ethnic Relations and Multiculturalism
SOC	30753	Human Sexuality
SOC	32253	Research Design and Analysis
SOC	40753	Sociology of Deviance
SOC	40854	Field Research

Other Required Courses

ECO	20163	Macroeconomics
HPS	25353	World Civilization I
HPS	25453	World Civilization II
MAT	32044	Statistics
PSY	32153	Social Psychology

Elective Courses

HPS	13353	American Government
SPA	10124	Elementary Spanish I

Anthropology Emphasis

Required Courses

SOC	10453	Introduction to Sociology
SOC	26053	Cultural Anthropology
SOC	26052	Topics in Social Sciences
SOC	32253	Research Design and Analysis
SOC	40753	Sociology of Deviance
SOC	40854	Field Research

Undergraduate Programs

Other Required Courses

ART	20623	Art History I
BIO	31143	Ecology
ENG	31723	Multicultural Literature
SPA	10124	Elementary Spanish I
HPS	25353	World Civilization I
HPS	25453	World Civilization II
PSY	32153	Social Psychology
REL	33823	World Religions

Elective Courses

HPS	13353	American Government
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THEATRE

Offered at: The College

The Theatre major introduces students to dramatic literature, acting, directing, design, and criticism. Theatre production is a synthesis of many art forms including creative writing, voice, movement, dance, painting, visual composition, sound, music, lighting, costume design, and set construction. Through an introduction to different theatrical styles, periods, and conventions, students can visualize and recreate playwrights' attempts to capture universal themes, conflicts, and human relationships across time, place, and culture. This exercise in creative empathy and expression can help students understand themselves, others, and the world community. In addition to serving as a strong liberal arts foundation, the theatre program includes main-stage productions and dramatic activities that prepare students for graduate study and professional schools or careers in stage, film, or television production; theatre history, playwriting, criticism, and teaching; or theatre management, public relations, promotion, and communication.

The College

Theatre/Theatre Performance Emphasis

Required Courses

SPH	10923	Voice and Diction
SPH	20523	Oral Interpretation
THE	11421	Applied Theatre*
THE	14123	Stagecraft
THE	14623	Introduction to Theatre
THE	20023	Acting I
THE	31523	History of Theatre I
THE	31623	History of Theatre II
THE	36000	Topics in Theatre
THE	40023	Acting II
THE	40624	Directing
THE	42023	Theatre Practicum OR
THE	49023	Senior Comprehensive in Theatre

**Applied Theatre is taken each semester (maximum of eight) except while enrolled in Theatre Practicum or Performance Comprehensive.*

Undergraduate Programs

Other Required Courses

COM	30163	Interpersonal Communication
ENG	31823	Shakespeare Seminar
MUS	16221	Applied Voice
PSY	12053	Principles of Psychology

The College Teacher Licensure in Speech and Theatre (6-12)

Also see courses required detailed under the Education Department: Kansas Teacher Education Program within the Preprofessional Requirements, Professional Education Requirements, and Secondary School Licensure Requirements sections.

COM	10063	Survey of Mass Communication
COM	30163	Interpersonal Communication
SPH	10121	Intercollegiate Forensics
SPH	10923	Voice and Diction
SPH	11023	Speech Preparatory and Delivery
SPH	20323	Debate and Forensics
SPH	20523	Oral Interpretation
THE	11421	Applied Theatre (1 Semester Credit Hour Each)
THE	12521	Required Each Semester (Maximum 8 Semester Credit Hours)
THE	14123	Stagecraft
THE	14623	Introduction to Theatre
THE	20023	Acting I OR
THE	40023	Acting II
THE	31523	History of Theatre I OR
THE	31623	History of Theatre II
THE	40624	Directing
THE	49023	Senior Comprehensive

PREPROFESSIONAL PROGRAMS

PREMED, PREHEALTH PROFESSIONS AND GRADUATE STUDIES

The health professions are a growing field, with careers as medical doctors (MD), dentists, physician assistants, pharmacists, medical technologists, nurses, laboratory researchers, and many others. The professional schools are looking for college graduates who help patients with personal, social and spiritual problems, in addition to their physical well-being. Ottawa University's broad, comprehensive preprofessional programs prepare students for medical school, dental school, and a full range of other demanding programs within the health professions, and for graduate degrees (MS and PhD). All professional degree programs expect students to come with a breadth of exposure to chemistry, physics, and mathematics and foundational courses in biology (genetics, ecology, microbiology, zoology, and human anatomy and physiology). The preprofessional major is a demanding program that prepares committed, diligent students for the career of their choice. Through the skilled assistance of professors in the Department of Natural Science and Mathematics, who are also academic advisors, students develop a "custom" course program from this full spectrum of science offerings to prepare them for their desired career.

PREMINISTERIAL PROGRAM

Study for the ministry does not presuppose any particular undergraduate course of study. In addition to a sense of vocation for the ministry, most seminaries are more concerned with whether an applicant has acquired a broad background of knowledge and the skills of communication and critical thinking than with his/her undergraduate major. As a result, students may attend seminary having pursued virtually any area of concentration. It is clear, however, that some majors may be more helpful to seminary studies than others, and preministerial students are urged to choose a course of study that will enhance their effectiveness both in seminary and in the ministry. Thus, preministerial students often major in psychology, sociology, English, human services, philosophy, or religion (though some seminaries discourage applicants from an undergraduate major in religion, since so much of that study will be duplicated in their seminary training).

In keeping with the need for a broad background of knowledge, preministerial students are urged to be sure that they have an adequate introduction to the major areas of liberal arts study and, in particular, to the disciplines dealing with the study of society, government, economics, ethics, philosophy, literature, human behavior, and the arts. In addition, preministerial students are encouraged to acquire particular kinds of managerial and interpersonal skills that will be of use in their ministry and, therefore, should consider the following courses as especially relevant to their preministerial program, regardless of their particular major:

ACC	20024	Fundamentals of Accounting
COM	30163	Interpersonal Communication
ENG	23723	Intermediate Writing
ENG	31023	Advanced Expository Writing
ITS	12063	Introduction to Information Technology Systems
PHL	21723	Introduction to Logic
PSY	32153	Social Psychology
SPH	11023	Speech Preparation and Delivery

Preprofessional Programs

PRELAW PROGRAM

Admittance to professional school of law is available to students with a variety of major fields of concentration. Law schools are less interested in a specific program of study that could be called a prelaw major, but rather are interested in a number of specific skills, most of which are concentrated in the use of language and the communication arts.

Students seeking admittance to law schools are advised to select a major appropriate to their own interests but to be sure to include as many courses as possible to assist them for the use of the English language in its written and oral forms. In addition, students are encouraged to consider that the practice of law involves the handling and administration of other people's money and estates and will also involve dealing with all types of individuals. Thus, students are well advised to seek those courses that prepare them to understand human growth and development, general psychological principles, and sufficient accounting or related business courses to familiarize them with the administrative details of the handling of financial affairs. Therefore, in addition to the student's specific major field, the following courses should be considered as recommended for prelaw majors:

ACC	20364	Accounting for Business Operations
ACC	20464	Accounting for Investing and Financing Activities
ECO	20163	Macroeconomics
ENG	23723	Intermediate Writing
ENG	31023	Advanced Expository Writing
ITS	12063	Introduction to Information Technology
PHL	21723	Introduction to Logic
PSY	12053	Principles of Psychology
PSY	32153	Social Psychology
SOC	10153	Social Thought
SPH	11023	Speech Preparation and Delivery

PRE-ENGINEERING STUDIES

Many of the problems facing our society need technological solutions that will come only with a strong work force of engineers and scientists. Just to be technically trained will not be sufficient. Engineers must be sensitive to the environmental, societal, and human implications of both problems and solutions. It is essential that engineers be liberally educated to meet the demands of a changing world. At Ottawa University, the primary objective is to provide such a liberal arts education. The pre-engineering curriculum is designed to do this while providing a grounding in science and mathematics courses to prepare the student for the upper-level engineering courses that he/she will encounter after transferring to an engineering college to complete his/her studies.

The pre-engineering program operates as follows: The student meets with the Pre-Engineering Advisor at Ottawa University and develops a contract. In most cases, all the requirements for a degree from The University can be met in the three-year period except for the required major in mathematics and the 124 semester credit hour rule for graduation. The contract specifies that after appropriate courses in applied mathematics are completed at an engineering school chosen by the student, the major in mathematics will be

Preprofessional Programs

considered fulfilled. The same type of specifications is made concerning the 124 semester credit hour requirement. When Ottawa University receives official transcripts showing that these additional courses and hours have been completed, a Bachelor of Arts degree is granted. This program is the same regardless of the engineering school chosen and the area of interest, civil, mechanical, electrical, etc. In the advising process, it is beneficial for the student to be guided by a catalog from the school to which he/she wishes to transfer. It is important that the Pre-Engineering Advisor be contacted as soon as possible so that an individualized plan can be developed. For a list of required mathematics courses at Ottawa University, see the required major courses for mathematics in this catalog.

The student should be prepared with a solid mathematics background in high school work, including geometry, two years of algebra and trigonometry or pre-calculus. In addition to the technical courses, the student should take courses in such areas as English composition, psychology, religion, sociology, and economics, not only to meet graduation requirements at both Ottawa University and the engineering school but, more importantly, because they are the foundation of a liberally educated person.

INTERNATIONAL

INTERNATIONAL PROGRAMS

Ottawa University has established international instructional sites in Hong Kong, Malaysia and Singapore. The instructional sites offer the undergraduate Bachelor of Arts in Business Administration (BABA) degree completion program. The Master of Business Administration (MBA) and Master of Arts in Human Resources (MAHR) are currently offered online through selected locations in Asia.

BUSINESS ADMINISTRATION

Offered at: Hong Kong, Malaysia, Singapore

The Business Administration major focuses students on how a business firm can achieve its objectives in a competitive local, regional, national, or global environment while maintaining ethical principles and practices. This major integrates a broad range of theories, concepts, methods, policies, and practices through the study of finance, economics, law, ethics, marketing, human resources, management, and organizational behavior. Students analyze and evaluate business systems in terms of their efficiency, productivity, profit, and service. They study the challenges and opportunities facing existing companies and new ventures. As potential entrepreneurs, students synthesize their knowledge, analyze markets, and develop business plans. They learn to make convincing presentations to employees, customers, managers, board members, and investors. They appreciate how responsible business practices can improve economic standards, social stability, and international trade. Graduates are prepared for a range of career opportunities in both for-profit and nonprofit private entities as well as the public sector.

Program Required Courses*

LAS	30012	Proseminar
COM	32663	Business Communication
OAD	30563	Management
OAD	31863	Marketing
OAD	30063	Behavior in Organizations
LAS	39000	Cross-Cultural Issues in International Business
OAD	30763	Business Statistics
ECO	40963	International Economics
OAD	40063	Financial Administration
OAD	49100	Strategies and Policies (CAPSTONE COURSE)
LAS	45012	Graduation Review

**Coursework is listed in enrollment sequence.*

Graduate Students

Graduate students should consult the Office of International Programs for specific information and admissions process.

English Requirements

All international undergraduate and graduate students at Ottawa University are required to demonstrate proficiency in English. Proficiency can be demonstrated by submitting or scheduling at one of the following evaluation processes:

International Programs

- TOEFL score of 500 or higher on the paper-based TOEFL.
- Completion of TOEFL score of 197 or higher on the computer-based TOEFL.
- Completion IELTS overall band score of 6.0 or higher.
- Completion of at least 30 transferable semester credit hours at a U.S. college or university.
- Interview with an Ottawa University faculty member.
- A 250-word statement of professional goals and confirmation in Proseminar, the first liberal arts studies course to be taken by an international student.

Application Information

In order to make application to the Ottawa University International Program, the following must be submitted:

- A completed International Programs application form.
- A passport-size photograph attached to the application form.
- Official copies in English of all transcripts from all secondary schools, colleges or universities attended.
- A 250-word statement of professional goals.
- A nonrefundable fee as applicable*.

**Application fees vary from country to country. Please contact the Office of International Programs.*

Admission Categories

Evaluation of application and review of transcripts determines the admission category for undergraduate programs. The admission categories are the following:

- Full Admission: Applicant is admitted to Ottawa University and has met the necessary requirements for admission to the University degree program. Student may register and begin the degree program.
- Provisional Admission: Applicant is admitted to Ottawa University with the provision that he/she eventually meets the necessary graduation requirements. The student is able to register and begin the program.
- Pending Due to More Information Needed: Applicant is not admitted to Ottawa University due to missing essential information or documentation. The local representative and applicant are notified in writing as to what information is needed. Applicant cannot begin the program when status is pending.
- Deferred: Applicant is not admitted to Ottawa University. The local representative and applicant are notified in writing.

MASTER OF ARTS IN HUMAN RESOURCES

Offered at: Hong Kong

Ottawa University's Master of Arts in Human Resources degree is designed for working adults who wish to increase their human resources skills. Not only is the program designed to provide professional growth for human resources professionals but also for those in various fields associated with the development of human potential.

The program has been created to provide graduates with the skills and knowledge necessary to:

- Assume leadership roles in human resources and related professions.
- Assume positions as human resources managers, consultants, employee and student development counselors, or trainers.
- Apply human resources theory, research and methods appropriate to their positions.
- Prepare and plan for change in organizations.
- Assess outcomes of human resources and related programs, services and activities.
- Engage in continued professional growth in human resources and related fields.

The program seeks to promote professional excellence, academic attainment and the ability to synthesize, integrate and apply knowledge in meaningful and relevant ways.

The Master of Arts in Human Resources consists of no less than 36 semester credit hours of formal coursework designed to help the adult student acquire subject matter mastery, apply knowledge and conduct research in various areas within the broad field of human resources.

Thesis Option

For those students interested in writing a thesis, a research track is available. Please discuss this option with a graduate advisor.

Applied Track Required Courses

HRF	7001	Seminar: Value Systems
HRF	7111	Trends, Issues and Perspectives in Human Resources
HRF	7161	Research: Assessment and Evaluation
HRF	8481	Seminar: Applied Case Studies in Human Resources

Research Track Required Courses

HRF	7001	Seminar: Value Systems
HRF	7111	Trends, Issues and Perspectives in Human Resources
HRF	7161	Research: Assessment and Evaluation
HRF	8451	Field Experience
HRF	8501	Master's Research Project

Elective Courses

HRC	7361	Managing Human Resource Cost
HRC	7411	Human Resources Planning and Administration
HRC	7461	Wage, Salary and Benefits Administration
HRC	7511	Personnel and Labor Relations

International Programs

ONLINE

HRC	7561	Recruitment, Selection and Placement
HRC	7605	Training in Human Resource Development
HRC	7611	Organizational Behavior and Theory
HRC	7651	Employment Law: State Conditions of Employment
HRC	7711	Organization Change Theory and Strategy
HRC	7741	Employment Law
HRC	7751	Employment Law II
HRC	7761	Instructional Design and Training Strategies
HRC	7811	Career Development
HRC	7871	Employee Assistance and Counseling
HRC	7861	Negotiation and Conflict Resolution
HRC	7911	Applying Statistics in Human Resources
HRC	7961	Managing Organizational Conflict
HRC	8551	Advanced Special Topics in Human Resources

ONLINE PROGRAMS

Ottawa University offers a number of undergraduate and graduate programs online. Some of these programs are also offered in classroom format. Students interested in online programs should contact one of the adult campus locations or the Office of International Programs.

Online programs are available in Health Care Management, Police Science/Law Enforcement Administration, Master of Arts in Human Resources, and Master of Business Administration.

For more information about an online program contact us through e-mail at admiss.online@ottawa.edu or contact an Ottawa University campus in your area.

HEALTH CARE MANAGEMENT

The Health Care Management major promotes an understanding of complex, evolving, and integrated health care and reimbursement systems. Students analyze perspectives, methods, and values associated with the delivery and financing of health services. They evaluate client needs, fiscal constraints, management practices, ethical principles, public policies, promotional strategies, and system designs to discover ways to meet the growing demands for affordable, efficient, responsible, and effective health care. The major promotes organizational insight and managerial ability for those who desire leadership positions in health-related enterprises. It is especially suitable for health care professionals with technical/clinical degrees, nurses, reimbursement specialists, utilization review professionals, medical office or managed care personnel, and health insurance providers.

Program Required Courses

OAD	38564	Behavior in Health Care Organizations
OAD	38663	Human Resources in Health Care Organizations
OAD	48001	Finance and Regulation in Health Care Organizations
OAD	49000	Planning, Organizing and Leading in Health Care Organizations (CAPSTONE COURSE)
HPS	40654	Health Care Law and Ethics

Health Care Specialty** Work done in health-care training programs transfer as academic semester credit. Some of these semester credits are considered lower-division. For further information, please contact Ottawa University's Kansas City campus registrar.

POLICE SCIENCE/LAW ENFORCEMENT ADMINISTRATION

The Police Science/Law Enforcement Administration major promotes the knowledge and skills necessary to maintain social order, protect individual rights, meet public needs, and uphold the laws and institutions of democracy. Students study the theoretical, ethical, judicial, and practical issues related to the operations and responsibilities of a complex law enforcement organization. Within the contexts of current events, poverty, race, ethnicity, human relations, urban expansion, and public policy, students analyze the causes of deviant behavior in juvenile and adult offenders. In addition to critical thinking, problem solving, and communication skills, students develop increased empathy and a greater understanding of diversity. They evaluate scientific advances and new technologies that support effective crime detection, intervention, and prevention. Students explore ways

Online Programs

to improve community relations and gain civic support for their critical mission to protect and serve. This program is delivered online. The Police Science Bachelor of Arts degree is intended for students who are graduates of a Rio Salado College-affiliated police academy and have successfully completed the community college's associate's degree in Law Enforcement Technology. All other students pursue a BA degree in Law Enforcement Administration. Graduates of these programs are prepared to advance in rank and leadership responsibility.

Program Required Courses

PLS	30000	Examination of the Criminal Justice System
PLS	30100	Individual Rights: Practices and Systems
PLS	30200	Police Responsibility, Ethics and Rights
PLS	30300	Understanding Criminal Behavior
PLS	40000	Race, Crime and Social Policy
PLS	40100	Public Safety Supervision
PLS	40200	Policing in Today's Communities
PLS	40300	Leadership in Law Enforcement
PLS	49100	Selected Contemporary Topics in Policing (CAPSTONE COURSE)

MASTER OF ARTS IN EDUCATION

The Master of Arts in Education online is a 30-36 credit hour program created to provide the working adult with an alternative method of earning credit hours in three study concentrations: Education Intervention, Curriculum and Instruction, and Professional Development. A few courses are offered online each term, with completion possible over a year and a half - to two years.

Course presentations begin with an initial face-to-face session during a weekend, with the remaining assignments provided online. Students have the flexibility of taking some courses online and some face-to-face, or may take them entirely online.

The program has been developed to provide graduates with the skills and knowledge necessary to:

- Improve and enhance their teaching and services to students
- Provide their students with an enhanced learning environment.
- Prepare and plan for change in the schools
- Assist schools and the community to improve education for all students
- Assess outcomes of school curricula, programs, services, and activities.
- Assume leadership roles in education.
- Engage in continued professional growth.

Formal coursework is designed to help the adult student acquire subject matter mastery, apply knowledge and conduct research in various areas within the field of education. The program of study consists of foundation (including a Master's Research Project, research portfolio), concentration, and elective courses. Up to nine (9) credit hours of graduate-level coursework may be applicable from other accredited colleges or universities.

Foundation Courses (15 semester credit hours required)

EDF	7103	Philosophy, Accountability and Change
EDF	7153	Methods and Models of Research
EDF	7203	Diverse Community of Learners